

ANGUS COUNCIL

POLICY & RESOURCES – 1 DECEMBER 2015

REVISED GRIEVANCE PROCEDURE

REPORT BY HEAD OF HR, IT & ORGANISATIONAL DEVELOPMENT

ABSTRACT

This report seeks approval for proposed changes to the council's grievance procedure for Local Government Employees and Heads of Service.

1. RECOMMENDATION(S)

It is recommended that the Committee agrees the proposed changes to the Grievance Procedure for Local Government employees.

2. ALIGNMENT TO THE ANGUS COMMUNITY PLAN/ SINGLE OUTCOME AGREEMENT/ COUNCIL PLAN

This report contributes to the achievement of the following local outcome(s) contained within the Angus Community Plan and Single Outcome Agreement 2013-2016.

Through our workforce strategy we will create and maintain a workforce which is led and managed effectively, is the right size and shape, is committed and motivated and has the skills, knowledge and tools it needs.

3. BACKGROUND

3.1 At present, grievance appeals for Local Government employees are heard by the Appeals Sub Committee. It is recognised that these appeals can be time consuming for councillors and, on many occasions, the basis of the appeals is such that the time required is disproportionate to the issue being dealt with.

3.2 The current process for hearing appeals requires the attendance of three councillors and a member of legal and democratic services in addition to representatives from management and HR, and understandably difficulties can be experienced when co-ordinating availability for these hearings, resulting in delays.

3.3 A review of practices within other local authorities has confirmed that in the majority of cases responsibility for dealing with grievance appeals lies with senior managers at an appropriate level and with no reference to councillors.

4. PROPOSAL

4.1 It is proposed that in future responsibility for hearing grievance appeals is passed to a Strategic Director or a nominated officer from a directorate other than the employing directorate, and that the current practice of grievance appeals being heard by councillors ceases.

4.2 The proposed changes will allow grievance appeals to be heard at an appropriate level within the council and without the need for time to be spent setting up and holding a meeting of the Appeals Sub Committee.

5. FINANCIAL IMPLICATIONS

5.1 There are no financial implications associated with this report.

6. CONSULTATION

6.1 The Strategic Director – Resources and Head of Legal and Democratic Services have been consulted on the terms of this report.

6.2 Consultation in relation to the Grievance Procedure has also been undertaken with the relevant trade unions and they are in agreement with the proposal outlined in this report.

NOTE: No background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

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