



Agenda

Appointments and Conditions of Service Committee

Date: **Wednesday 18 June 2025**

Time: **10.00 am**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

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0115 901 3844

Appointments and Conditions of Service Committee

Membership

Chair	Councillor John Clarke
Vice-Chair	Councillor Jenny Hollingsworth
	Councillor Michael Adams
	Councillor David Ellis
	Councillor Paul Hughes
	Councillor Marje Paling
	Councillor Viv McCrossen

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Responsibility of committee:

- 1) To conduct the process of appointment, dismissal or taking disciplinary action in respect of the Chief Executive and Head of Paid Service and make recommendations to full Council in relation to appointment and dismissal.
- 2) Power to suspend the Chief Executive pending an investigation and to appoint an independent investigator to conduct an investigation in relation to allegations concerning the Chief Executive.
- 3) To determine appropriate disciplinary action, short of dismissal, in respect of the Head of Paid Service.
- 4) To appoint Statutory Chief Officers and non-Statutory Chief Officers.
- 5) To dismiss or take disciplinary action in respect of Chief Officers, other than the Head of Paid Service, Monitoring Officer or Chief Financial Officer.
- 6) To conduct the process of dismissal or taking disciplinary action in respect of the Monitoring Officer or Chief Financial Officer. To determine appropriate disciplinary action, short of dismissal, and make recommendations to full Council in relation to dismissal.
- 7) To approve corporate employment policies which form the terms and conditions of Council employees and determine the standard terms and conditions on which employees hold office including procedures for disciplinary action and dismissal.

- 8) To appoint Proper Officers, other than where such appointment is reserved to full Council.
- 9) To designate an Officer as Chief Financial Officer.
- 10) To designate an Officer as Head of Paid Service and to ensure the provision of sufficient staff and other resources.
- 11) To designate an Officer as Monitoring Officer and to ensure the provision of sufficient staff and other resources.
- 12) To provide staff and other resources to a person nominated by the Monitoring Officer.
- 13) To approve any proposals for significant restructuring of the Council's management structure proposed by the Chief Executive.
- 14) To approve any proposals from the Chief Executive for any changes to salary levels (including ranges of salaries) for the Chief Executive and Chief Officers.

AGENDA

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| 1 | Apologies for absence and substitutions | |
| 2 | To approve, as a correct record, the minutes of the meeting held on 19 March 2025 | 5 - 6 |
| 3 | Declaration of interests | |
| 4 | Review of DBS Policy
Report of the Assistant Director of Workforce. | 7 - 27 |
| 5 | Policy Updates on Sexual Harassment
A report of the Assistant Director of Workforce. | 29 - 58 |
| 6 | Delegated Authority to Launch HR Policies
A report of the Monitoring Officer and Deputy Chief Executive. | 59 - 61 |
| 7 | Directors Performance Related Pay Review
A report of the Chief Executive (presented by the Assistant Director of Workforce). | 63 - 67 |
| 7 | Exclusion of the Press and Public | |
| 8 | Any other item which the Chair considers urgent | |