

THE UNIVERSITY OF MANCHESTER

STAFFING COMMITTEE

12 February 2019

Present: Mr Paul Lee, Chair
Mrs Ann Barnes
Mr Michael Crick
Prof Danielle George
Dr Reinmar Hager

In attendance: President and Vice-Chancellor
Registrar, Secretary and Chief Operating Officer
Director of Human Resources
Sara Sawicki, University Solicitor
Deputy Secretary

1. Minutes of the meeting held on 21 November 2018

Resolved: The minutes of the meeting held on 21 November 2018 were approved by the Committee.

2. Matters Arising

Noted: All matters arising were covered elsewhere on the agenda.

3. President and Vice-Chancellor's Report

Received: A report from the President and Vice-Chancellor on proposals for the use of compulsory redundancies, if required and approved (as provided for in Part III of Ordinance XIII), to reduce the number of posts within the Professional Services "new leadership model" (PSNLM) at Grades 8 and 9.

Reported:

- (1) Planning and Resources Committee had met on 5 February 2019 and endorsed the recommendation of the Finance Sub-Committee that the case for compulsory redundancies within the PSNLM be presented to Staffing Committee.
- (2) The report outlined the process of collective consultation with the trade unions following Board of Governors approval (on 21 November 2018) that this process should commence. Four collective consultation meetings had been held; the meetings had discussed proposed structure, number of roles affected, timescales and the selection criteria and process to be applied in the event that compulsory redundancy was required. The Voluntary Severance scheme targeted at those "in scope" was launched on 3 December 2018 and closed on 4 February 2019; nine applications had been received and three accepted.
- (3) The report provided strategic context for the change to the Professional Services (PS) leadership structure. The principal drivers were the implementation of the Student Lifecycle Project (SLP) with consequent simplification and standardisation of processes and technology across the organisation and the restructure of the Faculty of Science and Engineering (FSE) which required a new PS leadership structure by August 2019.
- (4) The establishment of a more consistent and aligned PS leadership model across the Faculties and DSE was Stage 1 of the process. The structure would consistently align roles and responsibilities

across the three faculties and the Directorate for the Student Experience (DSE) at Grades 8 and 9 in student facing roles, whilst also incorporating changes in PS leadership roles in FSE as a consequence of the move to a two school structure.

- (5) The table below sets out the number of posts in scope, the number of existing vacancies and post reductions: (DSE=Directorate of Student Experience, FBMH=Faculty of Biology, Medicine and Health, FoH=Faculty of Humanities)

Organisation	Posts in scope	Existing Vacancies	Post reductions	New posts (potential grades)
DSE – Grade 9	6	0	2	1
DSE – Grade 8	22	2	7	4
FBMH – Grade 9	0	0	0	3
FBMH – Grade 8	8	0	8	5
FSE – Grade 9	1	0	0	2
FSE – Grade 8	11	0	11	3
FoH – Grade 9	1	0	1	4
FoH – Grade 8	9	2	8	6
Totals	58	4	37	28

- (6) At Grade 9, there was a net increase in posts arising from the creation of new Heads of School Operation (HoSO) roles; at Grade 8, restructuring meant that there was a net decrease in roles (e.g in FBMH Grade 8, a net reduction of three, in FSE, a net reduction of eight and in FoH, a net reduction of two).
- (7) The report outlined the process of appointment to grade 9 roles for HoSO and Director of Campus Life roles; two vacant HoSO roles would be advertised internally and externally.
- (8) The report also outlined the ongoing process to match Grade 8 staff “at risk” into the Grade 8 roles in the PSNLM. There were more roles to fill than staff at risk and the selection process would assess capability for role, noting that some roles were likely to be deemed specialist. Given that there was a risk that there might need to be compulsory redundancies, the report requested that Staffing Committee recommend to the Board of Governors that Part III of Ordinance XXIII (to effect compulsory redundancies) be instituted, if necessary.
- (9) The University had worked within existing policies and procedures to consider alternatives to redundancy, including tight vacancy management and the Voluntary Severance scheme referred to above.
- (10) The University would, if necessary, apply the selection criteria and process for compulsory redundancy which had been the subject of collective consultation with the trade unions. Individuals would have the right to appeal against such selection.

Noted:

- (1) Stage 2 of the process would involve a significantly larger number of staff at Grades 6 and 7 and the Committee would be updated on progress and any necessary actions and/or recommendations at future meetings.

- (2) The volatile and uncertain external environment and in some cases, significant consequent financial challenges had resulted in a number of universities embarking on significant restructuring exercises.

Having given full and proper consideration to the progress made as presented in the report to the Committee, the Committee **resolved**:

To recommend to the Board of Governors that Part III of Ordinance XXIII to effect the proposed compulsory redundancies be instituted, should this be required, where there is a surplus of grade 8 and/or grade 9 PS staff to grade 8 and grade 9 PS roles within scope of the new PS Leadership Model.