

Staffing issues - proposed budget savings 21013/12

August to September 2012	Directors/AD's continue savings planning with consideration of EIA implications on their service users going forward and consider how to mitigate these.
24 th September 2012	Provide draft timeline to union representatives at the Council Consultative and Negotiating Group.
02/10/12	Corporate Board discuss service areas/posts to be excluded from a voluntary redundancy (VR) process if approved (as with last year they will still be considered for any redundancy bumping opportunity)
October and November 2012	Corporate Board, Assistant Directors, HR officers and managers with cuts in their service areas involving employee changes to attend mandatory Facing the Future training sessions.
25/10/12 – 10am	Corporate union consultation regarding the budget proposals and potential staffing implications including the Treasurers presentation. The Cabinet Member for Finance to attend the corporate union meeting. Followed by directorate union consultation meetings over the following week prior to Cabinet on 31/10.
31/10/12	Full Cabinet to approve to go to consultation on proposed budget savings for 2013/14. Additionally Cabinet approval for a VR process & delegated approvals for VR.
01/11/ 12 to 05/11/12	Communicate to workforce- if approval for VR process is obtained - to invite Expressions of Interest for VR's for 2013/14.
Nov 2012 01/11/12 05/11/12 06/11/12 12/11/12 14/11/12	Scrutiny and consultation to commence. This is with scrutiny committees, external groups and employees/employee representatives. Scrutiny Committees: Community Safety & Community Services Environment Regeneration, Culture & Adult Education Health & Adult Social Care Children's Services
w/c 19/11/12	AD's receive VR expressions of interest information. DMT's meet to agree decisions.
28/11/12	AD's meet corporately to discuss overall staffing implications for a consistent approach. One AD per directorate to represent all plus Treasurer, AD for HR and all Heads of HR.
w/c 26/11/12, 03/12/12 & 10/12/12	Managers and HR Officers progress responses to expressions of interest.

During December and January	<p>Work to progress on:</p> <ul style="list-style-type: none"> • Investigating redundancy bumping opportunities • Identifying selection pools for areas where there are too many VR's or not enough/any and compulsory redundancy (CR) selection pools required • Conducting selection criteria meetings
13/02/13	Cabinet meeting to discuss proposed cuts prior to recommending to full council.
Monday 25/02/13	If CR's are required - serve formal notice of redundancy to individuals to take effect from Monday 25 February 2013. Entry on the redeployment register from Monday 25 February 2013 to Sunday 19 th May 2013 inclusive due to policy being 12 weeks on the redeployment register.
04/03/13	Full Council – employees can leave the council from after this meeting. Those at risk of compulsory redundancy will still be going through the time required on the redeployment register, with every effort made to redeploy or redundancy bump up to the last working day.
20/05/13	Employee's leaving the Authority on the grounds of CR (unless on redeployment trials which may delay the leaving date for CR's).
31/05/13	2013/14 budget process closes. The only exceptions to this date will be for employees at risk of compulsory redundancy who are undertaking redeployment or redundancy bumping trials that take them past this date, any instances whereby service cuts in one area have led to the need for employee reductions in other areas not previously identified for savings and any related to cuts in grants where the details are not sufficiently available at this stage and may mean a later date to commence consultation.