

# THE KILMARNOCK LEISURE CENTRE TRUST

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## T/A THE GALLEON CENTRE



### REDUNDANCY

This document sets out the KLCT policy in the event of redundancies.

The KLCT will take necessary measures to limit any compulsory redundancies. To this end, the KLCT will, in the first instance, seek to take the following measures:

- Restrict recruitment of new Employees
- Limit the numbers of temporary workers engaged by the KLCT
- Limit overtime
- Introduce short-time working or temporary lay offs, where appropriate
- Seek voluntary redundancies

The KLCT will not accept volunteers for redundancy, where in the KLCT's view, these individuals possess skills/qualifications required by the KLCT.

If compulsory redundancies are necessary, the KLCT will consult with potentially affected Employees, and where appropriate with a recognised trade union or Employee representatives. Where appropriate, an objective selection process will be put in place to assess Employees. The selection criteria will normally be the following:

- Attendance record
- Disciplinary record
- Skills/Qualifications
- Performance

The KLCT may use some or all of these criteria and will decide what weight to attach to each.

Length of service may also be used as a selection criterion but only in circumstances where the scoring of the above criteria fails to clearly distinguish between Employees.

The KLCT reserves the right to introduce short-time working or temporary lay-offs where this is necessary to avoid redundancies or where there is a shortage of work available.

Redundancy pay will be based on the statutory levels in force from time to time.