

**James Watt College Board of Management
Human Resources Development Committee**

**Meeting – 3 September 2008
4pm North Ayrshire Campus**

Agenda

<u>Item</u>	<u>Papers</u>	<u>Lead Responsibility</u>
1	Apologies	
2.	Health & Safety	
	a) Presentation from HSM	B McNeice
	b) Updated Report	HSM
3	Declarations of Interest	
4	Previous Minutes & Matters Arising	Minutes of HRDC of 15 May 2008 K Bradley
<u>Items for approval</u>		
5	Key Performance Indicators for HRD	Paper D Martin
<u>Items for information/discussion</u>		
6	Staff CPD update	Paper L McConnachie
7	Employee relations and employment issues	Verbal update D Martin
8	Occupational Health Quarterly Report	Paper D Martin
9	Staff Update (New Appointments / Leavers / Changes)	Paper D Martin
10	Voluntary Severance Scheme	Paper D Martin
11	Workforce Planning Agreements	Paper A Shaw
12	Job Evaluation	Verbal D Martin
13	Governance	Verbal K Bradley
14	HRDC Forward Agenda	Paper K Bradley
15	Review of Meeting	K Bradley