

	A	B	C	D	E	F	G	H	I
1	<b>STAFF GOVERNANCE COMMITTEE BUSINESS PLANNER</b> 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	<b>2 February 2026</b>								
4	Volunteers Policy	The revised policy was approved at Committee in January 2025 - due for annual review	Report will not be required if there are no changes to be made	Isla Newcombe	People & Citizen Services	Corporate Services	2.5	R	No requirement for changes this year - will be reviewed in 2027
5	Bairns Hoose	To present an update to Committee		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.2		
6	Mortuary Staff Move	To present an update to Committee following completion of the new mortuary at Aberdeen Royal Infirmary		Hazel Stevenson	Governance	Corporate Services	2.2	D	Officers advise that the mortuary has only recently opened and as such, propose to report to the next meeting in April 2026 as it has not been possible to meet the reporting deadlines for the February Committee, which fell towards the end of December 2025
7	Managing Performance Policy and Procedure	The revised policy was approved at Committee in January 2024 - due for review January 2026	Report will not be required if there are no changes to be made	Isla Newcombe	People & Citizen Services	Corporate Services	2.5	R	No requirement for changes this year - will be reviewed in 2027

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2	Leadership and Management Development Update	SGC 03/10/22 - to agree that an annual update on the refreshed approach to leadership and management development be presented to Committee  SGC 25/08/25 - to instruct the Chief Officer – People and Citizen Services to report to Anti-Poverty and Inequality Committee on progress against the action plan, in line with relevant statutory deadlines. This report to include the progress of the Aspiring Leaders and Accelerator Schemes to ensure these are achieving the Council's ambitions to develop future leaders from underrepresented groups <i>and to present an update to the Staff Governance Committee regarding any impacts this report has on the Equality, Diversity and Inclusion Action Plan, including any changes, updates or new areas of focus identified through available data and analysis.</i>		Isla Newcombe	People & Citizen Services	Corporate Services	2.4	D	Officers have delayed this report from this cycle to allow time for evaluation of the various strands of development, including an emphasis on equalities as agreed at SGC on 25 August (item 9.2 - Employee Equality Diversity and Inclusion Action Plan). Officers consider that it would be beneficial to the Committee to incorporate the instruction from that meeting into the Leadership and Management Development update report
8	Family Friendly Policies	SGC 24/06/24 - 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	Noted at June 2025 meeting that the substantive employee trade union engagement required had not yet completed due to current business demands. Report now expected at first meeting in 2026	Linsey Blackhurst	People & Citizen Services	Corporate Services	2.5		
10 20 April 2026									
11	EAS Annual Progress Update Occupational Health and Absence Annual Update	To present an annual report for the EAS/OH & Sickness Absence figures		Sharon Robb	People & Citizen Services	Corporate Services	2.7		
12	Corporate Health & Safety Quarterly Update	To present the quarterly update		Colin Leaver	Governance	Corporate Services	3.2		
13 29 June 2026									
14	Employee Mental Health Action Plan Annual Progress Update	To provide an update in relation to the employee mental health action plan		Fiona Lindsay	People & Citizen Services	Corporate Services	3.2 iii		



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27	Flexible Working Policy	The revised policy was approved at Committee in January 2025 - due for review February 2027		Isla Newcombe	People & Citizen Services	Corporate Services	2.5		
28	Fleet Driver Policy	The revised policy was approved at Committee in April 2025 - due for review April 2027		Patric Bakhuisen	Operations	City Regeneration and	2.5		
29	Supporting Attendance and Wellbeing Policy	The revised policy was approved at Committee in November 2025 - due for review November 2027		Sharon Robb	People & Citizen Services	Corporate Services	2.5		
30	<b>REPORTING DATE TO BE CONFIRMED</b>								
31	Employee Code of Conduct	To present an update on the Employee Code of Conduct		Isla Newcombe	People & Citizen Services	Corporate Services	2.5		
32	Impacts on Equality, Diversity and Inclusion Action Plan	SGC 25/08/25 - to instruct the Chief Officer – People and Citizen Services to report to Anti-Poverty and Inequality Committee on progress against the action plan, in line with relevant statutory deadlines. This report to include the progress of the Aspiring Leaders and Accelerator Schemes to ensure these are achieving the Council's ambitions to develop future leaders from underrepresented groups and to present an update to the Staff Governance Committee regarding any impacts this report has on the Equality, Diversity and Inclusion Action Plan, including any changes, updates or new areas of focus identified through available data and analysis.		Baldeep McGarry	People & Citizen Services	Corporate Services	2.6		
33	People development policy / guidance	To seek approval of the policy		Isla Newcombe	People & Citizen Services	Corporate Services	2.5		