

**GOVERNANCE  
COMMITTEE DECISION SHEET**

**STAFF GOVERNANCE COMMITTEE - TUESDAY, 28 SEPTEMBER 2021**

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
N/A		<b><u>The Committee resolved:-</u></b> to thank Liam Knox for his attendance and contributions at previous meetings of the Committee, noting that he had now stepped down from his Union role.	Governance	S Dunsmuir
3.1	<b><u>Declarations of Interest</u></b>	There were no declarations of interest.	N/A	N/A
5.1	<b><u>Minute of Previous Meeting of 7 June 2021</u></b>	<b><u>The Committee resolved:-</u></b> (i) to note that Councillor Al-Samarai had been in attendance at the last meeting and not Councillor Hutchison; and (ii) to otherwise approve the minute.	Governance	S Dunsmuir
6.1	<b><u>Committee Business Planner</u></b>	<b><u>The Committee resolved:-</u></b> to note the business planner.	Governance	S Dunsmuir
9.1	<b><u>Corporate Health and Safety - April to June 2021 - COM/21/196</u></b>	<b><u>The Committee resolved:-</u></b> (i) in relation to the RIDDOR/Non-RIDDOR reportable incidents, to request that officers look to break down the Operations figures further in future reports to enable the Committee to scrutinise the figures to more easily identify if there were issues in particular teams; and (ii) to otherwise note the report.	Governance	C Leaver
10.1	<b><u>re.cr.uit Scheme Update - RES/21/167</u></b>	<b><u>The Committee resolved:-</u></b> (i) to note that officers would provide information	People &	L Strachan / D

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		<p>to Members outwith the meeting in relation to the total number of employees (headcount) who had moved posts through re.cr.uit;</p> <p>(ii) to note that officers would provide information to Members outwith the meeting in relation to the 2020 figures for the number of members of staff who had been successfully redeployed through re.cr.uit;</p> <p>(iii) to thank officers for the report and for the work undertaken in relation to the scheme; and</p> <p>(iv) to note progress made with the re.cr.uit scheme to date in line with the earlier Committee instruction for an update report to be provided after one year of operation.</p>	Organisational Development	Buck
10.2	<b><u>Platinum Jubilee Public Holiday - RES/21/216</u></b>	<p><b><u>The Committee resolved:-</u></b></p> <p>to approve the granting of an additional public holiday on 3 June 2022.</p>	People & Organisational Development	I Newcombe / K Foley
11.1	<b><u>Managing Grievances Policy - RES/21/182</u></b>	<p><b><u>The Committee resolved:-</u></b></p> <p>(i) to approve the revised Managing Grievances Policy, attached as Appendix 1 to this report;</p> <p>(ii) to agree an implementation date of 1 February 2022 for the revised policy noting that the required training and communication would be undertaken on this policy and on the Managing Discipline and Dignity and Respect at Work policies;</p> <p>(iii) to note that Trade Unions would be involved in the training opportunities;</p> <p>(iv) to note the appended procedure/guidance document which supported the application of the policy; and</p> <p>(v) to note that a generic investigations procedure had been developed to cover all three policies mentioned above.</p>	People & Organisational Development	K Foley / K Tennant

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11.2	<b><u>Dignity and Respect At Work Policy - RES/21/183</u></b>	<b><u>The Committee resolved:-</u></b> (i) to approve the Dignity and Respect at Work Policy, attached as Appendix 1 to this report to replace the Managing Bullying and Harassment at Work policy; (ii) to agree implementation of the policy from 1 February 2022 and to note that training and communication would be undertaken on this policy and on the Managing Discipline and Managing Grievances policies; (iii) to note the appended procedure/guidance document which supported the application of the policy; (iv) to note that a generic investigations procedure had been developed to cover all three policies mentioned above; (v) to note that if the guidance was to be changed, this would be done in consultation with Trade Unions; and (vi) to thank officers and Trade Union colleagues for their collaboration and work in revising the policies.	People & Organisational Development	K Foley / K Tennant

Should you require any further information about this agenda, please contact Steph Dunsmuir, email [sdunsmuir@aberdeencity.gov.uk](mailto:sdunsmuir@aberdeencity.gov.uk)