

BRISTOL CITY COUNCIL

**MINUTES OF THE MEETING OF THE
HUMAN RESOURCES COMMITTEE
HELD ON 8 NOVEMBER 2012 AT 2.00 pm**

P Councillor Beynon
P Councillor Comer
P Councillor Eddy
P Councillor Emmett
P Councillor Hance
P Councillor Wollacott

On noting that Councillor Wollacott (Chair) was not present at the start of the meeting, it was agreed that the meeting be chaired by Cllr Comer (Vice-Chair).

HR

30.11/12 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

(agenda item 1)

No apologies were received. There were no substitutions.

HR

31.11/12 DECLARATIONS OF INTEREST

(agenda item 2)

There were no declarations of interest.

HR

**32.11/12 MINUTES - HUMAN RESOURCES COMMITTEE - 6
SEPTEMBER 2012**

(agenda item 3)

**RESOLVED - that the minutes of the meeting of
the Human Resources Committee
held on 6 September 2012 be
confirmed as a correct record and
signed by the Chair.**

(Cllr Emmett arrived at the meeting at this point.)

HR

33.11/12 PUBLIC FORUM

(agenda item 4)

Public forum business was circulated to the committee in advance of the meeting and a copy placed in the minute book.

HR

34.11/12 REVIEW OF APPRENTICESHIP PROGRAMME

(agenda item 5)

The committee considered a report of the Strategic Director - Corporate Services.

The committee received and noted the public forum statements presented for this item, as follows:

- * A statement from Steve Paines, Unite.
- * A statement from Wendy Weston and Rowena Hayward, GMB.

Key points raised / noted in discussion:

- a. In response to a point raised in the public forum statement from Unite in relation to paragraph 3.16 of the report, it was clarified that the proposal to allow priority status for apprentices would only apply in the context of "Building Futures" trainee posts at BG3 or below.

(Councillor Wollacott arrived at the meeting at this point.)

- b. With regard to recommendation 3, it was noted that the proposed "one off" payment of £250 would be linked to apprentices achieving their NVQ level 2 qualification.

RESOLVED - (1) that the working week for apprentices be reduced from 35 to 30 hours.

(2) that the allowance of £95 per week be retained, with a commitment that, from October 2013, there will be an increase in the weekly allowance in

accordance with any annual changes to the national minimum wage (%).

- (3) that apprentices in post as at 1 October 2013 should receive a "one-off" payment linked to the achievement of their NVQ level 2 qualification, as per the proposal set out in the report.
- (4) that it be noted that a pilot for the new "higher level" apprenticeships will commence in January 2013.
- (5) that it be noted there will be further targeted engagement and recruitment with under-represented groups and with schools, with a commitment to allocating appropriate resources to support this activity.
- (6) that it be noted that proposals are being developed for increasing youth employment, ensuring synergy with the People Programme and the Bristol City Council Youth Employment Strategy.

HR

35.11/12 EXCLUSION OF PRESS AND PUBLIC

(agenda item 6)

RESOLVED - that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act (as amended).

HR

36.11/12 INTERIM STRATEGIC DIRECTOR - NEIGHBOURHOODS AND CITY DEVELOPMENT

(agenda item 7: exempt item - information relating to an individual).

The committee considered an exempt report of the Interim Chief Executive.

RESOLVED - that approval be given to the salary proposal (as per the report)) for the Interim Strategic Director - Neighbourhoods & City Development.

HR

37.11/12 NEIGHBOURHOODS AND CITY DEVELOPMENT: SERVICE DIRECTOR: MAJOR PROJECTS AND SERVICE DIRECTOR: TRANSPORT

(agenda item 8: exempt item - information relating to an individual)

The committee considered an exempt report of the Interim Chief Executive.

RESOLVED - (1) that approval be given to the revised grade (as per the report) for the Service Director - Major Projects, and to the post status being altered from fixed term to permanent.

(2) that approval be given to the revised grade (as per the report) for the Service Director - Transport.

HR

38.11/12 DATE OF NEXT MEETING

It was noted that the next meeting of the Human Resources Committee would be held at 2.00 pm on 10 January 2013.

(The meeting ended at 2.26 pm.)

CHAIR