

HURWORTH PARISH COUNCIL; Procedure No. 18 Disciplinary Procedure April 2011

The procedure to be used is as CDALC Grievance Procedure, a copy of which is held by the Clerk.

The procedure has been designed to assist Councils maintain standards of conduct and job performance and is intended to help and encourage all employees in achieving and maintaining the required standards specified in their contract of employment. This will mean that employees are honest, act beyond suspicion of dishonesty, maintaining the high standards of integrity and conduct to protect the Councils image and reputation with the public. The procedure is necessary in promoting fair and consistent treatment of employees and in achieving good industrial relations.

The Council will need to appoint a Discipline and Grievance Panel and also an Appeals Panel of Members uncontaminated by the decision making process in the event of any disciplinary matter .