

# **EXECUTIVE MEETING, 27 April 2017 (via teleconference)**

**Present:** Graham Curling, Julie Lloyd (Chair)

**In attendance:** Kiva Falvey, Nicholas Johnston

## **1 MINUTES AND MATTERS ARISING**

The minutes from the meeting on 5 December 2016 were approved. It was noted that all actions from that meeting have been completed.

JL noted that SB presentation to UHR regarding The Living Wage was very good and positively received. JL also suggested that NJ get in touch with Paul Boustead, Chair of the North West Region UHR, as he is standing down to become Vice-Chair nationally. In order to get a view from him on the presentation SB delivered and whether it would be worth doing something with other UHR groups.

**Action: NJ**

## **2 FINANCE UPDATE**

KF presented the current financial health of the company and reported that there were no areas of concern. It was noted that we have been in touch with two of our three aged debtors and are expecting payment soon.

The Executive agreed that we should ask for the Board's approval to keep subscriptions at the same rate for 2017/18 as in 2016/17. It was noted that this is the fifth year that subscriptions remained the same and we should emphasise this to members, particularly in a climate where sector agencies have been under scrutiny.

## **3 CRM UPDATE**

NJ reported the following:

- Sussex Coast College joined as new members in late 2016
- Aylesbury have come back into membership from 1 April 2017;
- The University of Kent have resigned from membership, their last day being 31 July 2017. NJ will contact their HRD to ask why they are leaving and to get feedback on how we can improve our services for existing members;
- To date we have completed:
  - 45 of the targeted 60 inclusive days with 10 further days pending;
  - 39 of the targeted 20 paid days with 10 further days pending;
  - Run 4 Introduction to Role Analysis training event with a further 2 taking place in Birmingham and Belfast;
  - Run 2 Labour Market Data development events with a further 2 taking place in Liverpool and London.

- Networks events are being received well.

Overall, we are in a strong position with contact with our members.

**Action: NJ**

#### **4 CONFERENCE PLANNING**

A sub-group have now been formed to take the conference planning forward, this consists of NJ, GC and IH. A conference call has been diarised for next week to discuss potential topic and speakers. The venue and date have been confirmed.

#### **5. CAPTIA – NEW SERVICE**

The LMD Steering Group has now closed and LD has stepped down as Chair. A new working group has been formed to work on how we define the service and what the service might look like. The group consists of IH as Chair and KF, SB and NJ.

NJ explained that we are looking at a service that will:

- Fulfil members' market data requests with a cap on the overall number of hours and requests;
- Replace the surveys with occupational specific reports and development sessions;
- Continue to run development days, briefings and events with Capita;
- Research a 'self service' approach service that would sit within either ECC website or Capita.

The Executive agreed the action points in the paper provided. NJ is confident that this can be put together before the new academic year 2017/18. Overall this is more forward looking than the previous service. NJ will bring this to the June Board meeting.

#### **6. LMD PAY CALCULATOR**

Andy Wright from Portsmouth University has developed a tool which compares salaries between different countries, which takes into account the cost of living in each country. He showcased the tool at the Stirling and York LMD Development days. Andy agreed to give this product to ECC without payment. Our legal advice is that this is best done through a long term licence arrangement where Andy retains the IPR. NJ will absolutely check this before we are legally committed. It will be embedded into ECC Online. NJ asked that the Executive agree to the cost of this work which should come in at circa £8k (up to £10k including legal and communications work). JL and GC thought this new product could be of significant benefit to members and make ECC more competitive. The Executive agreed to the cost and for the work to progress.

**Action: NJ**

**7. TOTAL REWARD DISCUSSION PAPER**

NJ presented the Total Reward thought paper written by SW and explained that although the concept of a Total Reward service was part of the 2016/21 strategy we needed much clearer clarification on what 'total reward' means and how it fits with what we do. The paper was designed to prompt thinking rather than to propose a specific service direction.

GC felt that although the paper was helpful we should drop the project from our strategic plan, as he wasn't convinced that ECC had the capacity and resources to develop and deliver a competitive total reward product or service that would add real value to members, particularly where the majority will already have reward packages in place. Both felt that HEIs have very individual views on total reward and it would be difficult to offer a service around this. JL felt that rather than ECC developing a ECC total reward 'service' we needed to work on the sector understanding that there is more to reward than simply pay.

It was also said the table in the paper was useful in linking current service and plans to potential components of total reward. The way forward was felt to be representing some of what we are already doing, or planning to do, to emphasise the links with total reward and the concept of reward being more than just pay. This would be more effective than investing time and resource in a new service area.

Agreement to delete the project from the strategy should be sought at the June Board.

**Action: NJ**

**8. WORKFORCE PLAN**

Restricted agenda item.

**9. ECC ONLINE PROJECT MANAGER**

Restricted agenda item.

**10. ANY OTHER BUSINESS**

JL said that UCEA were running equal pay review workshops in June and that it may be of interest to consultants.

**Action: NJ**

**ACTION TABLE FROM EXECUTIVE MEETING**

Action	Team Member	Deadline

Contact Paul Boustead at UHR	NJ	
Contact Kent for reasons on why they are leaving and suggestions on how ECC can improve their services to members	NJ	
Ensure Portsmouth are okay with Andy Wright giving ECC the Pay Calculator	NJ	

**Executive Meeting Dates for 2017-2018 are:**

10 October 2017 at 10.30 am via teleconference

13 December 2017 at 10.30 am in London followed by the team Christmas lunch

24 April 2018 at 10.30 am via teleconference