

# NOTICE OF MEETING

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## EMPLOYMENT COMMITTEE

**TUESDAY, 23 NOVEMBER 2021 AT 12.00 PM**

## COUNCIL CHAMBER - THE GUILDHALL

Telephone enquiries to James Harris on 023 9260 6065  
Email: [james.harris@portsmouthcc.gov.uk](mailto: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. Around one in three people who are infected with COVID-19 have no symptoms so could be spreading the virus without knowing it. Asymptomatic testing – getting tested when you don't have symptoms - helps protect people most at risk by helping to drive down transmission rates. We strongly encourage you to take up the habit of regular asymptomatic testing to help prevent the spread of coronavirus to your colleagues and residents you work with.
  - We strongly recommend that attendees should be double vaccinated.
  - If symptomatic you must not attend and self-isolate following the stay at home guidance issued by Public Health England.
  - All attendees are recommended to wear a face covering while moving around within the Guildhall.
  - 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.
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## Membership

Councillor Gerald Vernon-Jackson CBE (Chair)  
Councillor Simon Boshier (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  
Councillor Scott Payter-Harris

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(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](http://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 21 September 2021 (Pages 5 - 10)**  
RECOMMENDED that the minutes of the meeting held on 21 September 2021 be confirmed and signed by the Chair as a correct record.
- 4 Living Wage Accreditation - Progress Update Report (Pages 11 - 16)**  
At Employment Committee on 21<sup>st</sup> September 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 Living Wage working group.  
  
It is recommended that a special Employment Committee meeting is scheduled for early January 2022 to allow for a detailed financial analysis to be completed and so the financial impact of seeking accreditation from the

forthcoming financial year can be understood. The financial implications of seeking accreditation would need to be addressed as part of the budget setting process; a decision to seek accreditation would therefore need to be made by Full Council.

Whilst it has been confirmed that statutory National Living Wage will increase to £9.50 from April 2022, the Living Wage Foundation have stated that they will not be announcing the increases to Real Living Wage rates of pay until Monday 15<sup>th</sup> November.

Providing the Committee with a further report at a special January meeting will allow for an accurate assessment of financial impacts based upon known Real Living Wage rates for the coming financial year rather than via models based upon assumptions.

## **5      Sickness Absence - Quarterly Report (Pages 17 - 24)**

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 Committee:**

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

## **6      Equality, Diversity and Inclusion (Pages 25 - 50)**

The purpose of this report is to update members on progress against the actions set out in the Equality and Diversity Strategy 2019 - 2022 and provide an update on the council's actions in regard to Equality Diversity and Inclusion throughout the Covid 19 response (March 2019 to date). The report also outlines a forward plan of action to further enhance and embed the council's commitment to equalities, evidence compliance with the Public Sector Equality Duty and set out the actions to be taken that will underpin the Council Corporate Plan for Recovery and Renewal.

**Recommended** that members are asked to note the contents of this report and endorse the planned activity to enhance and embed the council's commitment to equality, diversity and inclusion.

## **7      Workforce Profile (Pages 51 - 90)**

The purpose of this report to present to the committee the workforce profile for 2019 and for 2020 and to outline how this data will be used going forward.

The Committee are asked to note the contents of the report and attached workforce profile and note the key actions and next steps.

## 8 **Future Working Arrangements (Connectivity Project)** (Pages 91 - 96)

This report provides an update on the emerging Connectivity Programme that is tasked with delivering projects to support and enable our new ways of working.

**It is recommended that:**

- **Members note the progress made to date and the upcoming work that will be delivered by the Connectivity Programme.**
- **Members nominate a group representative(s) to enable cross party and officer engagement on the programme as it progresses.**

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.

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