

## **South Lanarkshire College**

### **Human Resource Committee (Board of Management)**

**Held on 15<sup>th</sup> November 2021**

**Present** Chris McDowell

Aileen McKechnie

Anne Doherty

**In attendance** Andy Kerr

S McManus

Brian Keegan (Clerk)

**1. Apologies** Gary McIntosh

**2. Declaration of Interests**

Andy Kerr declared his membership of the Scottish Funding Council and The Lanarkshire Board . Aileen McKechnie declared her membership of The Lanarkshire Board

**3. Minutes of Previous Meeting**

Approved

**4. Human Resources Report**

The Committee received and noted the HR Report

The Committee noted a slight downward movement of quarterly headcount with 10 leavers partially offset by 4 3<sup>rd</sup> party contractors and 1 new hire and absences within the typical college range (albeit above national levels but with trends similar to the national average).

The Committee also noted that Covid 19 and mental health issues were at the forefront of the College's Wellbeing efforts and that the College had run an HSE Organisational Stress Risk assessment with a very good response rate of 83% and this would inform ongoing policy.

The College had also run a remote staff conference in August which had been well received. Overall, the College was seeking to optimise employee engagement seeking to enhance HR-related processes .

The College was also fully committed to meeting the Public Sector Equality Duty and the Committee approved ;-

- Outcome 1 – to develop the engagement of under-represented students and staff group through tailored peer support groups
- Outcome 2 - annual engagement with appropriate organisations to enable and progress recruitment and management of staff & students across under-represented groups
- Outcome 3 – use proactive marketing and communication to increase awareness and promote fostering of good relations , tolerance and respect for diversity with the goal of 90% of staff and students have awareness of equality and diversity practices
- Outcome 4 – ensure that 90% of staff undertake equality, diversity and inclusion training and that all students are offered training in that regard.

Other points notes were:

- The College had been finalists in the global LEAD5050 awards for gender diversity and were winners in the s1jobs recruitment Awards 2021 for Best diversity & Inclusion . The college also achieved Disability Confident Employer accreditation.
- Work was ongoing with the Learning & Development programme including engagement with the August Staff Development day.
- The College prioritises performance through leadership and career review but progress with contract revision, involving JNC, remains work in progress.
- The HR Policy & Procedure Review is well in train prioritising discipline and grievance with other policies to follow.
- Disappointingly, Leaders In Diversity renewal has stalled because of the impact of COVID 19 but plans are in hand to revive this.
- The College has however launched FREDIE to support awareness of and engagement with Equality, Diversity and Inclusion by the addition of Fairness and Respect

Details of Appointment and Leavers were noted but were not for publication

## **5. Health & Safety Report**

The committee was pleased to note that Health & Safety Protocols were being adhered to during the ongoing roof repairs.

The Committee also noted that, following a report on the plant room, urgent works were being undertaken to ensure that the risk of flooding would be significantly minimised.

In respect of COVID 19, the Committee approved the decision to go above and beyond level 0 Guidance to ensure the health, safety and welfare of staff, students and visitors .

It was also noted that during the relevant quarter there has been 7 minor incidents – a slight decrease from the previous quarter - and 3 unplanned fire evacuations – all the result of human error and with no injuries.

The Minutes of the Health & Safety Committee were presented for information. The only matter of concern was the failure of the alert systems in the Boiler Room but it appeared that prompt action had been taken in that regard.

## **6. Horizon Scanning**

Most of the strategic issues had already been considered under previous items but the Committee suggested that management might consider and evaluate the possible impact of external proposals for a 4 day week.

The Committee suggested that a watching brief be kept on the reported review of SQA.

Pay & terms & conditions reviews were ongoing and the College could not be blind to the possibility of industrial action if negotiations did not proceed smoothly.

The impact of the transition to the “new normal” post COVID should not be neglected and there was strong steer against being overly ambitious. The College needed to be alert to public perceptions of the adverse impact on education.

## **7. AOCB**

None

## **8. Papers for Publication**

The papers were approved for publication subject to redaction of material which might be a breach of Data Protection legislation

## **9. Date and Time of Next Meeting**

To be in accordance with published Board calendar