

Section 14 – Appeals and Retirements Committee

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1 Membership

- a) The Appeals and Retirements Committee will be comprised of 7 members appointed annually at the Annual meeting of Council. One Committee Member must be a member of the Executive who does not also sit as a member of the Appointments and Conditions of Service Committee. Substitute members are permitted in accordance with paragraph 4.7.28 of the rules of procedure for Council.
- b) The Committee will comply with the political balance rules in Section 15 of the Local Government and Housing Act 1989.

2 Quorum and Frequency of Meetings

- a) The quorum of the Committee shall be three members.
- b) Meetings shall not be programmed and take place only when business dictates.

3 Responsibility

Within their terms of reference the Appeals and Retirements Committee will be responsible for:

- a) To determine appeals from Chief Officers (other than the Head of Paid Service, Monitoring Officer and Chief Financial Officer) against decisions taken under the Council's Disciplinary Procedures including all decisions up to and including decision to dismiss.
- b) To determine appeals from the Head of Paid Service, Monitoring Officer and Chief Financial Officer against decisions taken under the Council's Disciplinary Procedures short of dismissal.

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- c) To determine appeals from employees employed under the NJC for Local Authority Services against any decision to dismiss.
- d) To determine appeals where approved employment policies and procedures provide for appeal to or consideration by a Committee.
- e) Consideration of issues arising from Pension Act reviews where these involve the exercise of discretion.
- f) To authorise release of pension in all cases of early retirement where the council is liable to meet a pension strain cost, other than ill health retirement, subject to the Council's policy on early retirement and to consideration of a fully costed report in each case.
- g) To determine and authorise release of any discretionary payments allowed by local policy in respect of dismissals due to reason of redundancy or efficiency of service, whether or not associated with early retirement, and subject to the Council's policy and to consideration of a fully costed report in each case.
- h) To consider all issues concerning the Local Government Pension Scheme and sick pay within the terms of the approved policy.
- i) To consider extensions to the Council's sick pay scheme in individual cases in accordance with the approved policy.

4 Delegation

Delegations from the Appeals and Retirements Committee to Officers can be found in Section 19 of this constitution.

5 Rules of Procedure

- a) Paragraphs 4.7.2, 4.7.7, 4.7.13(d), 4.7.17, 4.7.18, 4.7.19, 4.7.20, 4.7.21, 4.7.22, 4.7.28 and 4.7.29 of the rules and procedure for Council shall apply to meetings of the Appeals and Retirements Committee as they apply to Council meetings.
- b) References to "the Mayor and Deputy Mayor" shall apply to the Chair and Vice-Chair respectively of the Committee and references to the "Council Chamber" shall apply to the room in which the meeting is held.