

EMPLOYMENT & APPEALS COMMITTEE

16 July 2013

ANNUAL REPORT TO COMMITTEE

Report of the Strategic Director for Resources

1. PURPOSE OF THE REPORT

- 1.1 To provide a summary of the appeals panels held since the last meeting of the Committee (17 July 2012) and to report on the final outcome of the cases heard.
- 1.2 To present for approval a revised version of the Appeals Procedure, following the review stipulated in minutes from the last meeting of the committee.

2. RECOMMENDATIONS

- 2.1 To approve the amendments to the Appeals Policy and Procedure
- 2.2 To note the information on appeals over the last 12 month period.

3. BACKGROUND

- 3.1 Each year the Committee receives a summary of the number and type of Appeals Panels held since its previous meeting and is asked to comment on those cases and note the summary of the decisions.
- 3.2 For the period between 17th July 2012 and 1st June 2013 there have been no Appeals Panels convened for the purposes of hearing appeals relating to dismissal, grading or grievances. There have been a number of service reviews, TUPE transfers, grievances and other employment issues, which have been successfully dealt with by management with support from Human Resources without recourse to the Appeals route.
- 3.3 The remit of the group also encompasses appeals made under a statutory appeals process where no other appeals body has been established. There has been one appeal against a Discretionary Rate Relief decision.
- 3.4 The Appeals panel was convened in accordance with the protocols and guidance as agreed by the Committee and have composed members of the Committee on a rotational and availability basis.

4. APPEALS POLICY AND PROCEDURE

- 4.1 The last meeting of the Committee requested that a review of the Appeals Policy and Procedure be carried out by officers. This has now been completed, and the Policy and Procedure update in line with comments and suggestions made, and to ensure that current legislation is complied with.
- 4.2 The amendments to the procedure reflect the increased flexibility in each type of appeal hearing that was requested (para 182 of Minutes from The Employment and Appeals Committee 17th July 2012)
- 4.3 The revised Policy and Procedures document is shown at Appendix A to this report.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications from the content of this report.

6. RISK MANAGEMENT

RISK	IMPACT	COMMENTS
Time	Low	This report enables the Committee to consider any broad issues arising from the previous year's experiences.
Viability	Low	No issues identified.
Finance	Low	There are no direct financial implications arising from the report
Profile	Low	No specific issues relevant to the community regarding the conduct of appeals panels.
Equality and Diversity	Low	EIA screening indicates no specific issues arise from this report

Background Papers: None

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