

## LINCOLNSHIRE COUNTY COUNCIL – CHILDREN’S SERVICES

### REDEPLOYMENT SCHEME – for schools based staff

#### Redeployment Incentive Scheme

Lincolnshire County Council (LCC) is committed to attracting and retaining high quality staff in schools and values the skills and experience that they bring. Due to changing forces, such as a reduction in school pupil numbers because of a fall in local birth rates or disability/ill-health, these employees will occasionally be affected by a change which may make it impossible for them to continue in their current post. The Managing Change Policy and Procedure (Section P – Schools Personnel Handbook) already exists to guide Head Teachers, Governing Bodies and employees through the process of workforce planning and restructuring, and the Sickness Absence Management Policy (Section S – Schools Personnel Handbook) for the steps prior to redeployment of staff for reasons of ill-health or disability. The Scheme is of mutual benefit to both LCC and Governing Bodies in that it provides increased security for employees and, therefore, enhances morale and well-being. The Scheme covers both teaching and support staff.

The Redeployment Scheme for schools based staff acknowledges that redeployment should be considered as the primary alternative within Lincolnshire to the ending of an individual’s employment with Lincolnshire County Council (LCC) as a result of an imposed change, such as a school closure. It is recognised that the staff concerned have a wealth of experience and expertise that may enable them to continue contributing to LCC and other schools within the County if opportunities exist for them to do so. Every effort should be made to redeploy employees whose posts are at risk of redundancy into any vacancy for which they are appropriately qualified, or could become so if given training, within another school, as long as the cost of redeployment is not greater than the cost of redundancy.

The Redeployment Incentive Scheme does not apply to LCC Directorates.

Full details of the Redeployment Scheme are available within the Redeployment Scheme for Schools Based Staff document contained within the Schools Personnel Handbook. A Redeployment Register exists to support the Redeployment process, and an incentive payment may be available to a recruiting school that offers a Redeployee a post that is deemed Suitable Alternative Employment (SAE). There is no automatic entitlement to the Redeployment Incentive Scheme and Lincolnshire County Council reserve the right to decide who qualifies and to what level of support.

A role is deemed SAE by reference to certain criteria, for example:

- The rate of pay and value of any contractual benefits
- The duties and level of responsibility of the new job
- The status of the new job
- The place of work and its proximity to the employee’s current workplace
- The hours of work and any shift patterns

- The working environment

It should be noted that this is not an exhaustive list, but needs to be considered as 'reasonable'. This may vary on a case by case basis and further details on SAE are available within the main Scheme document.

The Redeployment Budget is available to support staff movement between Community, Voluntary Controlled, Foundation and Voluntary Aided, Primary, Secondary and Special Schools within the County.

To support recruiting schools to consider Redeployees the Council has identified the following framework of incentive payments which can only be accessed if individuals have been accepted onto and supported by the Redeployment Scheme:

### **1. Teaching Staff**

Each case will be assessed to identify the following elements that will need to be incorporated to form the incentive payment.

- Safeguarding of allowances to the individual, if held in the original job and not required in the new job, for a maximum of 3 years. If the safeguarded amount is more than £500, individuals will be expected to take on additional duties and responsibilities for the length of the safeguarding period.
- Up to £1,000 to support a relevant training need identified through redeployment. Additional support for training costs may be considered, but will be assessed on a case by case basis.

In addition, a recruiting school will receive an incentive payment of up to £1,000 for each Redeployee (teaching staff) that they recruit.

### **2. Support Staff**

Each case will be assessed to identify the following elements that will need to be incorporated to form the incentive payment, but may include:

- Salary protection to the individual a maximum of £3,000 each year for up to 2 years, for new posts at a lower grade where the new schools employ staff under the Local Scheme of Conditions of Service.
- Up to £1,000 to support a relevant training need identified through redeployment.

In addition, a recruiting school will receive an incentive payment of up to £500 for each Redeployee (support staff) that they recruit.

## **Financial Contribution Arrangements**

The Managing Change Policy includes a charging policy for schools in relation to redundancy costs. Successful redeployment can negate redundancy entitlement for individuals, but can incur additional costs as outlined above. To encourage redeployment between schools the Redeployment Incentive Scheme has been developed.

Where an individual has been successfully redeployed, the original school will not be charged back for a portion of the redundancy costs, as these won't have been incurred. The school will, however, be charged back up to 25% of the redeployment incentive costs as long as these costs.

## **Payments**

Safeguarding/Protection payments will be made to individuals through the appropriate payroll mechanism in place at the school. The Workforce Development Strategy Officer (WDSO) will identify the appropriate route for compensation to the school and action as necessary.

Training costs will be paid on receipt of an invoice from the training provider. Travel expenses incurred by individuals as a result of attending training funded through the Redeployment Incentive Scheme will be reimbursed through appropriate presentation of travel expenses.

The WDSO administers the Redeployment Incentive Scheme. Any queries in relation to the Scheme should be directed to the WDSO.