



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

PUBLIC MEETING – PEOPLE COMMITTEE

THURSDAY 7 DECEMBER 2023 @ 1245 HOURS

**MEETING ROOM 1, EAST SERVICE DELIVERY AREA HEADQUARTERS,
21 CLAYLANDS ROAD, NEWBRIDGE, EH28 8LF / VIRTUAL (MS TEAMS)**

PRESENT:

Mhairi Wylie (Chair) (MW)
Fiona Thorburn (FT)
Paul Stollard (PS)

Steve Barron (Deputy Chair) (SB)
Malcolm Payton (MP)

IN ATTENDANCE:

Andrew Watt (AW)	Assistant Chief Officer, Director of Training, Safety and Assurance
David Farries (DF)	Assistant Chief Officer, Director of Service Delivery
Lyndsey Gaja (LG)	Interim Director of People
Fiona Munro (FM)	Head of People
Bruce Farquharson (BF)	Deputy Assistant Chief Officer, Head of Training
Jim Holden (JH)	Head of Safety and Assurance
Anne Whyte (AWH)	Lead People Advisor (Item 8.2 only)
David Johnston (DJ)	Risk and Assurance Manager (Item 12 only)
Kirsty Darwent (KD)	Chair of SFRS Board
Kevin Murphy (KM)	Group Commander, Board Support Manager
Heather Greig (HG)	Board Support Executive Officer
Debbie Haddow (DJH)	Board Support/Minutes

OBSERVERS

Seona Hart, FBU

1 CHAIR'S WELCOME

- 1.1 The Committee Chair opened the meeting and welcomed those present.
- 1.2 Those participating via MS Teams were reminded to raise their hands, in accordance with the remote meeting protocol, should they wish to ask a question. This meeting would be recorded for minute taking purposes only.
- 1.3 Due to the volume of business on the agenda, the Chair reminded the Committee that papers will be taken as read and presentations should be kept succinct and, if appropriate, consideration should be given to discuss issues off table.
- 1.4 The Chair advised the Committee that the agenda had been restructured to allow items of a similar nature to be grouped together. The Committee will have the opportunity to discuss this further at the workshop scheduled for 13 February 2024.

2 APOLOGIES FOR ABSENCE

- 2.1 Liz Barnes, Interim Deputy Chief Officer (Corporate Services)

3 CONSIDERATION OF AND DECISION ON ANY ITEMS TO BE TAKEN IN PRIVATE

- 3.1 The Committee discussed and agreed that the *Key Case Update* verbal report would be heard in private session due to the small number of individuals involved and confidentiality in line with Standing Orders (Item 9D). The draft minutes/verbal update of the *Remuneration, Appointments and Nominations Sub Committee* would be taken in private due to the confidential nature of the issues (Item 9G).
- 3.2 No further items were identified.

4 DECLARATIONS OF INTERESTS

- 4.1 No conflict of interests were declared.

5 MINUTES OF PREVIOUS MEETING: THURSDAY 14 SEPTEMBER 2023

- 5.1 The minutes of the meeting held on 14 September 2023 were approved as an accurate record of the meeting.

5.2 Matters Arising

- 5.2.1 No matters arising from the minutes of the previous meeting.

6 ACTION LOG

- 6.1 The Committee considered the action log noting the updates and agreed the closure of completed actions.
- 6.2 **Members noted the updated Action Log and approved the removal of completed actions.**

7 PEOPLE: WORKFORCE DEVELOPMENT AND WELLBEING

7.1 People Performance Report Quarter 2 2023/24

- 7.1.1 LG provided the People Performance Report Quarter 2 2023/24 to the Committee for scrutiny of the People KPIs from the Performance Management Framework and the more detailed People Performance Report. The following key areas were highlighted from the Executive Summary:
- Wholetime workforce planning, in the context of the retirement profile and implementation of year one operational changes.
 - Staff turnover and new approach to recruitment and selection for hard to fill vacancies in Operations Control and Fleet.
 - Most common reasons for management referrals to Health and Wellbeing.
 - Small increase in absence rate, due to long term absence for day duty staff compared to the previous quarter. There were 337 individuals within this staffing group.
- 7.1.2 The Committee noted the level of RBC vacancies by FTE was -53. LG advised that this was a consequence of the temporary appliance withdrawals, as part of the year one operational changes under Strategic Service Review Programme (SSRP), and the interim Target Operating Model/Response Based Crewing Model.
- 7.1.3 In regard to workforce planning retirement rates, the Committee queried the likely predictions for Quarter 3 and 4. LG advised the Committee that the Service would continue to monitor and forecast, as best as possible. LG noted a potential increase in June/July 2024, however, this situation would be closely monitored. This issue would be discussed further under agenda item 7.4.
- 7.1.4 The Committee commented on the RDS workforce profile trends and whether the increased focus was simply sustaining the current position or was sufficient in increasing numbers. It was agreed that this issue warranted a future risk spotlight, potentially at the next workshop (13 February 2024).

- 7.1.5 LG and FT provided a brief verbal update on cultural activities and noted the following key points:
- Development of Culture action plan nearing completion.
 - Initial meeting of the Culture Development Group had been convened and chaired by Liz Barnes, Interim Deputy Chief Officer (Corporate Services). The Group was comprised of a variety of individuals across all roles and functions within the Service and trade union representatives.
 - Initial discussions focused on purpose, aims and priorities for the groups as well as drafting terms of reference.
 - Reminder of other existing groups, ie Women's Experience Liaison Forum, who look at cultural issues.

7.1.6 The Committee noted the verbal update and requested a written report with detailed update for the next meeting.

7.1.7 **The Committee scrutinised the report.**

7.2 People Performance Quarter 1 2023/24 (Amended version)

7.2.1 LG tabled the People Performance Report Quarter 1 2023/24 to the Committee for scrutiny of the People KPIs from the Performance Management Framework and the more detailed People Performance Report. This report was re-presented due to the addition of wellbeing performance data which was not available for the previous meeting.

7.2.2 **This report was presented for information only.**

7.3 Career Ready Report

7.3.1 LG presented the report to the Committee to provide an update on the current SFRS partnership with Career Ready and extended the offer for a further update at a future workshop session.

7.3.2 The Committee welcomed the report and progress being made. The Committee asked whether there were opportunities to expand this to a wider geographical area and for future consideration to be given to the potential for collaboration with local authorities to utilise the People Equity funding. LG advised that discussions had taken place at the Strategic Leadership Team (SLT) on the scope and potential to deliver a work programme in other geographical areas.

7.3.3 The Committee noted that a Reasonable assurance level had been attributed to this report and queried what would have increased the rating to Substantial. LG advised that one of the objectives from the Programme was to support participants to move onto positive destinations, however, due to data protection the Service was unable to track this information.

7.3.4 **This verbal report was provided for information only.**

7.4 Retirement/Leavers Profile

7.4.2 LG provided a verbal update on the Retirement/Leavers Profile to the Committee for information, highlighting the following key points:

- Interim changes to the Target Operating Model and temporary appliance withdrawals impact on staffing levels against the Resource Based Crewing Model.
- 46 Wholetime Firefighters were due to graduate on 15 December 2023 and would take up their positions on stations thereafter.
- Potential worst case retirement scenarios had not materialised as anticipated.
- Placeholder for trainee course in January 2024, however this was dependent on retirement rates in early 2024. SLT to decide on timings and intake numbers for trainee course in due course.
- Work continues to progress individuals within the recruitment holding pool as much as possible in preparation for a trainee course being confirmed.

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- Consideration of learning from RDS to Wholetime migration pilot and potential to reinstate.
- Temporary promotions were being used to fill immediate gaps. Permanent recruitment and promotion activities were being quickly stood up to respond to any vacancies.
- Staffing Solutions team has been reinstated to look at a range of interventions.

7.4.2 The Committee noted the update and work being done in this area and to receiving future updates on progress.

7.4.3 **This verbal report was provided for information only.**

7.5 People Policy Review Schedule Update

7.5.1 LG tabled the People Policy Review Schedule Update Report to the Committee for information only. LG reminded the Committee that a full review and reprioritising of the review schedule, based on organisational needs, had been undertaken. Consultation was currently ongoing with a view to converting a number of existing policies into guidance notes.

7.5.2 The Committee welcomed the conversion to guidance notes and commented on the potential for the Identification Cards policy to remain a policy. LG noted the comment and would consider this off table.

7.5.3 **This report was presented for information only.**

7.6 Colleague Engagement Survey Update

7.6.1 FM provided a verbal update on the Colleague Engagement Survey to the Committee for information only and highlighted the following key points:

- Requesting feedback from Comms and other partners on Colleague Experience Survey.
- Reviewed potential providers, what they were able to provide and associated costs. Currently considering Skills for Justice noting that the Service already had a membership with them for other activities. Another benefit would also be the ability to benchmark against similar sectors.
- Progress against action plan remained on target.
- Proposed staff survey to be issued in March 2024.

7.6.2 The Committee requested and were provided with some background information on Skills for Justice.

7.6.3 FM advised that the questions would be agreed by the SLT and assured the Committee that the outcomes/themes would be shared fully and widely.

7.6.4 **This verbal report was provided for information only.**

8 EQUALITY, DIVERSITY, CULTURE AND FAIR WORK

8.1 Equality, Diversity, Culture and Fair Work

8.1.1 LG provided a verbal update to the Committee and highlighted the following key points:

- Participating in several Scottish Government led equality groups which is enabling the Service to collaborate and benchmark against other public sector organisations.
- Gaelic Language Plan had been approved and published.
- Six employee networks had been established and at differing stages of maturity.
- Corporate Parenting Plan activities.
- Pending legislative changes relating to the Human Rights Bill and duties under the Equality Act.
- As part of Black History Month, an organised walking tour around Glasgow's slave past was facilitated.

8.1.2 The Committee scrutinised the report.

(AWh joined the meeting at 1323 hrs)

8.2 Talent Acquisition – New Approach to Recruitment and Selection

8.2.1 FM introduced AWh, who presented the report outlining a new approach to Recruitment and Selection within the Service to the Committee, for information only. The approach refines the existing attraction, recruitment and selection processes, procedures and associated practices to improve outcomes for the Service and candidates.

8.2.2 The Committee sought further information on leadership quality-based evidence portfolios. AWh advised that other fire and rescue services use the NFCC leadership framework, and this involves candidates working and providing evidence against the four quadrants of this framework. AWh noted that SFRS does not currently use this process, however, there is potential for this to be used going forward.

8.2.3 The Committee commented on the term streamlining in relation to the recruitment process. AWh noted the comment and stated that the aim was to ensure consistency, efficiency and cost effectiveness across the Service in all recruitment processes.

8.2.4 AWh confirmed that the Service were looking at various options in regard to advertising posts and noted the recent Open Day specifically targeted for mechanics, where CV's were accepted. The Committee noted and welcomed this approach.

8.2.5 In regard to a contract for psychometric testing ending later next year, AWh advised that alternative options were being explored for assessing candidates for both development and recruitment purposes.

8.2.6 The Committee commented on the importance of a swift recruitment process and that the recognition that diversity includes diversity of thought.

8.2.7 The Committee scrutinised the report.

(AWh left the meeting at 1335 hrs)

9 TRAINING

9.1 Training Function Update and Performance Report Quarter 2 2023/24

9.1.1 BF presented the high-level overview of the Training function activity and performance over Quarter 2 2023/24 and highlighted the following key issues:

- General improvement across all KPIs.
- Greater understanding of causations of performance levels and increased scrutiny through PowerBI.
- Work continues to address challenges and deliver services.
- KPI 22 (operational core skills modules firefighter to watch manager): Continuing to improve with informative feedback sessions being held.
- KPI 25 (incident command currency): Returned to pre-covid levels.
- KPI 26 (core skills currency): General improvement with some geographical areas proving challenging and requiring further work.
- Ongoing challenges with recruitment for driver training roles and potential alternative delivery option.
- Changes to delivery of driver reassessment standards and training delivery.

9.1.2 The Committee commented and welcomed the progress which had been made over the past year, noting the improved clarity and direction of future improvements.

9.1.3 The Committee scrutinised the report.

9.2 **Training Continuous Improvement Programme Update**

9.2.1 BF presented the report to the Committee updating on progress to implement the recommendations contained within the Scottish Fire and Rescue Service (SFRS) Training Continuous Improvement Programme (CIP). The following key points were highlighted:

- Original 56 recommendations have been reassessed for validity, impact and completion. Of which, 22 were complete, 4 were no longer viable, 7 were transferred to other projects and 23 remain outstanding.
- Further items have been added to the continuous improvement programme and relate to training vision and strategy and underpinning framework documentation, BA recovery plans, driving training improvements and internal/external audit inspection recommendations.
- Some recommendations lie within other areas of work, ie People, Payroll, Finance and Training programme, however they are retained under Training Function ownership and responsibility for completion.

9.2.2 The Committee commented on their appreciation and reassurance on the progress being made.

9.2.3 **This report was presented for information only.**

9.3 **Training Function Vision and Strategy 2023-28**

9.3.1 AW presented a report to the Committee to provide the final approved version of the Training Vision and Strategy 2023-28 for information, prior to publication, noting that the draft version had previously been presented for feedback. AW advised the Committee that the strategy had been extended to 2028 to allow sufficient time to achieve the ambitions within it.

9.3.2 The Committee noted that previous feedback has been reflected in the final document and highlighted a couple of minor typographical errors.

9.3.3 Brief discussion took place on the format and publication of the document and whether it was appropriate for the targeted audience. It was noted that a similar discussion has taken place regarding the Strategic Plan, therefore, this would be raised at the next Integrated Governance Forum meeting as a recurring theme.

9.3.4 **The Committee scrutinised the report.**

(Meeting broke at 1350 hrs and reconvened at 1400 hrs)

10 **HEALTH AND SAFETY**

10.1 **Health and Safety Performance Report Quarter 2 2023/24**

10.1.1 JH presented the Health and Safety Performance Report Quarter 2 2023/24 to provide an overview of progress against the Annual Health and Safety Improvement Plan 2023/24 and the Health and Safety KPIs. The following key areas were highlighted:

- Acts of Violence: Reduction in verbal attacks and increase in physical attacks. No injuries sustained.
- RIDDOR reportable incidents: Three events reported due to exposure of asbestos. As a result, training materials were being reviewed, communication to be issued regarding management of incidents involving asbestos and Operational Assurance were undertaking a thematic review of those types of incidents.
- Increase in accidental injuries noting the common cause was slip, trips and falls.
- Increased reporting of Near Miss incidents which can be attributed to the proactive work undertaken through the safety assurance improvements groups.
- Decrease in vehicle accidents noting that low-speed manoeuvres continues to be the most common type of incident.

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- Pilot scheme of Training, Awareness and Local Management Arrangements completed in Lanarkshire has resulted in a 50% reduction in vehicle accidents during the scheme. Proposals to roll out across the Service in 2024/25.
- Improvement plan actions were reporting a 78% completion rate at the end of Q2.
- Proactive work being undertaken by the Function, notably the completion of the Safety Culture survey which received over 1000 responses from members of staff. Initial analysis indicates positive attitudes and perceptions of safety across the Service.
- Facefit training programme nearing completion with circa 140 testers trained and the programme for roll out has commenced.
- Improvement Plan for Operational Assurance was in place and underway.
- Group Commander Donnelly was appointed as Vice Chair of National Operational Learning User Group (NOLUG).
- Support review progress has been completed for premises inspection. From the sample 40 stations, 36 received gold awards and 4 received silver awards (minor amendments required).

10.1.2 In regard to the RIDDOR incidents, JH advised the Committee that these occurred at 3 separate incidents. JH noted that the Service was not always aware of asbestos being present in the premises and were informed at a later date.

10.1.3 JH advised the Committee that these types of incidents were preventable if the Service were aware of the presence of asbestos. The Service was trying to ensure firefighters were equipped to identify where asbestos may be present and how to take relevant action at the time. Existing information was being reviewed to ensure it was robust and appropriate.

10.1.4 The Committee queried whether information relating to exposure to known and unknown asbestos in premises was recorded. JH advised that this information was captured in various forms and was available should it be required.

10.1.5 In regard to physical Acts of Violence, the Committee noted that attacks on both people and property were categorised together. It was noted that it was important to capture both and that any injuries/damages should be recorded. AW reminded the Committee that the dashboard currently provided the high-level data and as it evolves further breakdown of the data would be possible.

10.1.6 **The Committee scrutinised the report.**

10.2 Contaminants Quarterly Report

10.2.1 AW presented a report to the Committee to provide an update on the management of contaminants within the Service. The following key points were highlighted:

- Trial of Contaminants Standard Operating Procedure (SOP) in East, North and South Ayrshire LSO area during January-March 2024 prior to roll out across the Service.
- Work continues to identify the options for implementation of a full roll out and associated costs.
- HSE visited the Service recently, noting the work done to date and continued engagement on enforcement expectations.

10.2.2 AW advised the Committee that there were varying degrees of progress within other UK fire and rescue services. SFRS were currently working closely with the FBU and were making good progress. AW noted that the key element was the introduction of the SOP, but this requires investment in the infrastructure to support it.

10.2.3 The Committee commented on the governance route for this report and queried whether it had been seen by the SLT etc. AW confirmed that regular updates were provided to the SLT and noted the new executive governance arrangements coming into effect next year. DF further confirmed that the SLT were content with the level of updates being provided, noted

the financial challenges involved and referenced discussion around PPE at the Asset Management Liaison Board.

10.2.4 The Committee referred to previous discussions regarding hosting an international conference and asked for an update. AW informed the Committee that no further progress had been made at this time. The Committee noted the benefits to the Service if this was progressed and the potential funding opportunities available.

10.2.5 The Committee scrutinised the report.

10.3 Health and Safety Policy and Policy Statement

10.3.1 JH tabled the report to the Committee noting the content of the Health and Safety Policy and Policy Statement following its annual review for information. The following key points were noted:

- Reviewed to align with ongoing project to make documentation accessible and user friendly whilst ensuring legal compliance.
- Follows the 5 key themes set out in the Safety and Assurance Strategy.
- One page policy statement.
- Linked to ongoing work in connection with Management Arrangement Framework.
- Policy aligned to HS(G)65 guidance and the work ongoing to transition toward ISO standard 45001.

10.3.2 This report was presented for information only.

10.4 Health and Safety Annual Report 2022/23

10.4.1 JH tabled the Annual Health and Safety Report for 2022/23 detailing the SFRS Health and Safety (HS) performance, for information. It was noted that the Committee's feedback had been considered and revisions made. The Annual Health and Safety Report for 2022/23 would now be tabled at the SFRS Board meeting on 14 December 2023.

10.4.2 This report was presented for information only.

10.5 Safety and Assurance Documents Forward Planning Schedule

10.5.1 JH tabled the report to the Committee to provide an update regarding the management of Safety and Assurance documentation up until the end of quarter 2 (Q2) 2023/24. JH noted that the PUWER Management Arrangements were slightly behind schedule due to additional engagement with business partners to ensure the process was accurate.

10.5.2 This report was presented for information only.

11 INDEPENDENT AUDIT / INSPECTION ACTION PLAN UPDATE AND CLOSING REPORTS

11.1 JH presented the report updating the Committee on the progress against the action plan developed in response to the HMFSI Report relating to Health and Safety: An Operational Focus. JH noted that overall good progress being made in regard to the action plan, which currently had an Amber rating and estimated at 80% complete.

11.2 In regard to the timescale slippage, the Committee requested clarification on the competing demands and whether lessons could be learnt when setting future timescales. JH advised that this was attributed to unforeseen events such as industrial action, delays within the document conversion project and procurement of tablets. DF reminded the Committee of the limited capacity within the Service and the pressures these additional demands have placed on this resource.

11.3 The Committee scrutinised the report.

(DJ joined the meeting at 1435 hrs)

12 PEOPLE COMMITTEE RISK REGISTER

12.1 Committee Aligned Directorate Risk

12.1.1 LG and AW presented the Risk Report, identifying Directorate risks and controls pertinent to the business of the Committee. It was noted that there were 4 risks reporting risk rating of 15 or above, these were:

- POD15 (Pensions): Number of different workstreams, undertaking significant work with SPPA to gain clarity on future approach/implications for the Service.
- TSA014 (legislative compliance re risk control measures, etc): Work in relation to the Improvement Plans will help address and reduce this risk moving forward.
- TSA015 (insufficient resources within Safety and Assurance): Risk rating has already reduced but challenges remain in regard to recruiting/retaining personnel within the health and assurance function.
- TSA019 (inability to maintain or improve training delivery): This would be covered under the next agenda item.

12.1.2 The Committee commented on the format of the report, in particular the focus on risks with ratings of 15 or above.

12.1.3 The Committee queried whether there was a risk in relation to operational capacity to undertake training aspects/capacity to absorb in general and noted that this would be taken to the Integrated Governance Forum for further discussion. AW advised that there was no risk relative to this, with regards to the Wholetime Duty System, however, there are time and capacity challenges for the On Call Duty System and discussions had recently taken place on this very matter.

12.1.4 The Committee scrutinised the report.

12.2 Risk Spotlight: Training Asset

12.2.1 AW presented the risk spotlight to the Committee on the training assets. The following key points were highlighted:

- Capital funding pressures relating to training asset investment and the potential impact on infrastructure and delivery of training.
- Mitigating actions include production of Training Strategic Asset Management Plan (SAMP) to give strategic and robust plan for investment funding required in future years.
- The SAMP would provide a structured approach on training investment.
- Framework documents developed to support the best use of training assets/delivery. The Training Asset Framework provide an overview of all training assets/venues and locations to all watches/stations who would have the ability to book and use any facility.
- Quarterly business partner meetings with Asset Management.
- Promotion of training within the community and streamlining the process.
- Working with Asset Management regarding station refurbishments/new builds and creation of training hubs.
- External factors which impact on future decisions include the outcome of the Strategic Service Review Programme, budget allocation, inflation and unit costs and budgetary pressures across the wider Service.

12.2.2 In regard to collaborative training opportunities, AW informed the Committee that this already happens, for example Driver training and BA training. The Service were represented on the Emergency Service Training Collaboration Group.

12.2.3 In regard to securing funding for essential capital expenditure, AW advised the Committee that this was discussed at the Capital Monitoring Group and SLT, where the monthly capital finance report is presented and discussed. Once estimated costs for next year's budget are identified, any costs pressures and priorities would be fully discussed along with other wider Service priorities.

12.2.4 The Committee scrutinised the report.

13 PARTNERSHIP WORKING

13.1 Employee Partnership Forum

13.1.1 SB provided the Committee with a verbal update detailing the content of EPF meeting on 16 November 2023 noting the following key points:

- Update on new approach to recruitment and selection process.
- Update on colleague engagement survey.
- Update on blue light collaboration work and Rep bodies involvement in such.
- Discussion relating to potential early Christmas pay date, which was escalated to Partnership Advisory Group.

13.1.2 The Committee noted the verbal update.

13.2 Partnership Advisory Group

13.2.1 LG provided the Committee with a verbal update detailing the content of PAG meeting on 6 December 2023 noting the following key points:

- Discussion on potential early Christmas pay date. Decision made to retain the contractual pay date (2nd last working day of month).
- Options for potential salary advance for particular cases would be reviewed.

13.2.2 The Committee noted the verbal update.

14 FORWARD PLANNING

14.1 Committee Forward Plan Review

14.1.1 The following items were noted for future meetings:

- Consideration to be given to venue for future meetings. MW to liaise with FT outwith the meeting.
- Culture Update: Written report to be submitted.
- Risk spotlight: Different pension remedy workstreams (March 2024)
- Workshop session regarding RDS ie maintaining current TOM position or increasing numbers. Further discussion to be held outwith the meeting.

14.1.2 The Committee noted the Forward Plan.

14.2 Items for Consideration at Future IGF, Board and Strategy Meetings

14.2.1 The following items were noted for future IGF meetings:

- Wider discussion on format/publishing of strategic documents specifically in relation to digitalisation and targeted audiences.
- Operational capacity to undertake training aspects/capacity to absorb in general.

15 REVIEW OF ACTIONS

15.1 KM confirmed that no formal actions were recorded during the meeting.

16 DATE OF NEXT MEETING

16.1 The next meeting is scheduled to take place on Thursday 7 March 2024.

16.2 There being no further matters to discuss, the public meeting closed at 1506 hrs.

PRIVATE SESSION

17 MINUTES OF PREVIOUS PRIVATE MEETING: 14 SEPTEMBER 2023

17.1 The minutes of the private meeting held on 14 September 2023 were approved as a true record of the meeting.

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18 REMUNERATION, APPOINTMENTS AND NOMINATIONS SUB COMMITTEE (RANSc) UPDATE

18.1 The draft minutes of the RANSc meeting on 14 September 2023 had been circulated to the Committee and a verbal update from the meeting on 7 December 2023 was provided.

18.2 **The Committee noted the draft minutes and verbal update.**

19 KEY CASE UPDATES 2023/24 – QUARTER 2

19.1 LG provided a verbal update to the Committee providing an overview on employee relations cases which have resulted in claims to the Employment Tribunal.

19.2 **The Committee noted the verbal update.**

There being no further matters to discuss, the private meeting closed at 1520 hrs.