

**APPENDIX II to the minute of meeting of
the Children and Learning Committee of
23 February 2016 (Article 3(c) refers)**

MINUTE of MEETING of the **STAFFING SUB-COMMITTEE** of the **CHILDREN AND LEARNING COMMITTEE** held in the Committee Room, Town and County Hall, Forfar on Tuesday 12 January 2016 at 3.20pm.

Present: Councillors SHEENA WELSH, LYNNE DEVINE and CRAIG FOTHERINGHAM.

Councillor WELSH, Convener, in the Chair.

1. APOLOGIES/SUBSTITUTES

An apology for absence was intimated on behalf of Councillor Margaret Thomson with Councillor Craig Fotheringham substituting.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of this Sub-Committee of 11 November 2014 was submitted and approved as a correct record.

4. APPROVAL OF LOCAL AGREEMENT AJNCT/14 (REVISED) – JOB SIZING PROCEDURES

There was submitted Joint Report No 25/16 by the Head of Schools and Learning and the Head of HR, IT and OD seeking approval of amendments made to the Appendix of local agreement AJNCT/14 (Revised): Job Sizing Procedures.

The Report indicated that the local agreement had been amended to clarify and improve local procedures relating to the national scheme.

The Sub-Committee agreed to approve the amendments made to local agreement AJNCT/14 (Revised).

5. APPROVAL OF LOCAL AGREEMENT AJNCT/28 (REVISED) – MANAGING WORKFORCE CHANGE POLICY FOR TEACHERS AND ASSOCIATED EDUCATION PROFESSIONALS

There was submitted Joint Report No 26/15 by the Head of Schools and Learning and the Head of HR, IT and OD seeking approval of a new local agreement AJNCT/28: Managing Workforce Change Policy for Teachers and Associated Education Professionals.

The Report indicated that the local agreement had been introduced to set out the principles and procedures to be followed where changes to existing serviced impacted on the workforce.

The Sub-Committee agreed to approve the new local agreement AJNCT/28.