

I. Employment Procedure Rules

1. The Council shall undertake, or shall delegate to a panel of members where appropriate ('the Panel') responsibility for the appointment or dismissal of, or the taking of any disciplinary action against: -
 - (a) the Chief Executive (Head of Paid Service)
 - (b) the Monitoring Officer or the Chief Finance Officer ("Statutory Officers")
 - (b) any non-statutory or deputy chief officer as defined in the Local Government and Housing Act 1989 (i.e. any director, deputy or assistant director, or any other member of staff who reports directly to the Chief Executive or a director); or
 - (c) any political assistant appointed under Section 9 of the Act; provided that:-
 - (a) the appointment or dismissal of the Chief Executive (Head of Paid Service) be undertaken only by, or subject to the approval of, the Council;
 - (b) the dismissal of the Statutory Officers be undertaken only by, or subject to the approval of, the full Council; and
 - (b) no disciplinary action shall be taken in respect of the Chief Executive, or the Monitoring Officer or the Chief Finance Officer other than in accordance with the provisions under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015.
2. The Chief Executive or his/her nominee shall undertake, on behalf of the Council, the appointment or dismissal of, or the taking of any disciplinary action against, any member of staff of the Council other than those defined in paragraph 1(a), (b) or (c) above.
3. For the purposes of these rules 'member of staff' shall include any person appointed to or holding paid office or employment under the Council.
4. Where, in accordance with paragraph 1 above, the appointment or dismissal of any member of staff has been delegated to the Panel, membership of the Panel shall include at least one member of, but not be composed entirely of nor shall there be a majority of members of, the Cabinet.
5. In respect of the posts defined in paragraph 1(a), (b) and (c) above, no offer of appointment shall be made nor any notice of dismissal be given, until every member of the Cabinet has been notified of the name of the proposed appointee (or the person whose dismissal is proposed), any other relevant particulars and the period within which the Leader may, on behalf of the Cabinet, object to the proposed appointment or dismissal and either no objection is made within that period or the Panel (or other person(s) authorised by the Council to make the appointment or undertake the dismissal) are satisfied that any objection so made is neither material nor well founded.
6. These rules shall be construed and applied subject to and in accordance with any relevant statutory provision, regulation or other requirement of law, and such procedures with respect to employment (including recruitment and selection, disciplinary procedures, code of conduct for employees, public interest disclosure, and other relevant matters) as shall from time to time be approved by or on behalf of the Council.