

Terms of Reference

That, in order to comply with the Regulations under the Local Government Act 2000, the Council appoint a Personnel Committee (reporting direct to Council) consisting of five Members with the following terms of reference:

- (i) Powers to appoint staff at Service Director level and above by means of an Appointments Panel. (Note: The Appointments Panel usually comprises three Member proposed by the relevant Leaders on a politically balanced basis.)
- (ii) Powers to determine requests for the early release of pensions subject to the financial implications of each request being approved through the Executive decision making process.
- (iii) Powers to appoint Proper Officers.
- (iv) Powers to designate officers as Head of Paid Service, Monitoring Officer and Section 151 Officer.
- (v) Powers to approve new and revised HR and Health and Safety Policies *

*The power to approve new and revised HR policies and procedures is delegated to the Chief Executive. The Chief Executive may decide to refer particular HR policies and procedures to the Personnel Committee rather than exercise the delegation.

- (vi) Powers to approve new and revised HR and Health and Safety Procedures.
- (vii) Powers to designate an officer as the Director of Adult Social Care and to designate an officer as the Director of Children's Services.