

## AGENDA

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A meeting of the Health and Safety and Human Resources Committee will be held on Monday 11 November 2019 at 3.30pm within the Carnegie Conference Centre, Dunfermline.

No	Item	Action	Lead	Pages
1	Welcome, Apologies and Declarations of Interests	Note	VI	N/A
2	Minutes of the Previous Meeting: 4 June 2019	Approve	VI	2-5
3	Matters Arising / Actions Outstanding	Note	VI	6-6
4	Health and Safety Update: Accident and Near Miss Update	Note	AL	7-13
5	Health and Safety Audit Report	Note	AL	14-38
6	Modernising the Workforce / Workforce Plan	Note	ZFH	39-47
7	Career-Long Professional Learning: Update 2017-18	Note	ZFH	48-52
8	Staff Numbers / Equalities Statistics 2018-19			
	8.1 Business Report: HR KPIs	Note	ZFH	53-57
	8.2 Annual HR Metrics	Note	ZFH	58-59
	8.3 Equality and Diversity Recruitment	Note	ZFH	60-62
	8.4 Equality and Diversity Staff Report	Note	ZFH	63-67
9	Update on National Bargaining <i>Verbal Update</i>	Note	ZFH	N/A
10	Minutes from Committees:			
	10.1 JCC: 17 May 2019, 25 June 2019, 10 September 2019	Note Note	ZFH ZFH	68-85 86-90
	10.2 JNC: 19 June 2019			
11	Date of Next Meeting Tuesday 25 February 2020 at 3.30pm ES02, Fife College, Glenrothes ( <i>Trade Union representatives to be invited</i> )	Note	VI	N/A