

## Appendix 2

### Proposed amendments to the Constitution

New text shown in italics and underlined

Text to be deleted ~~struck through~~

#### 2.2 Staffing Policy Committee

This Committee will comprise 9 members.

Its function is to determine, monitor and review staffing policies and practices to secure the best use and development of the Council's staff, including the power to deal with all matters relating to staff terms and conditions.

The Staffing Policy Committee will establish the following Sub-Committees to deal with matters relating to the dismissal or disciplinary action against individual members of staff and staff grievances.

##### 2.2.1 Senior Officers Employment Sub-Committee

This Sub-Committee is authorised to dismiss and take disciplinary action against the officers categorised below in accordance with the Officer Employment Procedure Rules:

- the Head of the Council's Paid Service;
- Statutory Chief Officers;
- Non-Statutory Chief Officers;
- Deputy Chief Officers;
- Assistants for Political Groups.

For this purpose the Sub-Committee shall comprise at least three members, at least one of whom shall be a member of the Cabinet. ~~nominated by the Leader.~~

This Sub-Committee is also authorised to consider and respond to grievances raised by officers in the categories listed above under Stage 2 to the Council's Grievance Procedure. For the determination of such grievances the Sub-Committee shall comprise at least three members. There is no requirement for any of those members to be a member of the Cabinet.

### 2.2.2 Appeals Sub-Committee

This Sub-Committee is authorised to hear appeals against dismissal or disciplinary action:

- by the Senior Officer Employment Sub-Committee in relation to the senior officers specified above;
- by the Head of Paid Service in relation to other staff.

The Appeals Sub-Committee has power in the case of an appeal against a warning to:

- dismiss the appeal; or
- allow the appeal; or
- allow the appeal and substitute a different warning (greater or lesser); or
- dismiss the employee.

The Appeals Sub-Committee has power in the case of an appeal against dismissal to:

- dismiss the appeal; or
- dismiss the appeal but offer to re-engage the employee in the same or another post with effect from a date to be determined; or
- allow the appeal and reinstate; or
- allow the appeal and reinstate with a written or final written warning.

In the case of any appeal against dismissal or disciplinary action in respect of a senior officer as identified above, the Appeals Sub-Committee shall comprise at least three members, at least one of whom shall be a member of the Cabinet ~~nominated by the Leader~~.

No member who was involved in determining a matter which is the subject of an appeal will be appointed to the Appeals Sub-Committee.

### 2.2.3 Grievance Appeals Sub-Committee

This Sub-Committee is authorised to hear appeals under Stage 2 -4- of the Council's Grievance Procedure.

The Sub-Committee shall comprise ~~not more than five~~ at least 3 members ~~from whom three members will be selected to hear an appeal.~~ *There is no requirement for any member to be a member of the Cabinet.*

*No member who was involved in determining a matter which is the subject of an appeal will be appointed to the Grievance Appeals Sub-Committee.*