

## HUMAN RESOURCES COMMITTEE

MINUTES	
Human Resources Committee on 21 <sup>st</sup> February 2022 at 17:30 hours via Microsoft Teams.	
Present C McDowell (Committee Chair), L McIntyre (Acting Principal), A Doherty, F Whittaker.	In attendance G McIntosh, S McManus, P Scott (Acting Clerk)

Agenda Item	
01-22	Apologies for Absence None
02-22	Declaration of any potential Conflicts of Interest in relation to any Agenda items  None stated
03-22	Minutes of Previous Meeting – 15 <sup>th</sup> November 2021  Duly approved
04-22	Matters Arising from the Previous Meeting The Committee received a summary from S McManus on the roof repairs and were pleased to note the progress.
	Matters for Decision
06-22	Policies & Procedure Prioritisation & Approvals The Committee reviewed the Report on Policies and approved a suggested timeline and process whereby Policies could be prepared and considered by the Board in a logical sequence.
07-22	Reporting of Equality Outcomes The committee considered the Report as presented and which is referred for its terms and approved the Report timescale set out in the report.
	Matters for Discussion

08-22	<p>HR Strategy Overview</p> <p>The Committee considered the Report on HR Strategy which is referred to for its terms and after discussion expressed their approval.</p>
09-22	<p>Program of Business</p> <p>The Committee reviewed the proposed programme and agreed to discuss and share ideas for future development of the programme.</p>
	Matters for Information - HR
10-22	<p>Quarterly HR Report</p> <p>The Committee considered and noted with approval the quarterly HR Report as submitted.</p>
	Matters for Information – H&S
11-22	<p>Quarterly H&amp;S Report</p> <p>The Committee considered and noted with approval the quarterly Health &amp; Safety Report as submitted.</p>
12-22	<p>Summation of Actions and Date of Next Meeting</p> <p>Head of HR to prepare a mock-up of top line data</p> <p>Date of Next Meeting – Thursday 19<sup>th</sup> May 2022 @ 1730</p>
	Reserved Items of Business
13-22	<p>New Hires &amp; Leavers</p> <p>The Committee noted the Report as presented. This was not for publication as it contained personal data of individuals.</p>
14-22	<p>Absence Management</p> <p>The Committee noted the Report as presented. This was not for publication as it contained personal data of individuals.</p>
15-22	<p>Any Other Business</p> <p>None</p>
16-22	<p>Summation of Reserved Items of Business</p> <p>Reports noted</p>