

**GOVERNANCE
COMMITTEE DECISION SHEET**

STAFF GOVERNANCE COMMITTEE - MONDAY, 4 SEPTEMBER 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>	<u>The Committee resolved:</u> There were no declarations of interest or transparency statements made.	N/A	N/A
5.1	<u>Minute of Previous Meeting of 26 June 2023</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.	Governance	S Dunsmuir
6.1	<u>Committee Business Planner</u>	<u>The Committee resolved:</u> (i) to note the reasons outlined in the planner for the delays to items 5 (Whistleblowing Policy & Procedure) and 7 (Special Leave Policy); and (ii) to otherwise note the business planner.	Governance	S Dunsmuir
9.1	<u>Corporate Health and Safety – April – June 2023 - COM/23/259</u>	<u>The Committee resolved:</u> (i) in relation to the concerns about reinforced autoclaved aerated concrete (RAAC) in schools and other buildings, to note that the Chief Officer – Corporate Landlord would circulate a written update to the Committee outlining the latest position with the	Corporate Landlord	S Booth

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		<p>situation;</p> <p>(ii) to note that officers would discuss the Health and Safety Sub Group with EIS colleagues outwith the meeting, in relation to how it could operate more proactively; and</p> <p>(iii) to otherwise note the report.</p>	Governance	C Leaver
10.1	<u>Family Friendly Policies Project Update - CUS/23/244</u>	<p>The Committee resolved:</p> <p>(i) to note that officers would include the LNCT flexible working policy which had just been approved in the list of policies mentioned;</p> <p>(ii) to note the progress made towards the Family Friendly Policies Project;</p> <p>(iii) to approve the project next steps as outlined in section 3.8 of the report;</p> <p>(iv) to instruct the Chief Officer – People and Organisational Development and Customer Experience to report back to Staff Governance Committee in June 2024 with updated policies and documentation for approval; and</p> <p>(v) to approve interim changes to the Supporting Carers in the Workplace Guidance and Special Leave Policy to ensure early compliance with the Carer’s Leave Act as outlined in section 3.9.</p>	<p>People and Organisational Development</p> <p>People and Organisational Development</p> <p>Governance</p>	<p>D Buck</p> <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