

EAST HERTS COUNCIL

LOCAL JOINT PANEL - 30 SEPTEMBER 2015

REPORT BY SECRETARY TO THE EMPLOYER'S SIDE

PROFESSIONAL CAREER AND VOCATIONAL STUDY POLICY

WARD(S) AFFECTED: NONE

Purpose/Summary of Report

Members are invited to consider the Professional Career and Vocational Study Policy and to make a recommendation or not, to Human Resources Committee.

RECOMMENDATION FOR LOCAL JOINT PANEL:

That:

(A)	the Professional Career and Vocational Study Policy be approved .
-----	---

1.0 Background

1.1 The Professional Career & Vocational Study Policy was last updated in October 2008.

1.2 In 2014 the corporate training budgets were reviewed to ensure all employees have equal access to training and development across the Council.

2.0 Report

2.1 On the 28 October 2014 Corporate Management Team (CMT) agreed the Professional Training budget would be managed centrally by Human Resources as part of the Professional Career and Vocational Study Policy, to ensure the policy is consistently

implemented across the Council.

- 2.2 The policy has been updated to reflect current practice and incorporate the revised budget allocations for 2015/16.
- 2.3 The key change to the policy relates to the procedure for application. Applications will now be received by Human Resources and considered by CMT for approval once a year. This is to ensure that all applications for sponsorship funding can be considered equally and fairly across the services.
- 2.4 Human Resources will manage the professional training budget to ensure appropriate funding is available.
- 2.5 The Professional Career & Vocational Study Policy supports the Organisational Development Strategy 2015 – 2018.
- 3.0 Recommendations
- 3.1 The revised Professional Career & Vocational Study Policy is approved.
- 4.0 Implications/Consultations
- 4.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers - none

Contact Officer: Emma Freeman – Head of Human Resources and Organisational Development
01992 531635
Emma.Freeman@eastherts.gov.uk

Report Author: Helen Farrell – Human Resources Officer
01992 531633
Helen.farrell@eastherts.gov.uk