



5. If a dispute arises, there shall be no stoppage of work, strike, lock-out or any other industrial action by either party, and no alteration shall be made by the University in the Conditions of Service at issue, until all the Disputes Procedures specified in this Agreement have been exhausted.
6. MSF accepts that inter-union disputes shall not be the subject of industrial action at the University level but shall be determined in accordance with inter-union procedure and decisions of the TUC.
7. The right of an employee, whether a member of MSF or not, to pursue a grievance under the established Grievance Procedure will be in no way limited by these arrangements.
8. The parties to this Agreement reserve the right to terminate it by giving three months' notice in writing. Amendments to the Agreement may be made with the consent of both parties in the MSFJNC.
9. In this Agreement, all clauses which are phrased in terms of the masculine gender are intended to have identical application as if they were phrased in terms of the feminine gender.

## II. THE UNIVERSITY AND MSF JOINT NEGOTIATING COMMITTEE

1. There shall be a committee specifically for negotiation between the University of Sussex (the employer) and the University of Sussex Branch of the MSF (representing that group of employees, or part of a group for which the MSF is recognised as being the appropriate Trade Union). It shall be called the University and MSF Joint Negotiating Committee, hereinafter designated the "MSFJNC".

### MEMBERSHIP:

2.
  - (i) The Employer shall be represented by three persons appointed by the University Council and authorised to act on behalf of the Council.
  - (ii) The Employees shall be represented by three elected members of MSF, authorised to act on behalf of MSF.
  - (iii) The Chairmanship of the MSFJNC shall alternate at each meeting.
  - (iv) Membership of the MSFJNC shall be variable to meet the needs of each issue as it arises.
  - (v) Each side shall provide an official Joint Secretary (who shall not join in the discussion) who shall maintain the closest contact with the other in order to provide channels through which preliminary information may pass to the members of either side. The Joint Secretaries shall be jointly responsible for preparing and distributing agenda, minutes and reports of the MSFJNC.
  - (vi) A quorum shall be two negotiating members of each side, and both Joint Secretaries.

### Topics appropriate for Negotiation:

3.
  - (i) All matters relating to those groups of staff which MSF represents, excepting matters agreed to be negotiated nationally.
  - (ii) Individual cases will not normally be discussed, except where questions of general principle

4.
  - (i) All references to the MSFJNC shall be accompanied by memoranda.
  - (ii) Meetings shall be arranged as the need arises, at the request of either side through the Joint Secretaries.
  - (iii) At meetings, the sides will meet together, then as necessary adjourn for separate meetings, then rejoin. An adjournment may be sought by either side to consult its principals if agreement cannot be reached after lengthy negotiation.
  - (iv) In cases where discussion is a prerequisite for negotiation (and where discussion will take place in the MSFJNC), each side may invite advisors with special experience to give information at an appropriate time.

Agreements:

5. Agreements in the MSFJNC shall be reached by majority agreement of each side. When agreement is reached, the date from which it takes effect must also be agreed.

Statements and Reports of the MSFJNC

B. Group Issues

1. If an issue arises which only affects one particular group of staff in a Laboratory or other part of the University, it shall be raised in the first instance by the appropriate Union representative with the Director of the Laboratory or the Head of the Section or Unit concerned and, if appropriate, another representative of the University.
2. If the issue is not resolved at this meeting, notification in writing shall be given to the Joint Secretaries of the MSFJNC in order that the matter may be referred to the MSFJNC. Alternatively, if both parties so wish, the issue may be referred for resolution between the appropriate full-time officer of the Union, a local representative of the Union and representatives of the University.
3. If the issue is still not resolved, it may be dealt with under the provisions of Section D below.

C. Collective Issues

If an issue is of general application affecting the whole of one of the groups of staff covered by this Agreement, it shall be raised in writing in the first instance with the Joint Secretaries of the MSFJNC who shall refer it to the MSFJNC unless they both agree that it can be dealt with by discussion between the appropriate officers of the Union and of the University.

D. Procedure for Disputes over Individual, Group or Collective Issues, not Resolved at Local Level

1. If the issue is still not resolved after the procedures outlined above have been exhausted, and if the matter relates to questions of the interpretation of agreements reached at national level, it shall be dealt with under paragraphs 3 - 5 below.
2. If, however, the matter at issue falls outside the scope of such national agreements, the MSFJNC shall meet within 14 days to consider the possible use of the available local conciliation machinery (e.g. the services of the Department of Employment). If this machinery is not used the matter may be dealt with under paragraphs 3 - 5 below.
3. An issue which is not resolved locally may be raised with the Joint Secretaries of the Joint Committee for Technical Staffs of the Central Council who may, at their discretion, nominate a small joint sub-committee to look into the complaint or refer it to the next meeting of that Joint Committee for resolution.
4. In the event of failure to reach agreement under paragraph 3, the issue may be referred to a meeting of the Central Council through the Joint Secretaries.
5. If the Central Council is unable to resolve the issue under paragraphs 3 or 4, and/or both parties agree, the matter may be referred to independent conciliation or arbitration at national level through the offices of the Department of Employment, or as otherwise mutually agreed.

APPENDIX: Topics appropriate for negotiation

The topics may include:

- 1.

6. Appointment procedures, termination of employment and redundancy, probationary service criteria etc.
7. Disciplinary and grievance procedures.
8. Arrangements for Post-Entry Training, and study leave. (Open University etc.) Junior staff training schemes.
9. Voluntary health screening, safety arrangements, food and recreational facilities, car parking etc.
10. Changes in conditions of employment.

Signed for the University .....

Signed for the MSF .....

July 1975