

PART 3 – RESPONSIBILITIES FOR FUNCTIONS

SECTION B

SCHEME OF DELEGATION OF FUNCTIONS TO OFFICERS (extract)

Head of Paid Service

	Authority	Function
1.	<p>To make all decisions in relation to Human Resources functions in accordance with the Council's Policies and within budgetary provision, except (a), (b), (c), <u>and</u> (d), and (e) below which are reserved to Full Council, <u>(e) which is reserved to the Employment Committee</u>, and (f) which is reserved to the Appointments <u>Sub</u> Committee:</p> <p>(a) the appointment of the Chief Executive and the statutory posts;</p> <p>(b) amendments to Terms and Conditions of Employment for Staff and Human Resources Policies where there are additional budget implications or where there is no unanimous decision by the Joint Staff Consultative Group;</p> <p>(c)(b) the adoption of the annual Pay Policy Statement;</p> <p>(d)(c) the approval of and amendments to the Pension Policy Statement;</p> <p>(e)(d) the settlement of any staff pay award;</p> <p><u>(e) amendments to Terms and Conditions of Employment for Staff and Human Resources Policies; and</u></p> <p>(f) the appointment of Executive Heads <u>and Heads of Service</u>.</p>	Non-executive

The Monitoring Officer

	Authority	Function
2.	To appoint members to the Hearing Standards Sub Committee from the membership of the Audit and Standards Committee.	Non Executive

Executive Head of Corporate

Members Meetings and the Constitution

	Authority	After Consultation with	Function
1.	<u>To appoint members to the Hearing Sub Committee from the membership of the Employment Committee</u>	<u>Chairman of the Employment Committee</u>	<u>Non-executive</u>
2.	<u>To appoint members to the Hearing Sub Committee from the membership of the Employment Committee</u>	<u>Chairman of the Employment Committee</u>	Non-executive
3.	<u>To appoint members to the Appeals Sub Committee from the membership of the Employment Committee</u>	<u>Chairman of the Employment Committee</u>	Non-executive
4.	<u>To appoint Independent Panel members, when required, in accordance with the provisions at Part 4, Section J of the Constitution</u>	<u>Chairman of the Employment Committee</u>	Non-executive

Executive Head of Transformation

Human Resources

	Authority	After Consultation with	Function
	<u>To suspend a Statutory Officer at short notice in accordance with the provisions set out at Part 4, Section J of the Constitution</u>	<u>Chairman of the Employment Committee</u>	Non-executive