

5th July 2017

Executive Board Member:	Portfolio:
Cllr. Mair Stephens	Deputy Leader

Model Redundancy / Surplus Staffing Policy for Schools

Recommendations / key decisions required:

To endorse the adoption of the Council's updated Model Redundancy / Surplus Staffing Policy for Schools

Reasons:

The 'Governing Body Procedure for Addressing Surplus Staff Situations' is outdated, having not been updated in over a decade, and doesn't reflect current practice within schools.

In the constantly changing world of education, schools and their governing bodies regularly face managing the challenges created by contractual change, falling rolls, workforce remodelling and changes in funding. Any of these have the possibility of requiring staff redundancies.

The new Model Redundancy / Surplus Staffing Policy for Schools has been developed to provide Headteachers and Governing Bodies with a logical step by step approach to managing redundancy situations within their schools, and includes a range of useful documents and templates, which can be referred to throughout the process.

This policy has been developed in consultation with Trade Union colleagues and Headteachers from a cross-section of Carmarthenshire Schools.

Directorate: Chief Executive's / People Management & Performance	Designation:	Tel No. & E Mail Address:
Name of Head of Service: Paul R. Thomas	Assistant Chief Executive (People Management & Performance)	01267 246123 PRThomas@carmarthenshire.gov.uk
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Declaration of Personal Interest (if any):

None

Dispensation Granted to Make Decision (if any):

N/A

DECISION MADE:

Signed:

DATE: _____

EXECUTIVE BOARD MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER DEPUTY LEADER
5th JULY

Model Redundancy / Surplus Staffing Policy for Schools

In the constantly changing world of education, schools and their governing bodies regularly face managing the challenges created by contractual change, falling rolls, workforce remodelling and changes in funding. Any of these have the possibility of requiring staff redundancies.

Redundancy can be stressful for everyone involved: employer and employee, colleagues, families and friends; and the need for sensitivity is paramount throughout the process.

The responsibility for initiating the redundancy process generally lies with the governing body through its general duty to determine the annual budget for the school. In other circumstances the Headteacher may make proposals regarding the staffing structure of the school which may lead to a redundancy process.

This policy outlines the roles and responsibilities of key stakeholders and aims to guide Headteachers and Governing Bodies through the complex process of staff redundancies.

DETAILED REPORT ATTACHED?

NO

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed:  Assistant Chief Executive (People Management & Performance)

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
YES	YES	NONE	NONE	NONE	YES	NONE

1. Policy, Crime & Disorder and Equalities

The recommendations support the Council's Strategic Aim 'Building a Better Council' and 'Making Better Use of Resources'

2. Legal

The Model Redundancy / Surplus Staffing Policy for Schools has been developed in line with ACAS and CIPD guidance.

7. Staffing Implications

The HR Team will provide advice and guidance to schools on the application of the Model Redundancy / Surplus Staffing Policy for Schools.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed:  Assistant Chief Executive (People Management & Performance)

1. Scrutiny Committee

None

2. Local Member(s)

None

3. Community / Town Council

None

4. Relevant Partners

None

5. Staff Side Representatives and other Organisations

Education & Children's Services Employee Relations Forum - 15th June 2017

Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:

THERE ARE NONE

Title of Document	File Ref No.	Locations that the papers are available for public inspection