

**JOHN WHEATLEY COLLEGE**  
**JOINT CONSULTATIVE COMMITTEE**

**AGENDA**

**Agenda of the meeting scheduled to be held at 2 pm on Friday 13 November, 2009 in Room MF 15, East End Campus.**

- 1. Sederunt**
- 2. Apologies**
- 3. Minutes of the Meeting held on 28 August, 2009**  
(copy attached)
- 4. Matters Arising from the Minutes of the Previous Meeting held on 28 August, 2009**
  - i) Memorandum to A Sherry and J Wilson from Principal re. Implementation of the College's Succession Plan**
  - ii) HMle Report – A Subject-based Aspect Report on Provision in Scotland's Colleges by HMle on behalf of the Scottish Funding Council**  
(copies attached)
- 5. Correspondence**
  - a) EIS – Interim Guidelines for Dealing with Disruptive School Pupils Attending College or Being Taught by College Lecturers in Schools**
  - b) Scottish Government – Letter from F Hyslop to the Principal re. Draft Budget for 2010**
  - c) Investors in People Scotland – Letter re. Recognition for Being Successful in Maintaining Investors in People Status**
  - d) SPPA**
    - i) Letter re. Starters, Leavers, Members Guides and Opt Out Form**
    - ii) Distribution of Benefit Statements to Scheme Members**  
(copies attached)
- 6. Human Resources Management Annual Report 2008/09**  
**D Sneddon**  
(copy attached)
- 7. SFC Equality and Diversity Support to Colleges (and Universities)**  
***Response to Consultation***  
**Principal**  
(copy attached)

8. **Disability Equality Scheme and Action Plan – Update  
Report by HR Manager**  
(copy attached)
9. **SFC Report – Comparisons of Human Resource Management  
Report by Principal**  
(copy attached)
10. **FEDRA – Support from FEDD  
Report by Principal**  
(copy attached)
11. **‘Final’ Draft Staff Governance Standard  
Principal**  
(copy attached)
12. **Professional Development Programme 2009/10  
A Sherry**  
(copy attached)
13. **Audit Scotland**
  - a) **Press Release – Delivering Public Services in a Recession:  
Auditor General Calls for Urgent Action Across the Public Sector**
  - b) **Scotland’s Public Finances – Preparing for the Future  
Report by Auditor General for Scotland (*issued on a confidential  
basis until after 3 December, 2009*)****Principal**  
(copies attached)
14. **Institutional Sustainability & Scenario Planning  
Draft Board Report by Principal (*issued on a confidential basis until  
after 3 December, 2009*)**  
(copy attached)
15. **Investors in People Audit Report  
A Sherry**  
(copy attached)
16. **Swine Flu – an up-date  
Principal**  
(Verbal Update)
17. **Health and Safety Annual Report – Session 2008/09  
Report by Depute Principal**  
(copy attached)
18. **Toolkit for Teachers – Dealing with Homophobia and Homophobic  
Bullying in Scottish Schools  
Principal**  
(report attached)
19. **Scotland’s Living Wage Employers’ Award – Progress Report  
D Sneddon**  
(copy attached)

20. **Employee Counselling Service – 1 August 2008-31 July 2009  
Report by Human Resources Manager**  
(copy attached)
21. **Staff Turnover Indices – 1 August 2008 - 31 July 2009  
Report by Human Resources Manager**  
(copy attached)
22. **Staff Attendance Report – 1 August 2008 - 31 July 2009  
Report by Human Resources Manager**  
(copy attached)
23. **EIS / FELA – Democratisation of College Boards of Management  
Principal**  
(copy attached)
24. **Risk Management – Issues to be considered as a consequence of the  
consideration of the above agenda**
25. **Closure**
26. **Date of Next Meeting**  
22 January, 2009

### **Freedom of Information**

*Members will recall that the College will be making publicly available the agenda, 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.*