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# MANAGEMENT REVIEW COMMITTEE

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**Wednesday, 10th April, 2019**

**Present:** Councillor Miles Parkinson (in the Chair), Councillors Paul Cox and Tony Dobson

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**386 Apologies for absence, Substitutions and Declarations of Interest**

There were no apologies for absence or declarations of interest.

**387 Minutes of Last Meeting**

The Minutes of the meeting of the Management Review Committee held on the 31<sup>st</sup> October 2018 were submitted for approval as a correct record.

**Resolved** - **That the Minutes be received and approved as a correct record.**

**388 Revised Disciplinary Procedure**

The Head of Policy and Organisational Development submitted a report to seek formal approval of a revised Disciplinary Procedure. She provided details of the revised policy and pointed out that discussions had been undertaken with Unison and any differences of opinion had been resolved. She indicated that training would be provided to Service Managers.

**Resolved** (1) **That the revised Disciplinary Procedure be approved; and**  
(2) **That the Head of Policy and Organisational Development implements the new procedure and provides training for Service Managers via the Hyve e-learning system.**

**389 Comment From Unison**

Vanessa Tate, Unison Branch Secretary, referred to an internal recruitment issue which had not been communicated to staff and Unison believed had not carried out within the normal recruitment processes. She requested that the Committee gave consideration to ensuring that staff appointments followed the normal processes, that recruitments were carried out on a fair basis and that staff were kept aware of new appointments.

The Leader of the Council acknowledged Unison's comments and indicated that they intended to improve communications with staff in the future.

Signed:.....

Date: .....

Chair of the meeting  
At which the minutes were confirmed