

EMPLOYEE ISSUES FORUM

Minutes of meeting held via Confero and in Committee Room 1, Council Offices, Almada Street, Hamilton on 16 May 2023

Chair:

Councillor Margaret Cowie

Councillors Present:

Councillor John Anderson, Councillor Archie Buchanan, Councillor Gerry Convery, Councillor Celine Handibode (Depute), Councillor Katy Loudon, Councillor Kirsten Robb

Councillors' Apologies:

Councillor Walter Brogan, Councillor Geri Gray, Councillor Richard Nelson

Attending:

Finance and Corporate Resources

H Calley, Administration Officer; K McVeigh, Head of Personnel Services; L Wyllie, Administration Assistant

Education Resources

S Nicolson, Head of Education (Senior Phase)

Also Attending:

J Gaffney, EIS

H Scott, GMB

K Wallace, Unite the Union

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 7 March 2023 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 – January to March 2023

A report dated 14 April 2023 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period January to March 2023:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ recruitment monitoring
- ◆ Staffing Watch as at 10 December 2022

Officers responded to members' questions regarding the Active Travel Plan and confirmed that the number of staff eligible for an exit interview was in relation to labour turnover.

The Forum decided: that the report be noted.

4 Education Resources – Workforce Monitoring – January to March 2023

A joint report dated 14 April 2023 by the Executive Directors (Finance and Corporate Resources) and (Education Resources) was submitted on the following employee information for Education Resources for the period January to March 2023:-

- ◆ 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 10 December 2022

The Forum decided: that the report be noted.

5 Collaborative Improvement: Challenge and Support in the Senior Phase

S Nicolson, Head of Education (Senior Phase), Education Resources, gave a presentation on collaborative improvement: challenge and support in the senior phase.

The presentation highlighted:-

- ◆ the approach to collaborative improvement
- ◆ the central mechanisms used to engage and challenge schools, support improvement and secure provision and outcomes for all
- ◆ the process which included an initial online meeting, 2 days of face-to-face meetings, reflection and reporting
- ◆ the outcomes and practical steps
- ◆ the next steps of the 'what' and the 'how'

Having responded to members' questions, S Nicolson was thanked for his informative presentation.

The Forum decided: that the presentation be noted.

6 Urgent Business

There were no items of urgent business.

Chair's Remarks

The Chair advised that this was the last Forum meeting that Kay McVeigh, Head of Personnel Services, would be attending as she was retiring. The Chair, on behalf of the Forum, thanked Ms McVeigh for her many years of public service and wished her well for the future.