

STAFF GOVERNANCE COMMITTEE

ABERDEEN, 4 September 2023. Minute of Meeting of the STAFF GOVERNANCE COMMITTEE. Present:- Councillor Copland, Convener; Councillor Al-Samarai, Vice-Convener; and Councillors Ali, Davidson, Fairfull, Hutchison (as substitute for Councillor David Cameron, the Lord Provost), Macdonald, Massey, McLeod, Radley (as substitute for Councillor MacGregor), Thomson and Yuill (as substitute for Councillor Steve Delaney, the Depute Provost).

Trade Union Advisers:- Carole Thorpe and Ron Constable (EIS); Kevin Masson and David Willis (GMB); Brenda Massie and Mark Musk (UNISON); Joe Craig (UNITE); and Fiona Sales (UCATT).

The agenda and reports associated with this minute can be viewed [here](#).

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered

WELCOME

1. The Convener welcomed everyone to the meeting, particularly Councillor Ali who was attending his first meeting of the Committee, in place of Councillor Graham. He advised that Councillor Crockett had also joined the Committee, although he was not present for today's meeting, in place of Councillor Boulton.

The Convener further advised that Mr Ron Constable would no longer be attending meetings of the Committee on behalf of the EIS, and would be replaced by Ms Zem Chefeke at future meetings. He thanked Mr Constable for his contributions during his time on the Committee.

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. There were no declarations of interest or transparency statements made.

MINUTE OF PREVIOUS MEETING OF 26 JUNE 2023

3. The Committee had before it the minute of its previous meeting of 26 June 2023 for approval.

The Committee resolved:-

to approve the minute as a correct record.

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COMMITTEE BUSINESS PLANNER

4. The Committee had before it the planner of committee business as prepared by the Interim Chief Officer – Governance (Legal).

The Committee resolved:-

- (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.

CORPORATE HEALTH AND SAFETY – APRIL – JUNE 2023 - COM/23/259

5. The Committee had before it a report by the Director of Commissioning which provided a summary of statistical health and safety performance information for the three-month reporting period April to June 2023 to provide Members with the opportunity to monitor compliance with health and safety legislation.

The report recommended:-

that the Committee note the report and provide comment on the health, safety policy, performance, trends, and improvements.

The Committee resolved:-

- (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 situation;
- (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
- (iii) to otherwise note the report.

FAMILY FRIENDLY POLICIES PROJECT UPDATE - CUS/23/244

6. The Committee had before it a report by the Director of Customer Services which provided an updated on progress made towards the Family Friendly Policies Project.

The report recommended:-

that the Committee –

- (a) note the progress made towards the Family Friendly Policies Project;
- (b) approve the project next steps as outlined in section 3.8 of the report;
- (c) instruct the Chief Officer – People and Organisational Development and Customer Experience to report back to Staff Governance Committee in summer 2024 with updated policies and documentation for approval; and

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- (d) 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.

The Committee resolved:-

- (i) to note that officers would include the LNCT flexible working policy which had just been approved in the list of policies mentioned;
 - (ii) to amend recommendation (c) to 'report back to Staff Governance Committee in June 2024'; and
 - (iii) to otherwise approve the recommendations.
- **COUNCILLOR NEIL COPLAND, Convener**