

HR Sub-Group Agenda

Date: 9th August 2023

Time: 9:30am

	Agenda Item	Owner
1	Welcome and Apologies	Elaine
2	Review Actions from last meeting (8th February 2023) (i) Pay Modelling (ii) Staff Survey	Elaine
3	Update to previous Policy & Guidance items (i) Carer Positive Policy (ii) Disciplinary Policy (iii) Excess Travel (iv) Fixed Term Contracts (v) Grievance Policy (vi) Recruitment & Selection Policy & Guidance (vii) Redeployment & Redundancy (viii) Sexual Harassment Policy (ix) With Cause Drug & Alcohol Testing	Jane Louise Elaine Koreen Elaine/Jannet/Hannah Koreen Hannah/Jannet Isabel Caroline Campbell
4	New Policy & Guidance items (i) Absence Without Leave Guidance (ii) Talent Strategy (iii) Whistleblowing	Hannah Koreen Donna Sutherland/Elaine
5	Scheduled Policy Updates and New Policies (i) Attendance Management (review) (ii) Career Break (new)	Jane Jane
6	Pin Policies Phase 2 of the Once for Scotland Policies (for staff on Agenda for change)	Margaret/Jannet
7	TU items (i) Calendar visibility of managers	Alistair Bell

8	HR Legislative Update	Jane
9	A.O.B.	All
10	<u>Date and time of next meeting</u>	Elaine