

**Terms of Reference – Investigating and Disciplinary Committee**

1. Consider allegations relating to the conduct or capability of the Head of Paid Service, Corporate Director, Section 151 (Chief Financial Officer) Officer or the Monitoring Officer.
2. To appoint an Independent Investigator (including agreeing terms of reference of the investigation) from a list maintained by the JNC Joint Secretaries and in accordance with the procedure adopted by the JNC Joint Secretaries from time to time.
3. To receive and consider the report of the Independent Investigator and be given authority to impose no sanction, or to take action short of dismissal and to impose an appropriate penalty or take other appropriate action.
4. In such cases where the IDC considers it appropriate taking into account the threshold test the IDC may suspend the Head of Paid Service, Corporate Director, Section 151 (Chief Financial Officer) Officer or the Monitoring Officer
5. Authority to negotiate any settlement in consultation with internal / external auditors and appoint such independent external advisers as required in this respect.