

REPORT FOR: EMPLOYEES' CONSULTATIVE FORUM

Date of Meeting: 26th January 2017

Subject: Council Grievance Policy

Key Decision: No

Responsible Officer: Tom Whiting, Corporate Director, Resources

Portfolio Holder: Councillor Kiran Ramchandani, Cabinet Member & Portfolio Holder for Performance, Corporate Resources and Customer Service

Exempt: No

Decision subject to Call-in: Yes

Wards affected: N/A

Enclosures: None

Section 1 – Summary and Recommendations

This report sets out Management’s response to the paper submitted by Unison “Appeals process when dealing with complaints relating to Corporate Directors”.

Recommendations: That (the Portfolio Holder for Performance, Corporate Resources and Customer Service)

Consider amending the Council’s Grievance Policy so that:

1. ‘Grievances against Corporate Directors will be heard by another Corporate Director nominated by the Chief Executive;
2. Appeals against the findings of a grievance hearing will be heard by the Chief Executive’

Reason: To ensure that the Council’s policy is clear and that any grievances against Corporate Directors are dealt with fairly and consistently.

Section 2 – Report

Introduction

Unison have submitted a paper requesting that the Council’s Grievance Policy in respect of Corporate Directors be amended to include an appeal to Members.

Options considered

We have considered continuing with the current arrangement as it is legally compliant.

Background

The Council's Grievance Policy sets out who has authority to hear grievances and appeals as follows:

"4.0 Delegations

4.1 Delegations are part of the council's financial regulations and constitution and any changes will be made through due process and in consultation with the trade unions. In some services across the council delegated authority may be extended to managers at lower levels.

4.2 Managers graded MG3 or above have authority to hear grievances.

4.3 Managers graded D1 and above have authority to hear appeals"

The Policy is consistent with ACAS guidance.

However, in order to clarify matters in respect of Corporate Directors the management side would be willing to recommend to the Portfolio Holder that the procedure be amended to read:

'Grievances against Corporate Directors will be heard by another Corporate Director nominated by the Chief Executive

Appeals against the findings of a grievance hearing will be held by the Chief Executive'

This would also accommodate Unison's point in their paper:

'Unison is acceptable to an appointed person by the CEO to hear stage 2 the formal hearing. However, Unison is not acceptable to the appeal stage being reheard by the same level of person...."

Why a change is needed

To ensure that the Council's Policy is clear and that any grievances against Corporate Directors are dealt with fairly and consistently.

Implications of the Recommendation

The Chief Executive will hear grievance appeals.

Risk Management Implications

None

Legal Implications

Any revised agreement will comply with statutory requirements.

Financial Implications

None

Equalities implications / Public Sector Equality Duty

The Grievance Policy is applied equally to all staff across the council. This change would not impact negatively on any one group.

Council Priorities

The Council's vision:

Working Together to Make a Difference for Harrow

Please identify how the report incorporates the administration's priorities.

- Making a difference for the vulnerable
- Making a difference for communities
- Making a difference for local businesses
- Making a difference for families

Engaging, involving and consulting with employees is part of our workforce ambition.

Section 3 - Statutory Officer Clearance

Name :Dawn Calvert Chief Financial Officer

Date: 26 January 2017

Name: Hugh Peart Monitoring Officer

Date: 30 January 2017

Ward Councillors notified: NO, as it impacts on all Wards

EqIA carried out:

NO*

EqIA cleared by:

This is a small amendment to delegations which applies to all Corporate Directors and does not impact negatively on any one group.

Section 4 - Contact Details and Background Papers

Contact: Frances Mills, Head of People and Organisational Development,
Frances.Mills@harrow.gov.uk

Background Papers: None

