

HEREFORD CITY COUNCIL

GOVERNANCE AND PROCEDURES COMMITTEE SPECIAL MEETING 17th May 2016

MINUTES OF MEETING

Present : The Right Worshipful the Mayor and Councillors Chappell, Hall, Michael, Dykes, Nicholls and Tawn

In attendance : Steve Kerry, Town Clerk

GP2015/16.22 APOLOGIES FOR ABSENCE

Apologies were noted from Councillors Boulter, Mansell and Edwards

GP2015/16.23 APPOINTMENT OF SUBSTITUTES

Noted that Councillor Boulter had appointed Councillor Nicholls and Councillor Mansell had appointed Councillor Dykes as substitutes.

GP2015/16.24 DECLARATIONS OF INTEREST

There were no declarations of interest.

GP2015/16.25 RESOLUTION OF LONG TERM SICKNESS AND APPOINTMENT OF A PANEL IN ACCORDANCE WITH THE COUNCIL'S SICKNESS MANAGEMENT PROCEDURES

The Town Clerk introduced a report setting out the need for a member panel to be appointed to consider how a long term sickness issue involving a member of staff could be resolved. He confirmed that the panel would be appointed from among members of the Council who had not previously been involved in issues raised by the staff member, and that at least one woman should be on the panel. It was also necessary to appoint a possible appeal panel in case the first panel did not resolve the matter.

It was proposed by Councillor Michael, seconded by Councillor Kenyon and

RESOLVED

That the panel will be Councillors Boulter, Dykes and Hey.

That reserves for an appeal panel will be Councillor Lloyd-Hayes and two from Councillors Griffiths, Edwards and Nicholls according to availability.

That if any of the first panel are unable to attend when a venue is fixed a member will be drawn from the appeal panel to replace them and the first panel member will in turn take their place should an appeal arise.

There being no further business the Chairman declared the meeting closed at 6.10 pm

Signed

Date