

**FRAMEWORK FOR CONSIDERATION OF EXPRESSIONS OF INTEREST  
IN VOLUNTARY REDUNDANCY/EARLY RETIREMENT**

1. Traditionally, all VER/VS arrangements have been individually considered by the Authority. Given the number to be processed this is not considered practical therefore the following framework is proposed
2. The Chief Fire Officer is given delegated power to approve VER/VS for the next 12 months in accordance with the following procedures:-
  - (a) In all cases, a formal Net Present Value calculation in the approved Authority format will be completed and must be approved by the Executive Director of Finance as being a definite cash net saving.
  - (b) The Chief Fire Officer will consult with the appropriate Trade Unions on each saving proposed.
3. Personnel who have expressed an initial interest in voluntary redundancy/early retirement (vs/er) to be informed (without commitment from the Authority at this stage), that the principles on which the Authority will offer voluntary redundancy/early retirement are as follows :-

**Voluntary Redundancy**

- (a) Payment of the statutory maximum of £280 for each week of entitlement to redundancy pay based on length of service and age, as calculated under Statutory Redundancy Provisions, or
- (b) Where actual pay is greater than £280 then for each "week" of entitlement under Statutory Redundancy Provisions, payment of actual pay for each "week" of statutory entitlement will be paid.
- (c) Employees will be given contractual notice of termination of contracts of a length which reflects their minimum statutory entitlement (unless the employee concerned agrees an earlier termination date).
- (d) Employees will be required to sign a compromise agreement waiving any right to issue proceedings for unfair dismissal etc.
- (e) Those employees who are aged over 50 at the date of termination of their contract will be entitled to immediate receipt of their pension benefits as calculated under the Local Government Pension Scheme.
- (f) The Authority will also consider on the merits of each case, whether it will exercise its discretion to pay any additional compensation (subject to the requirement that payments shall be made on the basis of seeking to maximise the financial benefits

to the Authority and that payments shall not be made where there is no overall saving to the Authority.

### Early Retirement

- (g) Employees will be requested to agree a resignation date acceptable to the Authority, and
  - (h) Those employees who are aged over 50 at the date of termination of their contract will be entitled to immediate receipt of their pension benefits as calculated under the Local Government Pension Scheme.
4. Employees who have expressed an interest will be asked to reconfirm their interest (without obligation) on the basis of the above principles.
  5. The Authority will prepare indicative calculations of payments pursuant to the above principles and the Executive Director of Finance to undertake a net present value calculation to ensure there will in each case be a net saving to the Authority should the Authority proceed with the voluntary redundancy/early retirement and deletion of the respective post, taking into account :-
    - (a) The salary savings (and on costs), arising from the deletion of the individual's post.
    - (b) The payments to be made by the Authority to the individual pursuant to the above principles, and
    - (c) Any additional payments to be paid to the Local Government Pension Scheme;
    - (d) Any additional costs payable to any other employees as a result of any redistribution of work.
  6. If :-
    - (a) The calculations determined under paragraph 4, show a financial saving to the Authority.
    - (b) It is determined that the post occupied by the post-holder expressing an interest in vr/er can be deleted on the grounds of :
      - (i) Direct deletion of the post involved.
      - (ii) An overall departmental restructure that deletes posts or reduces costs.
      - (iii) Allowing a post in another department to be deleted by redeploying someone into the "freed" post.

the Authority shall make a formal offer of voluntary redundancy/early retirement as the case may be.

7. Where offers are accepted, the respective posts will be deleted from the relevant structures.
8. The Chief Fire Officer will report quarterly to the Authority the outcome of the above process, including the posts deleted and the savings to the Authority.