Summary notes from informal consultation meeting between the University and the Trades Unions

24.11.2021

**Present:**

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| Julian Duxfield, Director of Human Resources  Ruth Kinahan, Policy Manager  Jessica Oldershaw, Reward and Policy Officer  Les Wright, Director of Occupational Health and Safety | David Chivall, President, UCU  Aris Katzourakis, Co-Vice-President, UCU  Peter Belk, Branch Chair, Unite  Rod Bowes, Branch Chair, Unison |
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Apologies:

The meeting had the following agenda:

1. Notes of the last meeting

2. Matters arising

3. Wellbeing

4. Frequency of future meetings

5. AOB

1. Notes of the last meeting

There were no comments on the previous notes.

1. Matters arising

* HR to follow up with Sarah Thonemann about the follow up to the Furlough report EIA
* HR to pass on feedback about increased casework to Sarah Thonemann

1. Wellbeing

* Jess to invite Mandy Zaccheo to next meeting to provide update on time and attendance module
* Jess to circulate mental health first aider annexe

1. Frequency of future meetings

* Jess to schedule future meetings for 1 hour every three weeks

**Date of next meeting**

The next meeting will take place on Thursday 9 December from 10.05– 10.55.