

Rapid Impact Checklist

Document title: Redundancy Avoidance Policy (Revision to the Redundancy Policy)

Author & School/Service: Carolyn Boland, Human Resources

Reason for the Equality Impact Assessment:

Proposed new document	
Proposed change to existing document	
Review of existing document	X
Other (please state):	

Could any protected characteristics be affected by this proposal?¹

Yes	No
	X

If yes, which protected characteristic groups could be affected?

Age		Disability	
Gender reassignment		Pregnancy and maternity	
Race/ethnicity		Religion or belief (including lack of belief)	
Sex		Sexual orientation	

Will the proposal have any impact on:

	Yes	No
Discrimination?		x
Equality of opportunity?		X
Relations between groups?		X

Will the proposal have an impact on the physical environment? For example, will there be impacts on:

Living conditions?	No
Working conditions?	No
Pollution or climate change?	No
Accidental injuries or public safety?	No

If the answer to any of the above is 'yes', please proceed to complete the Comprehensive Equality Impact Assessment.

¹ 'Proposal' is used as shorthand for any policy, procedure, strategy or proposal that might be assessed.



Comprehensive Equality Impact Assessment (CEIA)

Details of document

Document title	Redundancy Policy
Document owner	Carolyn Boland
School/Service	HR

Aim of the document

What are the aims and objectives of the document?
The aim of the review was to focus more on how the University avoids redundancies rather than the legal process of redundancy.

How important is the document in terms of equality in the University? Does it relate to an area with known inequalities or where equality objectives have been set by the University?
It is the policy of the University, as far as is reasonable, to ensure security of employment for its employees, and to avoid compulsory redundancies where possible in line with current legislation. There are no known inequalities, and no equality objectives, in this area. However, it is recognised in the policy that Equality Impact Assessment should be carried out when applying the policy.

Who is affected by the document and how have they been involved in the development of it?
This policy applies to all employees. It does not apply to agency workers, consultants or self-employed contractors. This policy was reviewed via a working group that was set up by HR and involved both Trade Unions.

Are any persons affected by the document likely to benefit from it and in what way?
Staff will benefit from the changes in this document, as the University now has a policy which strengthens the process that it will go through to ensure security of employment for its employees, and to avoid compulsory redundancies.

Is there any evidence or concern that any of the protected characteristic groups have different experiences, issues or needs in relation to this document? (Please provide details in the box below)			
Age		Race	
Disability	x	Religion or Belief	
Gender Reassignment		Sex	
Pregnancy & Maternity	x	Sexual Orientation	
Marriage & Civil Partnership			
The policy addresses the need to ensure that staff on maternity leave are fully consulted and that reasonable adjustments are made for any employees with disabilities when applying the policy.			

How does the document fit into the broader strategic aims of the University?
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It is the policy of the University, as far as is reasonable, to ensure security of employment for its employees, and to avoid compulsory redundancies where possible. However, it is acknowledged that, as a result of both internal and external factors, it is not always possible to ensure security of employment and that change in the functions, structure and levels of staffing within the University may need to be considered. Factors which may result in a review of staff functions, structures and levels may include, but are not limited to:

- Developments and changes in policy
- Financial implications of changes in funding
- Meeting student demand and that of other stakeholders
- Technological developments
- Facilitating growth and development opportunities
- Maintaining competitiveness
- Ensuring efficiency and capability
- Developing and maintaining quality of services

Consideration of available data

(Consider what data is available. Data can include surveys, focus groups, analysis of complaints made, feedback received, consultations, etc.)

What do we know from existing data already held by the University?

The revised policy has not yet been applied. EIA will be carried out when it is applied, as appropriate.

What do we know from existing data which is available externally?

NA

Are there any apparent gaps in knowledge?

NA

Impact of document

Could this document lead to any positive, negative, intended or unintended impact on the University or any of its stakeholders?

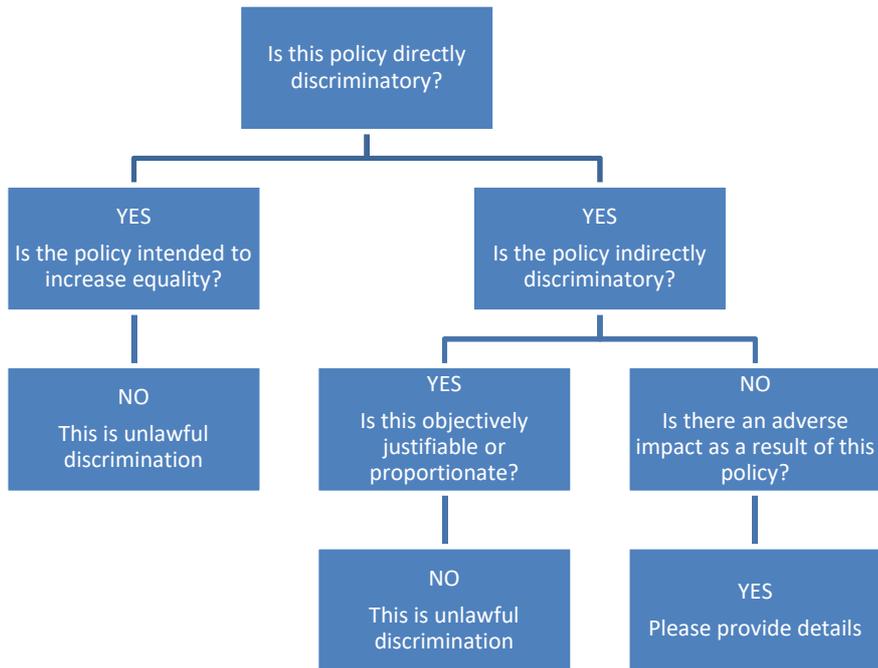
Positive ways in which the University will manage potential redundancy situations.

Could there be a differential² impact on any protected characteristics? Could any differential impact be adverse?

No

² Differential impact = where the positive or negative impact on one particular protected characteristic is likely to be greater than on another.

Please consider the following:



CONSIDER: Is this document unlawfully discriminatory? If you find that it is, you must decide how the University will act lawfully.

Consultation

What did this equality analysis conclude?
No equality concerns.

Is any action required to be taken in response to the findings from the consultation?
No. The policy incorporates measures to avoid differential impact on any protected groups.

What is the recommendation for this document following consultation?			
Reject the document		Approve and publish the document	x
Amendment required		Other (please provide details below)	

Declaration

I confirm that this equality analysis represents a fair and reasonable view of the implications of the document for all protected characteristic groups, and that appropriate actions have been identified to address the findings.

Carolyn Boland	CEIA owner
Eilidh Fraser	Line manager (if appropriate)

Committee approval

Which Committee has this document gone before for approval?
PHEC and Court
Date of Committee meeting: PHEC – 4 October 2018, Court 14/11/18

Following Committee consultation, what is the decision for this document?			
Reject the document		Approve and publish the document	
Amend the document		Other (please give details below)	

If the Committee requires that the document be amended, please list amendments below.