
NOTICE OF MEETING

EMPLOYMENT COMMITTEE

TUESDAY, 15 MARCH 2016 AT 12.15 PM

THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL

Telephone enquiries to Vicki Plytas 02392 834058

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Membership

Councillor Donna Jones (Chair)
Councillor Luke Stubbs (Vice-Chair)
Councillor John Ferrett
Councillor Darren Sanders
Councillor Linda Symes
Councillor Gerald Vernon-Jackson

Standing Deputies

Councillor Simon Boshier
Councillor Aiden Gray
Councillor Steve Hastings
Councillor Hugh Mason
Councillor Lynne Stagg
Councillor Sandra Stockdale
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/s). Email requests are accepted.

AGENDA

- 1 Apologies for Absence
- 2 Declarations of Members' Interests

3 Minutes of the meeting held on 15 December 2015 (Pages 1 - 10)

RECOMMENDED that the minutes of the meeting held on 15 December 2015 be confirmed and signed by the chair as a correct record.

4 Pay Policy Statement (Pages 11 - 20)

The purpose of the report is to fulfil the requirement in 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 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. The statement relates to the financial year 2015/16, and so is, in effect, retrospective.

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 22nd March 2016.

5 Sickness Absence Quarterly Report (Pages 21 - 30)

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

RECOMMENDED that

- (1) sickness absence continues to be monitored on a quarterly basis, and to ensure appropriate management action is taken to address absenteeism.**
- (2) A range of interventions continues to be offered around the three main reasons for sickness absence to assist employees to manage their attendance at work.**

6 Corporate Covenant and MoD Employer Recognition Scheme (Pages 31 - 42)

The purpose of this report is to appraise members of work being undertaken, by the Council as an employer, to support the Armed Forces community and seek members' approval to apply for the MoD Employer Recognition "Silver Award" and then "Gold Award" as set out in Appendix 2 to this report.

Members are recommended to:

- (i) Note the support already provided to the Armed Forces through the Council's employment policies and practices**
- (ii) Commit to the Armed Forces Corporate Covenant (attached at Appendix 1), and request the Leader of the Council to sign the covenant on the Council's behalf**

- (iii) Instruct officers to apply for the MoD Employer Recognition Silver and Gold awards, and implement any changes necessary to meet the criteria for receiving those awards, subject to such changes not having financial implications that are not contained within existing agreed portfolio budgets**
- (iv) Instruct officers to explore, in conjunction with other councils in the region, opportunities to bid for funding from the Armed Forces Covenant Fund, as detailed in paragraph 3.6 of this report**

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.