



Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP
Telephone 01572 722577 Facsimile 01572 758307 DX 28340 Oakham

Ladies and Gentlemen

A meeting of the **EMPLOYMENT AND APPEALS COMMITTEE** will be held in the **Council Chamber** at Catmose, Oakham on **Tuesday 19 July 2011**, commencing at **7.00 pm** when it is hoped you will be able to attend.

NB: Members are invited to attend training on the appeals panel process and conduct of appeal hearings at 6.00pm in the Council Chamber, Catmose. Please make every effort to attend.

Yours faithfully

Helen Briggs
Chief Executive

A G E N D A

APOLOGIES

1) DECLARATIONS OF INTERESTS

In accordance with the regulations, Members are required to declare any personal or prejudicial interests they may have and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

2) MINUTES – Page 3

To confirm the Minutes of the Employment and Appeals Committee held on 15 June 2010, copy attached.

3) PETITIONS, DEPUTATIONS AND QUESTIONS

To receive any petitions, deputations and questions received from members of the public in accordance with the provisions of Procedure Rules.

The total time allowed for this shall be 30 minutes. Petitions, deputations and questions shall be dealt with in the order in which they are received.

Questions may also be submitted at short notice by giving a written copy to the Committee Administrator 15 minutes before the start of the meeting. The total time allowed for questions at short notice is 15 minutes out of the total time of 30 minutes.

Any petitions, deputations and questions which have been submitted with prior formal notice will take precedence over questions submitted at short notice. Any questions

which are not considered within the time limit shall receive a written response after the meeting and be the subject of a report to the next meeting.

4) TERMS OF REFERENCE FOR THE EMPLOYMENT AND APPEALS COMMITTEE – Page 6

Members are requested to note the Committee's Terms of Reference and Scheme of Delegation to Officers as approved at the Annual Council Meeting on 23 May 2011 which are included in the Council's Constitution, Part 8.

5) APPEALS PANELS – PROCESS AND HEARING PROCEDURE - Page 7

To note the attached Appeals Panels Process and Hearing Procedure as approved by the Employment and Appeals Committee on 6 October 2009.

6) APPEALS PANELS HELD SINCE THE LAST MEETING OF THE EMPLOYMENT AND APPEALS COMMITTEE AND THE FINAL OUTCOME OF CASES – Page 11

To receive Report No 101/2011 from the Strategic Director for Resources.

7) ANY OTHER URGENT BUSINESS

To consider any items of urgent business which have previously been notified to the person presiding.

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TO: MEMBERS OF THE EMPLOYMENT AND APPEALS COMMITTEE

Mr M D A Pocock (Chairman)
Mr J Munton (Vice-Chairman)
Mr D C Hollis

Mr B A Montgomery
Miss G Waller

OTHER MEMBERS FOR INFORMATION