

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 assure 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 the job actually lasts for more than three months.</p> <p>The technical detail within the Policy and procedure derives from legislative requirements. Nevertheless Scottish Borders Council currently exercises its discretion to make improved 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)	Simone Doyle Equality & Diversity Officer Human Resources
Date(s) IIA completed:	3 rd March & 6 th May 2020

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

Yes	X	No
<p>This Policy, procedure and guidelines should be read in conjunction with the following policies:</p> <ul style="list-style-type: none"> • Disturbance Allowance • 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:
Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	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.
Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	Although not directly relevant to these ‘arms’ of the equality duty 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. Likewise minimising the risk of discrimination in the redundancy process should indirectly assist with the fostering of good relations.
Foster good relations? <i>(Will your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	

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.

Preliminary Note: The Policy states in the preliminary stages that the process will be applied in line with the Equality, Diversity and Human Rights Policy, and notes that care will be taken to ensure that the selection criteria will be fair, consistent and will not discriminate against staff.

Notwithstanding the fact that compulsory redundancy itself is often a “negative” concept, it is anticipated that a fair and consistent process should benefit all staff.

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, Marriage/Civil Partnership, Race, Religion and Belief, Sex and Sexual Orientation</p>		X		<p>To avoid repetition all of the 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				

Signed by Lead Officer:	Iain Davidson
Designation:	Employee Relations Manager
Date:	3 rd March 2020
Counter Signature Service Director	Clair Hepburn
Date:	6 th May 2020