

# EMPLOYEE ISSUES FORUM

Minutes of meeting held via Confero and in Committee Room 1, Council Offices, Almada Street, Hamilton on 15 August 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; M Milne, Head of Personnel Services; L Wyllie, Administration Assistant

**Also Attending:**

J Lennon, EIS

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## 1 Declaration of Interests

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No interests were declared.

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## 2 Minutes of Previous Meeting

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The minutes of the meeting of the Employee Issues Forum held on 16 May 2023 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 – April to June 2023

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A report dated 20 July 2023 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period April to June 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

Officers responded to members' questions on various aspects of the report.

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

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#### **4 Finance and Corporate Resources – Workforce Monitoring – April to June 2023**

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A report dated 20 July 2023 by the Executive Director (Finance and Corporate Resources) was submitted on the following employee information for Finance and Corporate Resources for the period April to June 2023:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ analysis of leavers and exit interviews

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

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#### **5 Dates for Future Meetings**

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A report dated 1 August 2023 by the Executive Director (Finance and Corporate Resources) was submitted advising that future meetings of the Employee Issues Forum would take place at 2pm on the following dates:-

- ♦ Tuesday 14 November 2023
- ♦ Tuesday 5 March 2024
- ♦ Tuesday 21 May 2024
- ♦ Tuesday 20 August 2024
- ♦ Tuesday 29 October 2024

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

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#### **6 Urgent Business**

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There were no items of urgent business.