

**South Lanarkshire College  
Human Resource Committee (Board of Management)  
Thursday 9th June 2016**

**Present** C McDowall (Chair)  
K Anderson  
S McKillop

A Allan  
L Beresford

**Apologies** A Martin

**1. Declarations of Members' Interests**

No declarations were received.

**2. Minutes of the Previous Meeting**

The minutes of the committee held on 2<sup>nd</sup> March 2016 had previously been agreed by the Board of Management.

**3. Matters Arising**

Industrial Action by the EIS had led to some of the elements of the Equality & choices event being rearranged.

Investors in Diversity had selected 18 members of staff to participate in 1:1 interviews as part of their pre audit activity.

The College awaits the result of the recent Investors in People assessment for the new Platinum Level. C McDowall pointed out that he was only aware of three other organisations in Scotland having achieved this level.

K Anderson commented on the College encouraging an atmosphere of openness in feedback given through Equality and Choices event. C McDowall was interested in what happened with the information gathered through the Equality Monitoring process. L Beresford explained the process in collating the information.

Discussion took place on the payment to teaching staff.

**4. Report from the Head of Human Resources**

Ms Beresford drew members' attention to the content of her report.

### Staff Development Days

The evaluations of the last staff development days were discussed. The feedback had been very positive and had been included under Appendix D.

The City & Guilds “Walled Garden Site” was the only evaluation under 90%. The issue would appear to have revolved around an IT glitch at the start of the presentation.

### Staff Absence

Discussion took place in regard to the level of staff absence which was detailed in Appendix 3 and 4. A Allan outlined the development work that was underway in regard to the new bespoke IT system for HR. C McDowall suggested that the best system would only ask for information once and that this should be used to populate all the other relevant areas.

A Allan explained that the new in-house IT system would be up and running by August 2017 but that elements of the system would come on stream as they were developed.

### Health & Safety & Wellbeing

Fitness classes and the running group continue to take place and are facilitated by a personal trainer.

The Scottish Slimmer’s class had been a success and by week ending 20<sup>th</sup> May there was a total weight loss of 18 stone for those participating.

### Equality & Student Focussed Initiatives

The Equality & Choices Event took place in conjunction with the Student Association from the 24<sup>th</sup> May to 26<sup>th</sup> May.

Plans are continuing to progress on working towards LGBT charter mark by December 2016. 70 staff will participate in LGBT training on the 17<sup>th</sup> June.

The College has taken a stand at the Pride event in Glasgow on 20<sup>th</sup> August 2016.

The College is being reaccredited as a Leader in Diversity and the pre audit questionnaire opened on 23<sup>rd</sup> May and runs to 3<sup>rd</sup> June.

### Safeguarding

Updated Safeguarding Policies & Procedures approved by the Board are now available for all staff to view in the Portal. The Safeguarding Team have published these across the College.

### Investors in People

The College has been re-assessed as an Investor in People. The College received accreditation in its last two reviews at Gold Standard. The current re-assessment has been at the new Platinum Standard and if successful the College will be one of only 4 organisations in Scotland to have achieved this outcome.

### National Pay Bargaining

The pay award for teaching staff has been implemented as agreed by the Chairs' Committees.

Discussion continues at a national level with support staff.

### Staff Changes and Recruitment

Details of leavers, new staff and current vacancies were discussed and agreed.

12 FTE posts were established for members of staff who had gained permanency.

The Board approved the following recommendations:

The ongoing staff training and development activity.

The staff absence figures for the fourth quarter period in 2015.

The continuing Health and Wellbeing activity.

The Continuing Equality and student focused initiatives.

The plans for the Investors in People accreditation.

The changes to staff.

There being no further business the Chair thanked those for attending.