

PERSONNEL SERVICES

University Offices, Wellington Square, Oxford OX1 2JD
 Director of Human Resources



To: heads of departments and institutions, and faculty board chairs

Ref. EMS/6,
 EMS/33

Copies to: heads of division, divisional secretaries, departmental administrators and faculty board secretaries, Mr Shaw, Principal Administrator of the Conference of Colleges

15 June 2016

Industrial Action – 22 June 2016

The University and College Union (UCU) has notified the University that it will call on its members to take industrial action in the form of a one day strike on 22 June. It is understood that there are pickets planned for the Encaenia ceremony, lunch and garden party.

Action short of a strike (ASOS) in the form of working to contract continues.

Deductions of a day's pay will be made from those taking part in strike action (one day's pay is calculated on the basis of 1/337 of annual salary). Departments and divisions should ensure that all those who participate in strike action complete the payroll deduction form, details of which will be published in the Gazette.

Departmental and divisional managers may ask staff in advance whether they intend to take strike action, so that arrangements for cover may be made. However, staff are not obliged to state whether or not they intend to go on strike in advance of any such action.

The industrial dispute is between the unions and the University only: industrial action should not be taken by college-only employees nor by those holding joint appointments, except in respect of their University duties.

1. Action required of departments and divisions

Departments and divisions are asked to:

- (a) review contingency plans to ensure that, as far as practicable and consistent with safe working, key services continue to operate on 22 June;
- (b) ensure that line managers are aware of the guidance provided in this circular; and,
- (c) ensure that staff who take part in the strike action are aware of their responsibility to complete and return a salary deduction form.

2. Background

One of the unions recognised by the University of Oxford, the UCU, has called its members out on strike on 22 June (the date of Encaenia), in addition to the ongoing action short of a strike in the form of working to contract, in support of their dispute with the University in relation to the



1.1% pay offer for 2016. (The pay offer also includes higher uplifts to the bottom of the pay spine and joint work on gender pay gaps and casual and hourly-paid staff.)

The union is in dispute with the University, and the industrial action should not be joined by college-only employees. Holders of joint appointments may only take action in respect of their University duties.

We are aware that pickets are planned at the Encaenia ceremony, lunch and garden party, but the University Offices and/or other buildings may also be picketed. Members of staff should make all reasonable efforts to continue business as usual, subject to any advice from the University Security Service.

A group is meeting under the Registrar's leadership to consider how to mitigate the impact of this industrial action and, in the meantime, you may wish to consider what contingencies you might need locally to mitigate its impact.

Deductions of a day's pay will be made from those taking part in strike action (one day's pay is calculated on the basis of 1/337 of annual salary). All those who participate in strike action should complete a salary deduction form.

No deductions from pay will be made in respect of those who take part in working to contract.

3. Contingency plans

Departmental and divisional managers may ask staff in advance whether they intend to take strike action, so that arrangements for cover may be made. However, staff are not obliged to state whether or not they intend to go on strike in advance of any such action.

4. Seeking further advice

If you have any further questions, please contact your HR Business Partner or sarah.thonemann@admin.ox.ac.uk or john.dickson@admin.ox.ac.uk.

Mr Julian Duxfield

JD/SJT