

GOVERNANCE

COMMITTEE DECISION SHEET

STAFF GOVERNANCE COMMITTEE - MONDAY, 13 MARCH 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>	The Committee resolved: There were no declarations of interest nor transparency statements made.	N/A	N/A
5.1	<u>Minute of Previous Meeting of 30 January 2023</u>	The Committee resolved: to approve the minute as a correct record.	Governance	S Dunsmuir
6.1	<u>Committee Business Planner</u>	The Committee resolved: (a) to note the reasons outlined in the planners for the delays to item 4 (Mental Health Action Plan Annual Update) and item 6 (Whistleblowing Policy); (b) to agree to remove items 10 (Employee Assistance Scheme / Occupational Health / Sickness Absence Six Monthly Update) and 31 (Developing Young Workforce / Employability Update); (c) to otherwise note the planner; and (d) to note that the Convener had advised	Governance	S Dunsmuir

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		that in terms of Standing Order 7.3, he was proposing to cancel the meeting of 15 May 2023 due to the relatively low level of business and move the expected reports to the meeting of 26 June 2023.	Governance	S Dunsmuir
9.1	<u>Corporate Health and Safety - October - December 2022 - COM/23/078</u>	<u>The Committee resolved:</u> (i) to note that the Chief Officer – Corporate Landlord was liaising with the Health and Safety Executive in relation to the differing expectations of inspectors in terms of paper records and electronic records; (ii) to note that officers would review the colour scheme used in the graphs to ensure that there was consistency between graphs relating to similar information; (iii) to otherwise note the report.	Governance	C Leaver
9.2	<u>EAS Annual Progress Update, Occupational Health and Absence Annual Update January 2022 - December 2022 - CUS/23/080</u>	<u>The Committee resolved:</u> (i) to note that officers would keep the committee apprised of progress with the absence improvement work being undertaken through the Performance Board, including any specific areas included with the action plan and the impact of any initiatives being undertaken; (ii) to note that officers would present a report to Committee later in the year in respect of communication and engagement with staff; and (iii) to otherwise note the report.	People and Organisational Development People and Organisational Development	K Foley / I Newcombe I Newcombe

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10.1	<u>Equality, Diversity and Inclusion - Progress Report Update - CUS/23/079</u>	<p><u>The Committee resolved:</u></p> <ul style="list-style-type: none"> (i) to note that officers would provide detail of the timescales for the introduction of Diversity Packs in the report due to Committee in June 2023; (ii) to note the employee information update presented as part of the 2023 Equality Outcomes Progress Report presented to Anti-Poverty and Inequality Committee attached at Appendix 1 and Appendix 2; (iii) to note the work undertaken to date, provided within the Progress Report at Appendix 1 and Appendix 2, as part of the Council's Equality, Diversity and Inclusion Action Plan to meet our Equality Outcomes as an employer; and (iv) to instruct the Chief Officer – People and Organisational Development to provide an update to Staff Governance Committee at a future meeting of the Committee on any impact this report has on the Equality, Diversity and Inclusion Action Plan as well as any changes, updates or new areas of focus based on the data and analysis. 	People and Organisational Development	<p>D Buck</p> <p>S Dunsmuir (for planner)</p>

If you require any further information about this decision sheet, please contact Steph Dunsmuir, email sdunsmuir@aberdeencity.gov.uk