

John Wheatley College
Risk Management Group

AGENDA

Agenda of the meeting of the Risk Management Group scheduled to be held on Tuesday, 12 December, 2006 at 2.00pm in Room S09, Easterhouse Building

- 1. Sederunt**
- 2. Apologies**
- 3. Terms of Reference**
(copy Attached)
- 4. Minutes of the previous meeting held on 14 June, 2006**
(copy Attached)
- 5. Matters arising from the minutes of the previous meeting**
- 6. Minutes of the Health & Safety Committee Meeting - 1 June, 2006**
(copy Attached)
- 7. Correspondence**
 - a) Scottish Funding Council – Circular 48/06 Main Grant Letter**
 - b) Cabinet Office – Local Planning for a possible Influenza Pandemic**
 - c) Association of Scotland’s Colleges – Continuity and Contingency Plan for Possible Influenza Pandemic**
 - d) Business Forums Int. Ltd – Avian Flu Summit For Business**
 - e) Miller Samuel In Focus e-Bulletin – Employment News**
 - f) Scottish Public Services Ombudsman Commentary September 2006**
 - g) CIPD – Poor Management Can Seriously Harm Employees Health**
(copies Attached)
- 8. Thornton Solicitors – Education Sector Alert**
(copy Attached)
- 9. Instep: Education Law Magazine**
 - i) Summer 2006**
 - ii) Autumn 2006**
(copies Attached)
- 10. East End Campus – Risk Register**
(copy attached)

**11. East End Campus – New Build
Verbal Report by Depute Principal**

12. Closure

13. Date of Next Meeting

The date of the next meeting is scheduled to be held on 17 April, 2007 at 2.00pm.

Freedom of Information

Members will recall that the College will be making publicly available the agendas, papers and minutes of this meeting. Should members wish to retain their papers they are free to do so otherwise the College will collect the papers for destruction.

Members who have made manuscript annotations to their agenda, minutes or papers and intend to keep them must register the annotations with the individual minuting the meeting using the pro forma issued with the papers.

AK/MM
John Wheatley College
December, 2006