



From mountain to sea

VOLUNTARY SEVERANCE 2023/24

Aberdeenshire Council is facing significant financial challenge as it looks forward. We have struggled because of not being able to make money in areas where we expected it, but also having to spend money we didn't expect to spend.

We are very much a people organisation – it is about our staff and the services we provide. Much of our budget goes on employing great people. Yet to balance our books, we are having to look harder than ever before at the services we provide and the staffing arrangements across the Council. We are having to look at ways we can reshape our workforce whilst still ensuring that we are able to continue to deliver our services to our Communities.

One of the measures being introduced is the opportunity for Voluntary Severance that is open across Aberdeenshire Council on **Monday, 30th October 2023**.

This opportunity will be undertaken alongside a review of our working arrangements to ensure there is no negative impact on the excellent services we provide. For full details, please refer to the [FAQ](#) and [timeline documents](#).

Approval will be subject to a review of each application against the following criteria:

- future skills requirements,
- affordability,
- the scale of requests, and
- overall capacity within the Service.

Please note that at this stage applications will be treated as an expression of interest only. You will not be obliged to accept any option, if offered. Likewise, Aberdeenshire Council will not be obliged to offer and take forward any of the options. We are unable to provide any estimates of your benefits until and unless an offer is made. If you would like to investigate Voluntary Severance options, please complete the [online application form](#) by **Monday, 13th November 2023**.

If you choose to apply for Voluntary Severance and your application is successful, your last date of employment will be on or before **Sunday, 31st March 2024** in line with your notice period or unless an earlier leaving date is agreed with your Service.

You will be entitled to notice calculated by one week's notice for each complete year of service, up to a total of 12 weeks, or your contractual notice period, whichever is the greater. The notice period should be worked, and this will start on **Monday, 8th January 2024**.



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Clearly an important part of any decision to proceed with an application will be what your likely benefits will be. This will depend on several factors including your age and length of service on your leaving date, your rate of pay and whether you are a member of a Pension Scheme. Subject to fulfilling the relevant criteria, those taking Voluntary Severance may receive a redundancy or compensation payment, and/or pension benefits. If appropriate, any redundancy payment would consist of a certain number of weeks' pay, dependent on your age and length of continuous service at your leaving date.

Before submitting your request, please refer to the [ready-reckoner](#) which provides you with the redundancy pay you may be eligible for.

If you are not a member of a Pension Scheme or are not eligible to receive pension benefits immediately, any redundancy payment would be enhanced in any offer made to you. The enhancement is applied to the number of weeks pay used in the calculation increasing it by 1.7. For example, if you were eligible for 10 weeks pay under the standard award you would receive 17 weeks pay. Within the Pension scheme, early access to pension benefits may be available.

For calculation purposes, if your average weekly basic pay exceeds the statutory maximum payment (£643 per week), the redundancy payment will be calculated as the statutory maximum plus 50% of the difference between the statutory maximum payment and your actual basic weekly pay.

Members can obtain an estimate of their basic pension benefits at [NESPF](#) or [SPPA](#).

Decisions made on any application will be final and there will be no right of appeal if your application is refused. However, if appropriate, this outcome would not preclude you from applying in any future Voluntary Severance opportunity.

For further information on any matters relating to Voluntary Severance or if you have any difficulty accessing the online form, please refer to the [FAQ document](#) or contact askHR by email titled Voluntary Severance to askhr@aberdeenshire.gov.uk or phone on 01467 534400. Details can also be found on the [Employee Ask HR Portal](#).

VS Application Form QR Code:

You can access the VS application via Arcadia, the askHR portal or by scanning the below QR code using the camera on your mobile phone. Completed applications must be submitted by **Monday, 13th November 2023**.



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