

Time began:10.30 am
Time ended: 11.10am

**Personnel Committee
9 February2017**

Present CouncillorRaju (Chair)
Councillors Carr, Froggatt, Grimadell, S Khanand Turner

Officers present David Cox – Head of HR
Diane Sturdy –Organisational Development Manager
Tania Hay –Employment Commission Lead
Jen Bramley – Project Manager with 3aaa
Jackie Waring – Democratic Services Officer

73/16 Apologies

Apologies were received from Cllr Barker and Cllr Marshall

74/16 Late Items to be Introduced by the Chair

There were no late items.

75/16 Declarations of Interest

None

76/16 Minutes of the Meeting held on 12January2017

The minutes of the meeting held on 12January 2017 were confirmed as a correct record.

77/16 Pay and Review Project Update

The Committee considered a report of the Director of Governance and Monitoring Officer on the Pay and Reward Project. The Board were updated on progress with this project.

Discussion was held on the 3 small negotiating bodies and the legal advice received along with the implications. The Committee asked for a detailed update to be brought to the next meeting.

It was confirmed that 29 schools where the temporary hours were due to finish in April 2017 and the Committee queried if this would impact on the ongoing dispute. The Committee requested a full update at the next meeting.

Resolved to

1. **note the report and receive updates on any issues at further meetings**
2. **receive detailed update on position with the 3 negotiating bodies.**
3. **receive detailed update on position with the 29 schools in relation to the temporary hours ending and position with the ongoing dispute.**

78/16 Apprenticeship Levy

The Committee received a report of the Director of Governance and Monitoring Officer asking them to receive a report on the Government's Apprenticeship Levy which was being introduced in April 2017. The Committee were briefed on the costs to the Council and how the Council would be able to draw on funds for training costs. Discussion was also held on how this Levy would affect the Council maintained schools.

Resolved to

1. **Note the contents of the report.**
2. **Approve that the Council will seek to maximise drawdown of Apprenticeship Levy and encourage maintained schools to do the same.**
3. **Note that the Council will utilise the Apprenticeship Levy to support all who are eligible and will prioritise it to support the young people to whom the Council is the corporate parent.**
4. **Note the Council has entered into a Memorandum of Understanding with 3aaa Levy Management.**
5. **Note a Levy Project Board has been established**
6. **Note the Project Board has recommended that, for the first year, the Council continue to recruit new apprentices at current levels, spending the remainder of the Levy cost on training for existing staff.**
7. **Note communication plans are being developed to inform and encourage engagement across the Council and for maintained schools.**
8. **Note that wherever possible the Council's own, high quality, in-house training be used to provide the training needed.**
9. **Agree to the use of the Apprenticeship Levy being maximised as a result of the Council being an umbrella organisation.**
10. **Make the Apprenticeship Levy a standing item for future Personnel Committee meetings.**
11. **Committee members to receive an email giving details on clarity on how the money received via the drawdown be spent.**

MINUTES END