

**Report Title: Dignity at Work Policy**

**Report To: Employment Committee      Date: 10 September 2018**

**Ward(s) Affected: All**

**Report By: Helen Knight, Head of HR**

**Contact Officer(s)-**

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### **Purpose of Report:**

- 1 To update the Employment Committee regarding the review of the Dignity at Work Policy.

### **Officers Recommendation(s):**

- 2 To note that the councils previously separate policies have now been aligned and updated.

### **Reasons for Recommendations**

- 3 Lewes District and Eastbourne Borough Councils have jointly committed to bringing policies and procedures together as part of the Joint Transformation Programme (JTP) which is an important step towards aligning our people and business practices.
  - 3.1 A review of the existing policies regarding agile working across Lewes and Eastbourne has been undertaken and an aligned policy developed.
  - 3.2 There are no significant changes to the policy; it has been updated to include reference to cyber bullying and what to do if you are accused of bullying and harassment.

### **Information**

- 4 The councils are committed to creating a work environment free of harassment and bullying, where everyone is treated with dignity and respect
  - 4.1 It is considered good practice, particularly in an organisation of our size, to have a written policy with regard to matters such as bullying which clearly articulate our commitment to dignity and respect in the workplace and approach to tackling bullying. This revised policy has been updated to include reference to cyber bullying.

- 4.2 Unison was sent a copy of this aligned policy on 31 July 2018 asking for their comments by 17 August 2018, none have been received.
- 4.3 This revised policy will be implemented on 17 September 2018 by publication on the Council intranet known as 'The Hub' following Joint Staff at Eastbourne on 12 September.

### **Financial Appraisal**

- 5 The implementation of this policy should have no financial impact.

### **Legal Implications**

- 6 The Legal Services Department have not been consulted as this is a revision of existing policies.

### **Sustainability implications**

- 7 I have not completed the Sustainability Implications Questionnaire as this Report is exempt from the requirement because it is a progress report/budget monitoring report/development control report

### **Equality Screening**

- 8 An Equality and Fairness Analysis has been completed and is attached as a Background Paper to this report.

### **Background Papers**

- 9 Appendix 1 - Eastbourne Borough and Lewes District Dignity at Work Policy  
Appendix 2 - Equality and Fairness Analysis on Dignity at Work Policy