

The Committee has the responsibility on behalf of the Council for dealing with appeals that arise out of the operation of some of the Council's personnel and other functions.

### **TERMS OF REFERENCE.**

The Appeals Committee will:-

1. Consider and deal with any appeals arising out of the Council's function as a Housing Authority.
2. Consider appeals against dismissal by Chief Officers except the Head of Paid Service.
3. Consider stage 2 grievances raised by the Head of Paid Service
4. Consider stage 3 grievances raised by Corporate Directors and appeals raised by them in respect of disciplinary action, redundancy and capability and sickness dismissals.
5. Annually at the first meeting after the Annual Council Meeting consider its terms of reference

### **PROCEDURE**

1. As a general rule the Council Procedure Rules govern the way that committees operate but these may be varied or suspended<sup>1</sup> at the discretion of the Chairman of the Committee in the interests of efficient and effective management of the committee.
2. Separate procedures will apply when the committee is undertaking administrative or quasi-judicial functions.

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<sup>1</sup> With the exception of paragraph 12