

## LEDBURY TOWN COUNCIL

### Minutes of a Standing Committee Meeting held in The Town Council Offices on Tuesday 27<sup>th</sup> February, 2018 at 3.30pm

Present:

Councillors: E Fieldhouse (Chairman), R. Barnes, A Bradford, A Crowe, K Francis.

In attendance: Lynda Wilcox (HALC) ... Clerk cover.

1. Apologies

There were no apologies for absence as all members were present.

2. Interests

There were no declarations of interest or written requests for dispensations.

3. Minutes

It was RESOLVED to adopt the Minutes of the meeting held on 31<sup>st</sup> January, 2018 as a correct record.

*In accordance with the Public Bodies (Admission to Meetings Act 1960 a resolution was passed to exclude members of the public and councillors who were not members of the Standing Committee*

4. Employment Matters

4.1 Members considered the Report from the Panel set up to review staff protective measures put in place by Full Council on 11 May 2017 (refer C.69 - 05.17) in respect of Minute ref. 5.2.8 of the Standing Committee meeting held on 8 May 2017.

4.2 Members supported the principles of the Panel's conclusions and unanimously agreed to make the following recommendations to Full Council on action to be taken:

4.2.1 As there was no evidence to suggest that they should be altered at this stage, the protective measures put in place by Full Council at its meeting on 11<sup>th</sup> May 2017 to remain in force pending the outcome of a further review once a new grievance procedure is in place.

4.2.2 Full Council to instruct the Standing Committee to review the current grievance procedure (with guidance from NALC) once the outcome of the Judicial Review is known following the Court case due to be heard on 1<sup>st</sup> March. Full Council to adopt the new procedure at a meeting in April 2018.

Standing Committee to follow the process outlined in the new grievance procedure and review the protective measures relating to Councillor Harrison, with a view to recommendations from the Standing Committee being considered by Full Council at the Annual Meeting of Ledbury Town Council in May 2018.

4.2.3 Full Council to proceed with all reasonable steps to secure the closure of the 'Ledbury's Complaint' web site, in consultation with the Police.

4.2.4 Full Council to set up a working group to draft a media policy for adoption at the Annual Meeting of Ledbury Town Council in May 2018.

4.3 To further consider staffing recommendations as contained within section 5 of the Operational Review document prepared by LGRC Associates.

*(Any recommendations to be fed into the Operational Review Working Group)*

5. Staffing Structure, Roles, Workloads, and Grading

5.4 Recommendations

5.4.4 Groundsman, Assistant Groundsman and Street Cleaner.  
Grounds service requirements

5.4.5 Review of Clerical Officers/Receptionist roles.

It was RESOLVED to defer item 4.3 to the next meeting of the Standing Committee.

SIGNED ..... DATE .....