

Report to Appointments & Conditions of Service Committee

Subject: ACSC/JCSC – Approvals for HR Policies/Strategies

Date: 18th June 2025

Author: Deputy Chief Executive & Monitoring Officer

Purpose of Report

To review the approval flow of policies by the Council's committees.

Recommendation

The Committee is recommended to:

1. Provide delegated authority to the Head of Paid Service to launch policy and strategy changes. These will continue to be subject to consultation through the Joint Consultative Committee and final approval would remain with the Appointments and Conditions of Service Committee.
2. Agree to amend the Council's Constitution to reflect the new delegated authority to the Head of Paid Service.

1	Background
1.1	HR Policies should be kept under review and require regular updating. When a policy is updated or a new policy created, it is presented to the Appointments and Conditions of Service Committee to agree consultation on the policy, which then takes place with the Joint Consultative Committee that considers feedback from unions and staff, before returning back to the Appointments and Conditions of Service Committee for approval.
1.2	We are currently working through all our policies, procedures, and strategies to review these which creates an administrative burden by following the process above.
2	Proposal

2.1	To streamline our processes, it is proposed that the Appointments and Conditions of Service Committee provide delegated authority to the Head of Paid Service to launch policy and strategy changes.
2.2	All policies/strategies will continue to be subject to consultation through the Joint Consultative Committee and final approval would remain with the Appointments and Conditions of Service Committee.
3	Alternative Options
3.1	Retain the current arrangements which are inefficient in terms of additional administration and inefficient use of members' time.
4	Financial Implications
4.1	N/A
5	Legal Implications
5.1	N/A
6	Equalities Implications
6.1	N/A
7	Carbon Reduction/Environmental Sustainability Implications
7.1	N/A
8	Appendices
8.1	None
9	Background Papers
9.1	N/A
10	Reasons for Recommendations
10.1	Streamlining processes for efficiency.

Statutory Officer approval

Approved by:

18.6.2025

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

