

Personnel Committee (Five members quorum of three)

Attendance is limited to members of this committee only.

The Town Mayor shall not serve on this Committee, in order to protect their impartiality in the event of any appeal.

- a) Full Council retains the power to determine any proposed changes in the numbers of staff employed by the Council, but the Personnel Committee should then be delegated to progress that decision to its conclusion.
- b) The Personnel Committee is delegated to resolve all other issues affecting terms and conditions of employment of staff. The recommendations are presented at the next Full Council for decision
- c) The Personnel Committee is delegated to deal with those disciplinary matters not within the responsibility of the clerk, including dismissals.
- d) Delivery and Management of policies governing the employment of staff, under the guidance of ERNLLCA.



Grievance, Complaints, Appeals and Disciplinary Committees

Each Committee to comprise three members of the Personnel Committee, and as far as is practical, to avoid conflicts of interest, three different members to sit on different Committees, on the presumption that no more than two of these committees will be needed in any one year.

Grievance Committee (Three Members of the Personnel Committee - Quorum of three)

meetings to be arranged according to members' availability as and when required.

Attendance is limited to members of this committee only.

The Town Mayor shall not serve on this Committee, in order to protect their impartiality in the event of any appeal.

This committee is delegated with the power to resolve decisions, but there is a Right of Appeal to Full Council.

To deal with grievances from members of staff, upon which the clerk has previously given a decision.

To deal with Grievances from the clerk.

Complaints Committee (Three members of the Personnel Committee - Quorum of three)

meetings to be arranged according to members' availability as and when required.

Attendance is limited to members of this committee only.

The Town Mayor shall not serve on this Committee, in order to protect their impartiality in the event of any appeal.

In accordance with the Town Council Complaints Procedure

This committee is delegated with the power to resolve decisions, but there is a Right of Appeal to Full Council.

To deal with complaints from members of the public in accordance with the Town Council Complaints Procedure (provided the complaint is not about specific Councillors and falls within the remit of the NLC Standards Committee (Para 31)).

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