



NOTICE OF MEETING

EMPLOYMENT COMMITTEE

THURSDAY 2 DECEMBER 2010 AT 12.15PM

EXECUTIVE MEETING ROOM, THIRD FLOOR, GUILDHALL, PORTSMOUTH

***Please note venue**

Committee Members:

Councillor Gerald Vernon-Jackson (Chair)
Councillor Leo Madden (Vice Chair)
Councillor Jim Fleming
Councillor Lynne Stagg
Councillor Steve Wemyss
Councillor Rob Wood

Standing Deputies:

Councillor Margaret Adair
Councillor Lee Hunt
Councillor Donna Jones
Councillor Hugh Mason
Councillor James Williams
Councillor April Windebank

Telephone enquiries to Vicki Plytas, Customer, Community & Democratic Services 023 9283 4058

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(NB This Agenda should be retained for future reference with the Minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendation). Email requests are accepted.

AGENDA

Apologies for Absence

1 Declaration of Interests

2 Minutes –5 October 2010

... Attached.

RECOMMENDED that the Minutes of the meeting of the Employment Committee held on 5 October 2010 be confirmed, and signed by the Chair as a correct record.

3 Matters Arising from the Minutes

HHR **4 Sickness Scorecard for Members**

...

This report is designed to provide an overall analysis of sickness absence within each service and Portsmouth City Council overall. This report excludes schools, internal agency and all casuals

RECOMMENDED that the sickness absence figures continue to be reviewed on a regular basis.

HHR **5 SEE Pay Consultation –**

A short report will be tabled on the day of the meeting.

Head of CH&R **6 Future Jobs Fund project review**

...

The purpose of the report is to update members on the progress of the Future Jobs Fund programme (FJF) being delivered by Portsmouth City Council

RECOMMENDED that

- (1) It is noted the FJF has given Portsmouth City Council the opportunity to provide real jobs to 148 unemployed young people.**
- (2) It is noted that the programme has highlighted the great wealth of talent and ability available from our young people and how, when given the opportunity, they make a positive and productive contribution to society**
- (3) It is noted that without this opportunity it is likely that many young people would have remained unemployed, trapped in the endless cycle of ‘no job no experience – no experience no job’**
- (4) It is noted that FJF has been a successful intervention model and although perceived by the Government as expensive to deliver we are confident that a full evaluation will demonstrate the initial investment will produce long-term savings to the public purse.**
- (5) A further report is presented to members once the full evaluation is completed.**

- HHR 7 **Review of Apprenticeship Scheme within PCC**
... The purpose of the attached report is to advise Members of the current position regarding apprentices within PCC following one year of operation.

RECOMMENDED that the Committee

- (1) acknowledges the success of the apprenticeship scheme and the 5 apprentices currently in post**
- (2) approves the continued support to the design of apprenticeships provided the posts can be funded from within Service budgets.**

- HHR 8 **Qualifications & Skills**
... The purpose of the report is to review the outcomes of the Qualifications audit and to note the degree of activity in terms of developing staff toward level 2 Skills for Life in Maths and English. The purpose of the audit was to understand from the outcomes the level of qualification across PCC.

RECOMMENDED

- 1) That the results of the qualifications audit be noted and the current practice of offering all new employees the opportunity to undergo assessment be continued**
- 2) That PCC continue to offer staff below Level 2 the opportunity to attend Skills for Life courses in both Maths and English**
- 3) That Head of Human Resources continue to support two staff in their work toward becoming tutors for Skills for Life.**
- 4) That the current practice of organising Skills for Life courses at the end of the work day be continued so that individuals can give an hour of their personal time and PCC can pay for an hour (at the end of normal work time) to allow attendance at the 2 hour tutorials.**
- 5) That all Services identify the skills needed by their workforce as they undertake reviews and work with HR to identify skills gaps and work to close those gaps.**

- HHR 9 **Position Statement on School Placements**
... The purpose of the report is to advise Members of the number of placements across PCC available to young people in the last year.

RECOMMENDED that the Committee

- 1. Recognises the success of the placement scheme and agrees to its continuation**
- 2. Supports the work with Looked after Children and approves enhanced publicity to increase the number of placements in future years**

- HHR 10 **Employment Law Update**
... The purpose of the attached report is to update the committee on developments in Employment Law.

RECOMMENDED that the employment law update be noted.

Background list of documents – Section 100D Local Government Act 1972 -
none

Date of next Employment Committee meeting: **18 January 2011 at 12.15pm**
in Conference Room A, Civic Offices.

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VJP