

EMPLOYEE ISSUES FORUM

Minutes of meeting held via Microsoft Teams on 25 January 2022

Chair:

Councillor Isobel Dorman

Councillors Present:

Councillor Gerry Convery, Councillor Ian Harrow, Councillor Graeme Horne, Councillor Monique McAdams, Councillor Jim McGuigan

Councillors' Apologies:

Councillor Janine Calikes, Councillor Lynsey Hamilton, Councillor Richard Lockhart, Councillor Joe Lowe

Attending:

Finance and Corporate Resources

H Calley, Administration Officer; L Hall, Learning and Development Advisor; S Jessup, Administration Assistant; E Maxwell, HR Business Manager; K McLeod, Administration Assistant; K McVeigh, Head of Personnel Services

Trades' Unions

H Scott, GMB; S White, Unite the Union; K Wallace, 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 26 October 2021 were submitted for approval as a correct record.

The Head of Personnel Services advised that in relation to:-

- ◆ item 4 of the previous minutes, the main reasons for leaving detailed on Education Resources' exit interview forms were career development and moving to other teaching posts. Those were high due to the reporting period; however, this was balanced out as other teachers also moved to this Council for those reasons
- ◆ item 3 of the previous minutes, there was a pilot running to the end of March 2022 where new staff were not required to pay Scottish Social Services Council registration fees. It was hoped the Council would be able to contribute to the review of the pilot with the aim of removing the barrier of registration fees to Social Work frontline recruitment

The Forum decided:

- (1) that the minutes be approved as a correct record; and
- (2) that the update by the Head of Personnel Services be noted.

3 Council-wide Workforce Monitoring – September to November 2021

A report dated 23 December 2021 by the Executive Director (Finance and Corporate Resources) was submitted on the following Council-wide employee information for the period September to November 2021:-

- ♦ 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 11 September 2021

The Forum decided: that the report be noted.

[Reference: Minutes of 26 October 2021 (Paragraph 3)]

4 Finance and Corporate Resources – Workforce Monitoring – September to November 2021

A report dated 23 December 2021 by the Executive Director (Finance and Corporate Resources) was submitted on the following employee information for Finance and Corporate Resources for the period September to November 2021:-

- ♦ 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 11 September 2021

The Forum decided: that the report be noted.

[Reference: Minutes of 8 December 2020 (Paragraph 4)]

Councillor McAdams entered the meeting during consideration of this item of business

5 Trauma Informed Practice in South Lanarkshire

A report dated 6 January 2022 by the Executive Director (Finance and Corporate Resources) was submitted providing an update on progress towards the implementation of the Scottish Government's vision that all employers in Scotland became trauma informed.

The Scottish Government had recognised that trauma was common and its effects were wide ranging, substantial, long lasting and costly, so it had an ambition that all employers ensured service provision was trauma informed and responsive to employees and customers/service users. Trauma informed practice needed to ensure experience was commensurate with the 5 key principles of safety, trustworthiness, choice, collaboration and empowerment.

To support employers, the 'Transforming Psychological Trauma: A Knowledge and Skills Framework for the Scottish Workforce' had been developed which categorised the workforce into the following 4 levels:-

- ◆ informed
- ◆ skilled
- ◆ enhanced
- ◆ specialist

The levels reflected that, whilst everyone in the workforce had a role to play in understanding and responding to trauma, the level of skill and knowledge required would be different dependent on remit. The National Trauma Training Programme (NTTP) was in place and provided a range of learning programmes aligned to each level.

It was recognised that learning and training on trauma became purposeful if it took place in an organisational context committed to implementing trauma informed practice. This would require a long-term project of profound change and, to support this, a number of tools had been created.

The Scottish Government had provided funding to support this work. For the financial year 2021/2022, each local authority had received £50,000 and subject to Scottish Parliament budget approval, the Council would receive a further £50,000 in year 2022/2023.

The Council had signed the Leadership Pledge of Support and was committed to embedding trauma informed principles and practice.

Trauma informed practice was on the agenda of each Resource's Learning and Workforce Development Board. A South Lanarkshire Trauma Steering Group had also been established to oversee and co-ordinate development and implementation.

In 2021, a total of 85 employees from across the Resources had attended Trauma Informed Leadership events and agreement was reached to include some of the NTTP training materials into Learn on Line Courses. Council employees also had access to the e-learning courses hosted on Turas, the content and learning management platform administered by NHS Education for Scotland. Four Social Work managers had participated in Safety and Stabilisation Training.

A report requesting approval for additional funding to create a 2-year fixed term, full-time equivalent Development Officer post on Grade 3, Level 2-4, would be submitted to the Finance and Corporate Resources Committee on 9 February 2022.

Officers responded to members' questions and explained measures taken to ensure high level discussions were broken down into specific actions. As well as actions from the framework, there would be continued dialogue, including looking at research and the impact of COVID-19.

The Learning and Development Advisor would confirm which Resource Committee would receive future reports and updates on Trauma Informed Practice.

The Forum decided: that the report be noted.

6 Urgent Business

There were no items of urgent business.

Chair's Closing Remarks

The Chair noted this was the last meeting of the Forum before the local government elections and thanked everyone for their participation and contribution.