



# The “F word” – Redundancies

Emma Tice, Partner, Employment

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# The **new** landscape

- Furloughed staff
- Government restrictions – easing?
- Returning to work?
- Cost cutting needed
- Efficiencies

# A Plan

- Critical
- Not too prescriptive
- Be careful about what you write down!
- Aka “a timetable”

# Timings

- Key dates for collective consultation:
  - 100+ Es - 16 May 2020 (Saturday)
  - 20 – 99 Es – 31 May 2020 (Sunday)
- Work backwards
- Check notice periods

# The F-Word

- Coronavirus Job Retention Scheme
- 30 June 2020
- What is “reasonable”?
- Notice pay

# The Process...

## Stage one – the Proposal

1. Form a proposal based on business need
2. Announcement to all affected staff
3. Letter to confirm
  - Proposal
  - Pool for selection
  - Proposed selection criteria

# The Process...

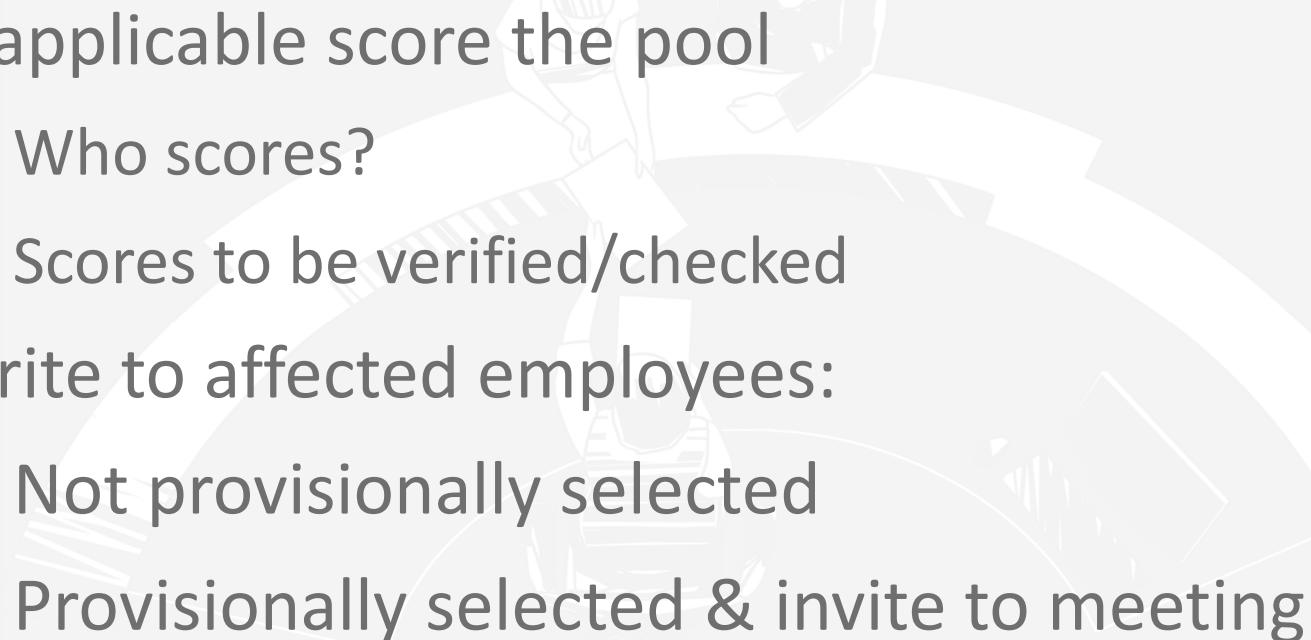
## Stage two- first consultation

4. Consult on the proposal, alternatives and (if applicable) proposed pools for selection and selection criteria
  - Correspondence or meetings?
5. Confirm decision on proposal

*NB – Consider voluntary redundancies*

# The Process...

## Stage three – Pools only

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6. If applicable score the pool
    - Who scores?
    - Scores to be verified/checked
  7. Write to affected employees:
    - Not provisionally selected
    - Provisionally selected & invite to meeting



# The Process...

## Stage four – second consultation

8. Consult on how the proposal affects the individual
  - Who holds the meeting?
  - Written invitation to meeting (warn of dismissal possibility)
  - Right to be accompanied
  - Comments on scores (if applicable)
  - Redundancy pay calculation
  - Alternative roles
  - Bumping

# The Process...

## Stage five – the decision

9. Follow up any applications/bumping

10. Confirm decision:

- Dismissal arrangements
- Notice period (including pay)
- Termination date
- Holidays
- Redundancy pay
- Right to appeal

# The Process...

## Stage six – appeals

### 11. Appeal meeting

- Invite to meeting
- Who holds appeal?
- Right to be accompanied
- Confirm decision in writing

# The Process...

## Stage seven – implementation

### 12. Don't forget!

- Staff morale
- How other employees may be affected
- Termination dates
- Announce the end of the redundancy process

# Any questions



# Contact details



**Emma Tice**

Partner, Employment

+44 (0)1332 378311

[emma.tice@geldards.com](mailto:emma.tice@geldards.com)

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