

# HR & OD POLICIES

human resources and organisational development



## Redeployment Policy

## 1. POLICY STATEMENT

Aberdeenshire Council is committed to assisting any employee requiring to be redeployed during the course of their employment. Redeployment is a positive measure which enables the Council to retain the skills and experience of valued employees.

Aberdeenshire Council will ensure that each employee will receive fair and consistent treatment and that Services will support, communicate regularly with and be committed to assisting employees obtain suitable alternative employment when placed on redeployment.

It is recognised that this may be a stressful time for employees and support will be provided through line managers, HR&OD and Occupational Health Advisors and the [Employee Assistance Programme](#).

## 2. SCOPE OF POLICY

This procedure will apply to all employees of the Council covered by the following National Schemes of Conditions of Service:

- SJC for Local Government Employees
- SJNC for Local Authorities' Service - Craft Operatives
- SJNC for Local Authorities' Service - Chief Officials

This procedure will only be applicable to employees covered by the Scottish Negotiating Committee for Teachers (SNCT) in particular circumstances authorised by the Director of Education, Learning & Leisure.

## 3. PRINCIPLES

The circumstances in which redeployment may be considered include redundancy, ill health, capability and work performance ability. Redeployment will only be instigated when the appropriate step is reached in the related policy. There may be other individual circumstances which may invoke the redeployment policy which would be at the discretion of the Head of Service (Legal and People).

Aberdeenshire Council will make every effort to redeploy employees into suitable alternative positions. Priority to apply for vacancies will be given to employees on redeployment. It should be noted that Aberdeenshire Council cannot guarantee employment in any alternative posts.

Employees will be offered the option to be accompanied by a trade union representative or work colleague at all meetings arranged to discuss their redeployment.

Aberdeenshire Council will ensure that any appropriate or reasonable training will be made available to employees to aid in the redeployment process.

# Redeployment

## Index of Documents

### Policy

<b>Revision Date</b>	<b>Previous Revision Date</b>	<b>Summary of Changes</b>
01-09-2011	-	Creation of all Documents
05-09-2022	01-09-2011	Updated terms and added EAP link