

**Council Constitution, Part 4.9 - Rules of Procedure
(Chief Officers & Deputy Chief Officers Disciplinary Procedure Rules:
Schedule Two)**

Employers Secretary
Joint Negotiating Committee
Layden House
76-86 Turnmill Street
LONDON EC1M 5LG

STRICTLY PRIVATE AND CONFIDENTIAL ADDRESSEE ONLY

Dear Sir,

**Re: *, Chief Executive/Monitoring Officer/Chief Officer /Head of Service City &
County of Swansea**

In accordance with the JNC Conditions the Appeal & Awards Committee of the City & County of Swansea convened to carry out a preliminary investigation into allegations of misconduct against *. It was decided that there is a case that requires further investigation (and that * was to be suspended pending that investigation).

The authority and *'s representative, are currently attempting to agree a designated independent person to investigate and this letter is to inform you of the position pursuant to paragraph 16.15 of the JNC conditions.

I should be grateful if you would please acknowledge this letter by replying to The Chairman of the Appeal & Awards Committee at the above address.

Yours faithfully