

## APPEALS COMMITTEE

3.00 P.M.

2<sup>nd</sup> DECEMBER 2003

**PRESENT:-** Councillors S. Burns (Chairman), J. Horner (Vice-Chairman), S. E. Denwood (substitute for J. Ravetz), H. R. Helme, and P. M. Quinton (substitute for J. Gilbert).

Officers in Attendance

Head of Personnel Services  
S. Metcalfe - Senior Democratic Support Officer

Apologies

Councillors C. Coates, J. Gilbert, J. Ravetz and A. M. B. Wade.

### 40 MINUTES

The Minutes of the meeting held on 7<sup>th</sup> November, 2003 were signed by the Chairman as a correct record.

### 41 EXCLUSION OF THE PRESS AND PUBLIC

***Resolved: -***

That, in accordance with S100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the possible disclosure of exempt information as defined in paragraph 1 of Schedule 12A of that Act.

### 42 RE-GRADING APPLICATION - POST NO. ED0005

The appellant's case was presented by her representative. The Corporate Director (Regeneration) submitted the case on behalf of Management.

Members were advised that, in accordance with the Council's current re-grading policy, in order to grant a re-grading request, they needed to be satisfied that there had been a substantial increase in the level of duties and responsibilities of the post holder.

Additional information was provided, at the meeting, with regard to the appellant's duties, in particular responsibility of line management of a post.

**The Committee retired at 4.01 p.m. to consider the evidence.**

**The meeting adjourned at 4.35 p.m. and re-convened at 4.40 p.m. in order for the Head of Personnel Services to obtain further information upon an issue queried by the Committee. The Committee re-convened in order to consider the additional information.**

After a lengthy discussion, the Committee agreed that the case had been made to illustrate that the level of responsibility attached to the post in question merited the award of two further additional increments.

**The appellant, her representative and the Corporate Director (Regeneration) returned to the meeting at 5.00 p.m. and were formally advised of the Committee's decision.**

***Resolved: -***

That the appellant's post be regraded from SCP18-21 to SCP18-23 in recognition of increased duties and responsibilities in supporting the Service Head, particularly in respect of budget management and latterly in recognition of responsibility of line management of a newly established post and that this be effective from 31<sup>st</sup> March, 2003.

.....  
Chairman

(The meeting ended at 5.01 p.m.)

***Any queries regarding these Minutes  
please contact Stephen Metcalfe, Senior Democratic Support Officer, Administration  
Services  
on Lancaster 582073, or alternatively email SMetcalfe@lancaster.gov.uk***