

# APPENDIX F – POLICY ON RE-ENGAGEMENT AFTER REDUNDANCY OR EARLY RETIREMENT

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## 1. Purpose

- 1.1 This document sets out the council’s policy regarding the circumstances in which an employee who has left the council on the grounds of redundancy and/or early retirement may, or may not, be re-engaged by the council.
- 1.2 The policy does not cover employees who have left the council with a settlement agreement but such cases will be considered on a case by case basis.

## 2. Scope

- 2.1 This policy applies in respect of all appointments to Leicester City Council except appointments to schools and colleges.

## 3. Policy

- 3.1 Where a potential redundancy situation is identified within the council, whether voluntary or compulsory, management has a duty to ensure that any termination of employment on the grounds of redundancy is unavoidable. Account must be taken of the statutory requirement to offer any suitable alternative employment that is available at the time. In addition to this, where the redundancy involves a significant cost to the council, management has a responsibility to ensure, through effective workforce planning, that it would not be more cost-effective to continue

employment, taking account of future workforce requirements. The council has a duty to ensure that costs associated with redundancy are necessarily incurred and that they are perceived by the public to be so.

3.2 An employee who has taken voluntary redundancy from the council, and whose pension has been released early as a result, may never be re-engaged by the council (whether employed or engaged via an agency or on a self-employed basis).

3.3 Exceptions to the above may be considered in the following circumstances:

- i. Re-engagement to undertake short-term election day duties e.g. poll clerk, count assistant.
- ii. Where there is a business-critical case to re-engage the individual.

3.4 An exception under (ii) above will require submission of a business case which will be considered by an independent corporate panel to include representatives of HR, Finance and Legal Services. Where the panel is minded to agree an exception this will require authorisation by the Chief Operating Officer in consultation with the City Mayor. Trade union branch secretaries will be notified of any exceptions agreed.

3.5 There is no restriction on the re-engagement of employees who have left the council on grounds of compulsory redundancy (whether or not their pension has been released early), nor those who have taken voluntary redundancy without early release of their pension, other than the provisions of the Redundancy Payments Modification Order.

## 4. Policy review

4.1 This policy will be reviewed one year after implementation.

### Document Control

Implementation Date	Author	Summary of Changes	Date to be reviewed
16 May 2016		New policy	16 May 2017
December 2016		Major changes to section 3.	December 2017

## FLOWCHART FOR RECRUITING MANAGERS

