



# EDWARDIAN HOTELS

LONDON

Thursday 11th June 2020

## **Election of Employee Representatives - Consultation on possible redundancies**

Dear Host

On Monday 8th June 2020 we advised all hosts that we would start a group consultation on possible redundancies. We are now inviting nominations for employee representatives to represent all of our affected employees in the redundancy consultation process.

The role of the employee representatives is to represent the views and opinions of their employees in the information and consultation process. The consultation is being undertaken with a view to reaching agreement with the employee representatives on the outcome of the consultation.

A furloughed employee may be elected as an employee representative and will not be in breach of the terms of the Furlough Scheme in carrying out his or her role as an employee representative.

We are sending you this invitation as you will be within the category of employees who are potentially affected by the redundancy consultation process which includes the proposed variation of terms of contract and risk of redundancy. You may nominate yourself as an employee representative, if you satisfy the following criteria;

- You are an employee who is affected by the redundancy consultation inclusive of the proposed variation of terms and risk of redundancy.
- You are not a member of the Human Resources department or a member of the Senior Management team unless it is that group of people that you will be representing.

Each elected representative will hold that position from the date of confirmation of election until the end of the consultation process.

Each employee representative will be provided with information about the proposed redundancies from members of the Senior Management team and will meet over video/telephone calls with management representatives. They will then need to share that information by email or through other forms of communication with the employees that they represent.

### **Edwardian London Management Services Limited**

The administration services company for the Edwardian Hotels, London group  
Registered Office: 140 Bath Road Hayes Middlesex UB3 5AW  
Registered in England No: 02800972

The following table shows the number of employee representative vacancies for the headcount in each hotel and at head office. The reason for the number of vacancies is this, there is to be a minimum of one employee representative for every 30 hosts at each location.

Hotels	Total Headcount	Employee Representative Vacancies
Berkshire	81	3
Bloomsbury	143	5
Dicetask	62	3
EGLS	217	8
Grafton	152	6
Hampshire	149	5
Heathrow	289	10
Kenilworth	88	3
Londoner	24	1
Manchester	255	9
Mayfair	440	15
Mercer	120	4
NPW	111	4
Sussex	66	3
Vanderbilt	111	4
Head Office	133	5

If there are more persons nominated than there are vacancies at any location, we will arrange a ballot to elect the required representatives.

If you would like to nominate yourself to be an employee representative, please do so by clicking on the link below. You will receive confirmation that your nomination has been registered successfully.

Please note, the deadline for all nominations to be received is 5pm on Saturday 13th June 2020.

Should you have any questions about this, please do not hesitate to contact me.

Warm Regards

**Caroline Marais**  
Director of Human Resources

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