

THE UNIVERSITY OF MANCHESTER

STAFFING COMMITTEE

4 February 2020

Present: Mrs Ann Barnes (Chair), Professor Danielle George, Dr Reinmar Hager, Ms Bridget Lea (by telephone link), and Mr Andrew Spinoza (substitute member by telephone link).

Apologies: Mr Michael Crick.

In attendance: Professor Dame Nancy Rothwell (President and Vice-Chancellor), Patrick Hackett (Registrar, Secretary and Chief Operating Officer), Karen Heaton (Director of Human Resources), Sara Sawicki (Employment Solicitor) and John Marsh (Senior Governance Manager) (minutes).

1 Minutes of the previous meeting: 30 October 2019

Agreed: to approve the minutes of the October 2019 meeting.

2 Matters Arising

Noted: an update on UCU industrial action which highlighted:

- a) the decision to call a further 14 days of strike action in February and March 2020;
- b) high level statistics of UCU strike action at the University in November and December 2019. Approximately 20% of UCU members had participated in the strike, which represented approximately 3.5% of University staff. Participation had been especially concentrated in certain Departments and Schools, particularly in the Faculty of Humanities. With one exception, all Schools had ensured that student learning outcomes affected during the action had been satisfactorily made up.

3 Report from the President and Vice-Chancellor: Second Phase of the Student Experience Programme

Received: a paper asking Staffing Committee to give full and proper consideration to staffing proposals relating to the Second Phase of the Student Experience Programme, and recommendations to the Board, since it was proposed that the University entered into collective consultation with the University's campus trade unions about potential redundancies arising from this project and subject to consultation, this would include a voluntary severance scheme.

Noted:

- a) subject to consultation and only if it became necessary, approval from the Board of Governors would be requested for implementation of the procedure for dismissal of members of staff by reason of redundancy pursuant to Statute XIII Part II and Ordinance XXIII;
- b) **the reasons for the risk of redundancy:**
 - i. the University was committed to continuously improving the student experience by delivering better services and by developing simpler and consistent ways of working which make the most of the latest technology. To achieve this required a more effective and efficient delivery structure at all levels. The Registrar, Secretary and Chief Operating Officer and the Vice-President for Teaching, Learning and Students, with the full support of senior colleagues, proposed the revised structures for increased efficiency and service effectiveness;

- ii. implementing the revised delivery structure and the SEP technology release for student recruitment and marketing and applications and admissions and aligning roles and responsibilities in these functions across the Faculties, Schools and DSE at grades 1 to 8 was the next phase in the Student Experience Programme;
- c) the proposed total number of posts “in scope” was 232 (excluding 14 internships) with 180 being in scope and at risk. With a proposed reduction of 174 posts and 151 new posts there was a net reduction of 23 posts excluding 14 vacancies. This could be higher if individuals did not match to suitable roles. If the reduction in posts was not achieved through voluntary severance (or redeployment), the University would move to compulsory redundancy;
- d) the University would ensure that a rigorous, fair and transparent process was followed for each member of staff identified “at risk” of redundancy and would explore opportunities for the avoidance of redundancy as set out in the Security of Employment Policy as agreed with the trade unions. This would include:
 - i. seeking redeployment opportunities within the University;
 - ii. retraining the individual where this is practical and reasonable;
 - iii. restricting or reducing external advertising where this is practical and reasonable;
- e) in discussion, the following:
 - i. Planning and Resources Committee had approved the Programme’s business case on 4 February 2020;
 - ii. the University’s salary protection scheme would mitigate the effect on staff whose grade was reduced by the restructuring of posts.

Agreed: having given full and proper consideration to the issues presented:

- a) to recommend to the Board of Governors that the University should enter into consultation with the campus trade unions about the proposals outlined in the report and, subject to consultation, should progress with its proposals for voluntary severance;
- b) to recommend to the Board of Governors that the University continued to take all steps outlined in the report to avoid the need for redundancy wherever this was possible and, in particular, to support the use of the University’s Voluntary Severance Scheme in the affected areas;
- c) to recommend to the Board of Governors that the Staffing Committee should continue to oversee these proposals in accordance with Part II of Ordinance XXIII.

4 Report from the President and Vice-Chancellor: Proposal for the closure of Imaging Radiochemistry

Received: a paper asking Staffing Committee to consider the proposal to close the Imaging Radiochemistry facility at the Wolfson Molecular Imaging Centre (WMIC) and make recommendations to the Board since it was proposed that the University entered into collective consultation with the University’s campus trade unions about potential redundancies arising from the project and subject to consultation, this would include a voluntary severance scheme.

Noted:

- a) subject to consultation and only if it became necessary, approval from the Board of Governors would be requested for implementation of the procedure for dismissal of members of staff by reason of redundancy pursuant to Statute XIII, Part II and Ordinance XXIII;
- b) the reasons for the proposed redundancies:

- i. it was proposed to close the imaging radiochemistry facility at the WMIC. This would mean that the roles that currently supported this activity would no longer be required and as such these roles were at risk of redundancy;
 - ii. the structure that supported clinical imaging, and which was carried out at several locations, would remain in place and differ only slightly from the existing structure supporting this activity. It was proposed that there would be some relatively minor changes to the job descriptions of the radiographers due to the reduction in clinical PET scanning activity and in order to provide more flexibility. This was not expected to result in changes to grades or to the number of the radiographer roles required. The proposed loss of in-house radiochemistry production would however also impact on pre-clinical PET scanning capability and as a result one post supporting this activity would no longer be required and as such is at risk of redundancy;
 - iii. while there was a small number of academic staff (8) undertaking PET imaging, it was proposed that they were out of scope. Those who undertake PET imaging as part of their research would receive career support from their line managers in order to minimise the impact on their research focus;
 - iv. PhD students would receive support from the Faculty to enable them to adapt and complete their research where necessary;
- c) the total number of posts in scope was 29 (including two vacancies). The number of posts 'in scope and at risk' was 14 with a proposed reduction of 14 posts. All posts within scope and at risk were within the Professional Services. If the reduction in posts was not achieved through voluntary severance (or redeployment or retraining where possible), the University would seek the approval of the Board of Governors to move to compulsory redundancy;
- d) the University would ensure that a rigorous, fair and transparent process was followed for each member of staff identified "at risk" of redundancy and would explore opportunities for the avoidance of redundancy as set out in the Security of Employment Policy as agreed with the trade unions. This would include:
- i. seeking redeployment opportunities within the University;
 - ii. retraining the individual where this is practical and reasonable;
 - iii. restricting or reducing external advertising where this is practical and reasonable;
- e) in discussion the following:
- i. the level of cost to maintain the facility could not be justified in relation to its use. The majority of similar institutes in the UK had closed, with the exception of those which were government subsidised;
 - ii. dialogue had taken place with the Wolfson Institute regarding the proposal.

Agreed: having given full and proper consideration to the issues presented in the paper:

- a) to recommend to the Board of Governors that, to achieve the required changes in relation to the closure of the imaging radiochemistry facility at the WMIC, the University should enter into consultation with the campus trade unions about the proposals outlined in the report and, subject to consultation, should progress with its proposals;
- b) to recommend to the Board of Governors that the University continued to take steps outlined in the report to avoid the need for redundancy wherever this was possible and, in particular, to support the use of the University's Voluntary Severance Scheme;
- c) to recommend to the Board of Governors that the Staffing Committee should continue to oversee these proposals in accordance with Part II of Ordinance XXIII.

5 IT Modernisation: First Phase: Verbal Update from the Director of Human Resources

Noted: that the voluntary severance scheme had closed on 20 January 2020, and had achieved the required reductions in staff numbers.

6 Additional Items Raised in the Meeting

Noted: that a communication had been issued to members regarding meetings for the remainder of the academic year, which included additional meetings on 6 May and 6 July 2020.