

List of proposed changes to Policies as reviewed by Committees

Audit

Policy 1.3 – Risk Management

- Bullet point one - At the end add the following, 'in light of the College's approved risk appetite'.
- Bullet point three – at the end add the following, 'and the impact it would have on the College'.

FURTHER RECOMMENDATION – A new Anti-Bribery, Fraud & Corruption Policy

Finance & Resources

Policy 2.2 Procurement

Replace with New Policy

Learning & Teaching

Policy 4.3 Work Placements

Further work is being done to review this policy – changes will be recommended at a later board meeting.

Policy 5.4 Student Admissions and Induction

- Bullet point one, after the word 'uniform' insert a comma and the word 'transparent'.
- Bullet point four – delete the words 'at the start of their course'

Policy 5.6 Student Conduct

- Bullet point three – after the words 'dealt with' insert 'promptly',

Organisational Development

Policy 3.1 Staffing

- Introduce a new bullet point one as follows:- The College will be supported in developing and maintaining a positive organisational culture where staff are recognised and valued, are clear about what is expected of them, are supported in their development and are treated with dignity and respect.
- (Now) bullet point two – at the end add 'and student experience'.

- (Now) bullet point four – after the word staffing add ‘and the correct mix of staffing’.
- (Now) bullet point five – delete the following ‘if a retrenchment, transfer of work or reorganisation becomes necessary and causes a possible reduction in staffing requirements’ and replace with ‘in the event of an identified need to reduce the staffing complement’

Policy 3.2 Secure Handling, Use, Storage and Retention of Disclosure Information

- Bullet point three – at the end add ‘and unnecessary copying will be avoided’

Policy 3.3 Staff Management

- Bullet point one – at the end add ‘using mediation where appropriate’
- Bullet point six – delete the word ‘supported’ and replace with ‘facilitated’
Delete the word ‘entitlements’ and replace with ‘support’

Policy 3.4 Continuing Professional Development

- Bullet point six – at the end add ‘where this benefits both the individual and the employer’

Policy 3.5 Healthy College

- Bullet point one – insert ‘safe and’ before the word ‘healthy’.
- Bullet point two – change the reference to ‘him / herself’ to ‘himself / herself’
- Bullet point five – delete and replace with ‘create an environment within which all staff, students and visitors are treated with dignity and respect’