

EMPLOYEE ISSUES FORUM

Minutes of meeting held via Microsoft Teams and in the Corporate Dining Room, Council Offices, Almada Street, Hamilton on 29 September 2020

Chair:

Councillor Isobel Dorman

Councillors Present:

Councillor Graeme Campbell, Councillor Gerry Convery, Councillor Maureen Devlin (*substitute for Councillor Lynsey Hamilton*), Councillor Ian Harrow, Councillor Graeme Horne, Councillor Monique McAdams

Councillors' Apologies:

Councillor Lynsey Hamilton, Councillor Joe Lowe, Councillor Jim McGuigan, Councillor Collette Stevenson

Attending:

Education Resources

S Nicolson, Head of Education (Senior Phase)

Finance and Corporate Resources

S McLeod, Administration Officer; K McVeigh, Head of Personnel Services; M Milne, HR Business Partner

Also Attending:

A Harvey, Educational Institute of Scotland; H Scott, GMB; T Slaven, UNISON

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Employee Issues Forum held on 18 February 2020 were submitted for approval as a correct record.

The Forum decided: that the minutes be approved as a correct record.

3 Council-wide Workforce Monitoring – April to June 2020

A report dated 1 September 2020 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period April to June 2020:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers, exit interviews and labour turnover
- ◆ recruitment monitoring
- ◆ Staffing Watch as at 13 June 2020

The Forum decided: that the report be noted.

[Reference: Minutes of 18 February 2020 (Paragraph 3)]

4 Education Resources – Workforce Monitoring – April to June 2020

A report dated 1 September 2020 by the Executive Director (Education Resources) was submitted on the following employee information for Education Resources for the period April to June 2020:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ analysis of leavers and exit interviews
- ♦ Staffing Watch as at 13 June 2020

The Forum decided: that the report be noted.

[Reference: Minutes of 18 June 2019 (Paragraph 4)]

5 COVID-19 Update on Education Recovery

A joint report dated 3 September 2020 by the Executive Directors (Finance and Corporate Resources) and (Education Resources) was submitted on guidance provided by the Scottish Government and the Council's response to the COVID-19 pandemic, focusing on the re-opening of schools and other educational establishments.

All schools in Scotland had been closed from 20 March 2020, prior to the national lockdown which had commenced on 23 March 2020, and the Council's initial COVID-19 response in terms of the provision of education had focused on the following:-

- ♦ the safety and welfare of vulnerable children
- ♦ provision of emergency childcare for the children of key workers
- ♦ provision for the continuity of learning for all children
- ♦ ensuring engagement with parents, carers, children, young people and employees
- ♦ support provided to schools in relation to the awards-based estimates that had replaced the Scottish Qualification Authority's examination diet

On 30 July 2020, the First Minister confirmed to the Scottish Parliament that schools would re-open for all pupils in August 2020 and that the Scottish Government had provided further guidance on preparing for the start of the new school term.

The Council had carried out significant work in terms of preparing for the recovery and re-opening of schools and other educational establishments and services.

Detailed information was provided in relation to the following key areas:-

- ♦ the Local Phasing Delivery Plan
- ♦ safety and infrastructure
- ♦ school transport

- ◆ support for pupils in terms of:-
 - ◆ mental health and wellbeing
 - ◆ additional support needs
 - ◆ vulnerable children and young people
- ◆ learning focus for schools as pupils returned to schools in terms of:-
 - ◆ health and wellbeing
 - ◆ equity
 - ◆ continuity of learning
- ◆ digital learning
- ◆ early learning and childcare provision
- ◆ recruitment of additional teachers and support staff, including school support assistants

The Forum decided: that the report be noted.

[Reference: Minutes of Education Resources Committee of 18 August 2020 (Paragraph 12)]

6 Urgent Business

There were no items of urgent business.