MINUTES OF A MEETING OF THE SELWYN STAFF COMMITTEE
HELD VIA VIDEO CONFERENCE ON WEDNESDAY 28 OCTOBER 2020.

Present: Bursar
Finance Manager
Operations Manager
HR Manager
Catering Manager
Michael Wilson, representative for staff in the Library and Archives
Shona Winnard, representative for the administrative staff
Rosie Hellon, representative for the Porters

1. Statement of Conflict of Interest
No conflicts of interest were declared.

2. Apologies for Absence
Domus Manager.

3. Minutes of the meeting held on 12 February 2020
The minutes of the meeting held on 12 February 2020 were approved as an accurate record.

4. Matters Arising
a) Bike Sheds – The Operations Manager reported that hand sanitisers are now available on the inside of the bike shed near the library, by the exit gate. The Porters' Lodge are planning to do a bike cull during the Christmas holiday. This should give freshers the opportunity to register their bikes. Unlabelled bikes would be culled after the exercise, which should increase space available.

The Operations Manager also reported that he will look into the possibility of getting a dedicated space for staff bike parking and requested that we bear with the Porter's Lodge as they are trying to catch up as a result of the current pandemic. The Operations Manager stated that there may be more bikes in the shed than usual as students are not going out for lectures etc.

Shona Winnard reported that there is not enough bike parking and the issue is always raised at this meeting. Shona stated that this is not very encouraging for
staff, especially as the bikes tend to get damaged at the sheds. The Bursar reported that the opportunity to add new bike parking to the new build would be added to the agenda for the next Phase 3 committee meeting.

b) Flu Jabs – The Bursar reported that he had looked into corporate flu jab services but that those investigated are currently suspended due to unprecedented demand and the prioritising of older people. The Bursar reported getting a flu jab is recommended during the current health climate and stated that should they be able to get one, they can claim for this via Medicash.

5. Update on Phase 3 of Ann’s Court
The Bursar reported that there was a 5-week break in the project due to the national lockdown in March and April. The project resumed after the break but at a slower pace due to working with restrictions. The new target end date for the project is end February to end March 2021. Hopefully it will be completed by the end of the Lent Term.

It is anticipated that the library books will be moved to the new library during the long vacation. The Bursar reported that it is hoped that the new auditorium will be used for conferences in the summer of 2021.

6. Any Other Business

There was no other business.

7. Date of future meeting

Wednesday 10 February 2021.