

	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	03 October 2022								
4	Corporate Health & Safety Quarterly Update	To present the quarterly update for April to June 2022		Colin Leaver	Governance	Commissioning	3.3		
5	Employer Discretions – Local Government Pension Scheme	Following changes to the Local Government Pension Scheme Regulations in 2018, all employers in the Scheme are required to review and update their Pension Discretions Policy held by the North East Scotland Pension Fund. The Discretions Policy outlines how the Council as an employer of the Fund will administer the Local Government Pension Scheme in respect of application of the various discretions.		Kirsten Foley	People & Organisational Development	Customer	2.5		
6	Leadership and Management Development	To present a refreshed approach to leadership and management development, which will form a key part of the Workforce Strategy		Sandie Scott	People & Organisational Development	Customer	2.4		
7	Employee Assistance Scheme/Occupational Health/Sickness Absence Six Monthly Report	To present the six monthly report for the EAS/OH & Sickness Absence figures		Kirsten Foley	People & Organisational Development	Customer	2.7		
8	Health & Safety Policy	To present the revised Health & Safety Policy for approval		Colin Leaver	Governance	Commissioning	2.5		
9	Workforce Strategy	To present the five year strategy		Isla Newcombe	People & Organisational Development	Customer	2.2	D	The draft plan is currently being updated to take account of approvals received at the August meeting of Full Council
10	21 November 2022								
11	Corporate Health & Safety Quarterly Update	To present the quarterly update		Colin Leaver	Governance	Commissioning	3.3		
12	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	Customer	2.5		
13	16 January 2023								
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	Customer	2.5		
15	13 March 2023								
16	Mental Health Action Plan - Annual Update	To provide an update in relation to the employee mental health action plan		Kirsten Foley	People & Organisational Development	Customer	3.3		

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2									
17	Corporate Health & Safety Quarterly Update	For period to 31 December 2022		Colin Leaver	Governance	Commissioning	3.3		
18	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		Kirsten Foley	People & Organisational Development	Customer	2.7		
19	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	Customer	2.5		
20	15 May 2023								
21	Employee Assistance Scheme/Occupational Health/Sickness Absence Six Monthly Report	To present the six monthly report for the EAS/OH & Sickness Absence figures		Kirsten Foley	People & Organisational Development	Customer	2.7		
22	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	Customer	2.5		
23	Corporate Health & Safety Quarterly Update	For period to 31 March 2023		Colin Leaver	Governance	Commissioning	3.3		
24									
25	26 June 2023								
26	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	Customer	2.5		
27	Risk Register	To present the annual risk register update		Isla Newcombe	People & Organisational Development	Customer			
28									
29	4 September 2023								
30	Corporate Health & Safety Quarterly Update	For period to 30 June 2023		Colin Leaver	Governance	Commissioning	3.3		
31	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	Customer	2.5		
32									
33									
34	13 November 2023								
35	Employee Assistance Scheme/Occupational Health/Sickness Absence Six Monthly Report	To present the six monthly report for the EAS/OH & Sickness Absence figures		Kirsten Foley	People & Organisational Development	Customer	2.7		

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36	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	Customer	2.5		
37	Corporate Health & Safety Quarterly Update	For period to 30 September 2023		Colin Leaver	Governance	Commissioning	3.3		
38									
39	Reporting date to be confirmed								
40	Staff Governance Committee Effectiveness Report	To present the annual effectiveness report	Timing for the reporting of annual effectiveness reports is still under review as a result of the change in the committee structure	Isla Newcombe	People & Organisational Development	Customer	GD 8.5		