

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

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 14 November 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 – 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)]

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

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)]

5 Employee Support – PAM Assist Resource

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

6 Urgent Business

There were no items of urgent business.