

## **SPECIFIC FUNCTIONS**

### **HUMAN RESOURCES FUNCTIONS**

	<b>FUNCTION</b>	<b>EXERCISED BY</b>
(1)	To approve the payment of honoraria/ex gratia payments for higher grade work in consultation with the appropriate Executive Director	Executive Director (Resources and Support Services)
(2)	To establish and maintain effective consultation and negotiation procedures with employees and their recognised representatives	Executive Director (Resources and Support Services)
(3)	To determine posts as politically restricted	Chief Executive
(4)	To monitor the implementation of and report on all health and safety and welfare matters concerning the Council as an employer	Executive Director (Regeneration and Development)
(5)	To monitor the implementation of and report on the promotion and practice of equal opportunities	Executive Director (Resources and Support Services) Chief Executive
(6)	To settle industrial disputes in consultation with the Leader of the Council and the Chief Executive	Executive Director (Resources and Support Services)
(7)	To issue notices under employment legislation and to undertake formal consultations with the trade unions as appropriate in respect of any possible redundancies	Executive Director (Resources and Support Services)
(8)	To deal with employment appeals Disciplinary matters Capability or sickness	Sub-committee established by the Staffing Committee for this purpose except for Officers dealt with under the Chief Officers Appointments, Review and Appeals Committee