

**JOINT CONSULTATIVE COMMITTEE FOR LOCAL GOVERNMENT EMPLOYEES –
2 April 2019**

Motherwell, 2 April 2019 at 2 pm.

A Meeting of the **JOINT CONSULTATIVE COMMITTEE FOR LOCAL GOVERNMENT
EMPLOYEES**

PRESENT

Councillor Duffy, Convener; Councillors D. Ashraf, Barclay, Beveridge, Douglas and Kelly.

C. McGuire, GMB; J. Watson, UNISON, and M. Scroggie, Unite (T & G).

CHAIR

Councillor Duffy (Convener) presided.

IN ATTENDANCE

The Head of People and Organisational Development; Employee Relations Manager; Employee Service Centre Manager, and Administrative Officer.

APOLOGIES

Councillors M. Coyle, Feeney, Logue, H. McVey and Stocks, and M. Quigley (Vice Convener) and C. Ross, UNISON.

**DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC.
(SCOTLAND) ACT 2000**

1. There were no declarations of interest.

**MINUTE OF MEETING OF THE JOINT CONSULTATIVE COMMITTEE FOR LOCAL GOVERNMENT
EMPLOYEES HELD ON 11 DECEMBER 2018**

2. There was submitted the Minute of the meeting of the Joint Consultative Committee for Local Government Employees held on 11 December 2018.

Decided: that the terms of the Minute be noted.

**REPORTS FOR NOTING - PREVIOUSLY APPROVED BY THE FINANCE AND RESOURCES
COMMITTEE ON 13 MARCH 2019**

**(1) NEW ALCOHOL AND DRUGS POLICY (INCLUDING TESTING PROCEDURE FOR ALCOHOL
AND DRUGS)**

3. With reference to paragraph 6 of the Minute of the meeting of the Finance and Resources Committee held on 13 March 2019, when that Committee, having considered a report by the Head of People and Organisational Development (1) approved the new Alcohol and Drugs Policy and the introduction of "with cause" testing, with the Policy being subject to review, in the form of a report to that Committee, after 12 months and every 12 months thereafter to assess its operation and effectiveness and to identify any potential detriment to the workforce, and (2) agreed that staff would be made aware of the

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Policies offering support to employees who were registered as having drug and alcohol issues and that any staff who were concerned about alcohol or drug issues would be offered advice and, if appropriate, encouraged to register in order to be given the support that they require, there was submitted the said report.

The Employee Relations Manager spoke to the report and advised that a list of drugs was being compiled in conjunction with the external toxicology company which would be carrying out the testing, after which it would be sent to the Trade Unions. She further advised that testing would start in June 2019, and following the approval by the Council meeting on 4 April 2019, all staff would be notified of the new Policy.

Thereon, the Employee Relations Manager responded to Members' questions and reminded Members of the two additional recommendations agreed at the Finance and Resources Committee held on 13 March 2019.

Decided: that the report and the position be noted.

(2) WORKFORCE CHANGE POLICY

4. With reference to paragraph 4 of the Minute of the meeting of the Finance and Resources Committee held on 13 March 2019 when that Committee, having considered a report by the Head of People and Organisational Development, agreed (1) that the existing Recruitment, Redeployment and Redundancy Policies be consolidated into the new Workforce Change Policy; (2) to the introduction of flexible retirement, and (3) that the Convener and the Head of People and Organisational Development would discuss the current provision in relation to sole working and assess whether a specific Policy was required, there was submitted the said report.

Thereon, the Employee Relations Manager and the Employee Service Centre Manager spoke to the report and responded to Members' questions with regard to the practical issues should a flexible retirement application be refused, and the potential use of other platforms for advertising vacancies throughout the Council.

Decided: that the report and the position be noted.

UPDATE ON THE PROGRESS IN THE DEVELOPMENT OF THE COUNCIL'S MENTAL HEALTH POLICY

5. The Employee Relations Manager advised that the Council would be developing a Mental Health Policy, and a Working Group, including the Trade Unions representatives, would be established in due course. She also advised that the draft Policy would be submitted to the appropriate Council Committee for approval, and, thereafter, to the Joint Consultative Committee for Local Government Employees for information.

Decided: that the position be noted.

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ITRENT UPDATE

6. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 11 December 2018 when it had been agreed that the Employee Service Centre Manager would continue to arrange access to the iTrent system for those employees currently unable to access the system, there was submitted a report by the Employee Service Centre Manager updating Members on the current status of the rollout of the iTrent system across the Council (1) setting out within the report details of training provided by service grouping, staff numbers and the go live date, and (2) providing an update in relation to e-payslips.

Decided: that the contents of the report be noted.