

AGENDA

A meeting of the Health and Safety and Human Resources Committee will be held on Tuesday 30 October 2018 at 3.30pm within the Boardroom, Halbeath Campus, Dunfermline.

No	Item	Action	Lead	Pages
1	Welcome, Apologies and Declarations of Interests	Note	VI	N/A
2	Minutes of the Previous Meeting: 6 March 2018	Approve	VI	2-5
3	Matters Arising / Actions Outstanding	Note	VI	6-6
4	Health and Safety Update			
	4.1 Accident and Near Miss Update	Note	AL	7-14
	4.2 Joint Inspections with Trade Unions	Note	AL	15-21
5	Policies and Procedures			
	5.1 Gender Based Violence	Approve	ZFH	22-33
6	Update on KPIs (including information on Grievances and Disciplinarys)	Note	ZFH	34-37
7	Career-Long Professional Learning: Update 2017-18	Note	ZFH	38-42
8	Staff Numbers / Equalities Statistics 2017-18			
	8.1 Annual HR Metrics	Note	ZFH	43-45
	8.2 Equality and Diversity Recruitment	Note	ZFH	46-47
	8.3 Equality and Diversity Staff Report	Note	ZFH	48-49
9	Update on Chief Operating Officer / Changes at Executive Team Level (<i>Verbal Update</i>)	Note	HH/ ZFH	N/A
10	Modernising the Workforce and Workforce Planning	Note	ZFH	50-52
11	Update on National Bargaining (<i>Verbal Update</i>)	Note	ZFH	N/A
12	Minutes from Committees:			
	12.1 JCC: 21 September 2018	Note	ZFH	53-58
	12.2 JNC Academic Staff: 27 April and 17 August 2018	Note	ZFH	59-71
	12.3 JNC Support Staff: 8 March, 27 June and 25 September 2018	Note	ZFH	72-87
13	Date of Next Meeting Tuesday 26 February 2019 at 3.30pm Room ES02, Stenton Campus, Glenrothes	Note	VI	N/A