

**TITLE** Updates to Disciplinary Policy

**FOR CONSIDERATION BY** Personnel Board on 20<sup>th</sup> February 2024

**WARD** None Specific

**LEAD OFFICER** Sally Halliwell

**RECOMMENDATION**

That Personnel Board:  
Notes the updates contained within the policy

**SUMMARY OF REPORT**

This report is presented to board to provide an update in relation to the Disciplinary Policy.

The updates relate to clarification over the process of suspension which strengthens the support offered to any employee, if suspended, but also addresses that we may look at alternatives to suspension which is good practice along with the provision of sick pay during any suspension period.

There is also amendment to wording about HR being present at all disciplinary hearings to provide support and advice to the chair of a hearing removing any previous ambiguity.

**FINANCIAL IMPLICATIONS OF THE RECOMMENDATION**

	How much will it Cost	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	NA	NA	NA
Next Financial Year (Year 2) <i>Ongoing annually</i>	NA	NA	NA
Following Financial Year (Year 3)	NA	NA	NA

**Other Financial information relevant to the recommendation/decision**

**Reasons for considering the report in Part 2**

NA

**List of Background Papers**

N/A

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