

## **APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**18 JANUARY 2012**

Councillors: W J Clarke (Chair)      C P Barnfather  
                  P A Hughes                      M Paling  
                  M R Payne                      C J Powell  
                  M Weisz

Officers in attendance: H. Barrington, D. Archer, J. Ansell

### **23      APOLOGIES FOR ABSENCE**

None received

### **24      TO APPROVE AS A CORRECT RECORD THE MINUTES OF MEETINGS HELD ON 9 NOVEMBER 2011 AND 28/29 NOVEMBER 2011**

#### **RESOLVED:**

That the minutes of the meetings held on 9 November 2011 and 28/29 November 2011 having been circulated, be approved as a correct record and signed by the Chair.

### **25      DECLARATIONS OF INTEREST**

None

### **26      REFERRAL FROM THE JOINT CONSULTATIVE AND SAFETY COMMITTEE**

Consideration was given to a verbal report of the Service Manager – Organisational Development, of a request by the Joint Consultative and Safety Committee (JCSC) for an amendment to the Constitution and Terms of Reference of the JCSC Committee to allow alternative representatives of both Trade Union and the Employer to attend meetings as required.

#### **RESOLVED:**

- i. To accede to the request to allow the substitution of Trade Union Representatives

- ii. That the Council Solicitor and Monitoring Officer examine the legal issues relating to substitution of elected members.

## **27 REVIEW OF THE PROPER OFFICER PROVISIONS**

Consideration was given to a report of the Council Solicitor and Monitoring Officer, which had been previously circulated, which outlined proposals (at Appendix 1 of the report) for amendment to the proper officer provisions in the light of the Management Restructure and the establishment of the Corporate Director posts.

### **RESOLVED:-**

- i. That the Proper Officer provisions attached as Appendix 1 to the report be agreed subject to any reference in the provisions to “Director” being amended to “Corporate Director”.
- ii. To ask the Council Solicitor and Monitoring Officer to investigate whether the Chief Executive is able to act as the proper officer in the absence of the named officer.
- iii. Subject to the above, to delegate to the Council Solicitor and Monitoring Officer the authority to amend the Proper Officer provisions to enable the Chief Executive to act as the proper officer in the absence of the named officer.

## **28 CHANGES TO THE DELEGATION SCHEME FOLLOWING THE MANAGEMENT RESTRUCTURE**

Consideration was given to a report of the Council Solicitor and Monitoring Officer, which had been previously circulated, setting out proposals for the amendment of all current delegations from this Committee to Officers following the Management Restructure.

### **RESOLVED: that**

- i. The current delegations from this Committee to Heads of Service be exercised by the Corporate Director with responsibility for the relevant power or function (or the Council Solicitor and Monitoring Officer in relation to Legal Services).
- ii. Any reference to Head of Service in any Policy of procedure within the remit of this Committee is substituted for Corporate Director with responsibility for the relevant power or function (or the Council Solicitor and Monitoring Officer in relation to Legal Services).

## **29 SALARY PROTECTION POLICY FOR EXISTING STAFF ON PAY PROTECTION**

Consideration was given to a report of the Service Manager –

Organisational Development, which had been previously circulated, which set out proposals for a Policy to determine how new pay protection arrangements are to be applied to employees currently under the terms of previous pay protection arrangements.

**RESOLVED:**

To support the adoption and application of the Salary Protection Policy statement set out in the report, subject to the addition of a requirement that the Chief Executive submits a report to this committee following the exercise of his discretion to vary the terms of the general scheme.