

# EMPLOYEE ISSUES FORUM

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

**Chair:**

Councillor Isobel Dorman

**Councillors Present:**

Graeme Campbell, Lynsey Hamilton, Joe Lowe, Richard Nelson, Collette Stevenson

**Councillors' Apologies:**

Graeme Horne, Monique McAdams, Jim McGuigan, Davie McLachlan

**Attending:**

**Finance and Corporate Resources**

G Bow, Administration Manager; K McVeigh, Head of Personnel Services

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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 20 March 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 - March and April 2018

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A report dated 15 May 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period March and April 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 10 March 2018

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

*[Reference: Minutes of 20 March 2018 (Paragraph 3)]*

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#### **4 Finance and Corporate Resources - Workforce Monitoring - March and April 2018**

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A report dated 15 May 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the following employee information for Finance and Corporate Resources for the period March and April 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 10 March 2018

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

*[Reference: Minutes of 15 November 2016 (Paragraph 4)]*

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#### **5 Social Impact Pledge**

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A report dated 16 May 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the Council's decision to sign the Social Impact Pledge with 3 identified commitments.

The Social Impact Pledge was a Scottish Government initiative hosted by the Communities Channel Scotland which was aimed at increasing the social impact of public sector organisations. The Pledge enabled organisations to demonstrate leadership by challenging their policies and practices to ensure they made a positive contribution to their communities.

To sign up to the Pledge, organisations were asked to complete and sign a Pledge Form, attached as Appendix 1 to the report, which included up to 3 commitments to improve their policies or operations to deliver benefits to their communities. Those commitments should be new, did not need to be big, but should make a tangible impact on people and communities.

All the Council's Resources had been consulted and it was proposed that the Council sign a Social Impact Pledge which contained the following 3 commitments for the Council to:-

- ◆ provide support for social enterprises to develop and deliver their business plans in a manner that benefited the community
- ◆ offer care experienced young people the opportunity to explore future career options, including offering work experience tasters and appropriate learning opportunities. An Education link would be maintained with the Council's Learning and Development and Employability Teams throughout secondary schools to ensure a wide range of options were explored
- ◆ run a small pilot for a new social group model for young people with an Autism Spectrum Condition that were at risk of social isolation

**The Forum decided:** that the Council's decision to sign a Social Impact Pledge containing the 3 commitments detailed above be noted.

*[Reference: Minutes of Finance and Corporate Resources Committee of 25 April 2018 (Paragraph 10)]*

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#### **6 Urgent Business**

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There were no items of urgent business.

