

Human Resources and Remuneration Committee

Wed 24 May 2023, 16:30 - 18:30

Teams

Agenda

16:30 - 16:33 **1. Welcome, Apologies, and Announcements**

3 min

Information

David Sandison

16:33 - 16:35 **2. Declarations of Interest**

2 min

Decision



David Sandison

16:35 - 16:40 **3. Minutes of the Previous Meetings**

5 min

Decision

David Sandison

-  Confidential Minutes of the Previous Meeting of Human Resources and Remuneration Committee (2023 Q3).pdf (2 pages)
 -  Non-Confidential Minutes from the Previous Meeting of Human Resources and Remuneration Committee (Q3 2023).pdf (7 pages)
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16:40 - 16:45 **4. Matters Arising**

5 min

Information


David Sandison

16:45 - 16:50 **5. Terms of Reference**

5 min

Decision

David Sandison

-  Terms of Reference for Human Resources and Remuneration Committee (For Approval in June 2023).pdf (3 pages)
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Matters for Decision

16:50 - 16:55 **6. Shared Parental Leave and Pay Policy**

5 min

Decision

Jane Lewis

-  BOM-HRR-2022-25 HRR Shared Parental Leave Policy.pdf (10 pages)
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Regular Updates

16:55 - 17:00 **7. Living Wage Accreditation - Update**

5 min

Information


Jane Lewis

Verbal

17:00 - 17:05 8. Professional Services Restructure - (Confidential)

5 min

Discussion *Gemma MacGregor*

 BOM-HRR-2022-26 HRR Paper Professional Services 150523.pdf (6 pages)

17:05 - 17:10 9. Academic Services Restructure - (Confidential)

5 min

Discussion *Laura Burden*

Verbal

17:10 - 17:15 10. National Bargaining and Industrial Action

5 min

Information *Jane Lewis*

Verbal

17:15 - 17:20 11. HR Support

5 min

Information *Jane Lewis*

Verbal

17:20 - 17:25 12. Staffing Updates

5 min

Information *Jane Lewis*

Paper 29 To Follow

Papers for Information and Discussion

17:25 - 17:30 13. Internal Audit Report on Staff Recruitment

5 min

Discussion *Chloe Main*

 BOM-HRR-2022-27.1 BDO SUHI - Staff Recruitment - FINAL.pdf (21 pages)

13.1. Recruitment and Selection Policy

Information *Laura Burden*


 BOM-HRR-2022-28.1 04 SUHI RecruitmentSelection Policy and Procedure May 2023.pdf (7 pages)

17:30 - 17:35 14. Staff Stress Survey

5 min

Discussion *Jane Lewis*

 BOM-HRR-2022-30.0 HRR Staff Stress Report Cover (002).pdf (5 pages)

 BOM-HRR-2022-30.1 05 Stress-Survey-Analysis-2022-Final.pdf (14 pages)

17:35 - 17:40 **15. UHI Shetland Public Sector Equality Duty**

5 min

Discussion *Jane Lewis*

 BOM-HRR-2022-31.0 HRR PSED report cover.pdf (2 pages)

 BOM-HRR-2022-31.1 UHI-Shetland-PSED-April-2023-(004).pdf (8 pages)

Internal Committee Matters

17:40 - 17:45 **16. Committee training**

5 min

Discussion *Matt Sierocinski King*

17:45 - 17:50 **17. Chair and Vice-Chair**

5 min

Decision *David Sandison*

Concluding Matters

17:50 - 17:55 **18. Any Other Business**

5 min

Information *David Sandison*

17:55 - 18:00 **19. Date of Next Meeting**

5 min

Information *Matt Sierocinski King*

30th August 2023