Board of Management

DATE:	June 2022
TITLE OF REPORT:	HR Chair's Report June 2022
AUTHOR AND CONTACT DETAILS	Chris McDowall Committee Chair
PURPOSE:	To provide the Board with a report from the Chair of Human Resource Committee from 19th May 2022.
KEY POINTS:	The Board is asked to note: • The broad thrust of the Strategy Paper was approved and with agreed changes could be referred to the Board. • The HR Procedures (Capability, Disciplinary, Grievance) could be taken to the Board but subject to the qualifications discussed at the HR Committee and potential further discussion between Committee members. • The proposal in relation to the HR System could be taken to the Board.

1. Introduction

The HR Committee met on 19 May 2022 and the key points to update the Board on are set out below.

2. HR Strategy

The Committee considered the HR and People Report which is referred to for its detailed terms.

The broad thrust of the Strategy was approved albeit there were some constructive suggestions on minor changes which should inform any strategy to be taken to the Board.

The Committee were very grateful to the senior leadership team for the hard work in preparing this document.

3. Procedures – Capability, Disciplinary, Grievance

As part of the following programme of review / update / creation, the Committee had three key policies to discuss. In the future, it is likely that these policies will come to the Committee after they have been to the JNC and been discussed with the TUs. We are getting into the cycle with these as part of the ongoing programme.

It is fair to say we had a good discussion on all of the policies with some areas for potential amendments explored. Gary is going to work up some further revisions based on our discussions and I suggested that, if possible, it would be helpful to seek Fiona's input on these as well given her considerable experience in this area.

The drafts were approved in principle subject to any points arising out of discussion with the Trade Unions and appropriate consultation with Committee Members as appropriate in that light.

As and when time permits, the Committee advised that alongside all Policies there should be clear Management Guidance Notes.

Management training on the new policies / procedures was considered imperative and the Committee were pleased to note plans were already afoot for that.

The Committee were very grateful to Gary for his hard work in preparing these drafts.

4. HR System

The Committee considered the paper as presented and which is referred to for its terms.

The current in-house HR system is not considered fit for purpose. It was agreed that the College should have a much more automated system to free up time of skilled and experienced HR staff to be engaged on tasks which are going to be much more beneficial to the College and its staff.

It was noted that implementation was likely to be beyond the delegated authority of the Principal and delegation to the Chairs Committee might be more appropriate. We should know more once we have gone to market and obtained more information on

potential costs for a new HR system.

Nonetheless, this was approved for referral to the Board for further consideration.

5. College Employers Scotland

The paper as submitted was discussed fully and is referred to for its detailed terms. The Acting Principal was tasked with referring this to the Board for information. It was noted that since the inception of College Employers Scotland, the quality of communications had been substantially improved.

6. Industrial Relations

A draft approach in respond to the current industrial action was in hand to ideally agree upon a national stance or, at the very least, be aligned with a number of other FE colleges.

7. Quarterly HR Report

The report was noted and referred to for its terms. No significant areas for concern were noted.

8. Quarterly Health & Safety Report

This was noted by the Committee as being in the standard format and is referred to for its terms.

The Committee was pleased to note that the lift maintenance had been completed and that both lifts were now fully operational and that a building condition survey had been instructed.