

REDUNDANCY FAQ'S

The following document has been compiled to provide you with answers to some commonly asked questions from employees who are at risk of redundancy and from you and your colleagues. This document will continue to be reviewed and updated as appropriate, as and when updates take place you will be provided with a new copy. If you have any questions which you feel aren't answered by this document, please contact your nominated HR Advisor.

Q	What is the proposal and why are we planning to make these changes?
A	The proposal is to close all Lloyds Pharmacy stores that are based within Sainsbury's. As a result of this decision your role has been placed at risk of redundancy.
Q	Will there be job losses?
A	Unfortunately, there is a likelihood that this will lead to job losses, but every effort will be made to redeploy colleagues where we can.
Q	What is redundancy?
A	Redundancy covers three basic situations: <ul style="list-style-type: none"> • Where the employer ceases to carry on business on a permanent or temporary basis; • Where the employer ceases business in the place where the employee is employed, or,; • Where the employer's business no longer requires any employees or as many employees to do a particular kind of work (whether generally or in the place where the employee was employed).
Q	Is redundancy a dismissal?
A	Yes, redundancy is a type of dismissal in that your contract ends as a result of one of the reasons above.
Q	What is 'Consultation'?
A	Consultation is a formal process which gives an opportunity for both the employees and the Company, to discuss any questions or concerns and listen to any proposals put forward from the employees, for the Company to consider before reaching a decision on redundancy.
Q	How long is the Company required to consult for?
A	As there are fewer than 20 colleagues at risk of redundancy in each establishment there is no minimum timescales over which the Company should consult.
Q	How long after the consultation period have the Company got to inform us of our redundancy?
A	There is no specific time after the end of the consultation period that the Company have to start giving notice however we will aim to do this as soon as possible after the formal consultation process is closed.
Q	When will we get formal notice of redundancy?
A	You are currently only 'at risk of redundancy'. You will only receive notice of redundancy after the consultation period closes and if you have not been redeployed.
Q	How much notice of redundancy do you have to give us?
A	We will provide notice or pay in lieu of notice in accordance with individual terms and conditions of employment. You will be required to work all or part of your notice period; the specifics of that will be provided in any notice you are served.
Q	Why is LP paying statutory redundancy?
A	Lloyds Pharmacy pays statutory redundancy in line with statutory requirements and our Redundancy Policy.
Q	Did Sainsbury's have a different Redundancy Policy?

A	All colleagues will receive redundancy payments in line with statutory entitlement and the McKesson (now Halo Healthcare Group) Redundancy Policy implemented in April 2020. This policy superseded any previous policy that was in place when colleagues transferred from Sainsbury's to Lloyds Pharmacy in 2016. Enhanced redundancy is not contractual unless specifically written into your contract of employment. Should you have redundancy terms in your contract of employment that differ from statutory requirements or our Redundancy Policy, please make your Consultation Manager aware of this at your consultation meeting.
Q	How much is Statutory Redundancy Pay?
A	Statutory Redundancy Pay is capped at a maximum of £571.00 per week or your weekly basic pay, whichever is the lesser and this ruling is set by the Government.
Q	How is Statutory Redundancy Pay calculated?
A	It is based on your age and length of service. If you wish to calculate your entitlement please follow this link: https://www.gov.uk/calculate-your-redundancy-pay/y .
Q	Does everyone qualify for Statutory Redundancy Pay?
A	No. If you have not completed 2 years continuous service then you are not entitled to receive Statutory Redundancy Pay.
Q	Is Statutory Redundancy Pay taxed?
A	No.
Q	Can you explain how redundancy pay is calculated?
A	Statutory redundancy pay is calculated based your weekly rate. Additionally, Statutory Redundancy Pay is calculated as follows: <ul style="list-style-type: none"> • half a week's pay for each full year you were under 22 • one week's pay for each full year you were 22 or older, but under 41 • one and half week's pay for each full year you were 41 or older Length of service is capped at 20 years. If you would like to work out what you may be entitled to, you can do so here https://www.gov.uk/calculate-your-redundancy-pay/y .
Q	If I am being paid in Lieu of my notice and not working it, is this amount taxed?
A	Yes, only Statutory Redundancy is non taxable. All other payments you would receive including Pay in Lieu of notice are subject to both Tax and National Insurance.
Q	Will we be advised of any other vacancies within the Company?
A	Yes, but you are encouraged to search for internal jobs yourself as well and apply for roles using our online recruitment system. In any application you should state that you are at risk of redundancy and you should inform your line manager and HR representative of your application. You can apply for roles via the following link (https://careers.hallocareers.co.uk/vacancies/vacancy-search-results.aspx)
Q	If I was interested in another job within the Company, would it be subject to any trial period?
A	Yes. If you accept another job within the company, then it would be subject to a trial period of 4 weeks. If you were not successful for any reason and your employment was ended by either side, you would be entitled to receive your Redundancy Pay entitlements.
Q	Can the Company force me to take another job?
A	We may offer you 'suitable alternative employment' within the Company. You may lose your right to Statutory Redundancy Pay if you unreasonably turn down suitable alternative employment.
Q	Would any alternative position within the Company be paid at the same rate of pay?
A	No. You would be paid at the rate of the new position. Your benefits and hours of work may also change, and this would be confirmed in writing with you.
Q	If I leave how many holidays will I be entitled to and what happens to any accrued holiday which I haven't taken?

A	<p>Any holiday pay you accrue up until your point of leaving which you have not taken, will be paid in lieu should you be made redundant. This will be subject to deductions of Tax and National Insurance Contribution.</p> <p>Accrued holiday is calculated based on the number of full months worked throughout the holiday year. If you take more holiday than you have accrued at your date of leaving, we reserve the right to deduct the appropriate amount from your final salary.</p>
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Q	Will I receive a reference when I leave?
A	Yes. If you leave, you should advise your new employer to contact the Lloyds Pharmacy UK HR Service Centre on hrservicecentre@hallohealthcaregroup.com for a reference. Their address is: HR Service Centre, Lloyds Pharmacy, Sapphire Court, Walsgrave Triangle, Coventry, CV2 2TX
Q	I have insurance policies which I can claim on in the event of being made redundant. Who should I send the claim forms to?
A	Please send your claim forms to Lloyds Pharmacy UK HR Service Centre on hrservicecentre@hallohealthcaregroup.com for a reference. Their address is HR Service Centre, Lloyds Pharmacy, Sapphire Court, Walsgrave Triangle, Coventry, CV2 2TX. You should be aware that your insurance company will want to see evidence, which will include the initial announcement putting you at risk of redundancy
Q	If I am made redundant, what happens to my pension?
A	If you are made redundant, your pension will be frozen with effect from your leaving date, after which your pension provider will contact you with your current scheme details.
Q	Am I able to take time off from work to attend job interviews?
A	If you have been given formal written notice of redundancy and you have two years' service by the date your notice period ends, you are allowed reasonable time off, subject to prior agreement by your line manager, to: <ul style="list-style-type: none"> • Look for work • Attend interviews • Arrange for re-training • Write your CV