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[by email]

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Dear Jo

Transfer of employment from Kingston University to St George's, University of London

Further to our recent correspondence I am writing to confirm that it is proposed that a Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) is to take place in relation to employees assigned to the Centre for Allied Health (as agreed under the TUPE Principles attached) transferring from Kingston University to St George's, University of London.

The effective date proposed for this transfer is Monday 1 August 2022.

In line with TUPE legislation, St George's, University of London intends to transfer in scope employees on their existing terms and conditions. However, measures are proposed where this is not practical/possible. Having reviewed the policies and procedures that apply to Kingston University staff there are a few instances where changes are proposed for an economic, technical or organisational (ETO) reason. This is on account of the different administrative processes in place at St George's, University of London when compared to Kingston University.

To this end, St George's, University of London proposes the following measures in relation to this transfer:

1. It is proposed that, in line with St George's, University of London, the pay date will change to the 27th of every month or the previous working day if the 27th is a bank holiday or weekend.
2. St George's, University of London does not have a formal recognition agreement with Unison, however staff are welcome to remain members of that union.

3. Employees will be able to record their leave and sickness absence in St George's, University of London's HR system, known as "MyWorkplace", which is equivalent to the Unified system.
4. With regard to the Kingston University Equal Pay Procedure, St George's, University of London undertakes equal pay reviews every 3 years with the next review due in 2023/24. In addition, St George's, University of London does not operate a formalised joint management/union Equal Pay Working Group although equal pay reviews are shared with the unions and St George's, University of London produces a pay gap report annually which includes information on its gender pay gap and ethnicity pay gap.
5. Incremental Pay Progression will continue to be effective from 1 August. However, St George's, University of London does not operate a December annual salary review, nor personal to holder points. It is therefore proposed that any recommendations for accelerated salary progression would be made via St George's, University of London's Resourcing Review Committee.
6. It is proposed that Academics transferring to St George's, University of London will be eligible for the St George's, University of London Academic Promotions Round from 2023 onwards. Detailed guidance and timelines would be produced in early 2023. Copies of the 2022 guidance can be made available to provide an idea of how the promotion round operates.
7. Occupational Health provision is supplied to St George's, University of London by St George's University Hospitals NHS Foundation Trust and not Health Management Limited.
8. Although not a measure as such, staff currently eligible for Teachers' Pension Scheme will move to University Superannuation Scheme (USS) and staff currently eligible for LGPS will move to Superannuation Arrangements of the University of London (SAUL) unless they choose to opt-out. National Employment Savings Trust (NEST) is available for individuals not eligible to join SAUL or USS.

All other terms and conditions would remain unchanged.

The attached tables outline the differences in terms and conditions for transferring Joint Faculty staff and where any changes are proposed.

We are happy for these proposals to be shared with the staff affected by the transfer and are also happy to meet with any staff who have questions or concerns to discuss these in more detail.

Please do not hesitate to contact me if you have any queries.

Yours sincerely



Jenny Winters
Director of HR and OD