Human Resources Committee

Tuesday 1 November 2016
5.00pm in Board Room
A G E N D A

1 Apologies

2 * Declaration of Interests, Presentation of Papers, College Mission

3 * Joint Staff Group Annual Report 2015/16

4 * Safeguarding & Prevent: Annual Report 2015/16 and revised Policy & Procedures

5 * Report on Employability Skills & Career Passport

6 * Minutes of previous meeting held on 7 June 2016

7 Matters arising

8 * Annual Reports 2015/16: Staff Development, Staff Absence, Staff E&D Profile

9 Appointment of Vice-Chair of Committee

10 * Staffing Update

11 * Analysis of Staff Exit Interviews

12 * Policies:
- Management of Attendance and Ill-Health for all staff
- Discipline Policy & Grievance Procedure for staff other than senior postholders

13 * Strategic Priorities Dashboard

14 * Leadership Continuity & Replacement Strategy

15 * Review of Terms of Reference of Human Resources Committee and Special Committee

16 * Review of Committee Meetings 2015/16

17 Determination of Confidential Items

18 * Review of the Meeting

19 Date of next meeting: **7 February 2017**

Membership: Rona Miller (Chair), Paul Ashdown, Adill Hadi, Karen Sherwood, Asa Walker
In attendance: Martin Sullivan (Vice-Principal), Mutrice Bedford (HR Officer)
Julie Robinson and Caroline Sweeney (JSG members) for item 3
Neal Clements (Safeguarding Link Governor) for item 4
Mike Padbury (Assistant Principal) for item 5
Sonia Wood (AP responsible for Staff Development) for part of item 8
Clerk & Secretary: Janice Hamilton & Janet Parkes
Security Classification: Public

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