

GRIEVANCE POLICY**REPORT OF THE CHIEF FIRE OFFICE****For Approval****1. PURPOSE OF REPORT**

- 1.1 To seek approval of the Authority's Grievance Policy as Appendix 1.

2. RECOMMENDATION

- 2.1 To approve the Authority's Grievance Policy attached as Appendix 1.

3. GRIEVANCE POLICY

- 3.1 The Authority's Grievance Policy attached as Appendix 1, has been routinely reviewed in line with the Authority's Key Document Framework arrangements.
- 3.2 The Policy statement, roles and responsibilities still reflect the original policy and have been updated only to reflect role title changes and formatting.
- 3.3 The Policy has been given a greater focus on informal resolution of grievances with line managers, where possible, and has been changed to remove concerns relating to Bullying and Harassment as these reference conduct and behaviour; and are covered under the 'Dignity at Work' and Discipline Policies.
- 3.4 A procedure implements the Policy; this too has been updated and now includes documentation for the reporting of the grievance and its outcome and timeframes for each stage of the 'grievance' process.
- 3.5 The Policy has been equality impact assessed in accordance with the Brigade's procedure. The findings of the Impact Assessment conclude that the Grievance Policy and Procedure does not have a detrimental impact on any group of staff, including those with one or more protected characteristics. Conversely, the Policy is considered to provide additional benefits to staff, in the context of protection against unacceptable behaviour
- 3.6 The Grievance Policy has been subject to consultation with Unison and the Fire Brigades' Union and no issues have come to light.

IAN HAYTON
CHIEF FIRE OFFICER

KAREN WINTER
ASSISTANT CHIEF FIRE OFFICER
STRATEGIC PLANNING AND RESOURCES