

Summary of meeting held on 9 September 2026

- **Health and safety:** There was a discussion about lift reliability and the importance of temperature management in repository and office areas. Participants agreed to engage further with relevant stakeholders to explore potential mitigations of high temperatures and review conditions before next summer.
- **Pay:** An update was provided on the pay award. Communications on this were expected to be published shortly. Particular attention was given to staff affected by Universal Credit or student loan repayment arrangements, where the timing of payments could have unintended negative financial consequences. The group agreed to try and mitigate the risk of this. Early discussions took place regarding possible future pay business cases, including the need for robust evidence relating to organisational risks, retention issues, specialist roles, and sector benchmarking.
- **Pensions:** Support continues to be provided to retired and partially retired colleagues affected by delays in pension processing. Annual benefits statements are becoming available through the pension portal, with guidance issued to staff experiencing access difficulties. Members were informed that employer pension contribution rates are expected to reduce from April 2027, while benefits for scheme members will remain unchanged.
- **AI:** Ongoing work with the National Data Library was highlighted. An upcoming AI-focused event will combine discussion of opportunities and ethical considerations. The AI Steering Group continues to assess proposals on a case-by-case basis. A request was made for clearer central guidance covering practical scenarios involving external organisations using AI tools during meetings and other interactions. This feedback will be passed to the AI Steering Group.
- **Industrial relations and policies:** The Green Committee survey remains in development, with clarification to be provided on publication timing. Several policies are progressing through review processes, including Reward and Recognition, acceptable IT use, and Probation. Further discussion is required regarding the route for AI policy review and consultation. A discussion took place about the need for more guidance and training on workplace adjustments and the use of Workplace Passports.
- **Learning and Organisational Development:** A new line manager community is being established to create peer support and learning opportunities for managers. Concerns were raised regarding the loss of dedicated training space and it was confirmed that alternative arrangements are being made. A review of learning funding arrangements is planned, including consideration of support for higher education and professional development.
- **Organisational design:** Directors have completed a series of organisational design deep dives over the summer with a final workshop in September. A discussion took place about the Document Services Department and the link to the replacement of legacy IT equipment. It was confirmed that the Shop is being aligned with the Commercial team and management of the café has moved to Estates and Facilities.
- **Diversity, Equity and Inclusion:** The Council discussed the importance of the portable induction loop being accessed easily and it was confirmed that this was being addressed. A new

policy about supporting Trans and Non binary colleagues is in development and feedback is being sought.

- **Finance:** The Council received an update on the organisation's financial position.
- **Any other business:** A discussion took place about progress on proposals relating to overtime and the need to reflect any changes in the new Pay Policy, once agreed.