

**Report To:** Cabinet

**Date of Meeting:** 30<sup>th</sup> July 2019

**Lead Member:** Councillor Richard Mainon

**Report Author:** Catrin Roberts, HR Services Manager and Andrea Malam, Lead HR Business Partner

**Title:** Employment Policies

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**1. What is the report about?**

There are two employment policies which have been developed in consultation with the recognised Trade Unions.

The policies are listed below:

Redundancy Policy – New  
Trans and Gender Equality Policy - New

**2. What is the reason for making this report?**

To recommend that Cabinet adopt the above policies.

**3. What are the Recommendations?**

To gain approval that the above policies are approved and adopted by Cabinet.

- 3.1 That the Committee confirms that it has read, understood and taken account of the Well-being Impact Assessment contained within the appendices as part of its consideration.

**4. Report details**

Redundancy Policy

The current policy required a full in depth review in order to provide a more structured policy with clear roles, responsibilities and timescales. It is important to note that current redundancy calculation tables (45 week table) will remain the same and no changes have been proposed to the redundancy payments for employees.

The new policy includes a revised redundancy selection criteria matrix from ACAS, which is currently being used, along with more detail on the consultation process. The policy now includes a consultation checklist which is to be used before any consultation commences.

## Trans and Gender Equality Policy

This policy has been formulated to provide general guidance and policy advice to employees and managers about Trans and gender reassignment issues. The Policy informs on what gender reassignment/transition is, the relevant legislation, and how employees can be supported when transitioning to a gender different to that which they were assigned at birth.

The policy has clear roles and responsibilities, action plans and guidance in order to support employees who are transitioning, a glossary and useful sources of support.

### **5. How does the decision contribute to the Corporate Priorities?**

The above policies will assist the Corporate Priorities and ensure that managers and employees are aware of their obligations in line with legislation and good practice.

### **6. What will it cost and how will it affect other services?**

Additional resources are not required, therefore there won't be any costs attached to implementing these policies. There will be no particular impact on a particular department. The procedures and policies will apply to all employees (where stated).

### **7. What are the main conclusions of the Well-being Impact Assessment?**

Please find the Wellbeing Impact Assessments attached. All policies contained within this report are applicable to all employees regardless of protected characteristics and will be applied in line with legislation and terms and conditions of employment.

The Policies/procedures and guidance documents have all been through a wellbeing impact assessment and the main findings are as follows:

## Trans and Gender Equality Policy

Overall the policy will have both a positive and neutral impact. The policy will demonstrate that Denbighshire County Council is committed to being a fair and inclusive employer and will not discriminate against an applicant or employee or who identifies as trans and that trans employees are entitled to be treated with respect and permitted to perform their roles free from harassment and unfair discrimination. Denbighshire County Council views harassment or discrimination against any employee on any grounds as a serious disciplinary offence.

There may be some impacts that are also not known at this point as the policy is yet to be implemented and this will be monitored via the policy review process, where a further WIA will have to be carried out.

## Redundancy Policy

Overall the policy will have a neutral impact. Pay and rewards policies are written to comply with employment and LGPS legislation which will reduce discrimination if applied consistently. When making staff redundant, it may impact on people in terms of their income and employment status. In order to address this, redeployment is

explored in all circumstance in order to avoid a redundancy situation and training and development is offered to support individuals in gaining future employment.

**8. What consultations have been carried out with Scrutiny and others?**

Both policies have been through the process of consultation with the recognised Trade Unions and a representative from the legal department via a policy working group. All feedback has been considered and all changes have been agreed. The policy has been approved at Local Joint Consultative Committee (LJCC) on 19<sup>th</sup> July 2019.

**9. Chief Finance Officer Statement**

The report has no direct financial implications.

**10. What risks are there and is there anything we can do to reduce them?**

The risks are only associated with not implementing the attached policies. The policies will ensure that HR and managers are applying the processes correctly and consistently, whilst providing that clarity and reference to forms of support for employees.

**11. Power to make the Decision**

Power to make the decision is s112 Local Government Act 1972.