



## HUMAN RESOURCES POLICY COMMITTEE

Held on Wednesday 21 December 2016 at 10.00 a.m.  
in the South Wing Council Room

### MINUTES

*Present:*

Professor Michael Arthur (Chair)

Dr Paul Ayris

Dame Nicola Brewer

Dr Mike Cope

Professor Mark Emberton

Professor Becky Francis

Professor Mary Fulbrook

Professor Dame Hazel Genn

Mr Andrew Grainger

Mr Phil Harding

Professor (C) R 252441-5(or Dav)-6(i)5(d L)-7(om)]T T0(i)5-BDCBT1 0 0 1 345

Mr Rex Knight

Professor David Lomas

Professor Ivan Parkin

Mr John Parr

Professor (A) 276

Professor David Price

## PRELIMINARY FORMAL BUSINESS

**1. Constitution, Membership and Terms of Reference of the HRPC for 2016-17** **HRPC 1-1 (16-17)**

- 1.1 **Received:** The Committee received and noted the Constitution, Membership and Terms of Reference of the Human Resources Policy Committee for 2016-17 at HRPC 1-1 (16-17). These had been updated to take account of changes in the membership of the UCL Senior Management Team this academic year.

**2. Minutes of the meeting of the HRPC held on 22 June 2016**

- 2.1 **Approved:** The Committee approved the minutes of the last meeting of the Human Resources Policy Committee (HRPC) held on 22 June 2016.

**3.**

3.1

3.2

3.3



## OTHER BUSINESS FOR APPROVAL OR INFORMATION

### 7. Preparing for the TOPS Programme

7.1 **Received:** The Committee received an oral report from the Interim Executive Director of UCL HR concerning the HR preparations for the Transforming our Professional Services (TOPS) programme.

7.2 It was noted that the new HR system was due to be introduced in August 2017. In the meantime, and in preparation for the TOPS programme, there was a need to reduce radically the very high number of approved users of the current HR systems who were not based in the HR Division, as the current arrangement was too fragmented and inefficient. Once the new system was live, the focus of HR would quickly evolve to provide monitoring and enhanced support for the continuing users in faculties and professional services divisions. This would reduce significantly the amount of time that staff within the HR Division would need to spend checking data and offered the opportunity to improve MI provision. A new Interim Director of HR Services would be recruited to work with the HR admin teams and engage closely with faculties and professional services divisions.

7.3 T