

**Meeting of the Full Council
Meeting to be held on 3 October 2013**

Report submitted by: The Interim Chief Executive

Part A

Electoral Division affected:
None

Employment Committee - Terms of Reference
(Appendix A refers)

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Executive Summary

This report proposes changes to the Employment Committee's Terms of Reference.

Recommendation

The Full Council is asked to:

- i. Rescind its decision taken on 28 February 2013 to authorise the Director of Human Resource, Pensions and Payroll to take all decisions relating to employment policies, procedures and practices, including recruitment and selection; collective agreements relating to the same; and decisions relating to the trade union facilities agreement.
- ii. Approve the Employment Committee's Terms of Reference as set out at Appendix A.

Background and Advice

At a meeting on 23 February 2012, in response to the provisions of the Localism Act 2011, Full Council approved the Council's Pay Policy Statement for 2012/13. In addition, it was proposed that Full Council adopt revised governance arrangements to deal with all issues relating to terms and conditions of employment for all staff including chief officers. Full Council agreed to establish an Employment Committee effective from April 2012.

At its meeting on 19 February 2013, the Employment Committee considered a report on proposed changes to its terms of reference and in particular the delegation of decisions to the Director of Human Resource and Payroll in relation to employment policies, procedures and practices, including recruitment and selection; collective agreements relating to the same; and decisions relating to the trade union facilities

agreement. The Committee also considered proposed changes to its terms of reference in so far as they related to the appointment, dismissal and disciplinary process for Named and Senior Officers.

The Committee agreed that the proposed new terms of reference be recommended to the Full Council for approval. At its meeting on 28 February 2013 the Full Council approved the proposed new terms of reference.

The Committee at its meeting on 22 July 2013 considered a further report on its Terms of Reference. It was agreed that Full Council should be asked to rescind the delegation to the Director of Human Resource, Pensions and Payroll in relation to employment policies, procedures and practices, including recruitment and selection; collective agreements relating to the same; and decisions relating to the trade union facilities agreement should be rescinded. The Full Council is therefore asked to rescind these delegations and approve the revised Terms of Reference of the Employment Committee as set out at Appendix A.

The proposed revised Terms of Reference have retained the previous changes in so far as they relate to the appointment, dismissal and disciplinary process for named and senior officers, and the appeal arrangements which reflect JNC Conditions of Service and are compatible with the size of the Committee.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no risk management issues related to this set of recommendations.

Local Government (Access to Information) Act 1985

List of Background Papers

Paper	Date	Contact/Directorate/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A