

PERTH AND KINROSS COUNCIL
JOINT NEGOTIATING COMMITTEE FOR TEACHING STAFF
LOCAL AGREEMENT
MANAGING OCCUPATIONAL STRESS PROCEDURE

In terms of the Local Recognition and Procedure Agreement, it is accepted by all signatories acting on behalf of the Council and the recognised unions that this agreement is a binding local agreement effective from 5 February 2007. This supersedes relevant provisions within the National Agreement and constitutes a formal amendment to the terms and conditions of employment for teaching employees within Perth and Kinross Council.

John Fyffe, Executive Director (Education & Children's Services), on behalf of
Perth and Kinross Council:

.....

Douglas Stewart (EIS), on behalf of Teachers' Trade Unions:

.....

PERTH & KINROSS COUNCIL

Strategic Policy and Resources Committee – 21 June 2006

MANAGING OCCUPATIONAL STRESS PROCEDURE

Report by Head of Human Resources

ABSTRACT

This report seeks approval from the Strategic Policy and Resources Committee for the revised Managing Occupational Stress Procedure.

1 RECOMMENDATION

- 1.1 It is recommended that the Strategic Policy and Resources Committee approve the Managing Occupational Stress Procedure.

2 BACKGROUND

- 2.1 Perth and Kinross Council were the first Council in Scotland to implement an Occupational Stress Policy and as it has been in place now for approximately seven years, it was appropriate that a review be carried out to ensure our employment practices are fit for purpose.
- 2.2 The Stress Risk Assessment process in the current procedure has assisted managers and employees in identifying stressors and developing action plans. However, it is felt that the process has become more bureaucratic than helpful.
- 2.3 From review of individual cases and the incidence of occupational stress it became apparent that the Council needed a more efficient and effective way of dealing with occupational stress.
- 2.4 These factors along with the introduction of the HSE Management Standards and the HSE audit report on occupational stress within the Social Work section of HCC and ECS last year have led to a more proactive procedure being developed which aims to prevent occupational stress as well as react to it when it occurs.
- 2.5 A review of the Council's occupational health provision is being carried out which will also assist in the management of occupational stress.

3 PROPOSALS

- 3.1 Following approval, an implementation plan will be developed in order to ensure proper communication and training for an effective date of 1 August 2006. Staffing Contacts and HR Services will have received training in the revised procedure by 1 August 2006. This will ensure that support is available for managers during the transitional period and until they receive training themselves.
- 3.2 A Managers Guide for the revised procedure will be developed and all Managers will have received training on the Managers Guide by 1 October 2006.
- 3.3 The Managing Occupational Stress Procedure will be communicated to all employees through:
- An article in Inside News
 - Publicised on the Council's intranet site
 - A copy will be provided to all new employees as part of induction
 - Employee Guidance will also be developed which will also be publicised on the Council's intranet site and provided to all new employees as part of induction.
- 3.4 Managers Guide training in the current procedure is not mandatory. However it is proposed that the training for the revised procedure does become mandatory.

4 RESOURCE IMPLICATIONS

- 4.1 There are no resource implications as a result of this report.

5 CONSULTATION

- 5.1 All Executive Directors and Trade Unions have been fully consulted on the Managing Occupational Stress Procedure.

6 CONCLUSION

- 6.1 The implementation of the Managing Occupational Stress Procedure will ensure the Council adopts a more proactive approach to Managing Occupational Stress and will address the issues raised in the HSE Audit Report relating to occupational stress.
- 6.2 It is therefore recommended that the Strategic Policy and Resources Committee approve the Managing Occupational Stress Procedure.

HUGH L MACKENZIE
Head of Human Resources

Contact Officer: Caroline Harris
Telephone Number: 475441
E-mail Address: ceharris@pkc.gov.uk

Address of Service: Council Building, 2 High Street, PERTH, PH1 5PH

24 MAY 2006