

**RENFREWSHIRE COUNCIL**  
**JOINT CONSULTATIVE BOARD (Non-teaching) JANUARY 2020**

**DETAILS OF GRIEVANCES (Informal stages onwards)**

| SERVICE                                  | INFORMAL STAGE | FORMAL STAGE 1 | FORMAL STAGE 2 | TOTAL 01/20 | TOTAL 11/19 |
|------------------------------------------|----------------|----------------|----------------|-------------|-------------|
| Chief Executives Service                 | 0              | 0              | 0              | 0           | 0           |
| Environment & Infrastructure Services    | 2              | 1              | 0              | 3           | 3           |
| Communities, Housing & Planning Services | 0              | 0              | 0              | 0           | 1           |
| Children's Services                      | 0              | 1              | 1              | 2           | 3           |
| Health & Social Care Partnership         | 0              | 1              | 0              | 1           | 2           |
| Finance & Resources                      | 0              | 5              | 0              | 5           | 5           |
| <b>TOTAL</b>                             | 2              | 8              | 1              | 11          | 14          |

(Information as at January 2020)

**Operation of the Grievance Procedures -**

The time limits below may be modified by mutual consent. It is also noted that, depending on the complexity of the issue, reasonable time should be allowed to ensure the issue is investigated as fully as possible.

If a supervisor has been unable to provide a remedy or the employee is dissatisfied with the response to the informal stage the employee can pursue the grievance to formal stage 1. On receipt of the paperwork a meeting will be arranged (but not necessarily take place) within 5 working days. Following the meeting, a written reply will be made to the employee as soon as possible, but in any event, within 5 working days of the meeting taking place.