

**GOVERNANCE  
COMMITTEE DECISION SHEET**

**STAFF GOVERNANCE COMMITTEE - MONDAY, 30 JANUARY 2023**

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
3.1	<u>Declarations of Interest and Transparency Statements</u>	<b><u>The Committee resolved:</u></b> There were no declarations of interest nor transparency statements made.	Governance	S Dunsmuir
5.1	<u>Minute of Previous Meeting of 21 November 2022</u>	<b><u>The Committee resolved:</u></b> to approve the minute as a correct record.	Governance	S Dunsmuir
6.1	<u>Committee Business Planner</u>	<b><u>The Committee resolved:</u></b> to note the planner.	Governance	S Dunsmuir
7.1	<u>Notice of Motion by Councillor Tissera</u>	<b><u>The Committee resolved:</u></b> (i) to note that officers have provided Trade Unions with answers to the questions raised and that these have also been circulated to all Elected Members for information; (ii) to note that the Council meeting in December 2022 only instructed the Chief Executive and Interim Chief Officer – Governance to discuss with the Scottish Government any opportunities to transfer functions		

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		<p>through legislative change, and therefore agrees that it is premature to discuss the matter further at this time, as there is nothing further to be reported at present;</p> <p>(iii) to agree therefore that no action be taken in relation to the Notice of Motion, but that officers continue to engage with Trade Unions, particularly in relation to any outcomes from discussions with the Scottish Government, ahead of any report back to Council on any specific opportunities proposed to be progressed; and</p> <p>(iv) to note the ongoing commitment of COSLA and Scottish Government to the local governance review which is exploring fiscal, functional and community empowerment.</p>		
9.1	<b><u>Public Holiday - Coronation of King Charles III - CUS/23/038</u></b>	<b><u>The Committee resolved:</u></b> to approve the granting of an additional public holiday on 8 May 2023.	People & Organisational Development  Education	K Foley  S Milne – for information
10.1	<b><u>Workforce Delivery Plan - CUS/23/035</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the delivery plan relating to the approved workforce strategy as part of TOM 1.2, contained within Appendix B, and that the Chief Officer – People and Organisational Development will present reports to the committee	People & Organisational Development	I Newcombe

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		<p>where required as the work progresses; and</p> <p>(ii) to note the engagement exercises that have fed into the development of the plan, outlined at Appendix A, and the approach to workforce engagement to be taken as the Council moves through the next phase of transformation and the implementation of the delivery plan.</p>		
10.2	<p><b><u>Job Families and Capability Framework - CUS/23/036</u></b></p>	<p><b>The Committee resolved:</b></p> <p>(i) to approve the Council’s new approach to job families;</p> <p>(ii) to note the Council’s refreshed capability framework and the approach to continuous improvement based on staff and trade union feedback;</p> <p>(iii) to note the approach to development which aligns to the job family approach and our workforce delivery plan;</p> <p>(iv) to note the extensive engagement that has taken place throughout 2021 and 2022 to develop the job families and refreshed capability framework; and</p> <p>(v) to note that a similar approach to the development of two additional job families – Teachers and Chief Officers – will be taken with engagement and input from relevant stakeholders and consideration of their specific needs and requirements.</p>	<p>People &amp; Organisational Development</p>	<p>D Buck</p>

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11.1	<b><u>Use of Locating Systems and Devices Policy - CUS/23/041</u></b>	<p><b><u>The Committee resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the Council's revised 'Use of Locating Systems in Vehicles and Devices Policy' shown at Appendix 1;</li> <li>(ii) to note the accompanying procedure and form to the policy at Appendix 2;</li> <li>(iii) to note the engagement and consultation already undertaken with Trade Unions; and</li> <li>(iv) to note that the policy has been agreed by the Council's Risk Board and has been reviewed by the data protection team as part of the risk process.</li> </ul>	<p>People &amp; Organisational Development</p> <p>Governance</p>	<p>K Foley</p> <p>R McKean – for information</p>

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