

UNIVERSITY OF EXETER
JOINT COMMITTEE FOR CONSULTATION AND NEGOTIATION

Minutes of the meeting held on Thursday 30 July 2020

PRESENT

Ms Sarah Buck (Chair)

University Representatives

Director of HR, Mrs Imelda Rogers

Chief Financial Officer, Mr Andrew Connolly

Deputy Registrar and Chief College Operations Officer, Mrs Linda Peka

Trade Union Representatives

Dr Sharon Strawbridge (UCU)

Mr Chris Forrest (Unite)

Mr Jim Milnes (Unison)

Also in attendance

Ms Philippa Davey (Regional Officer, UCU)

Assistant Director of People Services, Mr Andrew Johnson

Apologies

Vice-Chancellor, Professor Sir Steve Smith

Provost, Professor Janice Kay

Registrar and Secretary, Mr Mike Shore-Nye

20.15 Collective Agreement

The Chair welcomed members of the Committee to the meeting and thanked trade union representatives for their positive contribution to Project Restart and to their engagement with the University on the proposed collective agreement.

The Committee noted that the collective agreement (JCCN/20/06) would run from 1 August 2020 to 31 July 2021 and that its purpose was to protect jobs and to minimise as far as possible the need for the University to make compulsory redundancies. The other steps the University was taking to reduce expenditure was acknowledged in the agreement. The agreement also included the steps which the University was taking to protect its lowest paid staff, including its commitment to continue to pay the voluntary Living Wage. The agreement also summarised actions the University was taking to protect the wellbeing of its staff, by extending the carry forward of holidays and providing an additional rest day in August 2020.

Speaking for all three campus trade unions, Philippa Davey commented, for the avoidance of doubt, that in agreeing the collective agreement, trade unions reserved their right to call a collective dispute if the University did initiate compulsory redundancies.

The Committee approved the collective agreement (JCCN/20/06)

agreed the minutes of the meeting held on 6 February 2020 (JCCN/20/04), subject to amending the final sentence of minute 20.04 to read "The UCU Branch President advised the Committee that the Registrar's invitation would be discussed by the branch committee."

20:16 Dates of Meetings in 2020/21

The Committee noted the scheduled dates of its meetings in the 2020/21 university year:

Monday 19 October 2020 (2pm)

Friday 5 February 2021 (10am)

Monday 10 May 2021 (2pm)

UNIVERSITY OF EXETER
COLLECTIVE AGREEMENT

between

the UNIVERSITY OF EXETER

and

the UNIVERSITY AND COLLEGE UNION

and

UNISON

and

UNITE THE UNION

Date: 15 July 2020

This agreement will be collectively incorporated into the contractual terms of University employees following its agreement by the Joint Committee for Consultation and Negotiation on 30 July 2020.

This agreement will expire on 31 July 2021 unless otherwise jointly agreed by the Joint Committee for Consultation and Negotiation. The arrangements which will apply from 1 August 2020 are set out under each heading below.

The parties to this agreement agree that, if the consequences of the Coronavirus pandemic continue to significantly impact on the University's finances beyond the 2020/21 financial year, any further temporary amendment of contractual terms to be implemented beyond 31 July 2021 will be the subject of fresh negotiations and collective agreement.

The parties to this agreement acknowledge the other steps which the University is taking to reduce expenditure in 2020/21, including the deferral of capital projects, a recruitment freeze, and suspension of the Above & Beyond recognition scheme. In addition, the Vice-Chancellor's Executive Group have accepted a reduction in the pay they would normally expect to receive in 2019/20 and in 2020/21¹. Remuneration Committee will make a decision in January 2021 on whether the VCEG reward scheme will run in 2020/21. While final decisions will be made by the Remuneration Committee, if the scheme is applied in 2020/21, members of VCEG have agreed that funding for the scheme in 2020/21 should be reduced by 50% and if it is necessary to make any compulsory redundancies² before the end of the 2020/21 financial year, a further reduction should be made. If the University draws down from the Covid Corporate Financing Facility (CCFF) funding facility, then no payment will be made in the 2020/21 financial year.

The University will consult with trade unions on a voluntary arrangement, to be launched in the autumn term 2020, for staff to reduce their FTE for up to 12 months.

The parties to this agreement have entered into this agreement to endeavour to protect jobs and to minimise as far as possible the need for the University to make compulsory redundancies, based on the known and projected impact of the pandemic (at June 2020) on the University's income and finances in the 2020/21 financial year. The University undertakes to consult further with trade unions once the full impact of the pandemic in 2020/21 has become clear.

In the event that that the University does have to consider reducing its workforce the parties to this agreement would enter into consultation as required by law. Should this become necessary then any dismissals arising from a compulsory redundancy situation² would not take effect before 31 January 2021, although it is understood that consultation may commence and notice be given prior to this date.

Normal Progression Points

Staff in Grades B, C, D and E who are due to receive an increment on 1 August 2020 will receive this increment on 1 August 2020, provided they continue to meet the other eligibility requirements in the conditions of employment.

Staff in Grades F, G and H who are due to receive an increment on 1 August 2020 will receive this increment on 1 August 2021, provided they continue to meet the other eligibility requirements in the conditions of employment. The amended progression arrangements are illustrated in the appendix.

The University will review the suspension of normal progression in January 2021 with trade union representatives, taking account of student numbers and funding. If the University has exceeded its expectations for student numbers/income, consideration will be given to compensating staff for the suspended incremental progression, with priority being given to staff in Grade F.

Performance Increments

The arrangements for awarding contribution points and accelerated progression to recognise sustained excellent performance will be suspended in the 2020/21 financial year. The University will next consider submissions from Colleges and Services for performance increments in the autumn term 2021. Any increments awarded through this process will be implemented from 1 August 2021.

Academic Promotions

The current arrangements for staff in the academic job families to progress from Grade E to Grade F and from Grade F to Grade G will continue in 2020/21.

The biannual arrangements for staff in the academic job families to progress from Grade G to Grade H and from Grade H (Associate Professor) to Professor will be suspended in 2020/21. Applications made in the 2019/20 academic year will continue through to their conclusion. Exceptionally, fast-track applications will be considered to retain an employee who holds an offer from a competitor institution.

The University will review this suspension in the Spring Term 2021 and may, subject to student numbers and funding, reinstate the Spring/Summer Term promotion cycle, with salary increases taking effect from 1 August 2021.

Otherwise the next academic promotion cycle will take place in the Autumn Term 2021.

Professorial Salary Review 2020

The biennial Professorial Salary Review 2020 scheduled to take place in the Autumn Term 2020 will take place in the Autumn Term 2021. Any increases agreed will be implemented from 1 August 2021.

Living Wage

For the avoidance of doubt, the University will apply increases to Grades B and C from 1 November 2020 arising from any increase to the Living Wage Foundation Living Wage.

Holidays

In recognition of the impact of the pandemic on colleagues, the University has agreed:

- a further extension of carry forward of annual leave from 2020 from 10 days to 15 days.
- flexibility for E&R and E&S to take annual leave during term-time in the 2020/21 academic year: while timetabled activity will take priority, academic managers will be expected to facilitate workloads to allow academic staff to take some leave during term-time, if requested.
- an additional rest day on Friday 28 August 2020 (recognising that in some areas alternative arrangements may have to be made to meet operational priorities).

¹ The University's Remuneration Committee has agreed that a significant part of senior managers' pay should be contingent upon personal and institutional performance. The full level of reward is paid if the Committee is satisfied that managers have achieved the expectations of their role in full and the University achieves its institutional objectives.

² For avoidance of doubt this agreement does not apply to occasional teachers, casual workers, the non-renewal of fixed-term contracts where the requirement for the work has ended or where the substantive post holder is returning to the role, and/or any externally funded appointments where the University has not been able to secure additional funding.

APPENDIX

Examples of amended progression arrangements for staff in Grades F, G and H

41	
40	
39	
38	
37	
36	
35	
34	
33	
32	F

An employee who would have progressed from point 32 to point 33 on 1 August 2020 prior to this agreement will progress to point 33 on 1 August 2021 and to point 34 on 1 August 2022 etc.

49	
48	
47	
46	
45	
44	
43	
42	
41	
40	
39	G

An employee who would have progressed from point 39 to point 40 on 1 August 2020 prior to this agreement will progress to point 40 on 1 August 2021 and to point 41 on 1 August 2022 etc.

56	
55	
54	
53	
52	
51	
50	
49	
48	H

An employee who would have progressed from point 48 to point 49 on 1 August 2020 prior to this agreement will progress to point 49 on 1 August 2021 and to point 50 on 1 August 2022.