

Human Resources and Remuneration Committee

Shetland UHI

BOM-HRR-2022-05

Committee	HR&R		
Agenda Item	9.1		
Date paper prepared	06/09/2022	Date of committee meeting	14/09/2022
Subject	Academic Sections Restructure Update		
Author	Laura Burden, Depute Principal Tertiary		
Action requested	For note		
Purpose of the paper	To update the committee on the status of the academic sections restructure		
Brief summary of the paper	This paper provides an update of the progress to date towards implementation of the section structure identified in the merger business case.		
Consultation	SMG & LNCC, One to one formal meetings with affected staff		
Resource implications	N/A		
Risk implications	N/A		

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<p>Link with strategy</p>	<p>N/A</p>
<p><u>Equality, Diversity and Inclusion</u></p>	<p>N/A</p>
<p>Island Community Impact</p>	<p>N/A</p>
<p>Paper status</p>	<p><input type="checkbox"/> Open – The paper may be circulated to non-members of the committee and published online without restriction.</p> <p><input checked="" type="checkbox"/> Restricted – The paper must not be circulated to non-members or published online until after the committee meeting.</p> <p><input type="checkbox"/> Confidential - The paper must not be circulated beyond the committee members and should not be published online. [Please note papers may still be subject to Freedom of Information requests – see below].</p>
<p><u>Freedom of information</u></p>	<p>Open</p> <p>If closed/ withheld, select date this will become 'open': Enter a date.</p>

As has been previously noted, five academic sections were outlined and agreed as part of the business case for merger, and we are currently in the process of implementing that proposed structure. Some of the sections have now confirmed their new name as shown below:

- Creative & Cultural Industries
- Marine Science
- Health, Care & Society
- Community Learning & Business
- Technology, Engineering, Marine & Built Environment (*name still to be determined*)

Informal consultation with senior staff in each section was completed on 20th June, and the job description and person specification for the academic Head of Section role was approved with minimal amendments following the LNCC meeting on 27th June.

The Depute Principal and HR have now undertaken a job matching exercise to determine which posts within each section meet the criteria to be matched to the Head of Section role. This was carried out in line with our Organisational Restructuring policy and procedure. Job matching was restricted to roles within the individual section to ensure a fair and consistent process, and to afford the best opportunity to retain talent and experience within the section.

Following that, formal and minuted one to one meetings have been held with each of the staff members that have been matched to a Head of Section role. These meetings were between the staff member and the Depute Principal. The purpose of these meetings was to update staff on the progress and approach for job matching, formally advise them that they had been job matched to the Head of Section role and discuss the next steps for the process. The one to one meetings were concluded on 6th September, and resulting queries raised will be formally responded to over the coming week.

Following the one to ones, where more than one role has been matched to the Head of Section post, a competitive process will be undertaken to identify a preferred candidate, in line with our Organisational Restructuring policy. We hope to have appointments made to Head of Section roles by the end of September.

In the first instance, staff, other than those appointed as Heads of Section, will transfer into the new sections in their current posts. This is pending the next stage of restructure.

Any potential sub structure within sections will be confirmed in collaboration with the Head of Section following their appointment. Sub structures, where required, will be determined on the principles of retaining existing staff, and avoiding additional cost. The sub structures must be sustainable, and demand led to grow and retain business. We do not expect to be creating any additional promoted or management roles within the sections in addition to those already in place.