

INFORMATION SESSION

Voluntary Separation Scheme (VSS) – All staff session

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Acknowledgement of Country



Agenda

Background & Context – Why the VSS is being offered.

Key Dates & Milestones – Important timeframes to be aware of.

The VSS Process – How to apply and how applications are assessed.

Next Steps and Q&A – Where to get more information and support.



Background

- **Why is this happening?**
 - A voluntary separation scheme is being offered to ANU staff who wish to opt-into a structured exit opportunity.
 - In turn, this will assist to align workforce size with long-term business needs.
- **Eligibility:** Open to **continuing** staff – Professional and Academic.
- **VSS as an alternative to redundancy:** A VSS is a common workforce management approach where staff voluntarily express interest in leaving, with mutually agreed separation terms, rather than undergoing a standard redundancy process where entitlements are strictly prescribed by the Enterprise Agreement. This process helps minimise involuntary redundancies and provides staff with greater flexibility in their departure.
- **Decision Making:** Each expression of interest will be considered in the context of our ongoing strategic and operational needs, ensuring that we can accommodate the **reduction of the relevant position** in that particular function. This means that, while we appreciate all applications, not every request will be supported.

*Staff are encouraged to seek independent financial, taxation and career advice before deciding.
You can withdraw interest all the way up until the point a mutual agreement document is signed.*



What can I express interest in through the form?

Voluntary Separation Scheme (VSS)

- Allows staff to voluntarily express interest in departing the University via mutual separation.
- Final working days may be proposed up to **30 June 2025** at the latest.

Early Retirement

- These schemes are put in place by employers to assist those at a pre-retirement age to retire early.
- An approved early retirement scheme is a payment which is tax-free to a limit (pending eligibility).
- Like VSS, final working days may be proposed up to 30 June 2025.

This is subject to ATO approval of scheme (application is underway). Payment structure to be confirmed.

Pre-Retirement

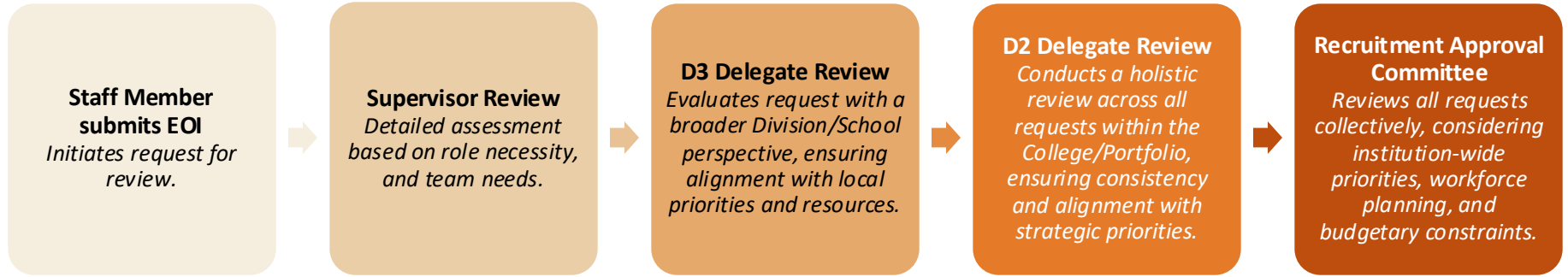
- An expedited process of planning and preparing for retirement which may include a gradual transition.
- Final working days are still preferred to by 30 June 2025 however, there may be more **flexibility** as long as mutually beneficial to ANU and staff member. Payment structure to be confirmed.

Further advice is being sought on pre and early retirement scheme provisions, and staff are encouraged to express their interest in the VSS EOI form, where further advice will come from your local HR Business Partner as soon as possible.



VSS Process

The VSS process is designed to be fair, transparent, and aligned with the university's strategic needs.



Multi-Level Review: All EOIs undergo a **structured evaluation**.

Final Decision: The RAC will determine the final outcome after considering all information provided through the process.

Key Assessment Factors:

Position Necessity – Is the role essential for current and future needs?

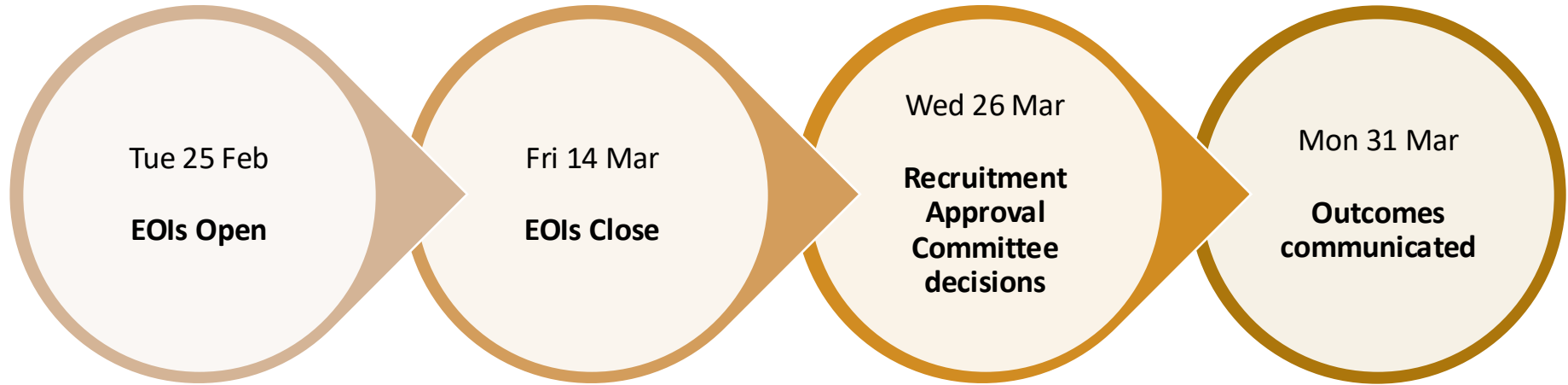
Workload Impact – Can tasks be managed without WH&S risks?

Critical Skills & Knowledge – Are your skills vital to retain?

Academic Considerations – Impact on education, research, and student experience.



Key dates



The VSS financial package

Voluntary Separation Scheme package only. Early Retirement details to be advised if approved by the ATO.

VSS payment: Three weeks **(3) weeks'** salary for each year of service. **Pro-rata** based on service history.

Minimum of five weeks and a maximum of 68 weeks' pay for academic staff or 64 weeks' for professional staff.

Notice period: **Six (6) weeks'** notice for all staff.

Accrued leave: Unused accumulated **annual leave**.
Plus, for those who have met the one (1) year qualifying period, **long service leave**.

Taxation: The VSS payment will be treated as a **genuine redundancy** for tax purposes.



Using the Estimator

ANU Voluntary Separation Payment Estimate

AMOUNTS ARE ESTIMATES ONLY

Date of birth *

dd/mm/yyyy

Eligible service start date *

dd/mm/yyyy

Expected date of departure *

dd/mm/yyyy

Academic or professional *

- Select -

Forecasted annual leave balance at departure date (hours) *

Your leave balance is available on ANU HORUS.

Forecasted long service leave balance at departure date (hours) *

Unpaid leave taken (hours) *

Current annual pay rate *

Current hourly rate of loadings and allowances *

Current weekly hours *

Maximum 38 hours per week

Breaks in service often affect your eligible service date.

Before the end of June.
(unless pre-retirement)

If you have previously worked **less hours (i.e. part time)**, or taken **unpaid leave** this will affect the pro-rata calculation of the VSS payment. Be sure to reflect this here.

Gross, excluding super.

Only enter if an **additional allowance** is paid to you regularly.



Submit your EOI online

Once you have all the information handy, the form should **only take a few minutes** to complete.

What option are you interested in?

Confirm your details

Add a little context to support your request

The fields include:

1. What option are you expressing interest in? *

3. Do you hold a continuing Academic or Professional position? *

6. Position Title *

14. Reason for interest in Voluntary Separation Scheme

Please briefly describe your motivation for expressing interest in the Voluntary Separation Scheme

Please enter at most 300 characters



Questions



We ask to you please raise your hand or add a comment in the chat.



You can speak to your supervisor at any time. You can also reach out to your local HR Business Partnering team for further questions or email vss@anu.edu.au.



We will also update the website to add any new questions that haven't been covered in our FAQ's available online.

Wellbeing Support: Maintaining your health and wellness is important. We understand that this process can be a challenging. For staff counselling support services, please visit the [Employee Assistance Webpage](#).



Next Steps

Seek further
information

Chat to your
supervisor/
D3 Delegate

Submit your EOI
by
Fri 14 March

Expression of Interest for
Voluntary Separation

