

Bolsover District Council

UECC

9 October 2014

Review of Disciplinary Policy

Report of the Joint Assistant Director (Human Resources and Payroll)

This report is public

Purpose of the Report

- To ask UECC to consider the attached draft disciplinary policy and to recommend this for approval by Council

1 Report Details

- 1.1 A variety of documents exist currently at Bolsover District Council which cover the disciplinary process. In an attempt to bring the policy issues together into one document, the draft attached at Appendix 1 has been produced.
- 1.2 Several of the existing documents cover advice and guidance and it is proposed to combine these into a separate procedural document for managers which will not form part of the Council Policy.

2 Conclusions and Reasons for Recommendation

- 2.1 The purpose of the report is to ask UECC to consider the new draft Disciplinary Policy and seek agreement that the Policy should be recommended to Council for adoption.

3 Consultation and Equality Impact

- 3.1 Discussions on the draft policy have already taken place with senior managers and with trade union representatives.

4 Alternative Options and Reasons for Rejection

4.1 None arising directly from this report

5 Implications

5.1 Finance and Risk Implications

None arising directly from this report.

5.2 Legal Implications including Data Protection

Full account has been taken of relevant legislation and case law, as well as the ACAS Code of Practice on Discipline.

5.3 Human Resources Implications

This Policy is being considered by both Bolsover District Council and North East Derbyshire District Council for application to employees at both locations. This will facilitate consistency of approach by joint senior managers.

6 Recommendations

6.1 That UECC consider the draft Disciplinary Policy attached at Appendix 1 and recommend this to Council for approval.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	N/A
District Wards Affected	N/A
Links to Corporate Plan priorities or Policy Framework	.

8 **Document Information**

Appendix No	Title
1	Draft Disciplinary Policy
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
Tania Morrell	01246 217006