
NOTICE OF MEETING

EMPLOYMENT COMMITTEE

TUESDAY, 25 SEPTEMBER 2018 AT 12.15 PM

THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL

Telephone enquiries to Vicki Plytas 02392 834058

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If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Membership

Councillor Gerald Vernon-Jackson CBE (Chair)

Councillor Donna Jones (Vice-Chair)

Councillor Yahiya Chowdhury

Councillor Darren Sanders

Councillor Luke Stubbs

Vacancy

Standing Deputies

Councillor Simon Boshier

Councillor Ben Dowling

Councillor Gemma New

Councillor Robert New

Councillor Matthew Winnington

Councillor Rob Wood

(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 26 June 2018 (Pages 5 - 10)**

RECOMMENDED that the minutes of the meeting held on 26 June 2018 be confirmed and signed by the chair as a correct record.

4 **Senior Management Structure (Pages 11 - 16)**

This report proposes a change to the current senior management structure.

RECOMMENDED that the Committee agrees that

(1) Informal consultation is undertaken with those staff directly affected by the proposed change to reporting arrangements; and

(2) Subject to no material objections to the proposal being received during the consultation, all of the Directors of the Council will report directly to the Chief Executive Officer and the Council's Standing Orders and Constitution will be amended accordingly.

5 **Armed Forces Covenant: Defence Employer Recognition Scheme (ERS) Gold award sustainability plan (Pages 17 - 24)**

The purpose of this report is to update Employment Committee about Portsmouth's recent Gold Award within the Defence Employer Recognition Scheme (ERS) and seek approval for the outlined sustainability plan.

RECOMMENDED that the Committee

(1) Note that Portsmouth City Council was awarded the prestigious Gold Award within the Defence Employer Recognition Scheme

(2) Approve the outlined plan to ensure the sustainability of Portsmouth City Council's prestigious Gold Award within the ERS

6 **Apprenticeships (Pages 25 - 46)**

The purpose of the report is to provide a comparison as to the city council's progress with apprenticeships against neighbouring local authorities and employers including an update on apprenticeship numbers and levy spend and to update members on the options open to the city council in sharing up to 10% of its levy with external organisations.

RECOMMENDED that Members

(1) Endorse option 2 as the preferred option in relation to the transfer of levy funds to external employers

(2) Note the council's position on apprenticeships in relation to other levy paying employers

(3) Note the progress made with regards to the number of apprenticeships and levy spend

7 Dying to Work (Pages 47 - 58)

The purpose of the report is to consider whether Portsmouth City Council (excluding schools) should sign up to the TUC 'Dying to Work' charter and what additional actions if any, it would need to carry out to comply with the charter.

RECOMMENDED that the Committee

- (1) agrees that PCC should sign up to the TUC charter since the charter largely reflects our current practices.**
- (2) In meeting our commitment to the charter, continue the current practice of investigating with an eligible employee which option under the pension scheme would be most financially beneficial. In some cases, this could mean retiring the employee on grounds of ill-health where this is the best option for them.**
- (3) As part of the charter, state that under an organisational change process a member of staff with a terminal illness could still be dismissed, if the reason for dismissal is redundancy. However, as with our current practice, redundancy dismissal will only be actioned once all other options have been exhausted.**

8 Sickness Absence (Pages 59 - 70)

The purpose of this report is to update Employment Committee about levels of sickness absence across the council and actions being taken to manage absence.

RECOMMENDED that Members continue to monitor sickness absence, and ensure appropriate management action is taken to address absenteeism.

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