



NOTICE OF MEETING

EMPLOYMENT COMMITTEE

MONDAY, 10 MARCH 2014 AT 2.00 PM

THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL

Telephone enquiries to Vicki Plytas on 023 9283 4058

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Membership

Councillor Steven Wylie (Chair)
Councillor Gerald Vernon-Jackson (Vice-Chair)
Councillor Donna Jones
Councillor Leo Madden
Councillor Luke Stubbs
Councillor Rob Wood

Standing Deputies

Councillor Jason Fazackarley
Councillor Lee Hunt
Councillor Hugh Mason
Councillor Robert New
Councillor Steve Wemyss

(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

- 1 Apologies for Absence

2 **Declarations of Interests**

3 **Minutes - 1 October 2013** (Pages 1 - 4)

RECOMMENDED that the **Minutes of the meeting of the Employment Committee held on 1 October 2013 be confirmed and signed by the Chair as a correct record.**

4 **Localism Act - Pay Policy Statement** (Pages 5 - 14)

The purpose of this item is to comply with section 38(1) of the Localism Act 2011 (openness and accountability in local pay) to prepare a Pay Policy Statement. A Pay Policy Statement must articulate the Council's policies towards a range of issues relating to the pay of its workforce, particularly its senior staff, Chief Officers and its lowest paid employees. A Pay Policy Statement must be prepared for each financial year, approved by Full Council no later than 31st March of each financial year and published on the council's website.

RECOMMENDED that the **Employment Committee is asked to approve the draft Pay Policy Statement attached as Appendix 1 to go forward for approval by the Full Council on 18th March 2014.**

5 **Sickness Absence Quarterly Report** (Pages 15 - 20)

The purpose of this quarterly report is to update and inform Employment Committee on actions being taken that have a positive effect on the levels of sickness absence across Services.

RECOMMENDED that the **Employment Committee continue to monitor sickness absence, on a quarterly basis, and to ensure appropriate management action is taken to address absenteeism.**

6 **Living Wage for Portsmouth** (Pages 21 - 26)

(report to follow including an exempt appendix)

NB If the exempt appendix is to be discussed, provision has been made for this to take place in exempt session.

7 **Date of Next Meeting**

The date of the next scheduled meeting is 17 June 2014.

8 **Exclusion of Press and Public**

That in view of the contents of the following items on the agenda the Committee is RECOMMENDED to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985, the press and public be excluded for the consideration of the following item(s) on the grounds that the report(s) contain information defined as exempt in section 100I and by reference Part 1 of Schedule 12A to the Local Government Act, 1972”.

Although there is a public interest favouring public access to local authority meetings, given the legally privileged and commercially sensitive information contained in the report, the public interest in maintaining the exemption outweighs the public interest in disclosing the (exempt) information.

(NB The exempt/confidential committee papers on the agenda will contain information which is commercially, legally or personally sensitive and should not be divulged to third parties. Members are reminded of standing order restrictions on the disclosure of exempt information and are invited to return their exempt documentation to the Democratic Support Officer at the conclusion of the meeting for shredding.)

<u>Item</u>	<u>Exemption Para No.*</u>
6 (exempt appendix)	3, 4 and 5

Paragraph Exemption Nos:

- 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)**
- 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between Portsmouth City Council and employees**
- 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.**