

**Minute of the meeting of the Human
Resources & Organisational Wellbeing
Committee Meeting held at the Kilwinning
Campus on 2 March 2017**



Present: Nicki Beveridge (Chair)
Fiona Fawdry
Barbara Graham
Marri Welsh

In attendance: Brendan Ferguson (Board Secretary)
David Davidson
Jane McKie
Donna Vallance

1 Welcome and Declarations of Interest

The Chair welcomed everyone to the meeting. There were no declarations of interest.

2 Apologies

Apologies were received from committee members Heather Dunk and Tom Wallace, and from EMT members Michael Breen and Jackie Galbraith.

3 Minute of the meeting held on 1 December 2016 (Paper 1)

The above minute was confirmed as a correct record.

Proposed: Marri Welsh Seconded: Barbara Graham

4 Matters Arising

There were no matters arising that were not contained within the items for discussion.

5 SFC Indicative Funding 2017/18 (Verbal Report)

J McKie reported on the indicative funding letter recently provided by SFC. The Committee noted the report and a number of questions were asked and answered. It was emphasised that the funding was indicative at this stage with the confirmed funding letter to be received at a later date.

The Committee noted the above report and asked to kept informed of progress towards receipt of the confirmed funding letter. The Committee noted the restrictions placed on planning by having no confirmed funding for 2017/18 available at this stage in the current academic year and expressed the view that this was a very unfortunate position for the Sector to again be placed in.

6 National Bargaining (*Verbal Report*)

J McKie reported on the current position in relation to national bargaining. The Committee noted that agreement had not been reached at the current time and that EIS/FELA were in the process of undertaking an indicative ballot on industrial action, the outcome of which was awaited.

The Committee noted the above report with disappointment and regretted any move towards further industrial action as student assessments approached.

7 Organisational Review 2016/17 (*Presentation*)

J McKie provided a presentation on the progress being made in relation to the 2016/17 Organisational Review. Members were reminded of the agreements on the parameters and scope of the review discussed and agreed at the last meeting of this Committee and the Board of Management. J McKie reported that the Review was proceeding well, within the scope agreed.

The Committee noted the above presentation and that a conclusion would be reached in time for a report on outcomes to be made at the forthcoming meeting of the Board of Management.

8 Ayrshire College Equality Outcomes 2017 -21 (*Paper 2*)

D Davidson introduced the above paper, reminding members that equality outcomes had been in place for the previous four years. The College was now required to review and publish its updated Equality Outcomes, as set out in Paper 2, in April 2017. D Davidson took the Committee through Paper 2 in detail. A discussion ensued, during which a number of questions were answered.

Subject to some editorial amendment to Page 9 of Paper 2, as noted by the Secretary, Paper 2 was approved and commended to the Board of Management for approval.

9 HR/Payroll Information System Progress (*Presentation*)

D Davidson provided a presentation on the progress that had been made on the implementation of the HR/Payroll information System.

The Committee noted and welcomed the progress made and noted that it expected that payroll would go live in April 2017.

10 Human Resources & Organisational Wellbeing Quarterly Report (*Paper 3*)

D Davidson introduced Paper 3 and took the Committee through it, answering questions in the process.

The Committee noted and approved Paper 3.

The draft Equal Pay Statement contained in section 3.3 of Paper 3 was approved and commended to the Board of Management for approval.

**11 Corporate Risk Register: HROW Committee Extract as at February 2017
(Paper 4)**

J McKie introduced the HROW Risk Extract and a discussion ensued. Several questions were asked and answers provided.

The HROW Risk Extract as February 2017 was approved. The Committee noted that HRW1 may require to be revisited and adjusted when further information becomes available.

12 Date of Next Meeting

The next meeting of the Committee was scheduled to take place on 25 May 2017.