MANCHESTER
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The University of Manchester

STAFFING COMMITTEE

11 May 2021

Present: Mrs Ann Barnes (Chair), Mr Michael Crick, Dr Reinmar Hager, Mr Robin Phillips and Dr Delia Vazquez.

In attendance for all items: 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).

Apologies: Professor Danielle George.

1 Declaration of Interests

Noted: that there were no declarations of interest in relation to the agenda.

2 Minutes of the Previous Meeting:

Agreed: to approve the minutes of the 21 April 2021 meeting, subject to minute 6, noted a): emphasising Staffing Committee's preference for receiving statistical data regarding tribunals.

3 Matters Arising

Noted: that there were no matters arising.

4 Report from the President and Vice-Chancellor in relation to the IT Services Reshaping Project

Received: a report requesting Staffing Committee to consider a proposal to reshape the IT Services (ITS) leadership model resulting in a reduction of 20 leadership posts at grades 8 and 9 and the creation of 15 new posts at grades 8 and 9, leaving a net reduction of 5 (FTE) posts.

Noted:

a) subject to consultation, and only if it became necessary, the University would request approval from the Board of Governors 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 following reasons for the proposed redundancies:

    i. the University's ITS aims to deliver significant strategic and operational benefits as part of the ITS Strategic Plan. The proposal would result in a more effective and efficient leadership model aligned to the delivery of the ITS strategy;

    ii. the Registrar, Secretary and Chief Operating Officer and the Director of IT Services, with the full support of senior colleagues, proposed the revised structure for stronger leadership aligned to the delivery of the ITS Strategic Plan, increased efficiency and service effectiveness;

c) 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: 1) seeking redeployment opportunities within the University; 2) retraining the individual where this is practical and reasonable; and 3) restricting or reducing external advertising where this is practical and reasonable;

d) the proposal would result in a reduction of 20 FTE posts (five of which were vacancies) with 15 FTE new posts being created delivering a net reduction of 5 FTE posts;

e) of the proposed reduction in 20 FTE posts, 5 roles were either vacant posts or currently filled with staff on fixed-term contracts or staff on fixed-term secondments who would revert to their substantive roles which were not designated as being" in scope and at risk" as part of this proposal;

f) it was difficult at this stage to estimate how many staff "in scope and at risk" would seek to apply for the new roles, but it was envisaged that some staff "in scope and at risk" would move into these new roles to avoid redundancy especially at Grade 8. However, this was less likely for those Grade 9 impacted staff as there would be a net reduction in Grade 9 roles ███████████████████████████
Redacted – restricted information The opportunities for redeployment into a new Grade 9 role elsewhere in the University were likely to be very limited. The University did however offer training (usually in-house, but when required from external providers) and guidance, and recognised the importance of retaining institutional knowledge and experience;

g) ██
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    Redacted – restricted information

h) the positive impact of the interim Director of IT on staff engagement and culture in IT Services, and with its stakeholders;

i) in response to comment and challenge from Staffing Committee members, the following assurances were provided:

    i. that any proposals to reinvest annual savings from the proposal at lower levels in the proposed new ITS structure would be subject to detailed business cases;

ii. the new leadership roles in ITS would have responsibility for engagement with their own teams, and their teams' engagement with the rest of the University, and thus strengthen communication between ITS leadership and staff both within ITS, and across the University as a whole;

iii. that cyber and related risks, together with major incidents related to information security and data protection were recognised as high priorities in the University Strategic Risk Register. Increasing staff compliance with standards and processes would be key, and would form an element of a cultural shift at the University, and across the HE sector, regarding IT security and the mitigation of risks;

iv. the development of the communications plan for proposals would consider points raised in discussion by Staffing Committee regarding the mitigation of disruption to, and potential concerns of academic staff regarding ITS provision.

Agreed: having given full and proper consideration to the issues presented, to recommend to the Board of Governors that:

a) the University should enter into consultation with the campus trade unions about the proposals outlined in this report and, subject to consultation, should progress with its proposals for voluntary severance;

b) the University continues to take all steps outlined in the report to avoid the need for redundancy wherever this is possible and, in particular, to support the use of the University's Voluntary Severance Scheme in the affected areas;

c) the Staffing Committee should continue to oversee this proposal in accordance with Part II of Ordinance XXIII.

5 Update on the Library Reshaping Project

Received: an oral update from the Director of Human Resources.

Noted:

a) the outcome of the Voluntary Severance scheme which had closed on 30 April 2021. Post reductions at grades 6 and 7 (which were within the remit of Staffing Committee) would be met via Voluntary Severance.

Redacted – restricted information

b) that the Governance Effectiveness Review was underway, and members were welcome to submit comments regarding Staffing Committee's purpose and remit to the Halpin Partnership team that were facilitating the review.

6 Next meeting

Noted: that the next meeting of Staffing Committee would be 15 July 2021.