

HR Subcommittee Minutes

25th February 2022, 11am

Location: Moss House Board Room

Members: External Trustee, Lorraine Teague (LT), Director), Officer Trustee, Alice Young (AY), Ashlea Mallett (AM), Student Trustee

In Attendance: Sarah Kerton

Minutes: Ross Loveitt

Item	
1.1 & 1.2	LT introduced the meeting. No apologies had been received No conflicts were declared.
1.3	LT provided amendments that SK edited in the meeting. The minutes of the previous meeting were approved with amendments.
1.4	The committee received the action log and noted all the actions.
2.1	<p>The committee received the Guild Director's report. The people and culture work is on track and is successful with great staff engagement. SK flagged that moving forward we would need to work on our officer engagement.</p> <p>SK noted the struggle with recruitment in relation to Kickstart and that we would be looking again to recruit for January/February.</p> <p>SK also highlighted that the Guild were kicking off their work related to the strategy.</p> <p>Ashlea Mallett joined the meeting</p> <p>HR Subcommittee accepted and approved the Guild Director's Report</p>
2.2	HR Subcommittee received and noted the Safeguarding report.
2.3	HR Subcommittee received and noted the accident report. LT noted this was a low concern.
2.4	HR Subcommittee received and approved the Terms of Reference for the Committee with edits from LT.
3.1	<p>HR Subcommittee received and noted the Guild Director's presentation: SK delivered report.</p> <p>SK - Flagged concerns about officer engagement, few exec meetings, raised as a cultural question. To be taken more broadly to Trustee Board but of note to Subcommittee.</p> <p>SK - Tried number of activities to bring officers together but currently there hasn't been a positive outcome, this in turn effects the officer campaigns, morale, and their outcomes.</p> <p>AY - it's a struggle to operate as a team. Managing own time and priorities difficult as the only full time officer, which becomes overwhelming. There's a disconnect between</p>

officers and staff, one volunteer resigned. Other volunteer is full time college student so is present but has less time to commit than a sabbatical.

LT asks about appointing mid term. SK explains that elections are soon and we could look to start that person earlier, but would be wary to induct new officers in negative culture.

REDACTED

LT- We can request attendance of the officers, in which we can ask them to report directly to this committee to understand why objectives aren't being met.

REDACTED

SK- goals were achievable but not now because too little has been done. Student Council can steer focus for the rest of the year, but still requires officers to buy in to that direction. Long term, a change to the organising model to decentralise control and spread resource across students who organise should help, but still need to think about our culture right now.

AM - Priority should be student feedback, in order to inform university effectively.

AY - it has been a struggle to balance those responsibilities.

LT- we need to reassess goals, and address level of support to Alice.

AM- suggests Alice utilises the student community to take pressure of herself. Utilise staff support so officers can focus on student relationships.

LT- what can the committee do to support Alice?

AY- Help steer with the priority, understand board expectations.

LT- On Elections, current have 2 volunteers, advertising for 3 volunteers.

SK- capacity for more in our constitution, however 3 is good size for the executive officers, no specific remit but opportunity to shape the role on what matters to them

AY- having the ability to shape the role, means they are not pinned down to one specific area,

AM- more reward and recognition for student leaders who play a part in shaping community. Don't deter people who lose elections.

SK- focus on students at the centre of organising rather than top down

LT- 1st priority to look at the plan.

AM- students want to see progress on annual goals, 3 month, 6 month updates.

SK- weekly okr targets, help staff, would like to see the board hold officers accountable, for not buying in to initiatives. Would have already shared officer updates in January but they didn't submit, so gave the opportunity to submit in February.

	<p>AM- the strategy consultation highlighted that student care about the work, they just don't know about it.</p> <p>SK- work on communications</p>
3.1	
5.1	<p>LT- Wellbeing policy, SK- to include mental and physical wellbeing. LT- Self harm, raise awareness.</p>
5.2	<p>LT- Students from Ukraine.</p> <p>AY- University has reached out to students from Russia/ Ukraine, to support wellbeing. Birmingham unis to organise vigil to victims.</p> <p>LT-Reclaim the Night</p> <p>AY- Organising committee, divided up responsibilities, its going well, although few tasks still need to be completed, slightly behind track but catching up.</p> <p>LT-Kickstart Scheme</p> <p>SK- still recruiting, Ross has been at fair, and we have 4 roles available, in addition we have been in discussions with EY to look at their programme</p>