

Employment Committee

1. To agree amendments to Terms and Conditions of Employment for Staff and Human Resources policies, as referred by the Joint Staff Consultative Group.
2. To recommend the annual staff pay award to the Council.
3. In accordance with the procedures at Part 4, Section J of the Constitution, to oversee any disciplinary allegations regarding disciplinary matters relating to the Statutory Officers of the Council, namely the Head of Paid Service, Monitoring Officer, and Chief Finance Officer (Section 151 Officer), or any grievances raised by or against a Statutory Officer.
4. To set the Terms of Reference for an Independent Investigation as relevant.
5. To receive any reports from the Independent Investigator and refer any matters to a Hearing Sub Committee, as appropriate.
6. To decide whether to suspend a Statutory Officer.
7. To make recommendations to the Council for any mutually agreed departures for a Statutory Officer.
8. To undertake any review of the remuneration for the Head of Paid Service including, where relevant, incremental progression, or any payments in accordance with the Exceptional Payments Policy, and make any relevant recommendations to the Council.
9. To review all appraisals for the Head of Paid Service.

Appointments Sub Committee

1. This Sub Committee is a sub-committee of the Employment Committee, to be made up of 5 members of the Employment Committee, to be appointed by the Executive Head of Corporate.
2. To shortlist and interview candidates for the post of Chief Executive and to make recommendations to Council.
3. To interview and appoint staff to the posts of Executive Head of Service and Head of Service.
4. To recommend the appointment of the Head of Paid Service, the Monitoring Officer and the Section 151 Officer.
5. To interview applicants for the role of Independent Person and to make recommendations as to the appointment to Council in accordance with Section 28 of the Localism Act 2011.

Hearing Sub Committee

1. This Sub Committee is a sub-committee of the Employment Committee, to be made up of 3 members of the Employment Committee, to be appointed by the Executive Head of Corporate.
2. To appoint an Independent Investigator to investigate any grievances or allegations of misconduct against any Statutory Officer or any grievances against a Statutory Officer and commission reports from an Independent Investigator.
3. To hear and determine any grievance or disciplinary matters relating to a Statutory Officer.
4. Where the disciplinary action proposes dismissal, to refer the decision to an Independent Panel and the Council.
5. To hear any grievance or disciplinary matters against an Executive Head of Service or Head of Service, as referred by the Head of Paid Service.
6. To hear and determine any grievance raised by or against a Statutory Officer.

Appeals Sub Committee

1. This Sub Committee is a sub-committee of the Employment Committee to be made up of 3 members of the Employment Committee, to be appointed by the Executive Head of Corporate.
2. To hear and determine any appeals made by a Statutory Officer in respect of any disciplinary action taken against them by the Council, with the exception of where the Council has made a decision to dismiss that officer.
3. To hear and determine any appeal regarding disciplinary action taken against any Executive Head or Head of Service.
4. To hear and determine any appeal relating to a grievance raised by or against a Statutory Officer or an Executive Head of Service or Head of Service.

Independent Panel

1. To review any recommendations to dismiss a Statutory Officer and compile a recommendation to the Full Council in respect of this decision.