

JOHN WHEATLEY COLLEGE

BOARD OF MANAGEMENT

RISK MANAGEMENT GROUP

AGENDA

Agenda of the meeting of the Risk Management Group scheduled to be held on Thursday 8 September 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 2 March 2005**
(copy attached)
- 5 Matters arising from the minutes of the previous meeting**
- 6 Minutes of the Health and Safety Committee meeting held on:**
 - a) 9 December 2004**
 - b) 31 March 2005**
 - c) 23 June 2005**
(copies attached)
- 7 Correspondence**
 - a) Mitie - College Smoking Policy**
(copy attached)
 - b) Email from Andy Woolley - Risk Register**
(copy attached)
 - c) ASC – Coordinating Health and Safety in Tertiary Education (CHASTE) Initiative: Update**
(copy attached)

- 8 Levy and McRae Legal Updates**
- a) **April 2005**
 - b) **May 2005**
(copies attached)
- 9 Well-Being Policy Report by Human Resources Manager**
(copy attached)
- 10 Insurance Cover 2005/2006 Report by Depute Principal**
(referred from Board)
- 11 Risk Registers**
- a) **College**
 - b) **New Build Campus**
(for information and comment)
- 12 East End Campus – New Build Verbal Report by Depute Principal**
(copy attached)
- 13 Closure**
- 14 Date of Next Meeting**
The next meeting is scheduled for Wednesday 9 November 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.

AK/LC
John Wheatley College
5 September 2005