

MEMBERSHIP AND FUNCTIONS OF EXISTING STAFF & SUPPORT SERVICES COMMITTEE SHOWING RECOMMENDED ALLOCATION OF FUNCTIONS

5. STAFF AND SUPPORT SERVICES COMMITTEE

5.1 Membership

The membership of the Staff and Support Services Committee shall consist of twelve Members of the Council appointed in accordance with the requirements of political proportionality, and subject to a maximum of 3 Cabinet Members.

No.	Function	Allocate
1.	To make recommendations to Full Council on the appointment and/or dismissal of the Head of Paid Service, Chief Executive, Group Directors, Section 151 Officer and Monitoring Officer.	To Appointments Committee
2.	To arrange for the conduct of or conduct (in respect of vacant posts for the Head of Paid Service and any other vacant Chief Officer posts) the recruitment process and selection process, and make recommendations to Full Council as to whom an offer of appointment to the said post(s) should be made.	To Appointments Committee
3..	To appoint and/or dismiss officers at the level of Assistant Director other than the S.151 Officer and Monitoring Officer.	To Appointments Committee/JNC Disciplinary Committee
4.	To appoint Employees to specific statutory purposes, other than those set out in 1. above, where this is not done by an officer with delegated powers;	To Chief Executive
5.	To determine the conditions on which Employees hold office, including deciding matters relating to the early retirement of the Head of Paid Service, Chief Executive, Group Directors, Section 151 Officer and Monitoring Officer, in accordance with the Employment Rules	To Appointments Committee re Chief Executive, Strategic Directors and Assistant Directors, otherwise to Chief Executive

6.	Except where this is delegated to another Committee, to exercise the Council's power of suspension of a Chief Officer or an Assistant Director, after taking appropriate legal advice;	To JNC Disciplinary Committee
7.	To support the Chief Executive and Strategic Directors in the exercise of their delegated powers relating to staffing matters, to the extent that this lies within the remit of the Council rather than the Cabinet;	To Staffing Working Group
8.	To appoint any panel to exercise the Council's powers to determine Employees' grading, disciplinary, grievance or other staffing matters as may be required by statute or under the Council's staffing rules or practices or any contract of employment;	To Chief Executive
9.	To nominate Members of the Committee to represent the Council on joint staff or joint consultative committees (including health and safety);	To Chief Executive/Strategic Directors From Staffing Working Group membership
10.	To advise the Council on any other staffing matter that it is within the remit of the Council to determine;	Chief Executive and Staffing Working Group
11.	To keep under review and advise the Council on the Constitution;	Constitution Working Group
12.	To exercise the residual functions of the Council in relation to elections, parishes, vacancies and local bills;	To Chief Executive