

	A	B	C	D	E	F	G	H	I
1	STAFF GOVERNANCE COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	01 February 2021								
4	Corporate Health & Safety Quarterly Update	To present the quarterly update	Will present the update originally intended to be reported to the cancelled November 2020 meeting	Colin Leaver	Governance	Commissioning	3.3		
5	Internal Recruitment and Internal Movement of Staff	SGC 01/10/19 - To instruct the Chief Officer - Organisational Development to submit an update report on the new approach to internal recruitment and internal movement of staff in one year's time	Delayed from November 2020	Isla Newcombe	People & Organisational Development	Resources	2.2	D	The team has had to focus on temporary movement of staff for the pandemic response and so delivery of the digital tool was delayed. The team are however currently undertaking a trial of the tool which has now been developed ahead of a full launch and it is now expected that a report will come to SGC in April
6	Policy Review	A standing item to enable presentation of any policies that require to be reviewed and approved by Committee, as a result of the review of policies to ensure that they meet the Guiding Principles	Standing item	Isla Newcombe	People & Organisational Development	Resources	3.1	R	There are no policies to be reported to the February 2021 meeting
7	Risk Register - People and Organisation	To report annually on the cluster risk register		Isla Newcombe	People & Organisational Development	Resources	GD 8.4		
8	12 April 2021								
9	Policy Review	A standing item to enable presentation of any policies that require to be reviewed and approved by Committee, as a result of the review of policies to ensure that they meet the Guiding Principles	Standing item	Isla Newcombe	People & Organisational Development	Resources	3.1		
10	EAS/OH/Sickness Absence Six Monthly Report	To present the six monthly report for the EAS/OH & Sickness Absence figures		Kirsten Foley	People & Organisational Development	Resources	2.7		
11	Equality and Diversity Action Plan	To present the equality and diversity action plan		Isla Newcombe	People & Organisational Development	Resources	2.2		
12	Corporate Health & Safety Quarterly Update	To present the quarterly update for Oct-Dec 2020		Colin Leaver	Governance	Commissioning	3.3		
13	Corporate Health & Safety Policy	To present the revised policy for approval		Colin Leaver	Governance	Commissioning	GD 8.1		

