

VR Scheme June 2025

Introduction

Following consultation with UCU, Liverpool Hope, in line with its Redundancy policy and in attempting to minimise and mitigate against the possibility of having to make compulsory redundancies, has developed the following Voluntary Redundancy (VR) scheme.

The scheme is only available to staff who are in scope and **at risk** in areas affected by potential redundancies that are currently being formally consulted upon.

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 opens for applications on the 11th June 2025.

Process

The individual employee should request a VR quote from People Services by emailing 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](#).

[Click to Apply on VR1 Form](#)

A corporate panel comprising of the Chief Operating Officer, Executive Dean (responsible for the Faculty where the employee is based) and the PVC Research 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 30th September 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 periods will either be worked, payment made in lieu of notice, or a combination of the two, as determined by the University with the 30th September 2025 remaining the normal date for leaving the University under this scheme.

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 opened from 11th June 2025. The final date for receipt for a request to be considered for VR will be **5pm on 3rd July 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](#).

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.

Voluntary Redundancy

