

One-off Exceptional Non-Consolidated Payment

Council has been concerned about the impact of living costs on staff for some time. Since the summer, discussions have been underway about how to further support staff, particularly following the outcome of the national pay award settlement.

On December payday, employees will receive a one-off exceptional non-consolidated payment of 2% or £800 (whichever is higher) based on basic salary. This will be pro-rated according to contracted hours. Staff on lower grades will benefit from a greater % increase equating to at least £800 pro-rata. The payment will be capped at £1500 pro rata for those at the top of the standard grading structure.

Employees will receive this payment as a lump sum in their December pay, unless they request to divert it into their pension by **30 November** using the form available from [the exceptional payment website](#).

Casual and TSS staff who claim hours between December 2022 and June 2023 will see their pay spine uplifted by at least 2%. Current casual and TSS staff who also claimed hours between August and November will receive a backdated lump sum payment to reflect the increased rates of pay.

To check your eligibility and for more information, read the [detailed FAQs](#). The University also has a [Staff Financial Support Fund](#) to help those experiencing financial hardship.

New Ways of Working Pulse survey feedback

In July 2022 Professional Services staff were sent a pulse survey, asking for their experience of New Ways of Working. 1282 staff responded, including 491 line managers.

The responses showed a strongly positive picture of how NWW is being perceived by Professional Services staff, as well as some thoughts about the challenges it presents.

Read a [summary of the key findings](#) and a [summary of the free text comments](#) and find out about [NWW](#)



Menopause in the workplace

The University recently published new guidance for staff and managers, to support those experiencing negative impacts of menopause in the workplace. See [Menopause in the Workplace](#) for information and support.

Feedback has been very positive so far, with many staff saying they welcome the space it creates for them to talk about this issue with colleagues and line managers.

We had a great response to our call out for **case studies**, and you can read these on the [Menopause in the Workplace webpage](#). We would love to add more stories so if you have an experience of menopause at work that you might be happy to share we would love to hear from you. Please email [Kate Butler](#).

Our next step will be to look at **support networks** that we might be able to establish within the University. There has been a lot of interest in the idea of a menopause network

via a Teams channel with occasional in-person meet-ups. More information coming soon.

Workshop - Menopause: the last taboo

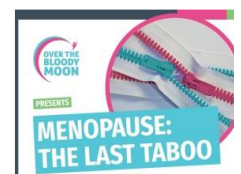
In support of World Menopause Month this October, we ran an online workshop aimed at improving awareness of the menopause and how it affects colleagues and others in our lives. The session was run by Lesley Salem from [Over the Bloody Moon](#).

Over 200 colleagues from across the University joined the workshop. If you didn't make it, or catch the recording, we will be re-running it in February next year.

Hold the date

7 February 12.30—1.30.

More details coming soon



Bright Horizons resource pack – women's health

Bright Horizons have published a [resource pack](#) focusing on the many life stages that women experience surrounding their health and reproductive cycle. The resource includes guidance and support about breast cancer, IVF treatment, endometriosis, miscarriage, and menopause. Download the [resource pack](#).



Launch of the University's Wellbeing Programme

Thriviving at Oxford, Oxford's Wellbeing Programme, has launched and dedicated webpages are live on the Staff Gateway.

Building on the work undertaken by the Wellbeing Programme Board, the programme has been developed to support your wellbeing whilst working at Oxford.

If you have feedback on any of the Staff Wellbeing initiatives or would like to share examples of best practice within your department, please contact the Staff Wellbeing Team.

Find out more: [Thriviving at Oxford](#)

Staff Counselling Service Pilot

A staff counselling service is in operation from Michaelmas term 2022 for 12 months. The service is being run in partnership with the Student Counselling team.

University employees can self-refer for up to 6 free sessions, if they need support with issues that are affecting them, whether related to work or not. The service is intended to be used as a therapeutic process that is a starting point in issue resolution.

Sessions are confidential and information will not be shared with the University. A mixture of in-person and online appointments will be available Monday - Friday, 9am-5pm.

Find out more on the [Occupational Health website](#).

Apprenticeships news: University of Oxford ranked in the Best 100 employers table for the 3rd consecutive year

We are incredibly proud to have been nominated in Best 100 Employers category at the Rate My Apprenticeships annual awards for the 3rd consecutive year.

It's great to hear such positive feedback from our Apprentices on their overall experiences. We continue to strive and make positive changes to offer more support to our Apprentices which includes implementation of our Buddy scheme for the first time as part of our September cohort.

In September we also ran our annual [Apprenticeship Awards ceremony](#) which recognises the contributions of all our fantastic apprentices.

Apprenticeships are a great way to gain the work experience as well as learning the skills and behaviours of a role. At the University we promote apprenticeships for both new entrant and existing staff which is a great way to further your knowledge and to progress your career even further.

Cohort start dates for apprenticeships are three times a year in January, April and September to align with our course start dates. The deadline for the January cohort is the end of October for both existing staff and recruiting managers looking to recruit for January 2023.

For more information on our Apprenticeships visit our [website](#).



Changes to the Employer Justified Retirement Age (EJRA)

Following the conclusion of the 10 year review, changes to the EJRA came into force on 18 October 2022.

In summary:

- i) Grades 8-10, ALC6 and clinical equivalents are removed from the EJRA with effect from **18 October 2022**; and
- ii) The EJRA for those remaining (academic staff and staff in grades RSIV and clinical equivalents) will rise by one year next year, to 30 September before the 70th birthday with effect from **1 October 2023**.

Full details of the review, its recommendations and the final report can be downloaded from the [EJRA review website \(SSO required\)](#).

Staff who will be most immediately impacted by this change are being contacted individually.

The [EJRA webpage](#) and [Retirement guidance](#) have been updated. There are also a number of process maps summarising:

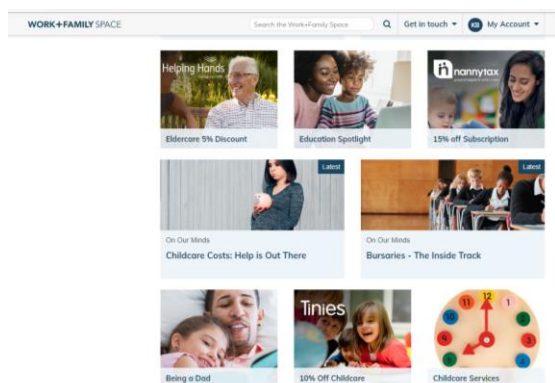
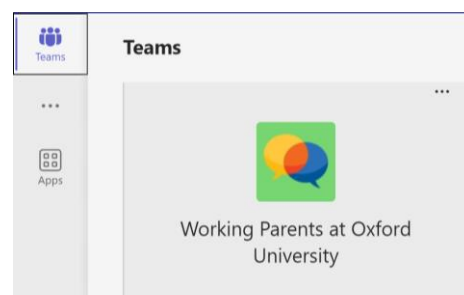
- [The impact of the EJRA changes for individuals](#)
- [The EJRA extension application process](#)

Working Parents Teams Channel

The University has a new Teams channel for [Working Parents](#).

The channel aims to create a space where returning parents and working parents, particularly those with younger children, can connect, ask questions and share tips and tricks to manage the juggle of work and childcare responsibilities.

We will also use this channel to communicate relevant events and news.



WORK+FAMILY SPACE

The WORK+FAMILY SPACE is a free benefit for all employees. It offers a range of support services for anyone with caring responsibilities whether for children or older dependants. These include a Speak to an Expert phone line, webinars, and access to back-up care services.

Find out more about W+FS [HR Support website](#)

To register all you need is your **SSO (eg dept1234)** and your **employee number** (you can get your employee number from HR Self-service or your local HR contact, but please note it is **not** the number on your University card).

Domestic Abuse

The [domestic abuse guidance](#) on the HR Support webpages has been updated with some additional content aimed at both staff and line managers.

The webpages now include practical advice for line managers and colleagues, including links to the Security Services team and recommendations of considerations to bear in mind if a staff member is at risk. The resources for external support have also been expanded.

A number of 'close this page' buttons, redirecting to the University's main landing page, have been added across the site to assist anyone who may need to change their browser view quickly.