

NOTICE OF MEETING

EMPLOYMENT COMMITTEE

TUESDAY, 22 SEPTEMBER 2020 AT 1.00 PM

VIRTUAL REMOTE MEETING - REMOTE

Telephone enquiries to Vicki Plytas 02392 834058
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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 Matthew Winnington
Councillor Hugh Mason

(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

A written deputation stating to which agenda item it refers must be received by the officer named at the top of the agenda **by 12 noon two working days preceding the meeting.**
Any written deputation received by email will be sent to the Members on the relevant decision making body and be referred to and read out at the meeting within permitted time limits

AGENDA

1 Apologies for Absence

2 **Declarations of Members' Interests**

3 **Minutes of the Meeting held on 6 March 2020 (Pages 5 - 12)**

RECOMMENDED that the minutes of the meeting held on 6 March 2020 be confirmed and signed by the Chair as a correct record.

4 **Trade Union Facilities Time (Pages 13 - 26)**

The purpose of the report is to present the outcomes of the Trade Union Facility Time Report 2020, ensuring the Council can fulfil its statutory obligations in respect of the Trade Union (Facility Time Publication Requirements) 2017.

RECOMMENDED that Members

- (1) Note the data in Appendix 1 and the fact that the Appendix will be the report published on the PCC website and the Government maintained website currently being developed by the Cabinet Office.**
- (2) Note that the data will be included in any relevant Annual Report and Accounts that are published by PCC.**

5 **Sickness Absence (Pages 27 - 46)**

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

- (1) Continue to monitor sickness absence, and ensure appropriate management action is taken to address absenteeism**
- (2) Note the wellbeing activities undertaken to support attendance.**
- (3) Note the additional wellbeing activities specifically in response to the Covid-19 pandemic.**
- (4) Note the reduction in absence levels across the organisation**

6 **Reward and Recognition (Pages 47 - 62)**

The purpose of this report is to recognise employees' resilience and hard work during the on-going pandemic period and use this as an opportunity to launch and begin to develop a culture of recognition across the organisation.

RECOMMENDED

- (1) That the members agree to hold an awards ceremony to recognise individuals who have made an outstanding contribution to the Council or city, demonstrated exceptional customer service or gone beyond the call of duty during the pandemic**
- (2) That careful consideration be given to the timing of any agreed actions, acknowledging that the pandemic is still on-going**

- (3) That a ceremony is organised once a vaccination programme is made available.**

7 Health and Safety Information report (Pages 63 - 72)

The purpose of the report is to update the Employment Committee on Portsmouth City Council's Health and Safety performance between 1st April 2019 and 31st March 2020.

RECOMMENDED

- (1) That the 2020/21 H&S Team Corporate action plan is noted by the Employment Committee**
- (2) To note the appointment of the new Health and Safety Manager and endorse the opportunity for the manager to review the annual health and safety reporting requirements for the Employment Committee.**

8 Foundation Living Wage Accreditation (Pages 73 - 124)

[This item (originally marked to follow) was published on 15 September.]

Purpose

This report is in response to a request from Members on 6th March 2020 to consider the Council becoming an accredited Foundation Living Wage (FLW) employer.

RECOMMENDED that

- (1) The committee notes the requirements associated with becoming an accredited FLW employer**
- (2) The committee notes that to become fully accredited, there is a requirement for the Council's contractors and their sub-contractors to pay their employees the FLW, which would likely be passed on the Council**
- (3) The committee notes that to quantify the likely cost, a detailed review of over 650 contracts would need to be undertaken which could include writing to contractors and sub-contractors to determine the extent to which adopting the FLW would lead to a pass through of costs**
- (4) The committee notes that some of the contracts most likely to be affected are in the Care Sector and it is estimated that the uplift in cost for Residential and Domiciliary Care would amount to circa £2m per annum, which is currently beyond the cash limit for Adult Social Care**

9 Employee Opinion Survey (Pages 125 - 128)

[This item (originally marked to follow) was published on 16 September.]

For information only

The purpose of this report is to advise members of the results of an Employee Opinion Survey (the survey) undertaken during May and June 2020 about the impact of Covid 19 and actions being taken by PCC as a result of the findings.

RECOMMENDED to note the survey findings and actions being taken.

This meeting is webcast (videoed), viewable via the Council's livestream account at <https://livestream.com/accounts/14063785>