****

**Reopened VR Scheme July 2025**

**Introduction**

Following consultation with UCU, Liverpool Hope is reopening its Voluntary Redundancy Scheme for a short period closing on the 1st August 2025. This re-opening remains in line with its Redundancy policy. This is a further measure to minimise and mitigate against the possibility of having to make compulsory redundancies.

In this VR scheme some important changes have been made:

* The scheme continues to be open to **at risk** staff. It has also been extended to staff who are not themselves at risk but who are in the **at-risk areas affected by potential redundancies** ie where colleagues currently remain at risk of redundancy.
* Any approved VR applications under this re-opened scheme will only receive notice up to the 8th October. For the avoidance of doubt the last day of work will be the 8th October 2025.

Please note this will be the final opportunity for staff to apply on terms outlined below.

Liverpool Hope reserves the right not to accept all applications for VR, particularly if there are more applications than the proposed number of redundancies or it considers that it is in the long-term interests of Liverpool Hope to retain certain employees. Liverpool Hope may still have to make compulsory redundancies if it does not receive a sufficient number of appropriate volunteers.

For the avoidance of doubt, Liverpool Hope’s decision on whether or not to accept or reject any particular application is final.

The scheme is entirely discretionary and non-contractual.

The scheme will comply with the Equality Act 2010.

**Eligibility**

As a one off, the requirement for applying for VR of at least 2 years continuous service at the time of the leaving date is waived.

An eligible employee must not be due to retire on or before 30th October 2025, have not resigned or terminated their employment for any reason, have not received notice of the termination of their employment for any reason by the date that the scheme reopens for applications on the 22nd July 2025.

**Process**

The individual employee should request a VR quote from People Services by emailing [HR@hope.ac.uk](mailto:HR@hope.ac.uk) please use the subject line “Voluntary Redundancy Query”. The individual will then receive an illustrative quote. The quote will provide details outlining the enhanced VR and also an equivalent figure for a compulsory redundancy.

Upon receiving the quote, if the individual wishes to proceed with their request to be considered for VR they should complete the [VR1 form](https://forms.gle/guLLucBPhr1N4smM9).

[Click to Apply on VR1 Form](https://forms.gle/4DjHy4Zw6NYV5weH8)

A corporate panel comprising of the Chief Operating Officer, Executive Dean (responsible for the Faculty where the employee is based) and a member of VCAG will consider the applications.

The employee will be informed if they have been accepted for VR or not subsequent to their application. **Liverpool Hope University reserves the right to refuse an application for VR**. There is no guarantee of the approval of any application for VR. The scheme is voluntary on both the University’s and employee’s part.

If approved, People Services will advise the employee in writing detailing the exact payments which will be made and the exact date on which the VR will be effective (no later than the 8th October 2025). Employees leaving under the scheme will be required to use all of their leave entitlement prior to their leaving date.

If an individual application is rejected and subsequently, the individual is made compulsorily redundant, then the VR payment they would have received had their application been accepted will be honoured. However, if an individual rejects the offer of a VR after requesting one and is subsequently made redundant, they will only receive a compulsory (statutory) redundancy payment.

The University will give reasonable time off to look for alternative employment or for training for employees whose VR is approved. This should be discussed with the respective senior manager.

**Terms**

The University in seeking to mitigate compulsory redundancies is offering two separate calculations for employees, as outlined below. The University will apply the highest enhanced offering of the two terms dependent upon the specific circumstance of the individual employee.

**Option 1**

For an employee at risk, Liverpool Hope will use their **current** gross weekly pay in calculating a redundancy payment. Gross weekly pay excludes any temporary/leadership allowances. For those staff due to increment in August we will use that point on the pay spine for the calculation.

Therefore, an individual with gross weekly pay above the current statutory cap would receive that weekly amount rather than having it capped at £719. Those below the £719 cap would receive their gross weekly pay.

The payment would also include the other statutory elements of redundancy pay – the employee’s age, and length of service. A maximum of 20 years’ service will be taken into account. Table 1 illustrates how the statutory weeks are calculated.

On top of this the University will enhance the above payment by a **multiplier of 1.5**.

**Option 2**

For an employee at risk, Liverpool Hope will pay six months gross salary this excludes any temporary/leadership allowances. Again, for those staff due to increment in August we will use that point on the pay spine for the calculation.

Any payment from either option incorporates all the statutory element of a redundancy payment.

Any redundancy package offered to employees may vary depending upon the funding available at the time of any redundancy scheme occurring. This scheme will apply only to the current round of proposed redundancies and all employees identified at that time. Future packages may vary dependent upon funding availability.

Employees will be asked to sign a settlement agreement before receiving any redundancy payment. Legal costs arising will be supported by the University up to £400 + VAT. No additional payment will be made above the £400 threshold by the University.

**Notice pay will be paid up to the 8th October and this mutually agreed notice period will be worked.**

**Tax and National Insurance**

Any redundancy payment under £30,000 is non-taxable. For any sums paid in excess of the £30,000 threshold may be subject to tax and national insurance contributions.

**Timescales**

The scheme will be reopened from 22nd July 2025. The final date for receipt for a request to be considered for VR will be **12pm on 1st August 2025**. Consultation with UCU and at an individual level with employees will continue.

The VR scheme will close in advance of any required selection process.

**Frequently Actions Questions**

Further information can be found at [the following link.](https://www.hope.ac.uk/gateway/staff/peopleservices/potentialredundancies/voluntaryredundancyscheme/)

**Table 1**

To calculate the number of weeks’ redundancy, pay, cross reference the person's age and years of service and then multiply that number by the weekly salary - maximum weekly salary is £719 from 6th April 2025.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Statutory Redundancy Pay Table** | | | | | | | | | | | | | | | | | | | |
|  | **Service (Years)** | | | | | | | | | | | | | | | | | | |
| **Age** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** |
| 17**\*** | 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 18 | 1 | 1½ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 19 | 1 | 1½ | 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 20 | 1 | 1½ | 2 | 2½ | - |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 21 | 1 | 1½ | 2 | 2½ | 3 | - |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 22 | 1 | 1½ | 2 | 2½ | 3 | 3½ | - |  |  |  |  |  |  |  |  |  |  |  |  |
| 23 | 1½ | 2 | 2½ | 3 | 3½ | 4 | 4½ | - |  |  |  |  |  |  |  |  |  |  |  |
| 24 | 2 | 2½ | 3 | 3½ | 4 | 4½ | 5 | 5½ | - |  |  |  |  |  |  |  |  |  |  |
| 25 | 2 | 3 | 3½ | 4 | 4½ | 5 | 5½ | 6 | 6½ | - |  |  |  |  |  |  |  |  |  |
| 26 | 2 | 3 | 4 | 4½ | 5 | 5½ | 6 | 6½ | 7 | 7½ | - |  |  |  |  |  |  |  |  |
| 27 | 2 | 3 | 4 | 5 | 5½ | 6 | 6½ | 7 | 7½ | 8 | 8½ | - |  |  |  |  |  |  |  |
| 28 | 2 | 3 | 4 | 5 | 6 | 6½ | 7 | 7½ | 8 | 8½ | 9 | 9½ | - |  |  |  |  |  |  |
| 29 | 2 | 3 | 4 | 5 | 6 | 7 | 7½ | 8 | 8½ | 9 | 9½ | 10 | 10½ | - |  |  |  |  |  |
| 30 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 8½ | 9 | 9½ | 10 | 10½ | 11 | 11½ | - |  |  |  |  |
| 31 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 9½ | 10 | 10½ | 11 | 11½ | 12 | 12½ | - |  |  |  |
| 32 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 10½ | 11 | 11½ | 12 | 12½ | 13 | 13½ | - |  |  |
| 33 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 11½ | 12 | 12½ | 13 | 13½ | 14 | 14½ | - |  |
| 34 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 12½ | 13 | 13½ | 14 | 14½ | 15 | 15½ | - |
| 35 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 13½ | 14 | 14½ | 15 | 15½ | 16 | 16½ |
| 36 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 14½ | 15 | 15½ | 16 | 16½ | 17 |
| 37 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 15½ | 16 | 16½ | 17 | 17½ |
| 38 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 16½ | 17 | 17½ | 18 |
| 39 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 17½ | 18 | 18½ |
| 40 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 18½ | 19 |
| 41 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 19½ |
| 42 | 2½ | 3½ | 4½ | 5½ | 6½ | 7½ | 8½ | 9½ | 10½ | 11½ | 12½ | 13½ | 14½ | 15½ | 16½ | 17½ | 18½ | 19½ | 20½ |
| 43 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 44 | 3 | 4½ | 5½ | 6½ | 7½ | 8½ | 9½ | 10½ | 11½ | 12½ | 13½ | 14½ | 15½ | 16½ | 17½ | 18½ | 19½ | 20½ | 21½ |
| 45 | 3 | 4½ | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 46 | 3 | 4½ | 6 | 7½ | 8½ | 9½ | 10½ | 11½ | 12½ | 13½ | 14½ | 15½ | 16½ | 17½ | 18½ | 19½ | 20½ | 21½ | 22½ |
| 47 | 3 | 4½ | 6 | 7½ | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 48 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 11½ | 12½ | 13½ | 14½ | 15½ | 16½ | 17½ | 18½ | 19½ | 20½ | 21½ | 22½ | 23½ |
| 49 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 50 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 14½ | 15½ | 16½ | 17½ | 18½ | 19½ | 20½ | 21½ | 22½ | 23½ | 24½ |
| 51 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 52 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 17½ | 18½ | 19½ | 20½ | 21½ | 22½ | 23½ | 24½ | 25½ |
| 53 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 54 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 20½ | 21½ | 22½ | 23½ | 24½ | 25½ | 26½ |
| 55 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 56 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 23½ | 24½ | 25½ | 26½ | 27½ |
| 57 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 24 | 25 | 26 | 27 | 28 |
| 58 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 24 | 25½ | 26½ | 27½ | 28½ |
| 59 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 24 | 25½ | 27 | 28 | 29 |
| 60 | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 24 | 25½ | 27 | 28½ | 29½ |
| 61**+** | 3 | 4½ | 6 | 7½ | 9 | 10½ | 12 | 13½ | 15 | 16½ | 18 | 19½ | 21 | 22½ | 24 | 25½ | 27 | 28½ | 30 |

**Example**

For example, a person aged 22 with four years of service who earns £200 salary a week will be entitled to two weeks’ redundancy pay (so total redundancy pay would be £400).

Age 61\* - The table stops at age 61 because for employees age 61 and over, the payment remains the same as for age 61.

Statutory redundancy is paid for on the basis of:

* 0.5 week’s pay for each completed year of employment below the age of 22
* 1 week’s pay for each completed year of employment between the age of 22 and 41
* 1.5 weeks’ pay for each completed year of employment not below the age of 41.