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SCOTTISH POLICE
AUTHORITY



POLICE
SCOTLAND

**Employee Relations
Policy**

Owning Department:	People and Development
Version Number:	2.00 (Publication Scheme)
Date Published:	08/11/2016

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Compliance Record

Equality and Human Rights Impact Assessment (EqHRIA):	Date Initially Completed	24/06/2016
Information Management Compliant:	Yes	
Health & Safety Compliant:	Yes	
Publishable Externally in Current Format:	Yes	

Version Control Table

Version Number:	History of Amendments:	Date:
V1.00	Initial Version	26/09/2016
V2.00	Removal of reference to Uniform and Appearance	08/11/2016

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Employee Relations Policy

The Scottish Police Authority (SPA) and the Police Service of Scotland, (hereafter referred to as Police Scotland) are committed to continued development of Employee Relations (ER) by subscribing to the stated objectives as detailed in the Employee Relations Model.

We are committed to a fair and orderly resolution of work-related issues and have established procedures and practices that support that commitment.

The key principles of this policy are to:

- ensure staff get opportunities to engage across the organisation and that feedback from this engagement is responded to appropriately;
- support staff commitment to Keeping People Safe and improving the safety and wellbeing of the people of Scotland;
- promote the requirement of line managers to manage employee relations on a day-to-day basis.

This policy is underpinned by a number of related documents for Police Officers and SPA/Police Scotland Staff which covers, but is not restricted to the following subject areas:

- Capability (Attendance and Performance) (Staff)
- Disciplinary (Staff)
- Employee Relations (Model and Framework)
- Grievance

We expect our staff across all functions and at all levels to:

- take responsibility for the commitment to and delivery against the objectives of the ER Model, both in an individual and/or management capacity as necessary and appropriate;
- promote fair and just management processes for dealing with problems, and support employee well-being.

SPA/Police Scotland continue to develop effective mechanisms for staff engagement including, information through electronic media, joint consultation with staff associations, staff surveys and 'partnership' working. As such SPA/Police Scotland will promote good employee relations by ensuring that all relevant information is presented and distributed to staff in an appropriate, effective and timely manner.

SPA/Police Scotland is also cognisant of the statutory requirements laid down by the Equality Act 2010 and will ensure compliance with the Public Sector Equality Duty.