**Actions from AFF Finance Sub Group Meeting**

23.9.22 – Present: NC, KW, CT, FS

* 18 October - Hybrid Working. Met with one of 4 speakers, Paul Hodder to plan contribution. NC to catch up with other speakers. Event to have 2 themes, hybrid future and 4 day week.
* 28 September 1.30 – 4.30pm EC meeting

NC’s actions

|  |  |  |
| --- | --- | --- |
| 1 | Inclusion champion role on EC and OSG. | September |
| 2 | Draft rules  NC to issue revised rules for sign off  FS to investigate liability insurance  FS to confirm Treasurer requirements – annual accounts, share with EC, post on secure website as record | **Urgent**  NC  FS  FS |
| 3 | D&I Action Plan  NC to issue next version for EC agreement  Confirm approach regarding EB’s roles | **Urgent** |
| 4 | NC chasing outstanding biogs and photos | September |
| 5 | New AFF imagery.  NC still wanting more input and time to consider feedback, also seeking Affiliates’ views | Pending |
| 6 | Website  Remaining templates for logo/ letter head to KW  Repository of data, secure site, e.g. notes of meeting.  Not appropriate KW’s lap top. GDPR issues for KW as contractor | By 28 September |
| 7 | Follow up with Brendan Barber & FSCB  NC speaking with Laura Conaghhan, receiving materials from FSCB to share with Affiliates  Interest in event on Hybrid or other up coming focusses for them and BB  Write out to EC members/ possibly AFF affiliates to share information from FSCB and Culture Board | **August** |
| 8 | NC paternity leave, plans if not at 18.9 or 28.9 event. Plan contingencies. NC to speak to AL. AL to take over Chair role in NC’s absence. KW to send OSG invites | **August**  AL  KW |

KWs actions

|  |  |  |
| --- | --- | --- |
| 1 | Pension seminar and survey. Awaiting issue |  |
| 2 | Transition Survey, propose next working with royal London  Green Survey, look at completing before end of year. KW or CT to reach out to Matt, Nationwide | October |
| 3 | Next Exec meeting, request agenda items, issue agenda/ papers prior to meeting, complete notes of meeting. | On going |
| 4 | Live Feedback item for future EC | Put back, other priorities |
| 5 | KW to do LNA for Exec members, keep it light, shows investing in them as Exec members. | Put back, other priorities |
| 6 | Link with David S re event in November/ December | September |
| 7 | Issue updated calendar after 28.9.22 meeting | September |

FS’s actions

|  |  |  |
| --- | --- | --- |
| 1 | Subscriptions for this year, 4 still outstanding, FS to chase further | September |
| 2 | Subscription item on agenda working with GM | September |

CT’s actions

|  |  |  |
| --- | --- | --- |
| 1 | Learning Calendar Actions:   * Hybrid Working II – 18.10.22, finalising speakers. NC to issue update. 34 already enrolled. * Cost of Living event, January time. CT and FS moving forward * Pension seminar 2023. STUC lined up. * Green agenda in the finance sector * Progress Together – socio-economic progress in organisations in the Finance Sector. AMS on Linked in, Work experience, school outreach etc. * Handling Conflict at Work – legal view and TU expertise | CT |
| 2 | Green issues in Financial Sector. On agenda 28.9.22.  Looking at item for Spring 23 and a survey. | CT  KW |

Regards

Kevin Watts

+44 7720069383