

Municipal Buildings, Greenock PA15 1LY

Ref: LC/JC

Date: 18 February 2009

**A meeting of the Human Resources Appeals Board will be held on Wednesday 25 February 2009 at 10 am within the Municipal Buildings, Greenock.**

Members are reminded that if they are unable to attend the meeting of the Board they may nominate another Member of the Council to attend as their substitute with powers to act in their stead. Any Member who is not able to attend is asked to contact me as soon as possible with a note of his nominated substitute.

ELAINE PATERSON  
Head of Legal & Administration

**Business**

**1. Disciplinary Action Procedure**

**The documentation relative to the following item has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in paragraph 1 of Part 1 of Schedule 7(A) of the Act.**

- 2. Appeal Against Summary Dismissal: Employee in Education & Social Care**  
Report by Head of Organisational Development and Human Resources

Enquiries to - **Lindsay Carrick** - Tel 01475 712114