

APPENDIX C

EMPLOYMENT COMMITTEE – PROPOSED TERMS OF REFERENCE

Add following to Part 3 of the Constitution – Responsibility for Functions:-

“Employment Committee

1. The Employment Committee shall not have power to appoint subcommittees.
2. The extent to which the non-executive powers within the Committee’s remit have been delegated to chief officers, either by the full County Council or by the Committee (or by any of the bodies previously charged with the functions now within its remit), will be found:
 - (a) in the general scheme of delegation to heads of departments which appears in Section D of this Part; and
 - (b) in the record of specific delegations maintained by the Chief Executive for public inspection at County Hall and which constitutes Part 9 of this Constitution.
3. Subject to the delegations described in paragraph 2, and to the provisions of the Officer Employment Procedure Rules (Part 4H of the Constitution) the functions delegated to the Committee shall be:
 - (a) power to appoint staff and to determine the terms and conditions on which they hold office, including procedures for their dismissal.
 - (b) making effective arrangements to ensure compliance with employment legislation and, where necessary, employment codes of practice.”
4. The powers of the Employment Committee shall not extend to consultations or negotiations with representatives of the recognised trade unions since other mechanisms exist within the County Council to undertake these functions.”

Consequential Amendments

See over.

ITEM	PROPOSED AMENDMENT	EXPLANATION
<p>Responsibility for Functions.</p> <p>Standards Committee (Page 3/6).</p>	<p>Amend(j) to read as follows:-</p> <p>“(j) Subject to the powers of the Employment Committee in relation to Local Conditions of Service, advising as necessary on matters relating to the conduct of employees and procedures relating to the handling of complaints, including “whistle blowing”.</p>	<p>To reflect that conditions of service matters are non-executive functions which it is being proposed will be dealt with by a new Employment Committee.</p> <p>At the time the Constitution was prepared it was thought that a local code of conduct for employees would be needed. It is now understood that a national code is likely to be produced.</p>
<p>Constitution Committee (Page 3/7).</p>	<p>Delete paragraph 3(g) and reletter the remaining items accordingly.</p>	<p>Incorporated in powers of the proposed Employment Committee.</p> <p>The Officer Employment Procedure Rules (Part 4H) regulate appointments etc. These are part of the Constitution and are therefore covered by paragraph (j). The removal of this reference will avoid any confusion between the role of the Constitution Committee and that of the proposed new Employment Committee.</p>