

Chief executive (head of paid service)

CHIEF EXECUTIVE (HEAD OF PAID SERVICE)		
Ref	Function	Consultation (where applicable)
1.0	HUMAN RESOURCES	
1.1	To act as the council's head of the paid service .	
1.2	To determine the council's establishment , numbers of staff, grading, remuneration and deployment and agree terms and conditions for the employment of staff, subject to fundamental changes to the organisation structure being agreed by the cabinet.	
1.3	To approve any redundancies, retirements, secondments, unpaid leave requests, pension related matters, job maintenance decisions, market premia, annual increments and any other employment related matters , subject to proposals for enhanced benefits exceeding £10,000 being determined by the Joint Audit and Governance Committee.	
1.4	To authorise the payment of recruitment and retention incentives .	
2.0	ASSETS OF COMMUNITY VALUE	
2.1	To determine or authorise another officer to determine a formal review requested by the landowner.	
2.2	To determine or authorise another officer to determine landowner claims for compensation .	
3.0	HEALTH AND SAFETY	
3.1	To exercise the council's powers and duties under the Health and Safety at Work etc. Act 1974 .	
4.0	MISCELLANEOUS	
4.1	To receive and deal with all Ombudsman complaints and authorise local settlements (LGA 1974 and S92 LGA 2000).	
4.2	To nominate appropriate officers to deputise for the chief executive and head of paid service.	
4.3	To take any action considered necessary in an emergency .	Group leaders
4.4	To authorise additional senior officers to sign documents and to attest the affixing of the common seal .	