

**TO: EMPLOYMENT COMMITTEE**  
**13 DECEMBER 2017**

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**REDUNDANCY AUTHORISATIONS: CHANGE TO PROCEDURE**  
**Director of Resources - HR**

**1 PURPOSE OF REPORT**

- 1.1 Earlier this year Employment Committee received a report which proposed that final authorisation of non-schools redundancies should be made at CMT, with the exception of Senior Officer' redundancies which would continue to be authorised at Employment Committee.
- 1.2 Following further discussions with the Chair, and with leading Members, it is now proposed that Employment Committee become consultees at a much earlier stage of any proposed redundancy exercise resulting five or more proposed redundancies. Leaving the final authorisation of the redundancies and their costs to CMT but allowing Employment Committee to comment at an early stage as a consultee on the report where there are five or more proposed redundancies.

**2 RECOMMENDATION(S)**

- 2.1 **That Employment Committee note the change to custom and practice in relation to redundancy authorisation and is consulted when a need for a change involving redundancies of five or more is identified, via a copy of the report to CMT sent to the Employment Committee chair, and for the Chairman to call a meeting within two weeks if required.**
- 2.2 **That following staff and Member consultation and the completion of the organisational change process, the appropriate Director having consulted with CMT authorises any redundancies arising.**

**3 REASONS FOR RECOMMENDATION(S)**

- 3.1 The change will expedite the organisational change process as it will not need to be geared to the timing of the next Employment Committee. This will not only reduce the period of uncertainty for staff affected but also make further savings due to the decision being made earlier to authorise the proposed redundancies. CMT meets more frequently and so will be able to consider the item at a time that fits in with any service-related decisions that impact on the situation (eg a final decision to close a site.) In previous closure scenarios Employment Committee has been obliged to make decisions in principle to be ratified separately by the Chair after a service decision is finalised – this is awkward and bureaucratic.
- 3.2 It will give Employment Committee the opportunity to comment at an early stage rather than at the point when all the selection processes, appeals and so on have already been completed and all that remains is to authorise the cost of a severance package under agreed terms.

**5 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Consultative comments to be given by EC when the Director authorises the final redundancies.

**6 SUPPORTING INFORMATION**

- 6.1 No change is needed to the scheme of delegation to achieve this, as the current arrangement is by custom and practice. The proposal is in line with the Council's constitution, which also requires no change.
- 6.2 Employment Committee would still be responsible for agreeing redundancy dismissals of Senior Officers (ie Chief Officer and above).
- 6.3 Schools are not affected by the proposed change as the final approval is given by the board of governors.
- 6.4 The Chair of Employment Committee would call a special meeting of the Employment Committee to discuss any proposal likely to result in more than five redundancies, at the early consultation stage described above.

## **7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 7.1 The proposal does not require any constitutional amendments but seeks to align the decision making process to reflect current authorised delegations.

### Borough Treasurer

7.2

### Equalities Impact Assessment

7.3

### Strategic Risk Management Issues

7.4

### Other Officers

7.5

## **8 CONSULTATION**

### Principal Groups Consulted

8.1

### Method of Consultation

8.2

### Representations Received

8.3

### Background Papers

Employment Committee report 5 July 2017 Redundancy Authorisation – Proposed Changes

### Contact for further information

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