

EMPLOYEE ISSUES FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 24 August 2010

Chair:

Councillor Hugh Dunsmuir

Councillors Present:

Pam Clearie, Lesley McDonald, Anne Maggs, James Malloy, John Murray, Bert Thomson, Sheena Wardhaugh

Councillor's Apology:

Denis McKenna

Attending:

Corporate Resources

S Abbott, Administration Assistant; S McLeod Administration Officer; E McPake, Personnel Officer; K McVeigh, Head of Personnel Services; V Rogers, Corporate Personnel Manager

Finance and Information Technology Resources

J Allan, Risk and Audit Manager

Housing and Technical Resources

L Freeland, Executive Director; M O'Neill, Personnel Services Manager

Also Attending:

T Bartle, Unite the Union (Transport and General Workers' Section)

A Murphy, Union of Construction, Allied Trades and Technicians

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 25 May 2010 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 - April to June 2010

A report dated 19 July 2010 by the Executive Director (Corporate Resources) was submitted on the following Council-wide employee information for the period April to June 2010:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ labour turnover, analysis of leavers and exit interviews
- ◆ recruitment monitoring

In response to concerns raised by A Murphy in relation to employees failing to attend physiotherapy appointments, the Corporate Personnel Manager advised that the Maximising Attendance Working Group had already put in place measures to address the issue and was currently considering an appropriate charging mechanism.

The Forum decided: that the report be noted.

[Reference: Minutes of 25 May 2010 (Paragraph 3)]

4 Finance and Information Technology Resources - Workforce Monitoring - April to June 2010

A joint report dated 20 July 2010 by the Executive Directors (Corporate Resources) and (Finance and Information Technology Resources) was submitted on the following employee information for Finance and Information Technology Resources for the period April to June 2010:-

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

The Risk and Audit Manager gave a presentation on the National Fraud Initiative.

The Forum decided: that the report be noted.

5 Housing and Technical Resources - Workforce Monitoring - April to June 2010

A joint report dated 20 July 2010 by the Executive Directors (Corporate Resources) and (Housing and Technical Resources) was submitted on the following employee information for Housing and Technical Resources for the period April to June 2010:-

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

The Personnel Services Manager gave a presentation on the Craft Review.

The Forum decided: that the report be noted.

Councillor P Clearie left the meeting during consideration of the above item of business

6 Healthy Working Lives Update

A report dated 13 August 2010 by the Executive Director (Corporate Resources) was submitted on the following activities relating to Healthy Working Lives (HWL):-

- ◆ health promotion activity in 2009 and 2010 as detailed in the appendices to the report
- ◆ the uptake, since April 2009, by 475 employees of the Council's programme for health checks

- ◆ the HWL gold award annual assessment which had been carried out on 12 August 2010, the outcome of which was still awaited
- ◆ issue of a questionnaire to all employees in June 2010 to allow a Healthy Needs Assessment (HNA) to be carried out, the results of which would be used to develop the next HWL strategy

Work would now be undertaken by the HWL Group aimed at achieving the HWL Mental Health and Wellbeing Commendation award. This award complemented the gold award and would specifically consider the measures taken by the Council in promoting positive mental health in the work place.

The Forum decided: that the report be noted.

7 Equal Pay Update

The Corporate Personnel Manager provided an update on equal pay claims lodged with the Employment Tribunal Service by Fox Cross, Solicitors which included:-

- ◆ advice regarding the content of Mark Irvine's blogs which encouraged claimants to correspond with elected members
- ◆ an update on the case which had reconvened in May 2010 indicating that, after 2 days of evidence, the remainder of the dates in May and August had been set aside and the case would now reconvene in September 2010. No delays had been instigated by the Council
- ◆ a rebuttal of the allegation that the Council had withheld information from claimants. Any information not provided had been because of restrictions in terms of the Data Protection Act

The Forum decided: that the report be noted.

8 Urgent Business

There were no items of urgent business.