

EMPLOYEE APPEALS COMMITTEE

1. AIMS AND OBJECTIVES

Within the Terms of Reference of, and under the powers and authority delegated to, the Committee to deal with employee appeals.

2. CONSTITUTION AND POWERS

- (i) The Employee Appeals Committee will comprise five Members from a standing panel of Members **(eight in total)**. Members forming any Committee called to consider any matter falling within items 1 or 2 of the Terms of Reference shall not include any Member of the Employee Appointments/Disciplinary Committee.
- (ii) Political balance will apply to the standing panel but not to the specific Committee meetings.
- (iii) The quorum of the Employee Appeals Committee will be three Members.
- (iv) A Chair for the meeting will be the first item of business for each individual meeting of the Committee.

3. TERMS OF REFERENCE

- (1) To hear and determine appeals against decisions of the Employee Appointments/Disciplinary Committee in respect of action taken against Chief Officers (other than the Head of Paid Service, Chief Finance Officer (Section 151 Officer) or Monitoring Officer).
- (2) To hear and determine any appeals against any action, short of dismissal, taken by the Employee Appointments/Disciplinary Committee against the Chief Executive (Head of Paid Service), Chief Finance Officer (Section 151 Officer) or Monitoring Officer.
- (3) To hear and determine any grievance made by an employee in accordance with the Council's Grievance Policy and Procedure.

4. DELEGATED POWERS

Subject to the General Provisions, and Scheme of Delegation to Officers, to determine all matters within the Terms of Reference of the Committee.

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