



MINUTES OF THE ESTABLISHMENT COMMITTEE

**Wednesday 20 March 2019 held at
7pm at the Harlington**

Present:

Councillors Robinson (In the Chair) Einchcomb, Holt, Schofield, Tilley, Wildsmith

Also Present:

Janet Stanton-Town Clerk
Sheila Rayner-Committee Clerk

Estab Mar 2019 Item 1 APOLOGIES

There was an apology for absence from Cllrs Jasper and Woods

Estab Mar 2019 Item 2 DECLARATIONS OF INTEREST

There were no declarations of interest

Estab Mar 2019 Item 3 MINUTES OF THE LAST MEETING

With the addition of the words at 5d) "and terminate their appointment for the salary survey", the minutes and the confidential minutes of the meeting held on Wednesday 21 November 2018 were approved and signed by the Chairman

Estab Mar 2019 Item 4 CODE OF CONDUCT AND GRIEVANCE POLICIES

The members received a report on standards in public service which explained the Ledbury case and the implications for the Council's Code of Conduct and Grievance policies. The Ledbury case dealt with the allegation of harassment and bullying by a councillor against a councillor toward two officers

The matter was treated as a grievance and the case turned on whether or not such a circumstance should have been treated as a grievance or as a Code of Conduct issue. Both HALC and NALC had advised that the matter should be treated as a grievance.

A subsequent court case, brought by the councillor found that the matter should have been treated as a Code of Conduct matter by the monitoring officer.

Members discussed the impact on FTC and the adjudication on a Code of Conduct issue and the need to appoint an Independent Person-for example, the Monitoring Officer from another local authority. Due process was also an important element as was training and the guidance on appropriate sanctions

Members recognised that ideally that all town/parish councils within Hart would benefit from adopting the same Code of Conduct policy and procedure.

Following discussion it was

RESOLVED to RECOMMEND TO COUNCIL

To adopt the Hart District Council Code of Conduct policy and procedure subject to confirmation from HDC that their Code of Conduct policy and procedure took account of the Ledbury case

RESOLVED

That an ad hoc working group comprising Cllrs Holt, Robinson and Schofield and the Town Clerk, be authorised to review and amend the current Grievance Policy to include the Ledbury case recommendations

Estab Mar 2019 Item 5 POLICIES

The Committee considered the Disciplinary policy and procedure and

RESOLVED

To include the authority to review and amend as necessary the Disciplinary Procedure in the remit of the ad hoc working group set up under item 4 above

Estab Mar 2019 Item 6 NATIONAL MINIMUM WAGE INCREASE FOR 2019-2020

The members noted the increase to the National Minimum wage commencing on 1 April 2019 including the rolled up holiday pay2019

	Minimum Wage Currently for 2018-19	2018-19 FTC pay with RUHP	Minimum Wage at 01.04.2019	% Increase of Minimum Wage	2019-20 FTC to pay with RUHP 12.07%
over 25	£7.83	£8.77	£8.21	4.85%	£9.20
21-24	£7.38	£8.27	£7.70	4.34%	£8.63
18-20	£5.90	£6.61	£6.15	4.24%	£6.89
Under 18	£4.20	£4.71	£4.35	3.57%	£4.88

Estab Mar 2019 Item 7 DATE AND TIME OF NEXT MEETING

The next meeting of the Establishment Committee will be held on Wednesday 12 June 2019 at 7pm in the Harlington

Chairman.....Date.....

Under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the further business of the Council, the Public and Press were excluded from the Meeting.

DRAFT