

NOTICE OF MEETING

EMPLOYMENT COMMITTEE

THURSDAY, 9 MARCH 2023 AT 2.00 PM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Jane Di Dino, Tel: 023 9283 4060
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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 Cal Corkery (Chair)
Councillor Simon Boshier (Vice-Chair)
Councillor Dave Ashmore
Councillor Matthew Atkins
Councillor Darren Sanders
Councillor Gerald Vernon-Jackson CBE

Standing Deputies

Councillor Ryan Brent
Councillor Stuart Brown
Councillor Suzy Horton
Councillor Mark Jeffery
Councillor Terry Norton
Councillor Scott Payter-Harris
Councillor Asghar Shah

(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.

Public health guidance for staff and the public due to Winter coughs, colds and viruses, including Covid-19

- Following the government announcement 'Living with Covid-19' made on 21 February 2022 and the end of universal free testing from 1 April 2022, attendees are no longer required to undertake any asymptomatic/ lateral flow test within 48 hours of the meeting; however, we still encourage attendees to follow the public health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish.
- We strongly recommend that attendees should be double vaccinated and have received any boosters they are eligible for.
- If unwell we encourage you not to attend the meeting but to stay at home. Updated government guidance from 1 April 2022 advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April 2022, anyone with a positive Covid-19 test result is still being advised to follow this guidance for five days, which is the period when you are most infectious.
- We encourage those attendees with an underlying health condition 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 protects us from coughs, colds and winter viruses, including Covid-19.
- 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.

A G E N D A

Risk Assessment: Council Chamber

1 Apologies for Absence

2 Declarations of Members' Interests

3 Minutes of the Special meeting held on 15 February 2023 (Pages 5 - 8)

RECOMMENDED that the minutes of the Special meeting held on 15 February 2023 be confirmed and signed by the Chair as a correct record.

4 Pay Policy Statement 2023-24 (Pages 9 - 18)

Purpose of report

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 March of each year, prior to the financial year to which it relates and be published on the council's website.

The Employment Committee is RECOMMENDED to approve the Pay Policy Statement attached as Appendix 1, to go forward for approval by the Full Council prior to 31 March 2023.

5 Gender Pay Gap 2022-23 (Pages 19 - 48)

Purpose

To present the outcomes of the Gender Pay Gap 2022-23, 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.

At Employment Committee on 4 December 2018, Members requested that additional data on the age breakdown be included in the Gender Pay Gap Report. The Gender Pay Gap report now includes a breakdown of the workforce profile by age, gender and whether full time or part time. Appendix 1 includes this additional information, as well as the statutory data that the Council is required to publish in accordance with the Gender Pay Gap Information Regulations.

It is RECOMMENDED that the Employment Committee:

- 1. Note the key findings of the Gender Pay Gap Report 2022-23 (Appendix 1).**
- 2. Note the action plan as set out as item 8 in the Gender Pay Gap Report 2022-23 (Appendix 1).**

6 Sickness Absence Report (Pages 49 - 64)

Purpose of report

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

The Employment Committee is RECOMMENDED to:

- 1. Note the change in absence levels across the organisation.**
- 2. Note the levels and causes of sickness absence across the council and by directorate.**
- 3. Note the activities and interventions undertaken to support attendance.**

7 Health and Safety Training Deep Dive (Pages 65 - 68)

Purpose of information report

To provide a greater level of detail to the Employment Committee regarding the health and safety training data provided within the 2021-22 Health and Safety Annual Report.

8 Member Training Working Group (Pages 69 - 74)

Purpose of information report

To advise members of the Committee of the revised member induction programme and the wider training offer for members in 2023-24.

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>