Pay and Grading

A position paper is attached which summarises developments since last month. The situation remains complex and delicate but, at last, we are able to provide some factual information for certain categories of staff. Any questions on the detail of the paper should be referred to your local HR manager.

Planning and Accountability Conference for the Board of Governors, February 2006

On 13 and 14 February, the Chairman of the Board of Governors, Norman Askew, and the President will host the annual Planning and Accountability Conference for the Board of Governors. In simple terms, the first day is one of accountability, looking back at what has been achieved in 2005 and measuring that contribution against The Manchester 2015 agenda. The second day looks forward and so aids the planning process.

I am required to present to the Conference on the performance of the Administration and to set out my views on future direction. In advance of my presentation, I was asked to provide a skeleton of the main themes of my talk. As this runs to three pages of A4 it is not easily reproduced for the Core Brief. However, so that those who are interested can read the text in its entirety, I have arranged for it to be placed on the Web at http://www.campus.manchester.ac.uk/staffnet/planningregistrar/. The themes described there will be developed further before I attend the Conference and, in virtually all cases, represent a commitment to undertake various pieces of work over the coming months. Therefore, there will be opportunities for colleagues to contribute to these pieces of work directly or indirectly through consultation and discussion. No doubt some of the themes will feature in future Core Briefs.

However, I do want to use this Core Brief to convey to colleagues throughout the Administration six priority areas for 2006. The six areas set out below have been identified as "make or break" issues for this year in that if we fail to tackle them adequately, that failure will be detrimental to the University's progress. The areas are generic and have an impact on us all to a greater or lesser extent:

(i) contributing fully to the preparations for the Research Assessment Exercise 2008
(ii) settling the capital priorities for the University Estate
(iii) implementing outstanding aspects of the HR agenda - “hard” items like pay and grading and terms and conditions of employment as well as "softer" items like staff development and training
(iv) agreeing firm plans to eliminate deficit budgeting across the University
(v) implementing the new raft of IS projects. Dugald Mackie, in his role as Vice-Principal, is overseeing implementation and, through the established project management arrangements, is working on benefits realisation. He will be reporting on progress to the Planning and Resources Committee in May/June and November/December.
(vi) contributing fully to the Collaboration Audit in the autumn which will conclude the triple review cycle on teaching and learning quality assurance matters began last year with the Institutional Audit and the NHS Audit.

Progress reports will be provided throughout the year at appropriate times.

Albert McMenemy
Registrar and Secretary

30 January 2006
Pay and Grading Update

The University has reached an Interim Agreement with the University of Manchester Association of University Teachers (UMAUT) to transfer academic, academic-related and administrative staff (ie staff represented by the AUT in collective bargaining) to the new 51-point pay spine.

Under the terms of the Interim Agreement with the UMAUT, staff will be transferred to the new pay spine in one of two ways:

• Where there is sufficient data available from the recent job assessment exercise to be confident that this is the correct grade for the post – staff will be moved directly on to the new grade;

• Where there is insufficient data available from the recent job assessment exercise to be confident of the correct grade for the post – staff will be moved to the point on the new spine equal to or immediately above their current basic salary, pending the outcome of a more thorough review of the appropriate grade.

Staff will be notified later this month about the precise point that they will transfer to on the new pay spine. Any adjustments in salary will be paid in March and any back pay (calculated from 1 October 2004) will be paid in their April salary.

Staff will be informed about their personal position in letters to be sent out during February. The letter will be accompanied by a Frequently Asked Questions document, which will clarify many of the points of detail about the Interim Agreement and the transfer process.

The University has presented a very similar Interim Proposal to Amicus and Unison, the two trades unions representing support staff. The Amicus (South) branch is currently balloting its membership on the Interim Proposal - with a recommendation from their local Committee to vote in favour. The Amicus (North) branch and Unison are still in negotiation with the University about the Interim Proposal. In these negotiations, the University is stressing that any Interim Agreement will be without prejudice to the outcomes of the Higher Education Role Analysis (HERA) process, once it has been completed.

The new pay spine is being introduced in response to the nationally agreed Framework Agreement concluded in 2003 between UK Higher Education Institutions and the relevant trades unions. The process of constructing the new pay spine and transferring staff has been more complex at this University than at other institutions because of the need to take account of new roles and responsibilities and other issues arising from the merger of UMIST and the Victoria University of Manchester.

This national Framework Agreement makes it clear that any local agreement on a pay and grading structure must be based on job evaluation and conducted in partnership with recognised trades unions.

The University and campus trades union representatives began discussing the terms of a possible Interim Agreement on Pay and Grading in December 2005 when it became clear that it was taking longer than originally anticipated to complete the process of detailed role analysis using HERA data to create a robust rank order covering all levels and sufficient types of jobs. The process of evaluating jobs using HERA is continuing.