

WEST DUNBARTONSHIRE COUNCIL

Council Offices, Garshake Road, Dumbarton G82 3PU

8 December 2009

MEETING: JOINT CONSULTATIVE FORUM

**FRIDAY, 11 DECEMBER 2009
MEETING ROOM 3
FIRST FLOOR
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON**

ITEM TO FOLLOW

Dear Member,

With reference to the agenda for the above Meeting of the Joint Consultative Forum which was issued on 26 November 2009, I attach for your attention a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

DAVID McMILLAN

Chief Executive

Note referred to:-

10. DISCIPLINE, GRIEVANCE, PERFORMANCE MANAGEMENT AND DIGNITY AT WORK POLICIES AND PROCEDURES

Submit report by the Head of Human Resources and Organisational Development:-

- (a) providing an update on the reviews of the Discipline, Grievance and Dignity at Work Policies and Procedures; and

- (b) advising of the development of a new Performance Management Policy and Procedure which follows ACAS (Advisory, Conciliation and Arbitration Service) recommendations.

For information on the above agenda please contact Nuala Borthwick, Committee Officer, Legal and Administrative Services, Council Offices, Garshake Road, Dumbarton, G82 3PU Tel: (01389) 737594
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Distribution List:

Councillor Jim McElhill
Councillor Jim Finn
Councillor Ronnie McColl
Councillor David McBride
Councillor Margaret Bootland (Vice Chair)
Councillor John Millar
Councillor George Black

Trades Unions Representatives:

E.I.S. - Mr N. Bissell
GMB - Mr. M. Conroy, Mr. D. Borland, Mr. D. Hamilton & Mr. A. Rennie
AMICUS. - Ms. J. McMonagle & Mr. A. Finlayson
NAS/UWT - Mr P. O'Donnell
S.S.T.A. - Mr. A. McEwan
T&GWU - Mr. N. Casey & Mr. B. Courtney
UCATT - Mr. J. McLaren & Mr J. Fraser
UNISON – Ms. D. McLafferty, Mr. T. Dick, Ms. J. Geddes, Ms. K. Ryall
& Ms. Margaret Ferris (Chair)

APT&C Convenor – Miss D. McLafferty
Manual/Craft Convenor - Mr. C. McDonald
Teachers Convenor - Mr. S. Paterson

All other Councillors for Information

Chief Executive
All Executive Directors