



COUNCIL EXECUTIVE

EARLY RETIRAL / VOLUNTARY SEVERANCE – 9 MONTH SUMMARY

REPORT BY HEAD OF CORPORATE SERVICES

A. PURPOSE OF REPORT

To advise the Council Executive of the number of employees who were granted early retirement / voluntary severance from the council during the 9 month period from July 2010 to March 2011

B. RECOMMENDATION

The Council Executive is asked to note the terms of the report and the details set out in the attached Appendix.

C. SUMMARY OF IMPLICATIONS

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| I Council Values | The reporting of early retirement / voluntary severance decisions is in keeping with the council's values of being honest, open and accountable. |
| II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | The council's policy of Early Retiral and Voluntary Severance requires early retiral and severance cases to be reported to Council Executive on a regular basis. |
| III Resources - (Financial, Staffing and Property) | Each early retiral / voluntary severance reported has been approved on the basis of a robust business case and has been approved in accordance with council policy. |
| IV Consultations | Consultation has taken place with the Head of Finance and Lothian Pension Fund. |

D. TERMS OF REPORT

The council's policy on Early Retiral and Voluntary Severance requires that reports on application of the policy are submitted regularly to the Council Executive. This report records cases of early retiral / voluntary severance approved during the period July 2010 to March 2011.

In accordance with the Policy, all cases approved during this period were dependant on the establishment of a business case which ensured that costs of releasing the employee were recoverable within a period of 2 years. The associated costs of release have been funded through a combination of individual service budgets and the staffing change fund which was established specifically for this purpose.

During the period July 2010 to March 2011, 332 non teaching and 26 teaching employees were granted early retiral / voluntary severance. Details of these approved cases are provided in the attached Appendix.

E. CONCLUSION

All instances of early retiral / voluntary severance recorded in the Appendix to this report have been approved in accordance with council policy.

The Council Executive is asked to note the contents of this report.

F. BACKGROUND REFERENCES

Policy on the Application of Early Retiral and Voluntary Severance.

Appendices/Attachments: 1

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