



EMPLOYEE ENGAGEMENT SURVEY QUESTIONS 2024

Report by Chief Executive

PURPOSE

- 1.1 The purpose of the Report is to seek approval in principle of the questions to be included in the 2024 Employee Engagement Survey.

EXECUTIVE SUMMARY

- 2.1 Approval has been granted by Corporate Management Team to undertake the fifth employee engagement survey during 2024. Consultation has been undertaken with Trade Union representatives.
- 2.2 The aim of the survey continues to focus on identifying and exploring employee's experiences of working for the Comhairle in order to find ways in which managers can establish better ways of working and therefore drive service improvements. It is proposed that a number of standard benchmarking survey questions continue to be included and grouped according to themes. The survey will include a full set of Equal Opportunity monitoring questions.
- 2.3 The additional theme of sickness absence has been included in this year's survey. Work has also been undertaken with the Health and Safety Team and Organisational Development Team to integrate stress indicator questions, in line with HSE requirements, into this corporate survey.
- 2.4 It is proposed that the finalised survey will be issued to employees in October 2024. In line with previous years the survey will be electronic with paper questionnaires available on request. Initial survey results will be drawn together in December 2024 and published in early 2025.

RECOMMENDATION

- 3.1 **It is recommended that the Human Resources Sub Committee approve, in principle, the questions to be included in the fifth Employee Engagement Survey.**

Contact Officer:	Carmen Macdonald, HR Manager
Appendix:	Draft Employee Engagement Questions
Background Papers	None

IMPLICATIONS

4.1 The following implications are applicable in terms of the Report.

Resource Implications	Implications/None
Financial	There will be financial implications relating to staffing resources, the printing of paper questionnaires and potential postage costs.
Legal	None
Staffing	The survey aims to encourage staff engagement and provide an evidence base for service improvement
Assets and Property	None
Strategic Implications	Implications/None
Risk	None
Equalities	None
Corporate Strategy	None
Environmental Impact	None
Consultation	Senior Management, Employee Forum and Trade Union Representatives