



NOTICE OF MEETING

EMPLOYMENT COMMITTEE

TUESDAY, 20 JULY 2021 AT 1.00 PM

COUNCIL CHAMBER - THE GUILDHALL

Telephone enquiries to James Harris on 023 9260 6065

Email: james.harris@portsmouthcc.gov.uk

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

Information with regard to public access due to Covid precautions

- Attendees will be requested to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting.
- If symptomatic you must not attend and self-isolate following the stay at home guidance issued by Public Health England.
- All attendees are required to wear a face covering while moving around within the Guildhall (requirement of the venue)
- Attendees will be required to take a temperature check on arrival (requirement of the venue)
- Although it will no longer be a requirement attendees may choose to keep a social distance and take opportunities to prevent the spread of infection
- Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall and are requested to follow the one way system in place.
- Attendees are encouraged book in to the venue (QR code). An NHS test and trace log will be retained and maintained for 21 days for those that cannot or have not downloaded the app.
- Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

Membership

Councillor Gerald Vernon-Jackson CBE (Chair)
Councillor Matthew Atkins (Vice-Chair)
Councillor Cal Corkery
Councillor Lewis Gosling
Councillor Darren Sanders
Councillor Jeanette Smith

Standing Deputies

Councillor Ryan Brent
Councillor Ben Dowling
Councillor George Fielding
Councillor Suzy Horton
Councillor Gemma New

(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 2 March 2021 (Pages 5 - 10)**
RECOMMENDED that the minutes of the meeting held on 2 March 2021 be confirmed and signed by the Chair as a correct record.
- 4 **Living Wage Accreditation - Progress Update Report (Pages 11 - 14)**
At the Employment Committee held on 2 March 2021 Members were updated on the joint working Officers have undertaken with the Living Wage Foundation. The purpose of this report is to provide Members with an update on the progress made to date.

This report provides an update on progress of the working group and no recommendations are made at this time.

5 Quarterly Sickness Absence Report (Pages 15 - 36)

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 the Employment Committee:

- **Continues to monitor sickness absence, and ensure appropriate management action is taken to address absenteeism;**
- **Notes the wellbeing activities undertaken to support attendance;**
- **Notes the additional wellbeing activities specifically in response to the Covid-19 pandemic; and**
- **Notes the change in absence levels across the organisation.**

6 Trade Union Facility Time Report (Pages 37 - 52)

The purpose of the report is to present the outcomes of the Trade Union Facility Time Report 2021, ensuring the Council can fulfil its statutory obligations in respect of the Trade Union (Facility Time Publication Requirements) 2017.

RECOMMENDED that the Employment Committee

(1) Notes 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; and

(2) Notes that the data will be included in any relevant Annual Report and Accounts that are published by PCC.

7 Health & Safety Annual Report (for period 1 April 2020 - 31 March 2021) (Pages 53 - 64)

The purpose of this report is to provide assurance to the Employment Committee that Portsmouth City Council is complying with health and safety legislation and is ensuring the health, safety and wellbeing of those affected by the council's activities.

RECOMMENDED that the Employment Committee notes the report.

8 Item Withdrawn - Appointment to the Hampshire Pension Fund Panel and Board

Please note that this item has been withdrawn from the agenda, due to the decision having been required and made in advance of the first Hampshire Pension Fund Panel which was held on 11 June 2021.

The Leader nominated Cllr Cal Corkery to be Portsmouth City Council's representative on the Hampshire Pension Fund for this municipal year and Cllr

Corkery has accepted the nomination. Cllr Corkery has performed this role for the previous two municipal years

Under Part 2-5A - Members' Information Service (M.I.S.) 03/20 3, the Local Democracy Manager has the delegated powers to make member and officer level appointments to outside bodies and organisations on those occasions when time does not permit the appointment to be made at a Council/Committee meeting or by the appropriate portfolio holder, which was the case in this instance

Consequently under these powers, Cllr Corkery is the Council's representative for 2021/22.

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor 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.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

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