

GOVERNANCE

DECISION SHEET

STAFF GOVERNANCE COMMITTEE - MONDAY, 16 JUNE 2025

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>	These will be recorded in the minute.	Governance	S Dunsmuir
5.1	<u>Minute of Previous Meeting of 21 April 2025</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) in relation to item 11 (Staff Travel Plan and Policy), to note that the draft Council Travel Plan had not been considered at the June Net Zero, Environment and Transport Committee and would now be presented to the September NZET meeting, and that there was an instruction within that report that the Staff Travel Policy be updated; (ii) to note the reasons for delay in relation to items 4 (Family Friendly Policies), 5 (Employee Experience		

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
		<p>and Citizen Services to make the Citizen Interaction Policy and supporting Managing Citizen Interaction Procedures easily accessible to employees, managers and elected members; and</p> <p>(iv) to instruct the Chief Officer – People and Citizen Services to publish the Citizen Interaction Policy, Zero Tolerance Pledge and Managing Citizen Interaction Procedure externally on the Council's website.</p>	<p>Services</p> <p>People and Citizen Services</p>	L McKenzie
9.3	<u>Employee Mental Health Action Plan Annual Progress Update - CORS/25/149</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note that the Chief Officer – People and Citizen Services had undertaken for officers to investigate the peak in psychological issues between July and September 2023 and provide an update to Members outwith the meeting should any specific causation be found;</p> <p>(ii) in relation to the pie chart at page 67 of the report, to note that officers would review this for future reports to ascertain if any further detail could be identified in the 'other' section, noting the comments from Members that for example those with disabilities did not seem to be reflected in the chart;</p> <p>(iii) 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>(iv) to approve the updated Mental Health</p>	<p>People and Citizen Services</p> <p>People and Citizen Services</p>	<p>S Robb</p> <p>S Robb</p>

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
		Action Plan for 2025.		
9.4	<u>Cluster Risk Register and Assurance Map - CORS/25/147</u>	<u>The Committee resolved:</u> to note the assurance map set out in Appendix 1 to the report.	People and Citizen Services	L Strachan

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