

ABERDEEN CITY COUNCIL

COMMITTEE	Staff Governance
DATE	27 June 2022
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Appointment of Members to Appeals Sub Committee
REPORT NUMBER	COM/22/099
DIRECTOR	Gale Beattie
CHIEF OFFICER	Fraser Bell
REPORT AUTHOR	Steph Dunsmuir
TERMS OF REFERENCE	Standing Order 47.10

1. PURPOSE OF REPORT

- 1.1 To seek the re-establishment of the Appeals Sub Committee and appointment of Members to same.

2. RECOMMENDATION

- 2.1 That the Committee agree to re-establish the Appeals Sub Committee and appoint all thirteen members of the Staff Governance Committee to the pool of membership for the Sub Committee.

3. CURRENT SITUATION

- 3.1 The remit of the Appeals Sub Committee is to consider appeals made in accordance with the Council's Human Resources Policies and Procedures. The Sub Committee determines individual appeals by employees and industrial dispute(s) raised by a recognised Trade Union of the Council, in accordance with the Council's Dispute Resolution Procedure.
- 3.2 The Appeals Sub Committee procedure, agreed by this Committee in May 2018 and attached at Appendix 1, states that the Sub Committee will comprise five Members drawn from the membership of the Staff Governance Committee. The quorum is three members, and the Clerk will aim to secure one member per Political Group, although it is recognised that this may not always be possible and will be dependent on availability of Members. The Convener of the Sub Committee will be the Convener of the Staff Governance Committee.
- 3.3 The procedure states that all members in the pool of the Appeals Sub Committee shall be required to undertake training prior to hearing an appeal and to undertake refresher training annually.
- 3.4 The Committee is therefore asked to re-establish the Appeals Sub Committee and agree that all members of the Staff Governance Committee be included in the pool of membership available for meetings of the Appeals Sub Committee.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising from the recommendations of this report.

5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the recommendations of this report.

6. ENVIRONMENTAL IMPLICATIONS

6.1 There are no direct environmental applications arising from the recommendations of this report.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	No significant risks identified.	N/A	N/A	N/A
Compliance	The Council must comply with legislation, the Appeals Sub Committee procedure, and the Scheme of Governance			Yes
Operational	No significant risks identified.	N/A	N/A	N/A
Financial	No significant risks identified.	N/A	N/A	N/A
Reputational	No significant risks identified.	N/A	N/A	N/A

Environment / Climate	No significant risks identified.	N/A	N/A	N/A
------------------------------	----------------------------------	-----	-----	-----

8. OUTCOMES

8.1 The proposals in this report have no impact on the Council Delivery Plan.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Full impact assessment not required
Data Protection Impact Assessment	Not required
Other	None

10. BACKGROUND PAPERS

10.1 None.

11. APPENDICES

11.1 Appeals Sub Committee procedure

12. REPORT AUTHOR CONTACT DETAILS

Name	Steph Dunsmuir
Title	Committee Services Officer
Email Address	sdunsmuir@aberdeencity.gov.uk
Tel	01224 522503