

APPENDIX 2

EMPLOYMENT AND APPEALS COMMITTEE TERMS OF REFERENCE

The Council has determined that the Employment and Appeals Committee shall be constituted and shall have delegated authority for the discharge of the Council's responsibilities as set out below. **This is not a public committee.**

EMPLOYMENT AND APPEALS COMMITTEE	
Appointed by: The Council	Number of Elected Members: Pool of (a minimum) of 15 (trained) members from which a Committee or Panel of five members can be drawn together as necessary
Chairman and Vice-Chairman appointed by: Full Council	Political Proportionality: The members shall be drawn from a pool of suitably trained councillors willing to serve. Each Committee or Panel should be politically balanced.
Quorum: Five	Co-opted members to be appointed by Employment and Appeals Committee: Independent Persons Panel to operate in the case of any disciplinary or grievance processes
Frequency of Meetings: On an arising basis and as a when training needs dictate	
Terms of Reference: The Employment and Appeals Committee shall deal with matters concerning the appointment, discipline and grievances of Chief Officers in accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 (as amended by the Local Authorities (Standing Orders) (England) (Amendments) Regulations 2015).	