Overview of the Invitation to a redundancy appeal meeting

**This document is GDPR compliant.**

Notify an employee of the arrangements for a redundancy appeal hearing using this letter. An employee may well want to appeal a redundancy selection and it is important that an employer arranges a redundancy appeal hearing to either review or remake the selection decision. This letter covers the arrangements for the hearing, the nature of the appeal hearing and who will be present.

When to use

Use this letter to

* arrange a meeting to discuss an employee's appeal against dismissal for redundancy
* notify the employee of their right to be accompanied to the meeting

What it covers

This letter covers

* previous letters/meetings dealing with the redundancy
* the nature of the appeal (review or rehearing)
* the details of the appeal meeting
* the employee's right to be accompanied to the meeting
* invitation for the employee to make submissions/representations at the meeting
* invitation for the employee to notify of any adjustments needed as a result of disability

What is a redundancy appeal meeting?

This meeting is a result of an employee appealing a redundancy decision. Depending on the grounds in the employees appeal, the appeal meeting will either review or remake a decision for compulsory redundancy.

Do employers have to allow an appeal against redundancy?

There is no statutory right for an employer to allow appeals against redundancy dismissals, but it is good practice to offer an appeal, unless the employer has a contractual dismissal policy which requires them to allow an appeal.

When should the appeal against redundancy meeting be held?

The meeting should be scheduled before the employees last day of employment. If this is not possible, the employer should make clear if the employees employment will be extended until the hearing date or not.

What happens at redundancy appeal meetings?

At the hearing, both the employee and employer will have the opportunity to present their position regarding the previous decision.

Depending on the employers redundancy policy, the employee will present their appeal first, including interviewing any witnesses or reviewing any documents. Then the employer will present their position, including the measures they have taken to avoid the redundancy (eg efforts to seek redeployment, reduction of overtime hours, and considering voluntary redundancies).

The hearing will then be closed, with the outcome to be communicated to the employee as soon as possible.

What happens if the appeal against redundancy is successful?

If a redundancy appeal is successful, the employee will keep their role with the company. Continuity of employee benefits and whether the employee will need to return any redundancy should be covered by the employers policy on redundancy and appeals.

Further advice

[Ask a lawyer](https://www.rocketlawyer.co.uk/browse-lawyers.rl) for:

* advice where a woman on maternity leave is being made redundant
* collective redundancies (ie where it is proposed that 20 or more employees will be made redundant within a 90 day period)
* employees based outside England and Wales

This letter is governed by the law of England and Wales.

Related documents

**If you're using a Invitation to a redundancy appeal meeting, you might need one of the following:**

* [At risk of redundancy letter](https://www.rocketlawyer.co.uk/documents-and-forms/at-risk-of-redundancy-letter.rl)
* [Redundancy consultation letter](https://www.rocketlawyer.co.uk/documents-and-forms/redundancy-consultation-letter.rl)
* [Dismissal for redundancy letter](https://www.rocketlawyer.co.uk/documents-and-forms/dismissal-for-redundancy-letter.rl)