

THE UNIVERSITY OF READING

STAFFING COMMITTEE

19/14 A meeting of the Staffing Committee was held on Wednesday 19 June 2019 at 2.00 pm in Committee Room 2, Whiteknights House

Mr J Bady
Miss M Cleaver
Mr J Dabdy
Dr K Henderson
Mr S W Hunt
Professor R Jackson
Mrs C Rolton
Ms J Row
Professor C Tist

Mr A J Tyndal (Secretary)

Apologies were received from Professor D C Beynon, Professor S Chandler-Wilde and Mrs Thornton.

The University Secretary welcomed Miss Cleaver, the incoming RUSU President, to the meeting and thanked Mr Dabdy and Dr Bicknell for their contributions to the Committee.

19/15 The minutes of the meeting held on 12 February 2019 were approved. It was noted that Professor Tist had sent apologies to this meeting.

arising from the minutes

Minute 19/04: Gender Pay Gap

It was noted that Professor Chandler-Wilde had attended the Director of Human Resources Project Officer, People and Talent meeting. He said that the Learning

Management Sym was one of five People Plan projects overseen by the People Plan Project Board (PPPB). He indicated that the membership of the PPPB will be refreshed at the start of the 2019-20 academic session.

Sym gave a demonstration on the University Learning Management System (UoRLean) , the University Learning platform that will be in May 2019

The Director of Human Resources said his staff brought his attention to academic colleagues who had organized a conference. A delegate (external to the University) requested reimbursement of their childcare costs and as a result of attending the conference but this was denied as the University's Hospitality policy does not allow such costs to be reimbursed even though the funding body had provided the event as a means for such costs to be reimbursed.

The Committee noted the legitimacy of the question and thoroughly debated the issue. The following points were made:

- It was noted that other Universities enable delegates to be reimbursed for childcare costs; ;
- It was also noted that the Personal Time policy allows candidates to claim personal expenses (e.g. travel, accommodation, etc.) (p.1)

- Broad agreement that when considering this matter the following points should be to focus University of Reading staff. There was also agreement that it should not limit the reimbursement of childcare costs conference attendance. Other circumstances might affect the reimbursement of childcare costs e.g. activities essential for career development

The Director of Human Resources thanked the Committee for their comments. HR colleagues will investigate practices elsewhere in a view to making formal recommendations

19/18 Tainee / Development roles

The Assistant Director of Human Resources (Adrian Seixas) facilitated a discussion in respect of tainee / development roles. She indicated that his matter was discussed at the Re-grading Committee where it was agreed that it would be useful to establish some clear principles and to develop University-wide guidance.

Colleagues agreed that in some areas there is a position for the appointment of tainee roles e.g. in Technical Services (Tainee Technician) and in Library Services (Graduate Tainee Librarian). These roles have a clear learning and development plan, have explicit milestones for developing skills, gaining relevant experience, and undertaking self-learning. In the case of the Tainee Technician role there is a normal expectation that once they have met these elements a case is made to the Re-grading Committee for promotion to the next grade.

Colleagues were also made aware of examples where a person was appointed and advanced at one grade but the recruiting manager was unable to appoint, it was decided to appoint at the next grade down. The Committee had some concerns that this approach felt uncomfortable and reactive as it could be argued that it was the same role and potentially denied individuals from applying.

The Committee further agreed that there was an opportunity for the University to be proactive and intervene in respect of recruitment for example, when appointing and developing early career colleagues. At the moment there is no University-wide guidance in place and there are a

19/19 Pay Bargaining date

The Director of Human Resources responded to the Committee in an email on the 2019 pay bargaining round. UCEA tabled a final offer of a minimum of 1.8% on all final points. The proposed settlement includes an element of 'bottom loading' in a sliding scale of increase on points 3 -16 from 3.65% to 1.83% and the deletion of final point 2 on the national pay by no later than April 2020.

He indicated that the deletion of point 2 will give a raising of the lower grades on local scale, and will impact on a number of areas (Campus Services in particular). He expected that the University is currently modelling this and will be making recommendations to the UEB in due course.

The Director of Human Resources stated that he would keep the Committee informed of progress.

19/20 Pensions date

The Director of Human Resources responded to the Committee in a USS pensions date. He expected that the USS Trustees had rejected the UUK proposals for contingent contributions and tabled a further three options. Following a period of consultation most respondents supported the offer which would see contributions rates of 21.1% (employers) and 9.6% (members) from 1 October 2019.

He expected that the UCU intends to initiate a trade dispute in respect of the USS, a formal process opening a ballot for further industrial action.

19/21 UCU Local Claim date

The University Secretary expected that senior management colleagues were continuing to meet with UCU representatives for tonight to discuss their pay and equality claim.

He stated that they were close to an agreement in respect of the future arrangements for the appointment of sessional teaching staff, and the terms of their employment.

He provided an update on the discussions in respect of the sessional staff of Teaching Fellow at Grade 6. The UCU's initial stance was that Teaching Fellows must all be paid at Grade 7. However, he expected that both sides have demonstrated a willingness to compromise, and discussions are ongoing towards a common understanding of the scope of the activity that can reasonably be expected of such staff.

19/22 VR Scheme date

The Director of Human Resources confirmed that as of the

19/25 Provisional Date of Meetings for the 2019-20 Academic Season

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