

Investigating & Disciplinary Committee

Terms Of Reference

1. Primary Purpose

- 1.1 To deal with all matters of discipline relating to Statutory Officers and other Chief Officers employed by the Council under Joint Negotiating Committee (JNC) terms and conditions, in accordance with the relevant procedures adopted and in place from time to time, currently the Disciplinary Procedure for the Chief Executive (attached Marked A), the Disciplinary Procedure for Statutory Officers (attached Marked B) and the Disciplinary Procedure for Chief Officers (attached Marked C) adopted by Council on 17 September 2014 (together the “Disciplinary Procedures”).

1.2 Other

To review and amend the said Disciplinary Procedures, from time to time. However, in doing so, the Committee is required to have regard to any changes to the model procedures, contained in the JNC Conditions of Service for Chief Executives and the JNC Conditions of Service for Chief Officers respectively, which may be implemented from time to time.

2. Membership

The membership of the Committee is set out in the said Disciplinary Procedures.

3. Chair

The Chair of the Committee shall be selected from the Members of the Committee by majority vote.

4. Delegated Powers

The Council at its meeting on 17 September 2014 agreed that delegated power to take disciplinary action in accordance with the Disciplinary Procedures be granted to the Committee.

5. Duration of Meetings

The Council at its meeting on 17 September 2014 agreed that application of the current restriction within Standing Orders, which prohibits a meeting from sitting longer than four hours, be removed in relation to this Committee, subject to a requirement on the Committee to take appropriate breaks so as to ensure the comfort of those participating in the meeting.