

UNIVERSITY OF BOLTON RESTRUCTURING FRAMEWORK (2024)

risk of dismissal on the grounds of redundancy. Affected members of staff shall be informed of the progress and outcome of collective consultation with trade union representatives in accordance with the provisions of the TUPE Regulations.

skills/knowledge/aptitude
student feedback for student facing roles;
any other identifiable, specific and relevant factors distinguishable from the above.

9.4 Other forms of selection may include competitive interviews, testing, other forms of assessment or a combination of different methods.

9.5 The selection criteria will be made known to the staff whose jobs are at risk, and reasonable adjustments put in place for those that require them (see section 15).

10. Reasonable Time Off to Seek Other Employment or Suitable Employment Within the University

10.1 The University will fulfil its statutory obligation to consider employees who are identified as redundant for alternative employment within the University. Offers must be made prior to the redundancy notice expiring. If suitable vacancies are available redundant employees will be considered for them. Some employees have a right to be offered suitable alternative jobs even if other colleagues are more suitable for the role.

10.2 Offers of any suitable alternative jobs must be offered first to employees who are:

pregnant
on or returning from maternity leave
on or returning from adoption leave
on Shared Parental Leave
returning from at least 6 continuous weeks Shared Parental Leave

Advice may be sought from Human Resources regarding the above specific circumstances involving staff.

Posts created or available in areas subject to a redundancy process shall be normally available to those staff directly affected on a closed competition / ring fenced basis.

10.3 Employees who accept an offer of alternative work by the University are allowed a statutory 4-week trial period to see if the work is suitable. If both parties agree that it is not suitable, the employee is eligible to receive statutory redundancy pay. The trial period can be longer than 4 weeks if this is agreed in writing before the work trial starts. If the University considers the job is suitable but the employee refuses to accept it or does not agree that the role is suitable, they may lose any entitlement to receive redundancy pay.

10.4 Employees who are in posts directly affected by a restructuring / redundancy process and who under the process are offered / redeployed to a post at a lower graded post will be entitled to have their basic pay protected for a period of two years, from the date of being placed in the new role (including the trial period). In such circumstances their pay will be frozen (i.e. they will not receive any pay increase) for the period of pay protection and then move to the top of the relevant pay scale once it ceases. Should the post be more than two grades lower the pay protection may be reduced by 50% at the end of the first year of pay protection. Protection does not apply to any other terms and conditions of employment (to include but not limited additional pay supplements).

10.5 Employees who are under notice of redundancy will be entitled, upon request in writing, to a reasonable amount of paid time off work to look for alternative employment external to the University, attend job interviews and/or to arrange training.

11. Redeployment

11.1 Employees at risk and issued with notices of redundancy will be advised of any alternative roles in the University and are able to apply and generally will be considered and guaranteed an interview for such roles if they meet the minimum requirements - as set out in the published Person Specification.

11.2 To further support employees to secure alternative employment in the University (or wider Group) affected staff will be given the opportunity to complete a Redeployment Form. This enables staff to highlight posts/areas of work that they consider they are suitable for and to detail their skills, knowledge and experience - not just from their current role but also previous ones. Any such Redeployment Forms submitted by affected staff will be reviewed by Human Resources against approved

unfair and/or there is evidence of procedural irregularities. The Appeal Letter will be acknowledged within three working days of receipt.

14.2 The appeal shall be considered by the Vice-