

## GOVERNANCE

### COMMITTEE DECISION SHEET

#### STAFF GOVERNANCE COMMITTEE - TUESDAY, 1 OCTOBER 2019

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Declarations of Interest</u>	there were no declarations of interest.		
1	<u>Minute of Previous Meeting of 18 June 2019</u>	to approve the minute as a correct record.		
2	<u>Committee Business Planner</u>	<ul style="list-style-type: none"> <li>(i) in respect of item 10 (Policy Review), to note that there were no policies to be reported; and</li> <li>(ii) to note the reason for the reporting delay in relation to item 8 (EAS Scheme/Occupational Health/ Sickness Absence six monthly report); and</li> <li>(iii) to otherwise note the planner.</li> </ul>		
3	<u>New Approach to Internal Recruitment and Internal Movement of Staff - RES/19/371</u>	<ul style="list-style-type: none"> <li>(i) to approve the new approach to internal recruitment and internal movement of staff as set out within this report and instruct the Chief Officer (Organisational Development) to implement the approach;</li> <li>(ii) to note that following consideration of this report, and consultation with trade unions, the redeployment process and the managing recruitment and selection guidance will be updated to align with the approach and circulated to this committee as a service update;</li> <li>(iii) to note that the Chief Officer (Organisational</li> </ul>		

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		<p>Development) would circulate details of the external recruitment costs and current redeployment figures to members of the committee; and</p> <p>(iv) to instruct the Chief Officer (Organisational Development) to submit an update report on the new approach to internal recruitment and internal movement of staff to this committee in one-year time.</p>		
4	<b><u>Alignment of Working Practices with the Craft Agreement - OPE/19/378</u></b>	<p>(i) to note that officers had provided assurances that there would be a degree of flexibility in terms of the timescales for the formal consultation period;</p> <p>(ii) to instruct the Chief Officer – Operations and Protective Services to determine whether trade unions had been notified of the timescales for formal consultation and that a response in this regard be circulated to members and trade union advisers; and</p> <p>(iii) to otherwise note the report.</p>		
5	<b><u>Corporate Health &amp; Safety Quarterly Update April to June 2019 - GOV/19/380</u></b>	<p>(i) that in relation to incident (reportable employee) frequency rates at section 3.11 of the report, that officers incorporate benchmark figures from other local authorities in future reports, if available; and</p> <p>(ii) to otherwise note the report.</p>		
6	<b><u>Professional Learning for Support Staff - OPE/19/360</u></b>	<p>(i) to note the content of this report; and</p> <p>(ii) to instruct the Chief Operating Officer to continue to monitor the impact of the actions detailed in this report and to provide a service update to Members and Trade Union Advisers in one calendar year.</p>		
7	<b><u>Bridge of Don Academy Asbestos</u></b>	<p>(i) to instruct officers to circulate details to</p>		

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	<p><b><u>Incident Update and Beachview Court Update - RES/19/386</u></b></p>	<p>members in relation to Respiratory Protective Equipment (RPE), specifically (1) why policies and procedures were not yet in place; and (2) whether there was a system in place to check the condition of the equipment;</p> <p>(ii) that 'Asbestos Incidents' be added to the agenda as a standing item for three committee cycles, noting that if there were no incidents of this nature, a report would not be required; and</p> <p>(iii) to otherwise note the report.</p>		

Should you require any further information about this agenda, please contact Mark Masson, tel 01224 522989 or email [mmasson@aberdeencity.gov.uk](mailto:mmasson@aberdeencity.gov.uk)