
NOTICE OF MEETING

EMPLOYMENT COMMITTEE

TUESDAY, 4 DECEMBER 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 Hugh Mason
Councillor Darren Sanders
Councillor Luke Stubbs

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 25 September 2018** (Pages 5 - 10)

RECOMMENDED that the minutes of the meeting held on 25 September 2018 be confirmed and signed by the chair as a correct record.

4 **Gender pay reporting** (Pages 11 - 36)

The purpose of the report is to present the outcomes of the Gender Pay Gap 2018, ensuring the Council can fulfil its statutory obligations in respect of the Gender Pay Gap Information Regulations, and note the recommended action plan to build on the council's inclusive working practices, to continue to reduce the gap.

RECOMMENDED that **Employment Committee**

- (1) Notes the key findings of the Gender Pay Gap Report 2018 (see section 3.5).**
- (2) Notes the progress made on the 2017 action plan.**
- (3) Agrees the action plan as set out in Appendix 1 of the Gender Pay Gap report.**

5 **Pay Policy** (Pages 37 - 46)

Purpose: The Council is required by section 38(1) of the Localism Act 2011 (openness and accountability in local pay) to prepare a Pay Policy Statement.

The Local Government Transparency Code 2014 further clarifies and describes the information and data local authorities are required to publish to increase democratic accountability.

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**

Approves the Pay Policy Statement attached as Appendix 1, to go forward for approval by the Full Council prior to 31 March 2019.

6 **Quarterly Sickness Absence Report** (Pages 47 - 58)

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.

7 Exclusion of Press and Public

In view of the contents of the following item 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 items on the grounds that the reports contain information defined as exempt in Part 1 of Schedule 12A to the Local Government Act, 1972" The public interest in maintaining the exemption must outweigh the public interest in disclosing the information. Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012, regulation 5, the reasons for exemption of the listed item is shown below.

(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 Local Democracy Officer at the conclusion of the meeting for shredding.)

Item	Exemption Para No.*
8. Senior Management Structure Support Services (Exempt Appendix 2 only)	1 and 2

- *1. Information relating to any individual**
- *2. Information that is likely to reveal the identity of an individual**

8 Senior Management Structure - Support Services. (Pages 59 - 78)

(The report originally marked "to follow" was published on 29 November 2018.)

The purpose of the report is to advise the Employment Committee of the implications, options and process to meet the Administration's intention to secure £100,000 p.a. net savings from the senior management of the Council's support services.

RECOMMENDED that Members

- I. Note the rationale and implications set out in the report and its appendices and agree or amend the proposed senior management options set out at Appendix 1 for formal consultation with staff affected and trades unions and advise the staff who will be placed 'at risk' as a consequence.**
- II. Agree to consider responses to the proposed structure at a subsequent meeting, and following their consideration of those**

responses, to implement a new structure in accordance with the guidance set out at section 5.

III. Agree to adopt the proposed consultation and selection methods as set out in the report.

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