

# EMPLOYEE ISSUES FORUM

Minutes of meeting held via Confero and in Committee Room 1, Council Offices, Almada Street, Hamilton on 5 March 2024

**Chair:**

Councillor Margaret Cowie

**Councillors Present:**

Councillor John Anderson, Councillor Walter Brogan, Councillor Archie Buchanan, Councillor Gerry Convery, Councillor Katy Loudon, Councillor Kirsten Robb

**Councillors' Apologies:**

Councillor Geri Gray, Councillor Celine Handibode (Depute), Councillor Richard Nelson

**Attending:**

**Finance and Corporate Resources**

E Maxwell, HR Business Manager; E-A McGonigle, Administration Officer; E McPake, HR Business Manager; L Wyllie, Administration Assistant

**Also Attending:**

J Gaffney, EIS

G Higgins, Unite the Union

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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 14 November 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 – October to December 2023

A report dated 9 February 2024 by the Chief Executive was submitted on the following Council-wide employee information for the period October to December 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 9 December 2023

Officers responded to a member's questions in relation to Active Travel Plans and Paths for All.

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

*[Reference: Minutes of 14 November 2023 (Paragraph 3)]*

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#### **4 Social Work Resources – Workforce Monitoring – October to December 2023**

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A joint report dated 9 February 2024 by the Chief Executive and Director, Health and Social Care was submitted on the following employee information for Social Work Resources for the period October to December 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 9 December 2023

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

*[Reference: Minutes of 8 November 2022 (Paragraph 4)]*

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#### **5 Employee Support – PAM Assist Resource**

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E Maxwell and E McPake, HR Business Partners gave a joint presentation on the PAM Wellbeing, Employee Assistance Programme (EAP).

The presentation:-

- ♦ provided an introduction to the EAP including:-
  - ♦ the services available, methods of access and the types of issues supported
  - ♦ how to utilise the resources
  - ♦ how to be an advocate for the EAP
- ♦ detailed the various resources available
- ♦ highlighted the range of options that ensured services were as accessible and inclusive as possible
- ♦ provided detailed information of the user journey
- ♦ provided details about the PAM Assist Wellbeing App
- ♦ outlined ways to access PAM Wellbeing support

Having responded to members' questions, E Maxwell and E McPake were thanked for the informative presentation.

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

*Councillor Buchanan left the meeting during this item of business*

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#### **6 Urgent Business**

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There were no items of urgent business.