

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 12 December 2018	15:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Representing Renfrewshire Council Management - Councillors T Begg, J Paterson and A Steel.

Representing Trade Unions – J Boylan and M McIntyre (both UNISON); and R Stewart (GMB).

In Attendance

G McKinlay, Head of Schools (Children's Services); D Gillies, Head of Facilities Management (Environment & Infrastructure); R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence) and D Low, Senior Committee Services Officer (all Finance & Resources); and P McCulloch, Head of Health and Social Care (Paisley), Health and Social Care Partnership.

Apologies

Councillor McNaughtan; M Ferguson, S Hicks and L Glover (all UNISON) and S McAllister (GMB).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

Appointment of Chairperson

It was proposed and agreed that John Boylan (UNISON) chair the meeting.

DECIDED: That John Boylan chair the meeting.

1 Minute of Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-teaching held on 5 September 2018.

DECIDED: That that Minute be noted.

2 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues.

The report detailed training undertaken, policies and guidance currently under review and outlined support provided to Services to assist with (i) the Healthy Working Lives Gold award training on Mental Health First Aid; (ii) the review of fire arrangements for Renfrewshire House and (iii) the evaluation of contractors health and safety documentation submitted as part of the procurement process. Updates were provided in respect of Freedom of Information enquiry information, the Corporate Health and Safety Committee and partnership working.

DECIDED: That the report be noted.

3 Details of Grievances

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there was a total of 10 grievances as at December 2018, which was no change from the previous report considered by the Board.

DECIDED: That the report be noted.

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Councillor Begg entered the meeting during the following item of business.

4 Agency Workers

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at December 2018 and detailing the capacity and service in which they were engaged. The report advised that as at the end of December 2018, 67 agency workers were employed across all services.

DECIDED: That the report be noted.

5 Date of Next Meeting

DECIDED: It was noted that the next meeting of the Joint Consultative Board Non-Teaching was scheduled to be held at 3.30 pm on Wednesday, 30 January 2019.