

## **B2 Employment and Member Standards Panel**

### **B2.1 Purpose**

In relation to the officers or employees of the Council:

- (i) To approve any payment of discretionary monies to an employee or group of employees (including pension costs) (other than that contractually due under a contract of employment or stated under any employment policy) where such payment is in excess of £25,000 (whether singularly or collectively).
- (ii) To consider representations on employment relation matters from recognised Trade Unions.
- (iii) To approve new or significant changes to employment policies for staff.
- (iv) To approve significant revisions to staffing, in the case of five or more employees where the total costs (including redundancy and pension costs), is more than £25,000, or where there are changes to the number and functions of the Council's directorates or any other significant changes of a similar magnitude, (subject where appropriate to consultation with the Trade Unions and other similar organisations involved).
- (v) To determine arrangements for the appointment and conditions of service of the Managing Director (who is appointed, on recommendation, by Council) and the Directors and Heads of Service in accordance with Part 8B.
- (vi) To monitor the cost effectiveness of Human Resources management across the Council's services.
- (vii) To determine the Council's Pay and Benefits Policy and annual pay awards under the Council's local schemes.
- (viii) To establish and monitor Corporate Health and Safety policies for the Council.
- (ix) To establish and monitor Equal Opportunities policies for the Council.
- (x) To establish and monitor the Council's training and staff development policies.
- (xi) To consider employment implications arising from i-x for alternative employment arrangements (including Local Authority Trading Company or Community Interest Company) to deliver services (including pensions) delegated from Council or Cabinet.

In relation to the Members of the Council:

- (xiii) To promote and maintain high standards of conduct by Members, co-opted Members, including church and parent governor representatives;
- (xiv) To assist Members, co-opted members, including church and parent governor representatives, to observe the Members' Code of Conduct;
- (xv) To recommend to the Council on the adoption or revision of its Members' Code of Conduct;
- (xvi) To monitor the operation of the Members' Code of Conduct, the Officers' Code of Conduct and the Council's Whistleblowing policy and any other appropriate codes of conduct and procedures;
- (xvii) Advising, training or arranging to train Members, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct;
- (xviii) To present an annual report to Council on Member Standards by the Chairman of the Employment and Member Standards Panel.

## **B2.2 Membership**

8 Members

## **B2.3 Quorum**

3 Members

## **B2.4 Frequency**

6 per annum