

**Notes of meeting no 7 of the special, combined JNC held on Tuesday 7 April 2020**

**Present (virtually)**: Adam Tickell (Vice Chancellor) (AT); Stephen Shute, Pro Vice Chancellor, (Planning and Resources) (SS); Tim Westlake, Chief Operating Officer (TW); Peter Brook, Interim Director of HR (PBr); Bridget Edminson, General Counsel and Director of Governance and Compliance (BE); John Hallam, Interim Assistant Director of HR (ER) (JH); Andrew Chitty (UCU) (AC); Joanna Pawlik (UCU) (JP); Michael Moran, Regional Officer, UCU (MM); Paula Burr (UNITE) (PB); Daniel Hyndman (UNITE) (DH); Claire Colburn (UNISON) (ClCol); Luke Murphy (UNISON) (LM)

**Apologies**: Chris Chatwin (CC); Elaine Stephen (ES); Caroline Fife

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|  |  | Actions |
| 1/7 | **Notes of the previous meetings (Meeting notes 4 , 5 and 6**  These were agreed. |  |
| 2/7 | **Update on Current Situation**  The VC reported no significant change in the financial situation. The cost of loss of accommodation income and other expenditure on necessary new investments, such as new IT licences, was now estimated as being £10m. This figure might increase or decrease subject to activities such as the Summer School. A small surplus was now the forecast likely annual out-turn. However, the position for 20/21 remained very uncertain and challenging. No assurance had been given about any return of controls on student numbers. The Government had not given any undertaking that it would cover or support losses in income from accommodation or fees from international students. The scale of the potential future challenge was entirely unpredictable with estimates ranging from £30m - £70m. International recruitment was likely to be very ‘soft.’ SS noted that the British Council was estimating a potential downturn of 60% in students – but nothing was certain until students actually registered.  The VC reported that the University was working closely, locally, with military planners and civic authorities to support the NHS and others. |  |
| 3/7 | **Financial Regulations Guidance (FRG)**  AC repeated on behalf of the three recognised Trade Unions that they had found the lack of consultation on the first iteration of the FRGs unsatisfactory. PBr had written to all the TUs stating that the FRGs were not for negotiation. The VC said the consultation on the revised FRGs had taken significant account of the concerns raised by the TUs. The revised FRGs would be sent out to all staff this afternoon with an explanatory covering note. AC re-stated the minimum TU requirements around SC1, 2 and 3 as set out in their submission of 3/4/20. AC said UCU would reserve the right to campaign on these issues if their requests were not met in the new guidance. PB said UNITE wished to ensure premature decisions were avoided, particularly in respect of Fixed Term Contracts. ClCol reiterated concerns around the definition of ‘business critical’ and possible unconscious bias in decision making. JP asked about equality impact assessments. PBr said individual cases would be reviewed carefully on their merits. SS said that many – but not all – of the points made by the joint TUs had been folded into the new, revised FRGs. MM asked the University to consider paying staff working from home up to £6 per week to cover utility costs. |  |
| 4/7 | **Government Job Retention Scheme (JRS) – ‘Furlough’**  PBr said that a UoS JRS ‘furlough’ scheme was being developed and would be shared with the joint trade unions and with staff. PBr had briefed Heads of School. TW would be working with PSDs and HRBPS to examine furlough options. This would include SEF and Chartwells. The VC said that the University would undertake to meet the ‘top up’ to ensure salaries paid via the ‘furlough’ scheme were paid in full. This would include employer pension contributions. The caveat on our use of the scheme was that Government advice about the details was still quite sketchy and in some cases contradictory. It was also noted that a condition of ‘furlough’ was that no work be undertaken. AC said the introduction of a local ‘furlough’ scheme was very welcome. |  |
| 5/7 | **Contractors on Site and H&S**  TW confirmed that Balfour Beatty were applying stringent requirements to ensure social distancing and to protect their workers. This included independent travel, virtual meetings and a range of other measures. Robert Hutton, Director of Estates was content with these arrangements. The VC noted that Brighton and Hove buses had now introduced more stringent social distancing requirements on their buses. |  |
| 6/7 | **Voluntary Severance Scheme (VS)**  The VC noted that an initial meeting had been held on 2 April to discuss issues of principle around a possible VS scheme – notes to be circulated shortly. A further joint meeting about VS principles was scheduled for 8/4. |  |
| 7/7 | **Homeworkers with Dependents**  ClCol asked if the University would be issuing any further specific guidance to support those with caring responsibilities working from home. PB said aspects of this were covered in existing guidance / FAQs but that this would be reviewed further by Sharon Neal, Assistant Director of HR (Culture and Inclusion). ClCol was asked to let PB know of any specific concerns or patterns. |  |
| 8/7 | **Date of next Meeting**  The next joint combined meeting was scheduled for Friday 17/4 @ 15.00 |  |

7 April 2020