
Report To: Policy & Resources Committee **Date:** 31st March 2009

Report By: Head of Organisational Development and Human Resources **Report No:** HR/06/09/AM

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Subject: Voluntary Severance – Update Report

1.0 PURPOSE

- 1.1 The purpose of this report is to update the committee in respect of employees who have been released through Voluntary Severance.

2.0 SUMMARY

- 2.1 On the 18th December 2008 the Policy and Resources Executive Sub-Committee agreed a report releasing certain employees under the Council's Voluntary Severance Scheme. The report also agreed to give delegated authority to the Chief Executive until the 14th February 2009 to release employees as part of the Voluntary Severance Trawl or Budget proposals.
- 2.2 The Chief Executive has used his delegated authority to release a number of employees during this period and up to the 31st March 2009.
- 2.3 Details of the numbers of employees released and the financial costs will be issued in an appendix format on the day of the Committee. The reason for this is to allow maximum flexibility when releasing employees.
- 2.4 With the ongoing implementation of the budget further release of employees may be necessary to achieve the savings that have to be made. As members will be aware many of the savings have to be achieved within timescales and a degree of flexibility is required when releasing employees.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the committee note the current position in respect of employees who have been released under the delegated authority granted to the Chief Executive as per the appendix issued at Committee.
- 3.2 That the current delegated authority granted to the Chief Executive be extended until the 26th May 2009.
- 3.3 That a report be submitted to the Policy and Resources Committee of the 26th May 2009 on the Voluntary Severance position and any employees who may have been released under the delegated authority granted to the Chief Executive

4.0 BACKGROUND

- 4.1 The Council commenced a Voluntary Severance Trawl of Administrative and Clerical posts in 2008 which is nearing completion.
- 4.2 At its meeting of the 12th February 2009, the Council agreed a two year budget. Parts of the budget proposals affected employees and Organisational Development and Human Resources are currently working with Services to consider options for those employees who have been displaced.
- 4.3 One of the options that will be considered for displaced employees is the opportunity to be released under the Council's Voluntary Severance Scheme.
- 4.4 The savings that have been agreed by the Council will in most cases require employees to be released as early as possible from their posts and to achieve this flexibility is needed when releasing employees.
- 4.5 It is anticipated that both the Voluntary Severance Trawl and the budget savings implications will be conclude towards the end of May.
- 4.6 The Council, as of 16th March 2009 had released 25 employees through the Voluntary Severance Trawl and the Budget process. The breakdown is as follows:

Voluntary Severance Trawl 18 posts
Budget exercise 7 posts

5.0 PROPOSALS

- 5.1 With the ongoing Voluntary Severance Scheme for Administrative and Clerical employees and the impact of the Budget decision in respect of specific employees, it is proposed that the following be considered.
 - a) That the Chief Executive's current delegated authority be extended to the 26th May 2009 to allow flexibility when considering the release of employees under the Council's Voluntary Scheme
 - b) That the criteria set out for release in the report to the Policy & Resources Executive Sub Committee of the 18th December 2008 remains in place
 - c) That an update report is submitted by the Head of Organisational Development and Human Resources to the Policy and Resources Committee of the 26th May 2009.
- 5.2 That the Committee note the number of employees that have been released through the delegated authority granted to the Chief Executive.

6.0 IMPLICATIONS

- 6.1 Finance: The financial implications will be included in the appendix to be issued on the day of the Committee.
- 6.2 Human Resources: All Human Resources' implications are included in the report.
- 6.3 Legal: There are no legal implications.