

#### 4. TRANSACTIONAL ANALYSIS

Thursday 6 December 2007

9:30—12:30 (incl lunch)

Facilitator: Lucy Fredman

TA is an accessible yet effective psychological model which can help us understand the underlying dynamics of human interaction and gain insight into our own communication patterns.

This informative and participative session will provide an introduction to the basic theories of TA followed by an opportunity to explore how the principles can be applied to areas such as:

- managing conflict
- giving feedback
- delegation
- using counseling skills
- any specific interpersonal issues relevant to your work environment

#### 5. ABSENCE MANAGEMENT—CUBE HA

Thursday 17 January 2008

9:30—12:30 (incl lunch)

Facilitator: Maureen Gimby Cube HA

Attendance management is always in the news no matter what sector you are in and employers are continually challenged to look at innovative ways to manage absence more effectively. Cube HA have adopted a partnership approach to managing absence, working closely with their occupational health providers. This session will consider whether a partnership approach has been beneficial to Cube.

#### 6. HEALTHY WORKING LIVES

Thursday 7 February 2008

9:30—12:30 (incl lunch)

Facilitator: Verona Watson, HWL

We will explore the organisational benefits for achieving a Healthy Working Lives Award including:-

- an enhanced reputation as a responsible and well-managed organisation
- attracting and keeping employees
- raising your profile among clients and stakeholders giving competitive edge
- improving productivity by reducing absence rates

And more!



#### 7. APPRAISING THE FORCE

Thursday 6 March 2008

9:30—12:30 (incl lunch)

Facilitator: Chief Supt Mary Hackett

Strathclyde Police - Scotland's largest police force - is currently reviewing its staff review / appraisal system. Mary will share her experience of how successful the process is within the police force. She will provide an insight into the changes that have been made over the years to ensure that Strathclyde Police maintains its reputation as a diverse and progressive employer.



## HR NETWORK

### EVENTS CALENDAR SEPT 2007 — JUNE 2008

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## SHARE'S HR NETWORK

*sharing HR knowledge, experience and Best Practice for the mutual benefit of housing organisations through a creative array of means and resources*



The HR Network comprises of staff working within housing organisations who have input to the HR function. The group includes personnel/HR officers and managers, directors, depute

directors, corporate services officers and managers. If you are responsible for *any* HR/Personnel functions within your organisation you are welcome to attend any of the HR Network events.

Events are complimentary to SHARE members with a £25 fee for non-members.

When you have decided which events you wish to attend please call or email us to let us know for catering and planning purposes.

### 1. QUALITY MATTERS! Thursday 6 September 2007 9:30—12:30 (incl lunch) Facilitator: Rhona McKerral

More organisations recognise that employing quality management systems helps to ensure consistently high levels of service to their customers. However, with the wide variety of standards currently available it can be confusing. This session will help by taking a closer look at the various options and how they can be applied. We will cover:-

- What is Quality?
- How quality standards impact on HR
- Discuss major quality standards & techniques (ISO 9000; EFQM; TQM; 5-S; Six Sigma.)

### 2. EMPLOYMENT LAW Thursday 4 October 2007 9:30—12:30 (incl lunch) Facilitator: Karen Harvie (TC Young)

Employment law is a fast-moving and complex area and this session is designed to raise awareness of some of the recent changes and new challenges facing employers. In this informal and interactive session we will discuss case studies and other problems in practice.

Amongst other topics, we will cover:-

- Working Time Regulations
- Disclosure Scotland
- Flexible Working
- Information & Consultation Regulations
- Data Protection Act

### 3. BENCHMARKING UPDATE Thursday 1 November 2007 9:30—12:30 (incl Lunch) Facilitator : Anne Robertson Govanhill HA

A number of Housing Associations have devised an HR Benchmarking Framework.

The Framework considers the staff profile within each of the participating Associations including analysis of:

- age, sex, ethnicity, disability
- staff turnover
- internal and external recruitment
- training - frequency, cost/budget,
- sickness absence levels
- grievance and disciplines raised.

Anne will share the findings of the first report for 2006/7

