

Scottish Borders Council

Equality Impact Assessment

3.1	Title of Proposal:	Guidelines on continuous Service																	
3.2	Service Area: Department:	Human Resources																	
3.3	Description:	<p>The guidance has been developed to explain and clarify the Council's statutory obligation (Redundancy Payments) Order 1999. Under these regulations, employees who are appointed to Scottish Borders Council (SBC) from other Councils or any organisation specified in these regulations, have a right to their previous continuous service to be recognised by SBC.</p> <p>The guidance describes entitlements which are employment related but essentially the primary significance of the guidance is in relation to redundancy.</p>																	
3.4	<p>Impact Assessment</p> <p>Given the nature of the Order and SBC's supporting managers guidance it is felt that this guidance is not relevant to the General Equality Duty, namely the advancement of equality, elimination of discrimination and promoting good relations. There is no likelihood that this policy will affect people who share protected characteristics differently from other people.. The guidance describes actions the Council is obliged to take in terms of the Order;. Therefore a full assessment is not required, however the below is noted with the appropriate actions identified.</p> <table border="1" data-bbox="241 1189 2056 1361"> <thead> <tr> <th data-bbox="241 1189 515 1300" rowspan="2">Equality Characteristic</th> <th colspan="3" data-bbox="521 1189 875 1300">Impact</th> <th data-bbox="882 1189 1648 1300" rowspan="2">Description</th> <th data-bbox="1655 1189 2056 1300" rowspan="2">Mitigation & Recommendations</th> </tr> <tr> <th data-bbox="521 1305 622 1361">No Impact</th> <th data-bbox="629 1305 741 1361">Positive Impact</th> <th data-bbox="748 1305 875 1361">Negative Impact</th> </tr> </thead> <tbody> <tr> <td data-bbox="241 1305 515 1361"></td> <td data-bbox="521 1305 622 1361"></td> <td data-bbox="629 1305 741 1361"></td> <td data-bbox="748 1305 875 1361"></td> <td data-bbox="882 1305 1648 1361"></td> <td data-bbox="1655 1305 2056 1361"></td> </tr> </tbody> </table>				Equality Characteristic	Impact			Description	Mitigation & Recommendations	No Impact	Positive Impact	Negative Impact						
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	All protected characteristics including Age, Disability, Gender, Race, Religion/Belief, Pregnancy/Maternity, Sexual Orientation, Gender Reassignment, and associated equality themes including Carers, Poverty and Employees.	X			The impact of the guidance on any of the groups is in part dependent upon the consistent interpretation and application of the provisions detailed in the Guidance by Managers. The guidance has been developed specifically to clarify and promote consistency of application across all employees, so the impact is expected to be positive. Additionally the HR teams (HRSS & Advisory) are available to provide support and advice as necessary.
3.5	Recommendations & Mitigation				
	Characteristic	Mitigation/Recommendation			Approved Yes/No
	General	Amend policy to include: <ul style="list-style-type: none"> • accessible format strapline and version control matrix • Format into house style 			Yes
		The outcomes of these guidelines will be reviewed at least every two years or earlier if there is a change to the regulations. If any trends emerge these will be analysed and appropriate steps taken, potentially including a full review of the guidelines.			Yes

Signed Off (Sign off <u>must</u> be completed by Service Manager or Director)			
Name:	Clair Hepburn	Directorate:	Chief Executive
Post:	Chief Officer Human Resources	Date:	19/02/17

EIA Completed By

Name	Iain Davidson	Service Area.	Chief Executive - Human Resources
Post	Employee Relations Manager	Date	7 th February 2017
Name	Simone Doyle	Service Area	Chief Executive - Human Resources
Post	Equality & Diversity Officer (HR)	Date	7th February 2017
Name	Dee Maclean	Service Area	Chief Executive - Human Resources
Post	HR Business Partner	Date	7th February 2017