	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
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.							
3				27 June 2022						
4	Corporate Health & Safety Quarterly Update	To present the quarterly update for January to March 2022		Colin Leaver	Governance	Commissioning	3.3		
5	Appeals Sub Committee - Appointment of Members	To agree the membership for the Appeals Sub Committee		Steph Dunsmuir	Governance	Commissioning	Standing Order 47.10		
6	Naloxone Project Update	SGC 12/04/21 - (a) to instruct the Chief Officer, People and Organisational Development, to report back to Staff Governance Committee, following the test of change, to indicate the lessons learned and any plans for further work and/or roll out; and (b) to request that the Chief Officer – People and Organisational Development provide information in the report back to Committee on the number of occasions where Naloxone had been administered		Kirsten Foley	People & Organisational Development	Resources	2.7		
7	Risk Register - People and Organisation	To report annually on the cluster risk register		Isla Newcombe	People & Organisational Development	Resources	GD 8.4		
8	Workforce Strategy	To present the five year strategy		Isla Newcombe	People & Organisational Development	Resources	2.2	D	This will now be presented to Committee after August to align with the medium term financial strategy which was requested by Council
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	2.5	R	There are no policies for review this cycle
10				03 October 2022						
11	Corporate Health & Safety Quarterly Update	To present the quarterly update for April to June 2022		Colin Leaver	Governance	Commissioning	3.3		
12	Employer Discretions – Local Government Pension Scheme	TBC		Kirsten Foley	People & Organisational Development	Resources	TBC		
13	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		

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14	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	2.5		
15			21 November 2022						
16	Corporate Health & Safety Quarterly Update	To present the quarterly update		Colin Leaver	Governance	Commissioning	3.3		
17	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	2.5		
18			DATE FOR REPORT BACK TO BE CONFIRMED						
19	Annual Committee Effectiveness Report	To present the annual SGC effectiveness report		Isla Newcombe	People & Organisational Development	Resources	TBC		
20	Mental Health Action Plan - Annual Update	To provide an update in relation to the employee mental health action plan	February 2023	Kirsten Foley	People & Organisational Development	Resources	3.3		
21	EAS Annual Progress Update Occupational Health and Absence Annual Update January 2021 – December 2021	To present an annual report for the EAS/OH & Sickness Absence figures	01 February 2023	Kirsten Foley	People & Organisational Development	Resources	2.7		