

DRAFT MINUTES OF THE MEETING OF THE HUMAN RESOURCES COMMITTEE

Chair – Chris Alliston

Wednesday 28<sup>th</sup> August at 4.15 pm via Microsoft Teams

Committee Members Present

Chris Alliston, Committee Chair & Independent Board Member

Derek Lewis, Chair of the Board of Management

Ian MacEachern, Independent Board Member

Lydia Rohmer, UHI NWH Principal & CEO

Neil Hope, Independent Board Member & Vice Chair Board of Management

Also Present

Vicky Ferguson, UHI NWH Director of HR

Ellen Maclean, Board Secretary

1. QUORUM & APOLOGIES

The meeting is quorate

Apologies - none

2. Declarations of interest

None

3. Minutes approved from previous meeting, 12.06.2024

**Approved**

Previous action on Board Secretary to investigate feasibility of new member joining this Committee considered. Factors include conflicts of interest, skills & experience. The committee is currently balanced. No further members required at this time.

**Action on Board Secretary - Committee request updated action tracker.**

4. Report - Head of Human Resources & Organisational Development

KPIs. The turnover is, as expected, higher than normal with resignations attributed to VSS offer.

The total number of absences is higher than last period but overall, the trend shows a reduction. 389 sick days due to stress, 267 of which are a total tally of 3 staff. Occupational Health & counselling were offered to all staff.

The WRS action plan has been rolled out with Step 1 now complete. Step 2 was launched at Dornoch, we have implemented stage 3 by rolling out training to Senior Managers to spot the signs of stress. We estimate a 70% completion rate by end of August. The target is to complete the 12 steps of the action plan and conduct a staff survey in Jan/Feb 2025.

The initiative is being received positively and EIS representative was delighted with the progress that we have made. We will increase momentum of promotion of healthy working lives and driving a culture of wellbeing for all our staff.

## 5. EIS FELA Dispute Update

National bargaining: EIS decided to suspend strike action while their members consider pay offer of 4.14%.

The ballot open for 7 days and in the meantime strike action has been suspended. Once a deal is ratified, teaching staff will have 10 days to upload results

We have communicated to our staff regarding the offer. EIS are recommending acceptance to their members.

The first 3 years' salary increases were included in the FFR application.

UNISON have a national salary uplift agreement until end of 2024/25.

## Restructure

There have been approx. 130 collective or individual consultations with no appeals.

## Local Dispute

Unison LRPA – any dispute issues are limited to anything under negotiation of restructure. EIS/FELA LRPA has 4 stages. If meeting with EIS FELA at Stage 1 is unsuccessful, which encompasses meeting had last week and next week's meeting, then we will enter Stage 3 which will require two nominated BOM representatives. There will be no Stage 2 as Lydia Rohmer has been present at the Stage 1 meetings. Stage 4 will involve ACAS.

UHI have instructed Giles Huby to conduct an IIA (Islands impact assessment). This is a 7-stage process. UHI must do this rather than the college as we are not a listed body for carrying out this type of assessment.

## **Noted including next steps**

6. Policies for Endorsement

To be sent out by email for endorsement –

**Action, HR Director. Disciplinary policy should include one other as well as Lydia Rohmer at decision making stage of dismissal.**

**Endorsed**

7. Terms of Reference for F&GP

Equalities section (5.7) of document already endorsed in the main at F&GP Committee has been accepted by HR Committee.

**Endorsed section 5.7 of the document.**

8. Confidential item - withheld

A.O.B.

None

Meeting closed 1725