

NORTH WALES FIRE AUTHORITY

21 MARCH 2005

AMENDMENTS TO THE TERMS OF REFERENCE OF THE EXECUTIVE PANEL

Report by the Clerk

Purpose of Report

- 1 To agree amendments to the terms of reference of the Executive Panel in the light of legislative changes and the discipline, capability and grievance procedures that came into effect on 1 February 2005.

Background

- 2 The terms of reference of the Executive Panel twice mention the Fire Service (Discipline) Regulations 1985. These regulations ceased to have effect in November 2004 when the Fire Services Act 1947 was repealed.
- 3 At its meeting on 31 January, the Executive Panel approved new procedures for handling discipline, capability and grievance cases. These cover all employees of the authority and set out the circumstances in which the Executive Panel would be involved.

Advice

- 4 The Executive Panel's terms of reference have to be amended to reflect these changes. The amendments are set out in the recommendation below.

Recommendation

- 5 That the Fire Authority agrees the following amendments to the terms of reference of the Executive Panel:
 - 5.1 Delete paragraphs 2.3.ii, 2.3.vii and 2.3.viii;
 - 5.2 Insert in place of paragraph 2.3.ii "act as the panel to hear disciplinary proceedings commenced against the Chief Fire Officer";
 - 5.3 Insert in place of paragraphs 2.3.vii and 2.3.viii "act as the appeal panel as set out in the authority's procedures on discipline, capability and grievances";
 - 5.4 Renumber the subsequent paragraphs.