

## **Appendix 4**

**The UCEA offer in full as described in UCEA's own words.**

***Final Offer – Strictly Without Prejudice Until 29 October 2010  
New Joint Negotiating Committee for Higher Education Staff***

### ***PAY SETTLEMENT 2010/2011***

#### ***1. PAY INCREASE***

*Pay rates for non-clinical staff covered by HE national agreements will be increased as follows: 1 August 2010 0.4%*

*The attached sheet sets out the uplifting of the single pay spine to give effect to this increase.*

*Post-92 HEIs retaining separate London weightings are recommended to increase these on average by the same percentage uplift.*

*If an HEI is in serious financial difficulty it may defer implementation of the above increase by up to 11 months in order to minimise job losses.*

#### ***2. JOINT WORKING: OTHER ISSUES***

*To complete the work programmes and take forward the various agreed initiatives of the New JNCHES working groups which include:*

##### ***Equality working group***

*A survey on equal pay reviews within HEIs and research on the gender pay gap.*

##### ***Pay framework & data research working group***

*Update of the pay chapter from the 2008 JNCHES review of HE finance & pay data; new research on the application of the framework agreement to modernise pay structures and work to improve data collection.*

##### ***Sustainability issues working group***

*Updating the finance chapter of the 2008 JNCHES review of the financial position of the HE sector. Development and dissemination of briefing material on financial issues. Initiatives such as joint workshops and case studies to support workforce change.*

#### ***3. INITIATIVE ON TRAINING AND DEVELOPMENT OF STAFF IN HIGHER EDUCATION.***

*To establish a forum for staff development in higher education for trade unions, HEI representatives and other relevant agencies. Its purpose would be to share information and knowledge, engage stakeholders and to identify potential joint work that would assist HEIs and staff in maximising the opportunities and benefits of training, development and apprenticeships. This could include the creation of an enabling framework for the training and development of staff in higher education.*

**SINGLE PAY SPINE FOR HE ACADEMIC AND SUPPORT STAFF 2010/2011**

Spine Point	Salary from 1 August 2009 (£)	Salary from 1 August 2010 (£)
1	13150	13203
2	13498	13552
3	13856	13911
4	14170	14226
5	14550	14608
6	14942	15001
7	15292	15353
8	15719	15782
9	16161	16226
10	16629	16696
11	17111	17179
12	17606	17677
13	18117	18190
14	18643	18718
15	19185	19261
16	19743	19822
17	20327	20409
18	20938	21021
19	21565	21652
20	22236	22325
21	22879	22971
22	23566	23661
23	24273	24370
24	25001	25101
25	25751	25854
26	26523	26629
27	27319	27428
28	28139	28251
29	28983	29099
30	29853	29972
31	30747	30870
32	31671	31798
33	32620	32751
34	33600	33734
35	34607	34745
36	35646	35788
37	36715	36862
38	37839	37990
39	38951	39107
40	40119	40280
41	41323	41489
42	42563	42733
43	43840	44016
44	45155	45336
45	46510	46696
46	47905	48096
47	49342	49539
48	50822	51025
49	52347	52556
50	53918	54133
51	55535	55758

## ***UCEA's position on the trade union claim for job security provisions at national level.***

### ***Introduction***

*1. The joint union claim for the 2010/11 negotiating round calls for "National negotiations On the provision and sustaining of jobs, leading to jointly agreed proposals to improve job Security across the sector"*

*The trade union side has made frequent references to its wish to achieve an agreement on this point both in the full New JNCHES negotiating meetings and in the discussions of the Sustainability Issues Working Group.*

*2. In the light of the trade unions' continued calls for job security provisions to be concluded at national level, UCEA has conducted a further round of consultation among subscribing institutions to seek their views. The consultation exercise was a comprehensive one, explaining the background, posing a series of balanced questions and providing a range of relevant documents to respondents, including the trade union draft job security principles. Although some late responses are still coming in (the formal closing date was 23 July), we have already received views from a large majority of participating HEIs (106 out of 151), spanning institutions of all sizes and in all parts of the UK.*

*3. The purpose of this note is to set out UCEA's position in the light of result from that consultation in response to the trade union claim for national negotiations on job security provisions. The key points are that:*

***UCEA has no mandate from its member institutions to engage in Negotiations on national job security provisions***

***Handling workforce change is a matter for individual institutions – the vast majority already have procedures in place, which are developed and applied in consultation with the recognised trade unions.***

***There is scope for joint initiatives at national level that support and facilitate the process of workforce change within institutions, but not in the form of national collectively agreed provisions***

***UCEA has no mandate from its member institutions to engage in negotiations on national job security provisions***

*4. UCEA recognises the trade unions have real concerns about job security for employees in the HE sector. But those concerns cannot be addressed through national negotiations. The latest UCEA consultation has confirmed that position.*

*5. Throughout last year's negotiations and again this year, UCEA has consistently explained that the unions' request for a national position on job security is an impossible task for UCEA as a national membership body. UCEA has no mandate on behalf of HE employers to enter into a national agreement in the area of job security and the handling of potential redundancies. The management of staffing is a matter for each HEI as an independent employer.*

*6. It was on this basis that we undertook discussions in meetings last year under Acas auspices that resulted in the Acas Digest on job security.<sup>1</sup> The position is clearly set out in the Digest, distributed in March this year. The Acas Digest is intended for reference purposes, encouraging dialogue within institutions and a shared understanding of important issues facing institutions considering staffing changes.*

*7. The latest consultations with UCEA subscribers have yet again given the clear response from HEIs that job security provisions are outside UCEA's remit. A nationally agreed document is not acceptable to HEIs – the responses we have received show that a document based on the trade unions' proposed job security principles would be acceptable to less than 5% of HEIs. The view is strongly held across the HE sector that decisions on staffing can only be taken at the level of each autonomous institution, in consultation as appropriate with recognised trade unions.*

**Handling workforce change is a matter for individual institutions – the vast majority already have procedures in place, which are developed and applied in consultation with the recognised trade unions**

8. The management of staffing is a matter for each HEI as an independent employer. That applies to potential workforce reductions just as much as to recruitment, promotion or any other aspect of practical staff management.

9. What is more, institutions already have procedures in place for handling potential reductions in staff numbers. The latest consultation with UCEA subscribers shows that well over 90% have written procedures in place for handling potential redundancies. Two thirds of those formal procedures take the form of agreements with recognised unions, while in nearly all other instances trade unions have either been consulted about the procedures or are currently in the process of negotiating them.

10. The reality therefore is that formal mechanisms already exist within the vast majority of HEIs for dealing with potential job security issues. Those procedures have been shaped with trade union input to meet the particular needs and circumstances of individual institutions. This is the appropriate level to discuss these matters: [http://www.ucea.ac.uk/en/Employee\\_Relations/acas-digest-on-job-security/](http://www.ucea.ac.uk/en/Employee_Relations/acas-digest-on-job-security/)

Over 90% of procedures include a redeployment process to be followed for those at risk of redundancy. More than four out of five go beyond statutory requirements on handling redundancies.

11. The results from the consultation exercise show the job security arrangements developed within institutions are functioning as intended. Most UCEA subscribers – more than 70% – report they have experienced one or more potential collective redundancy situations in the past 12 months. More than 90% of institutions report their established procedures for handling these issues work well almost always or at least the majority of the time. Less than one in ten report they often hit snags.

12. The consultation responses also give evidence that trade unions in most institutions do not see their job security arrangements as in need of change. In all, nearly 60% of institutions report they have not received any approach from trade unions in the past 12 months seeking either negotiation or renegotiation of their arrangements for avoiding redundancies.

**There is scope for joint initiatives at national level that support and facilitate the process of workforce change within institutions, but not in the form of national collectively agreed provisions**

13. The process of change within institutions and consequent changes in staffing arrangements are almost always challenging for all concerned. UCEA members are indicating that there is an appropriate role for joint initiatives to be developed at national level to help support and facilitate the change process to the benefit of institutions, their employees and the trade unions representing them.

14. Discussions in the New JNCHEs Sustainability Issues Working Group have already generated ideas for positive joint initiatives:  
The working group has agreed that explanatory briefing material on financial issues should be jointly developed and disseminated to encourage well informed, effective dialogue with trade union representatives at institutional level

There has been discussion about potentially compiling case studies of good practice on the handling of organisational changes with implications for job security. These might be brought together and disseminated to help in encouraging positive partnership-based approaches to achieving change within institution.

Consideration could be given to holding local joint workshops, facilitated by Acas, to bring together HE employers and trade union representatives to explore the issues posed by organisational change, the consequences for employees and institutions and to share experiences of good practice in

*managing the process.*

*15. In brief, HEIs have indicated that there is the potential for UCEA to facilitate the employers and the trade union representatives working together on the kind of national initiatives set out above that may help all concerned in handling the process of change and its possible impact on job security – but that cannot include collectively agreed provisions on job security.*

*26 July 2010*