



Recruitment and Appeals Panel

On Monday, 16 April 2018 at 11.00am
in the Staincliffe Room at Belle Vue Square Offices, Skipton

Panel Members: Councillors Heseltine, Lis and Myers

AGENDA

1. **Appointment of Chair**
2. **Apologies for Absence**
3. **Declarations of Interest** – Members are invited to declare at this point any interests they have in the matter appearing on this agenda, including the nature of those interests.

(Note: Declarations should be in the form of:

- a “**disclosable pecuniary interest**” under Appendix A to the Code of Conduct, in which case the Member must leave the meeting room; or
 - an “**other interest**” under Appendix B of the Code. For these interests, the Member may stay in the meeting room, although they must leave if membership of the organisation results in a conflict of interest.
4. **Exclusion of the Public** – In accordance with the Council’s Access to Information Procedure Rules, the Panel is asked to exclude the public from the meeting during consideration of item 5 below on the grounds that it is not in the public interest to disclose category 1 exempt information (Information relating to an individual).
 5. **Employee Matter – Formal Appeal Hearing** – The Panel is asked to consider an employee’s appeal against dismissal.

A copy of the procedure for dealing with an appeal is attached. The appeal documents, including a copy of the management statement of case and details of the employee’s grounds for appeal / statement of case will be submitted in advance of the meeting.

Agenda Contact: Guy Close, Democratic Services Manager

Tel: (01756) 706226

E-mail: gclose@cravenc.gov.uk

Emergency Evacuation Procedure – In case of an emergency or if the alarm sounds, leave the meeting room and exit the building using the nearest available door. The assembly point is in the main square at the front entrance. An officer will take a roll call at that point.