

EAST HERTS COUNCIL

HUMAN RESOURCES COMMITTEE – 13 MARCH 2019

REPORT BY THE HEAD OF HUMAN RESOURCES AND  
ORGANISATIONAL DEVELOPMENT

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APPEALS POLICY

WARD(S) AFFECTED: NONE

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**Purpose/Summary of Report**

- Members are invited to approve the revised Appeals Policy

<b><u>RECOMMENDATIONS FOR HUMAN RESOURCES COMMITTEE:</u></b>
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<b>(A)</b>	<b>The revised Appeals Policy be approved</b>
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1.0 Background

1.1 The Appeals Policy was last reviewed in 2012. The council's programme of policy review is after three years or sooner in line with legislation and best practice.

1.2 The policy was updated and circulated to the Leadership Team and Unison for comments. Feedback and suggestions were incorporated into the final version of the policy. Local Joint Panel supported approval of the revised policy.

1.3 The current suite of policies is being reviewed by HR to reflect the following goals:

- Updated in line with legal requirements and current best practice
- Clear and concise guidance
- Combining processes and policies where it makes sense to do so
- Clear on the roles of managers, HR, and individuals
- Create e-forms to simplify and streamline processes
- Review benefits attached to policies

## 2.0 Report

### 2.1 The key changes to the policy are:

- Clearer roles and responsibilities of attendees at the appeal hearing
- Clearer step-by-step process
- Appeal submission form to become an e-form

### 2.2 The revised Appeals Policy can be found at **Essential Reference Paper 'B'**.

### 2.3 An Equalities Impact Assessment can be found at **Essential Reference Paper 'C'**.

## 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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