a. The changes have been made to the former work life balance policy. It was last reviewed in full in November 2018. This new review has been undertaken as there is due to be new working legislation coming into force in 2024. It was deemed appropriate to update policies in line with this legislation ahead of the changes.
b. The policy has been renamed to reflect the correct legal terminology and make easier for staff to search for.
c. It is no longer required for staff to explain the impact of their request in the application. This is for managers to assess when they receive the request.
d. It is now necessary for all managers to have a consultation with the employee making the request before rejecting the request. This should be a chance to share concerns and suggest alternative approaches.
e. The types of flexible working have now been moved into the appendix of the policy.
f. The new policy includes clarification of the process for temporary changes to working patterns.
g. All employees must now complete the form to ensure that requests are captured (even when managers have agreed informally) and reporting can occur.
h.

3.   Extended Annual Leave (Replacing Time Off to Visit Relatives Abroad) (5-03)

3.1.   Vince Preece, HR Employment Policy Manager presented the new policy

     h.   ABC" rating and whether that is the most appropriate way.

6.2.   The following points were raised in discussion:

    a.   The changes were given support by the committee.

    b.   There were concerns raised over how this would be accounted for within budgets. Budgets are already set for future years and can be difficult to

7.2.   The following points were made in discussion:
a. The committee were supportive of the work. It was agreed that technical staff should be a distinct category.
b. It was noted that it needs to be added into the system, so we have the data. This is important for HESA return and REF. This was agreed and will be discussed further.
c. It was raised that clinical trials staff should also be included in the category. This was noted and agreed that clinical trial staff and research nurses should be part of the technical category.

7.3.   People and Culture committee endorsed the approach.

8.   Overview of HR Strategic Plan 2023-27 Development (5-08)
8.1.   Donna Dalrymple, Chief People Officer presented a high level overview of the work in place to develop an HR Strategic Plan 2023-2027. The following points were made during the presentation:
a. The strategic plan outlines the priorities and what HR are working on, as well as the wider university over the next few years.
b. It was noted that it highlights the institutional priorities and who is working on these across UCL.
c. The strategy is still in the development stage and work involves different stakeholders across UCL. The committee was asked whether anyone would like to be included in the work in stakeholder groups.
d. HR are working with a company called Strive Higher to produce the plan.

8.2.   The following points were raised in discussion:
a. There was support for stakeholder involvement in the plan.
b. It was raised that it needs to fit with operational approach in each faculty, connection points should be found and worked on together.
c.   continue, and a draft plan will be brought back to the committee next term.

8.3.   People and Culture committee noted the update.

9.   AOB
9.1. It was flagged that there was a summary of PCC meetings and minutes were included for note for the committee. This was noted by the committee.

Hannah Swallow
8 December 2023