

Agenda Item No: 8 **Report No:** 110/14
Report Title: Sickness Report
Report To: Employment Committee **Date:** 21 July 2014
Cabinet Member:
Ward(s) Affected: All
Report By: Helen Knight
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Purpose of Report:

To update the Employment Committee regarding the Council's sickness figures.

Officers Recommendation(s):

- 1 To note the report.

Reasons for Recommendations

- 1 The Committee have asked for a regular item to be presented regarding the absence statistics within the Council.

Information

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- 2.1 At the Employment Committee of 14 October 2013 figures were presented from 1 April to 30 September. The figures are now available for the period 1 October 2013 to 31 March 2014 and are presented as background papers to this report.
- 2.2 As previously advised, the new computerised HR and Payroll System has been used from 1 April 2014 and will, when we are using its full range of facilities, provide more detailed information regarding long term and short term absences and allow for greater analysis of the reasons for sickness and any trends.
- 2.3 The HR Team have been running refresher training sessions for the managers on the management of sickness absence. Managers have been advised we have minimal long term sickness cases, all of which are

being dealt with by HR and Occupational Health. Therefore, we need to focus not only on these but also on the short term but frequent absences.

- 2.4** It is the intention of the HR Team to facilitate training sessions for the managers during the summer on the new iTrent system and how they can use it to monitor the sickness levels within their areas as an aid to absence management.
- 2.5** The Director of Corporate Support, Julian Osgathorpe, has advised that the target for average working days lost due to sickness absence per FTE has been reduced from 10.5 in 2013/14 to 9 for 2014/15.
- 2.6** Lewes District Council has also signed up to a new Occupational Health Contract with affect from 1 July 2014. Our new provider, Health Management Limited, will provide analysis and information on quarterly trends and benchmarking which we will happy to feedback to Employment Committee.

Financial Appraisal

- 3** The financial implications of this report are the number of working days lost to sickness.

Legal Implications

- 4** The Legal Services Department have not been asked for comments.

Sustainability Implications

- 5** I have not completed the Sustainability Implications Questionnaire as this Report is exempt from the requirement because it is a progress report/budget monitoring report/development control report

Equality Screening

- 6** Equality analysis is not required as this is an information only report with no key decisions attached.

Background Papers

- 7** Excel spreadsheet showing the Council's sickness figures for 1 April 2013 to 31 March 2014 broken down into quarters and by departments.