

**JOHN WHEATLEY COLLEGE**

**BOARD OF MANAGEMENT**

**RISK MANAGEMENT GROUP**

**AGENDA**

**Agenda of the meeting of the Risk Management Group scheduled to be held on Wednesday 2 March 2005 at 2 pm in the Alex Viola Room (S/09), Easterhouse Campus.**

- 1 Sederunt**
- 2 Apologies**
- 3 Terms of Reference**  
(copy attached)
- 4 Minutes of the meeting held on 1 September 2004**  
(copy attached)
- 5 Matters arising from the minutes of the previous meeting**
- 6 Minutes of the Health and Safety Committee meeting held on 28 October 2004**  
(copy attached)
- 7 Minutes of the meeting with Marsh Ltd held on 25 January 2005**  
(copy attached)
- 8 Correspondence**
  - a) SFEFC – Supporting health and safety in further and higher education**  
(copy attached)
  - b) Service Agreement**  
(copy attached)
  - c) Lease – Arts Factory**  
(copy attached)
  - d) Managing your recycling responsibilities**  
(copy attached)
  - e) Keeping control – Advice on managing construction projects**  
(copy attached)

- f) **Scottish Executive – Consultation regarding the draft first Annual Plan for the Nuclear Decommissioning Authority (NDA)**  
(copy attached)
  - g) **Robinson Low Francis (rlf) - Construction Skills Action Plan – Application for Funding**  
(copy attached)
  - h) **Nonpareil Management Services - Risk Management Seminars February 2005**  
(copy attached)
  - i) **Marsh Ltd - Insurances – 2004/5**  
(copy enclosed)
- 9 Marsh Ltd**
- a) **Developing a quality action plan on stress**  
(copy attached)
  - b) **Foresight – Autumn/Winter 2004**  
(copy attached)
- 10 Draft Scottish Enterprise Glasgow Contract**  
(copy attached)
- 11 Freedom of Information Report by Depute Principal**  
(referred from Board)
- 12 Access to Environmental Information Environmental Information (Scotland) Regulations 2004 Report by Depute Principal**  
(referred from Board)
- 13 John Wheatley College Risk Register**  
(copy enclosed)
- 14 New Build Risk Register**  
(copy enclosed)
- 15 Closure**
- 16 Date of Next Meeting**  
The next meeting is scheduled for Wednesday 1 September 2005 at 2pm in the Alex Viola Room (S/09), Easterhouse Campus.

*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.*

AS/SV  
John Wheatley College  
21 February 2005

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