

CHESHIRE EAST COUNCIL

Staffing Committee

Date of Meeting: 21st April 2016
Report of: Head of Strategic HR
Subject/Title: Grievance, Bullying and Harassment Procedure

1.0 Report Summary

- 1.1 Following feedback from the Staffing Committee and the Appeals Staffing Sub-Committee changes have been made to the Grievance, Bullying and Harassment Procedure.
- 1.2 The changes to the procedure are recorded in detail the minutes of the Joint Policy Working Group dated 29 February 2016 and the revised procedure is contained in Appendix 1. The Trade Unions have been consulted and agree to the changes.

2.0 Recommendations

It is recommended that:

- 2.1 Staffing Committee agree the final procedure in Appendix 1 incorporating the changes.

3.0 Reasons for Recommendations

- 3.1 The changes provide realistic time scales for responding to appeals, provides correct reporting procedure where an appellant intends to appeal, and sets out more clearly the procedure to be followed at an appeal hearing.
- 3.2 The updated procedure shall be made available on Centranet.

4.0 Wards Affected

- 4.1 None

5.0 Local Ward Members

- 5.1 None

6.0 Policy Implications

- 6.1 No changes to policy

7.0 Financial Implications

7.1 None

8.0 Legal Implications

8.1 The new procedure references the role of the Legal Advisor at the appeal hearing, this is not a change but reflects current practice.

9.0 Risk Management

9.1 Failure to change time scales could result in appeals being dealt with out of time. Leading to increased claims to an Employment Tribunal.

9.2 The new appeal hearing procedure will reduce the risk of claims of unfair and unequal treatment.

10.0 Background

10.1 The procedure is part of a suite of HR policies and procedures that was agreed at harmonisation. The Grievance, Bullying and Harassment policy and procedure was created in March 2015, that combined both the Grievance policy and procedure, and the Dignity at Work policy and procedure. Only by using the procedure during 2015 did the need for change emerge.

11.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

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