**JOINT WORKING GROUP ON SEXUAL HARASSMENT**

**MINUTE**

|  |
| --- |
| Date: 18 April 2018Time: 10:30am – 11.30amVenue: TG.23**Present:** Susan Duffy (Chair), Michelle Ballantyne, Rhoda Grant, Rona MacKay, Gillian MacKay, Vicky McSherry and Phillipa Booth (Secretariat)**Apologies:** Emma Ritch, David McGill, Cheryl Krueger |
| No | Item |
| **1** | **Minute of previous meeting**The minute of the meeting on 14 March 2018 was agreed. |
| **2** | **Matters arising**There were no matters arising |
| **3** | **Communications (paper)**The group discussed the proposed communications.The group agreed that a communication from the Joint Working Group will be sent out w/c 23 April 2018. |
| **4** | **Group Meetings**Susan and Vicky will liaise with the party contacts provided to arrange dates that they will attend meetings. |
| **5** | **Action Plan – Training**The group discussed how to ensure maximum attendance at training events. |
| **6** | **Date of Next Meeting**Wednesday 16 May, 10.00am – 11.00am in Q1.03 |