

**GOVERNANCE
COMMITTEE DECISION SHEET**

STAFF GOVERNANCE COMMITTEE - TUESDAY, 23 NOVEMBER 2021

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
3.1	<u>Declarations of Interest</u>	There were no declarations of interest.	N/A	N/A
5.1	<u>Minute of Previous Meeting of 28 September 2021</u>	(i) to note that the information requested at the last meeting in relation to re.cru.it had been circulated to Members and Trade Union advisers outwith the meeting; and (ii) to approve the minute as a correct record.	N/A	N/A
6.1	<u>Committee Business Planner</u>	(i) to note that the risk register would now be presented in June 2022 and that the Chief Officer – People and Organisational Development had undertaken to confirm that this was in line with the reporting to other committees; and (ii) to otherwise note the planner.	People & Organisational Development	I Newcombe
9.1	<u>Staff Governance Committee Annual Effectiveness Report 2020/21 - COM/21/270</u>	(i) to thank the Trade Unions for their contributions to the Committee during the reporting period; (ii) to note that the Clerk had advised that she would follow up with Trade Unions in relation to the current vacancies to the substantive and substitute adviser roles to try to ensure a full complement of Trade Union representation; (iii) to note that the Clerk would review the formatting of the committee composition table for the next report; (iv) to note the query in relation to whether the	Governance Governance People and	S Dunsmuir S Dunsmuir I Newcombe / F

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		<p>Committee was fully acting as a safety committee within s2(7) of the Health and Safety at Work Act etc 1974 (as referred to in the Terms of Reference) and that the Chief Officer – People and Organisational Development would discuss this outwith the meeting with the Chief Officer – Governance and the Corporate Health and Safety Lead to ascertain whether any amendments were required to the either the reports presented to Committee or to its Terms of Reference; and to note the report.</p> <p>(v)</p>	Organisational Development / Governance	Bell / C Leaver
10.1	<u>Corporate Health and Safety – July – September 2021 - COM/21/264</u>	<p>(i) to request that future reports include comparison where available with data from before the pandemic as could be difficult to evaluate the data against a time when it may have been affected by COVID-19;</p> <p>(ii) to note that the EIS had issued a further survey to school staff and that Mr Constable had offered to present the findings once the data was available to Elected Members who might be interested;</p> <p>(iii) to note (a) the comments made in relation to the wellbeing of staff and learners and whether a report on this could be presented to the Education Operational Delivery Committee (EODC), and (b) that the Chief Officer – People and Organisational Development had undertaken to discuss this outwith the meeting with the Convener and relevant officers, taking into account the remit of both committees and noting also that EODC received regular updates on Supporting Learners which might already address this matter;</p>	<p>Governance</p> <p>People and Organisational Development</p> <p>Education</p> <p>Governance</p>	<p>C Leaver</p> <p>I Newcombe</p> <p>E Sheppard (for information)</p> <p>S Dunsmuir</p>

