

**PERTH AND KINROSS COUNCIL
STRATEGIC POLICY AND RESOURCES COMMITTEE
EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Council Chamber, 2 High Street, Perth on Thursday 27 February 2020 at 10.00am.

Present: Representing Perth and Kinross Council:

Councillors Councillor H Anderson, D Illingworth (substituting for Councillor M Lyle), R McCall and S McCole (all Perth and Kinross Council); H Hope (on behalf of Executive Director (Housing & Environment) and J Cockburn (on behalf of Executive Director (Education and Children Services)).

Present: Representing Trade Unions:

S Hope and (UNISON)

In Attendance: E Sturgeon, P Johnstone, S Devaney, K Johnston, S Kinnear, C Flynn and K Molley (all Corporate and Democratic Services).

S Hope in the Chair

1. APPOINTMENT OF CONVENER AND VICE-CONVENER

S Hope expressed concern at the Trade Unions being put in the position of having to determine the appointment of Convener with only one Trade Union member present. He proposed deferring the decision until the next meeting when there would be more Trade Union members present. S Hope further proposed that he would Chair this meeting.

2. DECLARATIONS OF INTEREST

There were no declarations of interest in terms of the Councillors' Code of Conduct.

3. MINUTE OF MEETING OF THE EMPLOYEES JOINT CONSULTATIVE COMMITTEE OF 28 NOVEMBER 2019

The minute of meeting of the Employees Joint Consultative Committee of 28 November 2019 was submitted and approved as a correct record.

4. MATTERS ARISING

(i) Problematic Periods and Menopause at Work (Item 9 refers)

There was submitted a report by Human Resources (G/20/31) which highlighted the Council's draft proposal on periods and menopause at work which provides guidance to managers and sources of support for employees dealing with periods and the menopause. This proposal is part of the Supporting Health and Wellbeing framework.

Councillor McCole suggested removing the word 'Problematic' from the title so that employees do not feel that they are being a problem when seeking support. S Hope added that UNISON are very supportive of this document but after looking at different local authorities guidance regarding periods and the menopause, he suggested changing the style of language slightly to appeal to employees.

The committee agreed that a second draft of the Periods and Menopause at work guidance would be circulated to members before the next meeting of the Joint Consultative Committee meeting in May.

(ii) Violence and Aggression Short Life Working Group Update (Item 10 refers)

S Hope advised that the Violence and Aggression Short Life Working Group had met recently which highlighted that the DASH reporting system is working well in providing an overview of statistics relating to violence and aggression incidents throughout Education and Children's Services. This also allows officers to see trends of results in certain areas. S Hope added that it is important to now focus on the necessary measures to see how this data can be utilised to improve our response to these situations.

S Hope advised that D Henderson would attend the next meeting of the Employees Joint Consultative Committee to give a further update on the Violence and Aggression Short Life Working Group.

5. DESIGNATION OF PUBLIC HOLIDAYS – 2020 AND 2021

There was submitted a report by Human Resources Manager (G/20/32) updating the Employees Joint Consultative Committee on the proposed designation of public holidays for 2020 and 2021; and (2) seeking trade union views on the re-designation of public holidays for certain groups of employees who normally work at the weekend.

Resolved:

- (i) The contents of Report G/20/32, be noted.
- (ii) Arrangements will be communicated to staff following the end of the consultation period.

6. MENTAL HEALTH AWARENESS WEEK

P Johnstone emphasised that the Council are committed to supporting mental health of employees. A Short Life Working Group chaired by Suzanne McLeod, Human Resources has been created to review the Council's approach and offer. The group includes members of teaching and non-teaching representatives.

P Johnstone advised that Mental Health Awareness week is due to be held between 18-22 May 2020 and the Council will be holding a mental wellbeing conference on Tuesday 19 May in the Council Chamber. This will be opened by the Chief Executive, Perth and Kinross Council and will have various speakers attending throughout the day from organisations such as MindSpace, Independence Trauma Support and Andy's Man Club. This event will also advise managers and individual staff members on where they can receive support regarding mental health.

S Hope added that UNISON are very supportive of the Mental Wellbeing Conference. He added that after the event, feedback will be sent to all attendees to see how the positive work regarding mental health can continue.

7. PARENTAL BEREAVEMENT REGULATIONS

E Sturgeon, Human Resources gave a verbal update regarding Parental Bereavement Regulations. On the 6 April 2020, new regulations will apply to those who have lost a child under the ages of 18, which entitles parents who have 26 weeks or more service to 2 weeks statutory paid parental leave. This will be incorporated into the carer and compassionate leave policy.

8. OCCUPATIONAL HEALTH CONTRACT AWARD

E Sturgeon, Human Resources gave a verbal update on the Occupational Health Contract Award which highlighted that People Asset Management (PAM), the Council's Occupational Health Provider contract has been renewed. PAM gives advice to the Council and its employees regarding fitness for work, prevention of work-related ill health and the promotion of good health. Services such as counselling and physiotherapy are also included.

S Hope emphasised the importance of making sure all employees are aware of the services PAM provides. He added that in relation to referrals from managers there is at times, a lack of information available to employees. He suggested having further discussions with PAM on content of reports.

9. BREXIT UPDATE

E Sturgeon, Human Resources gave a verbal update which advised that there were 105 individuals who are non-UK/EU nationals in the service. Unknown nationality figures have decreased from 25 to 13 and these remaining figures may be due to maternity leave or career breaks. Brexit has shown to have very little impact over this.

In response to a question from Councillor McCole regarding non-UK/EU nationals in the service and if they are aware that they have to provide this information themselves, P Johnstone advised that this is being promoted through PKAVS and that Services are involved in capturing data and promoting awareness of the scheme.

10. EMPLOYEES JOINT CONSULTATIVE COMMITTEE CONSTITUTION WITH OTHER COMMITTEES

S Hope, UNISON, gave a verbal update regarding the Employees Joint Consultative Constitution with Other Committees. S Hope advised that a meeting of the Short Life Working Group (3 remits) had taken place in January, where it was agreed that the Employees Joint Consultative Committee and the Corporate Health, Safety and Wellbeing Consultative Committee would merge into one committee which will focus on health and safety, teachers, single status and workforce. This is aimed to utilise members time, rationalise and avoid duplication. Officers are currently working on a constitution for the new committee. There will be an update brought back to the next Committee.

11. ANY OTHER COMPETENT BUSINESS

E Sturgeon, Human Resources advised that from 1 April 2020 there will be a change to single status salary scales which will involve the removal of overlapping salary grades. Trade Union representatives have been contacted regarding the change in salary scales.

12. DATE OF NEXT MEETING

28 May 2020 at 10.00am.

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