

# EMPLOYEE ISSUES FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 13 November 2018

**Chair:**

Councillor Isobel Dorman

**Councillors Present:**

Councillor Graeme Campbell, Councillor Monique McAdams, Councillor Collette Stevenson

**Councillors' Apologies:**

Councillor Lynsey Hamilton, Councillor Graeme Horne, Councillor Joe Lowe, Councillor Jim McGuigan, Councillor Davie McLachlan, Councillor Richard Nelson

**Attending:**

**Finance and Corporate Resources**

G Bow, Administration Manager; K McVeigh, Head of Personnel Services; M Milne, HR Business Partner (Education and Social Work)

**Health and Social Care/Social Work Resources**

J Neill, Service Manager (Children and Justice); L Purdie, Head of Children and Justice Services; R Hutchingson, Co-ordinator, Autism Resource Co-ordination Hub (ARCH)

**Also Attending:**

J Clark, Union of Construction, Allied Trades and Technicians (UCATT)

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Employee Issues Forum held on 4 September 2018 were submitted for approval as a correct record.

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

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## 3 Council-wide Workforce Monitoring – July to September 2018

A report dated 17 October 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period July to September 2018:-

- ◆ 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 9 June 2018

**The Forum decided:** that the report be noted.

*[Reference: Minutes of 4 September 2018 (Paragraph 3)]*

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#### **4 Social Work Resources – Workforce Monitoring – July to September 2018**

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A joint report dated 13 July 2018 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted on the following employee information for Social Work Resources for the period July to September 2018:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ labour turnover, analysis of leavers and exit interviews
- ♦ Staffing Watch as at 9 June 2018

**The Forum decided:** that the report be noted.

*[Reference: Minutes of 22 August 2017 (Paragraph 5)]*

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#### **5 Presentation on “Positive about Autism”**

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R Hutchingson, Co-ordinator, Autism Resource Co-ordination Hub (ARCH), Health and Social Care Partnership gave a presentation on “Positive about Autism” and the work being undertaken by the Partnership to develop the ARCH in the South Lanarkshire Council area.

Having responded to members’ questions, the Co-ordinator was thanked for his informative presentation.

**The Forum decided:** that the presentation be noted.

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#### **7 Urgent Business**

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There were no items of urgent business.