



“An Excellent Authority”

Service Policy No.
 <<Redundancy and Redeployment>>

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Document Control

Active date	Review date	Department	Author	Editor	Publisher
Nov 2010	Nov 2011	POD	A Cross	N Mernock	Jeff Edwards

Legislation

Title	
The Employee Relations Act 1996	N/A
Trade Union and Labour Relations (consolidation) Act 2004	
Information and Consultation of Employees Regulations 2004	
The Employment Equality (age) Regulations 2006	
The Collective Redundancies (amendment) Regulations 2006	

Amendment History

Version	Date	Author	Reasons for Change
NEW			

Equalities Impact Assessment

Initial	Full	Date	Reviewed by	Comments
X		Nov 2010	N Mernock	

Distribution List

Name	Position	I/R

Sign-Off List

Name	Position
Mike Hagen	DCFO, DCE
Nick Mernock	Director of POD

Related Documents

Ref No.	Title	Author	Version & Date
	Redundancy instruction	Service A Cross	New 2010
	Redeployment instruction	Service A Cross	New 2010
	Relocation Service instruction		New 2010

Target audience

All MFS	x	Ops Crews	Fire safety	Community FS	Support Staff
Principal off.		Senior off.	etc	etc	etc

Ownership

FOI exemption required?	Yes	No	URL	Reason
		X		

Redeployment and Redundancy Policy

Introduction

The Authority recognises that innovation, change and flexibility are essential requirements in any successful organisation and in the delivery of its service to the Community. As a result the Authority is committed to review and where necessary change working practises and structures to ensure that Merseyside Fire Authority maintains its modern and forward looking approach.

Periods of change often leads to uncertainty during the process. Where change may result in job losses there is an understandable and negative impact on employee feelings regarding their job security, morale, motivation and engagement levels. The Authority understands and will strive to minimise employee concerns during this stressful time.

Consultation

The Authority is committed to open, fair and respectful treatment of its employees who are involved in change. It will enter in to meaningful consultation with both individual employees and the representative bodies. Information and communication will be disseminated in good time to allow employees to understand and fully participate in the change process.

Redeployment

Where employees are at risk of redundancy or, who may have their employment terminated due to the expiry of a fixed term contract, the Authority will aim to redeploy a skilled employee into a suitable alternative post.

Redundancy

Any employee placed at risk of redundancy will be selected as a result of a fair and transparent process which assesses their skills and experience alongside their demonstration of the Authority values.

Where a decision has been made to terminate a contract of employment the Authority will observe statutory redundancy payment criteria and will explain to the employee how their final payment is to be made to them. Depending on the circumstances of the redundancy, the Authority may on a case by case basis consider an enhanced redundancy package.

Support

In every case the Authority will offer support for the emotional impact of change and also offer practical help such as cv writing, tutorials and interview skills for employees who are impacted by the change.

It is additionally recognised that employees who are not directly impacted by change or who secure a role after the change process may also feel distressed or have residual concerns.

The Authority commits to providing help and support through open management practices, communication and through the utilisation of the professional guidance provided by our Occupational Health team.

In order to support these aims the Authority has the following Service Instructions in place

- **Redundancy Service Instruction**
- **Redeployment Service Instruction**
- **Relocation Service Instruction**

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