

## APPENDIX 2 JOINT APPEALS PANEL TERMS OF REFERENCE

### JOINT APPEALS PANEL

#### CHERWELL DISTRICT COUNCIL and OXFORDSHIRE COUNTY COUNCIL

**Area:** The Joint Committee shall exercise its authority for the areas comprising of Cherwell District Council and Oxfordshire County Council.

**Membership:** The Committee shall be comprised of 6 councillors, 3 from Cherwell District Council and 3 from Oxfordshire County Council with 3 named substitutes from each authority. They may not be members of the Joint Personnel Committee. All councillors including substitutes will receive appropriate training before they can participate as a Committee member.

**Quorum:** will be 2 Members from each authority.

**Chairman:** The Chairman and Vice Chairman will be elected by the Committee and will be representative of each authority.

**Decision making:** decision will be by a majority of Members of the Committee present and voting.

#### Terms of Reference

- To hear and determine any appeals by or grievance appeals against the Head of Paid Service (Chief Executive) made by any member of the Senior Management Team of either council.
- To hear and determine any appeals brought by Chief Executive and if shared Monitoring Officer and Section 151 Officer against any disciplinary sanctions imposed short of dismissal.
- To hear and determine any appeals against any disciplinary sanctions imposed on a Chief Officer who is shared between Cherwell District Council and Oxfordshire County Council excluding the statutory officers referred to above.