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**SECTION 1 VERSION CONTROL**

<b>Version No.</b>	<b>Date</b>	<b>Post Holder/Author</b>	<b>Post</b>	<b>Reason for Issue</b>
1.0	April 2019	Jasvir Ginda	Policy & Wellbeing Partner	Replacement of PS141 Grievance Policy

## **SECTION 2 BACKGROUND**

It is recognised that from time to time individuals may experience difficulties/have concerns in relation to their role, working conditions or work colleagues, which may cause upset. Nottinghamshire Police is committed to creating a working environment in which individuals can express concerns without fear of recrimination and for the issues to be resolved as soon as possible through early discussion.

The dispute resolution policy is here to guide staff through resolving these issues.

Issues that may cause disputes can include:

- Terms and conditions of employment
- Health and safety
- Work relations
- Bullying and harassment
- Working environment
- Discrimination

The formal dispute resolution procedure cannot be invoked where a procedure has its own mechanisms for appeal such as, recruitment, job evaluation, management of change, disciplinary (the list is not exhaustive) and where the Chief Officer Team has made a decision under their rights contained within the Police Regulations, for example, in relation to transfers, postings and lawful orders.

The force reserves the right not to accept a dispute where a resolution is not achievable or where the dispute is malicious, frivolous or punitive to another member of the organisation.

## **SECTION 3 AIMS/OBJECTIVES**

The aim of this policy is to provide a framework for addressing work-related issues or concerns with a fair, consistent and proportionate approach.

This Policy covers police officers, police staff, OPCC staff and special constables and offers them opportunity to have their concerns/disputes at work reviewed on an impartial basis. The overriding principle is to resolve matters as quickly as possible and informally at the appropriate local level. This policy ensures that the wellbeing of individuals is a key priority and supports our commitment to be an employer of choice. Our aim is to ensure that we build positive relationships and we create a culture of trust.

This policy should be read in conjunction with PD 603 Dispute Resolution Procedure, PG 027 Dispute Resolution Managers' Guide and PS 151 Harassment and Bullying Policy.

## **SECTION 4 DETAILS**

### **Stages of resolution**

All work related concerns should be discussed in the first instance with the immediate line manager. Many issues can be resolved through constructive dialogue. Where the individual feels it is not appropriate to speak to their line manager, we encourage the individual to try to resolve the issue through mediation or through talking to the second line manager. Individuals

may be accompanied by a work colleague or trade union or staff association representative at any stage in the proceedings.

All attempts should be made to resolve issues at the earliest opportunity and informally before proceeding to the formal process. Only when all informal avenues have been exhausted will a formal dispute be considered other than in exceptional circumstances.

### **Appeals**

Where individuals have raised an issue formally, and feel that their original issue(s) have not been addressed and/or feel that the procedure has not been adhered to, they may wish to raise an appeal. This should be done within 5 working days of receipt of the notification of the outcome letter.

### **Status Quo**

Should a concern/dispute arise, the status quo will be applied i.e. the practice that applied immediately before the point of dispute arose will be maintained whilst it is being investigated, unless police staff/police officers/public safety is a risk, or disciplinary proceedings have commenced.

## **SECTION 5 LEGISLATIVE COMPLIANCE**

This document has been drafted to comply with the general and specific duties in the Equality Act 2010; Data Protection Act; Freedom of Information Act; European Convention of Human Rights ; Employment Act 2002; Employment Relations Act 1999, and other legislation relevant to policing.