

Integrated Impact Assessment (IIA)

Part 1 Scoping

1 Details of the Proposal

Title of Proposal:	Redundancy Policy and Procedure
What is it?	A new Policy/Strategy/Practice <input type="checkbox"/> A revised Policy/Strategy/Practice <input checked="" type="checkbox"/>
Description of the proposal: (Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes (including the context within which it will operate)).	<p>This Policy and Procedure accompanied by Guidelines, aims to ensure that when it becomes apparent that a redundancy situation may exist, the process is carried out in a fair and transparent manner, and that SBC will inform and consult with employees and recognised trade unions at the earliest reasonable opportunity.</p> <p>The Policy and Procedure applies to all employees of Scottish Borders Council except employees employed for a fixed term of three months or less, or engaged for a specific task which is not expected to last more than three months, unless in either case their employment actually lasts for more than three months.</p> <p>The technical detail within the Policy and procedure is in accordance with legislative requirements. However, Scottish Borders Council currently exercises its discretion to make enhanced payments beyond the statutory entitlement to employees in the event of redundancy.</p>

Service Area: Department:	Human Resources
Lead Officer: (Name and job title)	Iain Davidson Employee Relations Manager
Other Officers/Partners involved: (List names, job titles and organisations)	
Date(s) IIA completed:	14 th June 2022

2 Will there be any cumulative impacts as a result of the relationship between this proposal and other policies?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
<p>This Policy, procedure and guidelines should be read in conjunction with the following policies:</p> <ul style="list-style-type: none"> • Disturbance Allowance • Equality, Diversity & Human Rights Policy • Retention & Redeployment Policy 			

3 Legislative Requirements

3.1 Relevance to the Equality Duty:
<p>Do you believe your proposal has any relevance under the Equality Act 2010? Yes <i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p>

Equality Duty	Reasoning:
<p>Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i></p>	<p>This assessment shows that a range of checks and balances have been built into the proposed redundancy process which should minimise the risk of discrimination.</p> <p>It is explicitly stated in the Policy that any selection criteria used to determine who is made redundant will not be discriminatory on the grounds of a protected characteristic.</p>
<p>Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i></p>	<p>The Policy should allow promotion of equality of opportunity as it sets out a clear procedure that is applicable to all regardless of the protected characteristic identified with and is clear there will be no discrimination on the grounds of a protected characteristic..</p>
<p>Foster good relations? <i>(Will your proposal help or hinder the council s relationships with those who have equality characteristics?)</i></p>	<p>N/A</p>

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)

This policy applies to employees.

Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups, this proposal may have and how you know this.

	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
<p>All protected characteristics including: Age, Gender Reassignment/ Transgender identity, Marriage/Civil Partnership, Race, Religion and Belief, Sex and Sexual Orientation</p>		X		<p>To avoid repetition all of the noted protected characteristics are considered in this response. This Policy should result in a positive impact on all employees regardless of their protected characteristic. It applies equally to all employees with no group having an advantage over another.</p> <p>Where particular considerations are relevant for those who share protected characteristics these are noted below.</p>
<p>Disability e.g. Effects on people with mental, physical, sensory impairment, learning disability, visible/invisible, progressive or recurring</p>		X		<p>The Policy/guidelines state that where an employee in the pool for selection is disabled, it will be ensured that they are not put at any disadvantage on account of the application of any selection criteria and the Council will accordingly make reasonable adjustments to the selection procedure to remove any disadvantage that the disabled employee would otherwise have. This should mitigate the risk that employees with a higher rate of absence due to a disability will suffer discrimination. It also means that a disability will be taken into account when objectively judging standards such as work performance and aptitude.</p>

Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.				
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)				
Socio-economic Background – social class i.e. parents' education, employment and income				
Looked after and accommodated children and young people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

4 Full Integrated Impact Assessment Required

Tick No if you have answered "No" to all of Sections 3.1 – 3.3.

Yes

No

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

This is a review of the existing Redeployment Policy and Procedure. The Policy provides a procedure and guidance that when applied should ensure fairness in its application.

The context of this Policy is that the Council aims to ensure that when it becomes apparent that a redundancy situation may exist, the process is carried out in a fair and transparent manner, and that SBC will inform and consult with employees and recognised trades unions at the earliest reasonable opportunity.

The Policy promotes good practice by prominently stating that employees will be treated fairly and that the Council is committed to ensuring that discrimination does not occur.

Raising awareness of this Policy serves to meet the public sector equality duty of eliminating discrimination

Furthermore, In accordance with the Council's HR Policy Review Programme or as required by legislative requirements this Policy and its associated procedure will be reviewed at least every two years in order to ensure that it remains relevant and fit for purpose.

Signed by Lead Officer:	Iain Davidson
Designation:	Employee Relations Manager
Date:	14//06/2022
Counter Signature Director	Clair Hepburn
Date:	14/06/2022