

Dear Principal, Senior Lay Member, Vice-Principal of Research and Enterprise and Rector,

Thank you for your letter, shared with us and the University community on 18<sup>th</sup> November 2022. We appreciate that you have taken the time to respond to the points raised in detail and recognised the major disruption caused by the implementation of our new finance services underpinned by the People and Money (P&M) system.

We welcome that the Senior Leadership team have recognised that this is both a humbling and unacceptable position for the University to have placed its staff in, and that they are sincerely sorry for the impacts on the mental and physical wellbeing that have ensued.

However, the response minimises the significant and ongoing problems that staff are facing with the system, has major gaps in the explanation of how we got to this point, and is lacking on both mechanisms to solve the problems and the timescale in which the problems will be solved.

In view of the response received, as members of Senate, we request answers to a number of more specific, concrete, and especially urgent questions speaking to the concerns raised in the letter:

- **Payments**

- When can postgraduate research students with outstanding expenses expect to be paid?
- When will postgraduate students be given access to the system to be able to claim expenses directly, as they could prior to the implementation of P&M?
- When can all other staff expect payments they have made out of their own pocket to be reimbursed?

- **Stipends**

- Were November stipend and scholarship payments to postgraduate students all completed successfully and without requiring students to chase missing or misdirected payments individually?
- Can the December stipend payments to postgraduate research students be guaranteed?
- Will there be adequate staffing over the Christmas shut down to be able to deal with any outstanding stipend payment issues, and will these channels be communicated to all students well in advance?

- **Payroll**

- When will the backlog of new contracts (new starts, transfers, secondments and additional posts) be cleared?
- When will employees be able to obtain proof of their annual salary from the P&M system now that it is not listed on their payslips, and without having to raise an individual query with HR?
- What provisions are being made for access to historical pay and tax information, and when will these be available to staff?
- When will staff P60 documents be available to view directly online in People and Money, as stipulated in the University Payroll policy?

- **Supplies and services**

- When will the backlog of payments to the University's suppliers be cleared?
- What compensation, outreach, and other measures will be undertaken to repair our supplier relationships and ensure future access and continuity, what is the timeframe for these, and how will success be tracked and evaluated?

- **Research grant finance processes**

- What is the justification for reallocation of the Project Manager system to local areas on only an exceptional basis – why not permanently, given the specialist knowledge of the needs of the University contained in local areas?
- How and when will the numerous issues with the approval process (including, but not exclusive to: situations where line managers are not the appropriate approvers, excessive additional

workloads imposed on line managers and dead-end approval chains) be rectified?

- When will the backlog of 365 research projects still to be setup on P&M be addressed?
- Is the system prepared for a second wave of orders, once staff who are currently not making orders while the backlog is cleared resume their normal ordering practice?
- Will there continue to be extra staff and resource made available for this foreseeable second wave?

• **Training and support**

- Given the failings in providing adequate training to users of P&M so far, how will the training being provided be improved to help address the numerous issues users are currently facing with the system (as outlined in the comments accompanying our original letter)?

• **Administrative processes**

- How does a user know the appropriate level of authority required for their transaction?

We request that the senior lay member of Court liaises with the Senate Assessors to ensure that the answers to these questions are provided to the relevant Court committees in a timely manner.

As with our previous letter, we recognise that the situation is fast-moving. We will be looking to see a prompt response from the University Senior Leadership Team to the specific questions outlined. We expect to bring a paper addressing unresolved and emerging points of action to our next ordinary Senate meeting on February 8<sup>th</sup> 2023. We look forward to responses, in both word and deed.

Signed, the Elected members of Senate:

Dr Adam Budd (HCA)

Dr Aidan Brown (School of Physics and Astronomy)

Dr Alan Convery (School of Social and Political Science)

Dr Andrew Connor (ECA)

Professor Antonella Sorace (School of Philosophy, Psychology and Language Sciences)

Dr Arianna Andreangeli (Law School)

Dr Ashley Lloyd (Business School)

Dr Ben Goddard (School of Mathematics)

Professor Caroline Heycock (School of Philosophy, Psychology and Language Sciences)

Dr Charlotte Desvages (School of Mathematics)

Constantinos Eleftheriou (CMVM)

Professor Daniel Friedrich (School of Engineering)

Professor David Ingram (School of Engineering)

Professor Diana Paton (HCA)

Professor Edward Mitchard (School of GeoSciences)

Dr Ingrid Young (CMVM)

Professor Jane Calvert (School of Social and Political Science)

Dr Julian Bradfield (School of Informatics)

Professor Ken Rice (School of Physics and Astronomy)

Dr Mark Williams (School of Physics and Astronomy)

Professor Margarete Heck (Deanery of Clinical Sciences)

Professor Marialuisa Aliotta (School of Physics and Astronomy)

Professor Mary Brennan (Business School)

Dr Matthew Novenson (School of Divinity)

Professor Melissa Terras (ECA)

Dr Michael Barany (School of Social and Political Science)

Dr Murray Earle (Law School)

Dr Pablo Schyfter (School of Social and Political Science)  
Dr Pau Navarro (MRC Human Genetics Unit)  
Dr Peter Adkins (LLC)  
Dr Rebecca Marsland (School of Social and Political Science)  
Dr Simone Lamont-Black (School of Law)  
Prof Steff Lewis (Usher Institute, CMVM)  
Dr Steven Morley (Edinburgh Medical School)  
Dr Stuart Gilfillan (School of GeoSciences)  
Dr Tamara Trodd (ECA)  
Dr Tom Booth (Department of Psychology)  
Professor Tony Carbery (School of Mathematics)  
Dr Uzma Tufail-Hanif (Deanery of Clinical Sciences)