

APPENDIX 5 - DISCIPLINARY APPEALS COMMITTEE – DRAFT TERMS OF REFERENCE

1.0 Scope

- 1.1 To consider any appeals brought by the designated statutory officers of the Council (the Head of Paid Service, the Monitoring Officer or Chief Finance Officer/S151 Officer) (the 'DSOs') against any decision made by the Investigation and Disciplinary Committee to take disciplinary action against a DSO short of dismissal.

2.0 Membership of the Disciplinary Appeals Committee

- 2.1 The Committee shall be politically balanced, shall consist of 7 Members of the Council at least 1 member of the committee shall be a member of the Cabinet. No member who was a member of the Investigation and Disciplinary Committee making the decision which is the subject of the appeal may be a member of the Disciplinary Appeals Committee.

3.0 Procedure for the Disciplinary Appeals Committee

- 3.1 The DSO shall have the right to attend and be accompanied at the Committee Meeting which considers the appeal.
- 3.2 The Committee shall consider the appeal in accordance with the Council's normal procedure for dealing with appeals.

Access to Information

- 3.3 The Council's Access to Information Procedure Rules shall apply to meetings of the Committee.