

Potential Redundancies - FAQ's

Why are there going to be redundancies?

The company is proposing these measures in an effort to ensure the ongoing financial viability of NWLL as a whole.

How many posts will be made redundant?

With the potential closure of 3 centres it would appear to be approximately 130 posts are at risk of redundancy. However, we will do everything we can to limit the number of redundancies that have to be made?

Am I going to lose my job?

We will do everything we can to re-deploy staff to other jobs if their role is at risk of redundancy. However, we may not be able to redeploy everyone so some people may lose their jobs.

How will people who are going to be made redundant be chosen?

The process for selecting people for redundancy will be a fair and open one. It will be based around a set of criteria as stated in the Redundancy Policy and will be confirmed in advance of selection to staff and union representatives. The criteria as detailed in the Redundancy Policy are as follows:

- Requirements of the job
- Performance on the job
- Level of experience
- Suitability of the individual for further training
- Length of service in the company and a particular work area.
- Attendance record
- Disciplinary record

As stated in the Redundancy Policy, the company reserves the right to change the selection criteria and employees will be notified of any such change as soon as possible.

When will it happen?

We will consult with staff representatives and union representatives as soon as it can be arranged. As part of the consultation process, we will look at all possible options to avoid redundancies including any suggested by the representatives.

Appendix D

Who will be the staff representatives?

Staff representatives will be elected by all staff who are potentially affected by the proposals and details of how these elections will take place will follow shortly

If I am selected for redundancy, how much will I be paid?

If your post is selected for redundancy you may be entitled to redundancy pay. Redundancy pay is calculated based on length of service, weekly pay and age. You will be given full information on any payments you are entitled to if you are selected for redundancy. You can find out more information about redundancy payments on the ACAS or DTI websites. (see later question).

When will I get more information about what is happening?

We will post bulletins at sites as soon as we have more information in relation to the election of staff representatives. If you are not at site regularly and would like to have the bulletins emailed to you please contact Gemma Hunt, our HR & Finance Assistant, on the details below with your email address. If you do not have access to email and would like the bulletins posting to you please give Gemma your postal address.

Gemma Hunt g.hunt@nwll.co.uk
01249 654870 ext 554

Where can I get more information?

More information about redundancy situations can be found on the following websites and organisations.

Citizens Advice

On line www.adviceguide.org.uk

Bureaux	Calne	01249 821116
	Chippenham	0845 1203707
	Swindon	0845 0505155
	Devizes	01380 728771

NWLL Employee Assistance	24hr Helpline	01179 342121
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Appendix D

Programme (Counselling/Legal advice) Appointments	01179 340255
Advisory, Conciliation & Arbitration Service (ACAS)	www.acas.gov.uk
Department of Trade & Industry (DTI)	www.dti.gov.uk
Inland Revenue	www.hrmc.gov.uk

Please note - this staff bulletin has been issued with a view to keeping NWLL staff fully informed and up to date with these proceedings and is therefore clearly for staff use only. Please treat this information as highly confidential. Thank you for your cooperation.