

VOLUNTARY REDUNDANCY 2025 – FREQUENTLY ASKED QUESTIONS

Question	Response
Who can apply for Voluntary Redundancy (VR)?	Only those colleagues who are in those areas affected by potential redundancies and who are deemed At Risk. As a one off an employee applying for the Voluntary Redundancy scheme does not require 2 years continuous service at the time of their leaving date.
I am due to retire in July, can I still take VR?	Colleagues who are due to retire on or before 30.10.25 are not eligible. Eligible employees must not have 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 opens.
I am interested in applying for VR, but am not in an affected post. Can I still apply?	No, the scheme is only available to those At Risk.
The Scheme is discretionary. What does this mean?	<p>This means that there is no guarantee your application will be accepted. The University reserves the right <i>not</i> to accept all applications for voluntary redundancy, 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.</p> <p>Liverpool Hope may still have to make compulsory redundancies if it does not receive a sufficient number of appropriate volunteers.</p> <p>The scheme is entirely discretionary and is non-contractual.</p>
What are the timescales for the scheme?	The scheme will be opened from 11th June 2025 . The final date for a request to be received for consideration for voluntary redundancy will be 3rd July 2025 .
Who decides on the applications?	A corporate panel comprising of the Chief Operating Officer, Executive Dean (responsible for the Faculty the colleague is based within) and the PVC Research will consider all applications.
If I apply for VR, and am accepted, will I still be able to apply for posts?	No. Selection will only begin after VR has closed. If you accept VR, you will not be able to go through any selection/redeployment process. If you do not accept VR, you may go through the selection process but if you are made redundant, you will only be eligible for a compulsory redundancy payment

How do I apply for VR?	<p>The individual employee will request a VR quote from People Services email HR@hope.ac.uk, using the subject line “Voluntary Redundancy Query” in their email request. Applicants will then receive an illustrative quote.</p> <p>The quote will provide details outlining the enhanced VR and also an equivalent figure for a compulsory redundancy.</p> <p>Upon receiving the quote, if the individual wishes to proceed with their request to be considered for voluntary redundancy, they should complete the VR1 form</p> <div data-bbox="958 571 1480 651" style="text-align: center;"> Click to Apply on VR1 Form </div> <p>A colleague will be informed of the outcome of their application in writing by People Services. This will include the exact date their voluntary redundancy will be effective and this will be no later than 30 September 2025.</p>
What happens to my annual leave if I am successful?	<p>Colleagues leaving under the scheme will be required to use all of their annual leave entitlement which remains prior to their leaving date.</p>
If I apply for VR, but am not accepted, then go through the selection process and am then made redundant, what sort of redundancy payment would I get?	<p>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.</p>
<p>What is the difference between the two options of VR?</p> <p><u>Option One</u></p>	<p>Option One: For those At Risk, the University will use their current gross weekly pay in calculating a redundancy payment. Gross weekly pay excludes any temporary or leadership allowances. Therefore, an individual with gross weekly pay above the current statutory cap will receive that amount rather than this being capped at £719 per week. Those below the £719 cap will receive their gross weekly pay. This payment would include the statutory element of redundancy pay (which is based on their age and length of service in line with the government’s statutory redundancy payment calculator) up to a maximum of twenty years of service being taken into account. On top of this the University will then enhance that payment by a multiplier of 1.5.</p>

<p><u>Option Two</u></p>	<p>Option Two: For an At Risk employee, the University will pay six months gross salary. Again, this excludes any temporary or leadership allowances. This will also incorporate all the statutory entitlement of a redundancy payment.</p> <p>Colleagues will receive the option which is the highest amount for them as individuals. For those individuals who are due to increment in August 2025 the pay point at the time of the scheme being open will be applied.</p> <p>These options will <i>only</i> apply to this specific round of proposed redundancies and those identified as At Risk. Any future packages may vary depending on the funding available. This scheme does not create a precedent for any future schemes.</p>
<p>If someone was accepted for VR, would their notice period begin when they are accepted and they choose to proceed, or at the end of the 90-day consultation period?</p>	<p>Notice periods will align with a leaving date of 30th September 2025 with annual leave being taken in full before leaving. The notice period will either be worked, payment made in lieu of notice or a combination of the two.</p>
<p>If I am accepted for VR, and I am seeking alternative employment elsewhere, is there any support available in Hope?</p>	<p>Reasonable time off will be given to seek employment, in agreement with your line manager. Depending on demand, we will arrange for workshops to be available on topics such as CV writing, interview skills</p>
<p>If I apply for an illustration, will this go against me during selection</p>	<p>No, not at all. Any quote provided carries no obligation. This will be completely confidential within People Services.</p>
<p>Can I apply if I am on extended leave from the University for example maternity or adoption leave?</p>	<p>Individuals are still eligible to apply for Voluntary Redundancy if they are on maternity leave/parental leave or extended leave if they are in scope and at risk.</p>

If you are accepted for Voluntary Redundancy:

Question	Response
What is a settlement agreement?	A Settlement Agreement is a legally binding agreement following the termination of your employment. It usually provides for a severance payment, in this case a voluntary redundancy payment, in return for which you warrant not to pursue any claim to an employment tribunal after you have left your job. As this is a legal document, it is only valid if you have consulted a legal adviser about it. The University will pay up to £400.00 + VAT towards these legal fees.
Is a Voluntary Redundancy payment subject to tax?	Any redundancy payment up to the value of £30,000 is not subject to tax. Any amount over £30,000 will be subject to tax and National Insurance deductions, but not pension deductions. All payments as 'pay in lieu of notice' will be subject to tax and National Insurance deductions.
What happens to my pension if I take Voluntary Redundancy?	Guidance on how redundancy can affect pensions can be obtained from your pension provider: USS Pensions: http://www.usshq.co.uk Greater Manchester Pension Fund: http://www.gmpf.org.uk Teachers Pension Fund: http://teacherspensions.co.uk