

To: Chair & Members of the Employee
Appeals Committee

The Arc
High Street
Clowne
S43 4JY

Contact: Amy Bryan
Telephone: 01246 242529
Email: Amy.Bryan@bolsover.gov.uk

Friday, 4 December 2020

Dear Councillor

EMPLOYEE APPEALS COMMITTEE

You are hereby summoned to attend a meeting of the Employee Appeals Committee of the Bolsover District Council to be held as a Virtual Meeting on Monday, 14th December, 2020 at 14:30 hours.

Members will be sent the details on how to access the Virtual Meeting by email.

Virtual Attendance and Hybrid Meetings

I have provided the Leader and Deputy Leader with advice on the holding of “hybrid” meetings outlining the risks including to employees dealing with the Chamber and to Members. Hybrid meetings are those where some attendance is in person in the Council Chamber and some is virtual.

I would encourage you all to attend virtually.

Accordingly if you attend in person you will be deemed to have accepted the following disclaimer (overleaf) as applying.



We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

These documents have been emailed to Members and are available on the Modern.Gov App library.

The same advice is given to officers who are also encouraged to participate in the meeting remotely.

Conflicts Bias and the Code of Conduct – Members are reminded that if they have a close personal relationship with the employee in this appeal or with their family you should not take part in this appeal. Please inform Governance immediately if this affects you.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 3 onwards.

Yours faithfully

A handwritten signature in black ink that reads "Sarah Steuberg". The signature is written in a cursive, flowing style.

Solicitor to the Council & Monitoring Officer

**EMPLOYEE APPEALS COMMITTEE
AGENDA**

Monday, 14th December, 2020 at 14:30 hours taking place as a Virtual Meeting

Item No.		Page No.(s)
	<u>PART 1 OPEN ITEMS</u>	
1.	Appointment of Chair for Meeting	
2.	Apologies For Absence	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Exclusion of the Public	
	To move:-	
	"That under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed." [The category of exempt information is stated after each item].	
	<u>PART 2 EXEMPT ITEMS</u>	
5.	Hearing of an Employee Appeal in Accordance with the Appeals Procedure	4
	The documentary evidence/submissions from all parties will be circulated to Members separately to the agenda in hard copy only.	