PART 3 – RESPONSIBILITY AND FUNCTIONS

TERMS OF REFERENCE – INVESTIGATING AND DISCIPLINARY PANEL

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1. **Terms of Reference**
2. **Operating Protocol**

COMMITTEE	**INVESTIGATING AND DISCIPLINARY PANEL**
MEMBERSHIP	Minimum of five Members of the Council – politically balanced – of which three have not served on the initial investigation carried out by the Investigating and Disciplinary Committee. In addition, two or three Independent Persons appointed by the Council to assist the Joint Standards Committee under the Localism Act 2011.
LEAD OFFICER	Monitoring Officer / Chief Executive / any Chief Officer as appropriate.
OFFICERS / UNITS PRIMARILY REPORTING	As above
SUB-COMMITTEE	None

1. TERMS OF REFERENCE

1. To receive and consider references from the Investigating and Disciplinary Committee on proposed disciplinary action culminating in dismissal against the Head of Paid Service, Section 151 Officer, the Monitoring Officer or any Chief Officer.

2. To recommend to the Council on any proposed course of action involving or culminating in dismissal.

2. OPERATING PROTOCOL

1 The Panel will meet as and when required, meetings being convened by or on behalf of the Monitoring Officer with 20 days notice and subject to compliance with Access to Information requirements.

2 In all other respects and as appropriate, the Council and Committee Procedure Rules will apply.