

**To the Chair and Members of the
CHIEF OFFICERS' APPOINTMENTS AND CONDITIONS OF SERVICE
COMMITTEE**

**TERMS OF REFERENCE OF THE CHIEF OFFICERS' APPOINTMENTS
AND CONDITIONS OF SERVICE COMMITTEE**

WARDS AFFECTED	RELEVANT OVERVIEW AND SCRUTINY PANEL
ALL	N/A

PURPOSE

1. The purpose of this report is to inform Members of the Terms of Reference for the Chief Officers Appointments and Conditions of Service Committee.

RECOMMENDATION

2. It is recommended that the Committee notes the Terms of Reference for the Chief Officers Appointments and Conditions of Service Committee.

BACKGROUND

3. At its Annual meeting on 16th May, 2008, the Council approved the Terms of Reference for all Committees and Sub-Committees of the Council.
4. A revision to point (ii) of the Terms of Reference for the Chief Officers Appointments and Conditions of Service Committee was proposed as the Committee does not determine the terms and conditions of Chief Officers as these are nationally agreed conditions (JNC). All changes to the terms and conditions agreed locally are applied to Chief Officers. (E.g. Sick pay, maternity etc).
5. A copy of the revised Terms of Reference for the Chief Officers Appointments and Conditions of Service Committee is attached at Appendix A.

OPTIONS CONSIDERED AND RECOMMENDED OPTION

6. In order to discharge its functions effectively, the Committee is required to operate within an agreed Terms of Reference.

IMPACT ON TRANSFORMATIONAL GOALS

7. This report does not have any direct impact on any of the Transformational Goals.

RISKS AND ASSUMPTIONS

8. there are no identified risks associated with this report.

LEGAL IMPLICATIONS

9. There are no specific Legal Implications associated with this report.

FINANCIAL IMPLICATIONS

10. Any costs arising from the function and operation of the above committee will be contained within existing budgets.

CONCLUSION

11. The Committee is requested to note the Terms of Reference of the Chief Officers Appointments and Conditions of Service Committee.

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BACKGROUND PAPERS

Report to Annual Council 16th May 2008 – Committees and Sub-Committees
Terms of Reference.

Kay Leigh
Director of People and Performance Improvement

**CHIEF OFFICERS' APPOINTMENTS AND
CONDITIONS OF SERVICE COMMITTEE**

This Committee is a Committee of the Council constituted under Sections 101 and 102 of the Local Government Act 1972.

1. To exercise the Full Council's functions under Part 3 and the Employment Procedure Rules of this Constitution in respect of:-
 - i. Appointment of Chief Officers at 3rd Tier and above.
 - ii. To discharge the functions relating to the terms and conditions in respect of those appointed on JNC Conditions of Service for Chief Officers.