



- All sections of this form must be completed. If any of the information is missing, the form will not be accepted.
- Please return the completed form to [HR1@insolvency.gov.uk](mailto:HR1@insolvency.gov.uk).

<b>1. Employer's details</b>	
Name	Bristol City Council
Registered address	City Hall, College Green, Bristol
Postcode	BS1 5TR
Company or Charity Registration Number	N/A
Telephone	01179222000
Email	james.brereton@bristol.gov.uk

<b>2. Employer's contact details</b>	
Name	James Brereton
Address (if different to 1)	
Postcode	
Telephone	
Email	james.brereton@bristol.gov.uk

<b>3. Establishment where redundancies are proposed</b>	
Address at box 1	Yes
Address at box 2	Yes/No
Other Address	
Postcode	

<b>4. Timing of redundancies</b>	
Date of first proposed dismissal	31 December 2022
Date of last proposed dismissal	31 December 2023
If you have given less than the required 30/45 day notification period please give reason for late notification	

<b>5. Method of selection for redundancy</b>	
Method	Vacancy management will be the primary mitigation to meet budget gap, however where appropriate, staff will be invited to apply to take voluntary severance. Where this is not appropriate, staff and trade union representatives will be consulted on the selection criteria to be used in relation to compulsory redundancies.

<b>6. Staff numbers/redundancies at this establishment</b>		
Occupational group	Total number of employees	Number of possible redundancies
Manual		
Clerical		
Professional		
Managerial		
Technical		

Apprentices/trainees		
Under 18		
Other		
<b>Totals</b>	6,415	300

<b>7. Nature of main business</b>	
<b>SIC code</b>	84110

<b>8. Closure of the business</b>	
Do you propose to close this establishment	No

<b>9. Reasons for redundancies</b>		
Please tick one or more boxes to show the main reason(s) for the proposed redundancies		
A	Lower demand for products or services	
B	Completion of all or part of contract	
C	Transfer of work to another site or employer	
D	Introduction of new technology/plant/machinery	
E	Changes in work methods or organisation	
F	Other (please give brief details below)	Yes
G	Insolvency	
Details		Requirement to balance budget through savings ranging between £37.5m and £87.6m worst case scenario resulting from several factors creating financial uncertainty for the Council, namely inflation in the UK, changes in local government funding and increasing demand on services

<b>10. Consultation</b>		
a) Please provide the name(s) of:		
<b>Recognised trade union</b>	<b>Name of representative</b>	<b>Description of employee they represent</b>
GMB	Sharon Hallett	Local authority employees
UNISON	Tom Merchant	Local authority employees
Unite The Union	Steve G Davies	Local authority employees

b) If you do not recognise trade unions for any groups of employees please give the name(s) of their elected representatives below:	
<b>Name of elected representative</b>	<b>Description of employee they represent</b>

c) Have you given a copy of this form to all the appropriate representatives?	Yes
d) Have you started the consultation process with the appropriate	Yes

representative?	
e) If yes, please give the date consultation started:	9 November 2022
f) Have you given individual notices of dismissal to the employees?	No

<b>11. Declaration</b>	
<b>I certify that the information given on this form is, so far as I know, is correct and complete.</b>	
Name:	James Brereton
Position/role:	Head of Human Resources
Date:	21 November 2022

Further [copies of this form and guidance about advance notifications of redundancies](#) are available on GOV.UK.

## **Your legal obligations under Trade Union and Labour Relations (Consolidation) Act 1992, Part IV, Chapter II**

You are required by law to notify the RPS of a proposal to dismiss 20 or more employees as redundant at one establishment within a period of 90 days or less.

If you operate from more than one site, each one is treated separately for notification and consultation purposes. An establishment is the site where an employee is assigned to work. You must complete a form for each site where 20 or more redundancies are proposed.

Your minimum period for notification and consultation for:

- between 20 to 99 redundancies at one of your establishments, is at least 30 days before the first dismissal
- 100 or more redundancies at one of your establishments, is at least 45 days before the first dismissal

You must notify us at least 30/45 days before the first dismissal and before you issue any individual notices of dismissal.

You must send a copy of this notification to the representatives of the employees being consulted.

If you have already notified us about one group of redundancies and you need to make further redundancies you should treat them as separate events. You do not need to add the numbers in the two groups together to calculate the minimum period for either group.

The notification date is the date on which we receive your completed form.

If it is not reasonably practicable for you to comply with the minimum notification periods you must make every effort do so as far as you are able. You must give reasons why you could not provide the information on time.