
NOTICE OF MEETING

EMPLOYMENT COMMITTEE

FRIDAY, 6 MARCH 2020 AT 1.30 PM

THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL

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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 Ben Dowling (Chair)
Councillor Donna Jones (Vice-Chair)
Councillor Matthew Atkins
Councillor Cal Corkery
Councillor Darren Sanders
Councillor Gerald Vernon-Jackson CBE

Standing Deputies

Councillor Simon Boshier
Councillor Lynne Stagg
Councillor Luke Stubbs
Councillor Linda Symes
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 Declarations of Members' Interests

2 Apologies for Absence

3 Minutes of the meeting held on 27 September 2019 (Pages 5 - 8)

RECOMMENDED that the minutes of the meeting held on 27 September 2019 be confirmed and signed by the Chair as a correct record.

4 Sickness Absence Quarterly Report (Pages 9 - 32)

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

RECOMMENDED that Members

- **Continue to monitor sickness absence, and ensure appropriate management action is taken to address absenteeism.**
- **Note the wellbeing activities undertaken to support attendance.**
- **Agree the corporate absence target for the organisation.**

5 Foundation Living Wage (Pages 33 - 48)

Purpose

This report is provided in response to a request from Employment Committee to inform members of the Foundation Living Wage (FLW) rate increase from 1st April 2020, to £9.30 per hour and to advise members of the impact of the 2020/21 national pay award on the FLW rate.

RECOMMENDED that

- (i) **Members note that the Foundation Living Wage for 2020 has been set at £9.30 per hour.**
- (ii) **Members note the effect of the 2020/21 national pay award is unknown and therefore based on current information, spinal column points 1 & 2 is lower than Foundation Living Wage**
- (iii) **Officers report to members, on an annual basis, the revised FLW rate and the implications of this on the council's pay structure**

6 Pay Policy Statement (Pages 49 - 58)

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. It should be approved by Full Council no later than 31st March of each year, prior to the financial year to which it relates and be published on the council's website.

RECOMMENDED

- (1) That the Committee approve the Pay Policy Statement attached as Appendix 1, to go forward for approval by the Full Council prior to 31 March 2020**
- (2) Subject to Employment Committee approval to continue to pay the Living Wage Rate as recommended by the Living Wage Foundation, that Members approve a revision in the report and Appendix 1 to reflect the Living Wage rate increase to £9.30 per hour with effect from 1st April 2020 and for this to be published prior to the deadline date of 31st March 2020**

7 Employee Opinion Survey (Pages 59 - 66)

The purpose of this report is to advise members of the results of the 2019 Employee Opinion Survey (the survey) and the actions being undertaken to address the findings.

RECOMMENDED that Members

- (1) Note the findings of the survey**
- (2) Note the actions being undertaken to address issues raised**
- (3) Note the actions being taken for future surveys**

8 Gender Pay Gap report (Pages 67 - 104)

The purpose of the report is to present the outcomes of the Gender Pay Gap 2019-20, 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 the Committee

- (1) Note the key findings of the Gender Pay Gap Report 2019 (Appendix 1).**
- (2) Agree the action plan as set out in Appendix 1 of the Gender Pay Gap report**

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