

PLYMOUTH CITY COUNCIL

Subject: Employee Handbook
Committee: Employment Liaison Committee
Date: 23 July 2012
Cabinet Member: Councillor Peter Smith
CMT Member: Mark Grimley
Author: Mark Grimley (Assistant Director for HR and Organisational Development)
Contact: Tel: 01752 398111
Email: mark.grimley@plymouth.gov.uk
Ref:
Key Decision: No
Part: I

Purpose of the report:
To note the new Employee Handbook.

Corporate Plan 2012 – 2015:

An on-line Employee Handbook which provides information for employees on procedures and terms and conditions of employment. Printed versions of the Employee Handbook will be available in sites where employees currently do not have access to work PC's.

**Implications for Medium Term Financial Plan and Resource Implications:
Including finance, human, IT and land**
None.

Other Implications: e.g. Child Poverty, Community Safety, Health and Safety, Risk Management and Equality, Diversity and Community Cohesion:
None.

Recommendations and Reasons for recommended action:
For noting purposes only.

Alternative options considered and reasons for recommended action:
N/A

Background papers:
N/A

Sign off:

Fin		Leg		HR		Corp Prop		IT		Strat Proc	
Originating SMT Member											
Have you consulted the Cabinet Member(s) named on the report? Yes											