

# NOTICE OF MEETING

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## EMPLOYMENT COMMITTEE

**WEDNESDAY, 9 MARCH 2022 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

- Following the government announcement 'Living with COVID-19' made on 21<sup>st</sup> February, attendees will still be requested to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting until the end of March (This guidance will be updated at that point). 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 recommend that attendees should be double vaccinated and have received a booster.
  - If symptomatic we encourage you not to attend the meeting but to stay at home, avoid contact with other people and to take a PCR test in line with current UKHSA advice.
  - We encourage all attendees to wear a face covering while moving around crowded areas of the Guildhall.
  - Although not a legal requirement, attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that also protects us from other winter viruses.
  - 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.
  - 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 23 November 2021 and the special meeting held on 20 January 2021 (Pages 5 - 12)**

RECOMMENDED that the minutes of the meeting held on 23 November 2021 and the extraordinary meeting held on 20 January 2022 be confirmed and signed by the Chair as correct records.

**4 Health & Safety Update Progress Report on 2021/22 Action Plan (Pages 13 - 18)**

Purpose

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.**

**5 Pay Policy Statement (Pages 19 - 28)**

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

**RECOMMENDED that Employment Committee approves the Pay Policy Statement attached as Appendix 1, to go forward for approval by the Full Council prior to 31 March 2022.**

**6 Quarterly Sickness Absence Report (Pages 29 - 36)**

Purpose

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 notes**

- (i) the change in absence levels across the organisation; and**
- (ii) the wellbeing activities undertaken to support attendance and in response to the Covid-19 pandemic.**

**7 Gender Pay Gap Report 2021/22 (Pages 37 - 62)**

Purpose

The purpose of the report is to present the outcomes of the Gender Pay Gap 2021/22, 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 Employment Committee Notes:**

**(i) the key findings of the Gender Pay Gap Report 2021/22 (Appendix 1); and**

**(ii) the action plan as set out as item 8 in the Gender Pay Gap Report 2021/22**

**8 Senior Management Structure - Regeneration**

Report to follow under separate cover.

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>