

EAST HERTS COUNCIL

LOCAL JOINT PANEL - 18 JUNE 2014

HUMAN RESOURCES COMMITTEE - 9 JULY 2014

REPORT BY HEAD OF PEOPLE AND PROPERTY SERVICES

DISCIPLINARY POLICY

WARD(S) AFFECTED:      NONE

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**Purpose/Summary of Report**

To approve the revised Disciplinary Policy

<b><u>RECOMMENDATIONS FOR LOCAL JOINT PANEL:</u></b>	
<b>That:</b>	
(A)	The revised Disciplinary Policy be recommended for approval
<b><u>RECOMMENDATIONS FOR HR COMMITTEE:</u></b>	
<b>That:</b>	
(A)	The revised Disciplinary Policy be approved

1.0 Background

1.1 The Council's Disciplinary 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 be consistent with the Council's Anti-Fraud and Anti-Corruption Strategy. Some additional types of misconduct have been added, i.e. the inappropriate use of social media and instant messenger systems and clarification on the roles of the manager and Investigating Officer have been made.
- 2.3 The policy complies with the ACAS Code of Practice for Disciplinary Procedures.
- 2.4 The revised Disciplinary 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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