

EAST HERTS COUNCIL

LOCAL JOINT PANEL 2013 – 3 SEPTEMBER 2013

HUMAN RESOURCES COMMITTEE - 2 OCTOBER 2013

REPORT BY SECRETARY TO THE EMPLOYER'S SIDE

GRIEVANCE POLICY

WARD(S) AFFECTED: NONE

Purpose/Summary of Report

To approve the revised Grievance Policy.

<u>RECOMMENDATION FOR LOCAL JOINT PANEL: That:</u>	
(A)	The revised Grievance Policy be supported;
<u>RECOMMENDATION FOR HUMAN RESOURCES COMMITTEE: That:</u>	
(A)	The revised Grievance Policy be approved.

1.0 Background

1.1 The Council's Grievance Policy was last reviewed in 2009. The Council's programme of policy review is after three years or sooner in line with legislation and best practice.

2.0 Report

2.1 **Key changes**

2.2 The policy has been updated to reflect various changes to legislation, including those regarding the Equality Act 2010,

ACAS Code of Practice on handling Disciplinary and Grievances at Work, and the Employment Relations Act 1999.

2.3 The policy complies with the provisions in the NJC Green Book, the Equality Act 2010, the Data Protection Act 1998, Section 199 of The Trade Union & Relations Act (Consolidation) 1992 and the Employment Act 2008.

2.4 The policy has been updated to highlight:

- Informal and Formal Grievance Procedures
- The use of Mediation in the Procedure
- Time limits within the Procedure
- Confidentiality Expectations

2.5 The revised Grievance Policy can be found at **Essential Reference Paper 'B'**.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers - none

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