

**GOVERNANCE  
DECISION SHEET**

**STAFF GOVERNANCE COMMITTEE - MONDAY, 18 NOVEMBER 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 or transparency statements made.	Governance	S Dunsmuir
5.1	<u>Minute of Previous Meeting of 9 September 2024</u>	<b>The Committee resolved:</b> to approve the minute as a correct record.	Governance	S Dunsmuir
6.1	<u>Committee Business Planner</u>	<b>The Committee resolved:</b> (i) to note the reason outlined in the planner for the delay to item 8 (Flexible and Smarter Working Policy and Guidance); and (ii) to otherwise note the planner.	Governance	S Dunsmuir
9.1	<u>Leadership and Management Development Update - CORS/24/314</u>	<b>The Committee resolved:</b> (i) to note that officers would provide detail to Members outwith the meeting in respect of the number of returned evaluations for courses where this information was available; (ii) to note the suggestion from Members that there could be Elected Member involvement in future in the leadership	People and Citizen Services  People and Citizen Services	S Scott  S Scott

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		<p>and development programme, through introductory meetings between officers and various Members which would allow Members to engage with new leaders;</p> <p>(iii) to note that officers would ascertain whether working with Trade Unions was specifically included within the People Manager development programme, and that if not, to note that officers had undertaken to work with Trade Union colleagues on introducing this;</p> <p>(iv) to note the continuing progress made on developing leaders and managers and the assurance provided within the report that this programme equipped managers to deal with the challenges ahead; and</p> <p>(v) to note the introduction of the Accelerator Scheme as part of the Aspiring Leaders programme 2024-25 and how this would contribute to supporting people with Protected Characteristics to progress their people management ambitions with Aberdeen City Council, increasing the pool of diverse candidates at leadership level who were suitably qualified and ready to undertake senior posts.</p>	People and Citizen Services	S Scott
10.1	<b><u>Staff Governance Committee Annual Effectiveness Report - CORS/24/305</u></b>	<b><u>The Committee resolved:</u></b> to note the report.	Governance	S Dunsmuir

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11.1	<b><u>Volunteering Policy - CORS/24/294</u></b>	The Committee agreed to defer this report to the January meeting, as the Integrated Impact Assessment had not been published ahead of the meeting.	People and Citizen Services  Governance	L Camilli  S Dunsmuir – for planner
12.1	<b><u>Corporate Health and Safety Quarterly Update - CORS/24/317</u></b>	<b><u>The Committee resolved:</u></b> (i) in relation to page 96 of the report and the graph which displayed the data for the total number of near misses from 2022/23 and 2024/25, to note that officers would liaise with colleagues in Data Insights to ascertain whether future reports could separate out the data for the Education cluster to determine whether the dip in figures was as a result of the school holidays; and (ii) to otherwise note the report.	Governance	C Leaver

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