

GOVERNANCE

DECISION SHEET

STAFF GOVERNANCE COMMITTEE - MONDAY, 24 JUNE 2024

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>	There were no declarations of interest nor transparency statements.	N/A	N/A
5.1	<u>Minute of Previous Meeting of 22 April 2024</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: (i) to agree to remove item 8 (Cluster Risk Register) for the reasons outlined in the planner; (ii) to note that item 8 (People Policy Data) was delayed to the September meeting to enable a full year of data to be presented; and (iii) to otherwise note the planner.	Governance	S Dunsmuir
9.1	<u>Developing the Young Workforce Update - CORS/24/183</u>	The Committee resolved: (i) to note that there would be analysis of the ABZ Campus – Employability Pathway Programme pilot and officers could provide an update to Members;	People and Citizen Services	L Strachan

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		and (ii) to note progress of the continuing work to develop the young workforce, to do this in line with Local Outcome Improvement Plan commitments, and to shape the workforce for the future.		
10.1	<u>Family Friendly Policies Project Update - CORS/24/185</u>	The Committee resolved: (i) to note that officers would ensure that the website clearly reflected which staff the policy applied to, and would include a link to the teachers' policy; (ii) to note the content of the report and the progress made to date within the Family Friendly Project; (iii) to approve changes to the Special Leave Policy to ensure compliance with the Carer's Leave Act 2023 and the Paternity Leave (amendment) Regulations 2024; (iv) to approve the project next steps as outlined in section 5 of the report; and (v) to instruct the Chief Officer – People and Citizen Services to report back to Staff Governance Committee in one year's time with updated policies and documentation for approval.	People and Citizen Services People and Citizen Services	S Robb S Robb S Dunsmuir (for planner)
11.1	<u>Corporate Health & Safety January to March 24 - CORS/24/182</u>	The Committee resolved: (i) to note the concerns raised by the EIS representatives during the meeting, and that the Corporate Health and Safety Lead would (a) meet with all Trade Union representatives to gather feedback in relation to the content of the report and (b) reflect this feedback	Governance	C Leaver

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		<p>and any changes to the reporting in future quarterly health and safety reports; and</p> <p>(ii) to otherwise note the report.</p>		
11.2	<u>Sickness Absence for Environmental, Roads and Waste Services - CR&E/24/178</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the explanation and update provided within this report for assurance; and</p> <p>(ii) to instruct the Chief Officers - Operations and People and Citizen Services to incorporate any future updates into the Absence Annual Update (EAS Annual Progress Update, Occupational Health and Absence Annual Update).</p>	People and Citizen Services / Operations	S Robb / M Reilly
11.3	<u>Employee Mental Health Action Plan Annual Progress Update - CORS/24/184</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the continuing progress made on the Mental Health Action Plan and the proactive actions taken to address and support positive employee mental health during the last 12 months; and</p> <p>(ii) to approve the updated Mental Health Action Plan for 2024.</p>	People and Citizen Services	S Scott

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