

Agenda Item No: 7 **Report No:** 172/16
Report Title: Sickness Report
Report To: Employment Committee **Date:** 19 December 2016
Ward(s) Affected: All
Report By: Helen Knight, HR Manager
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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.
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Reasons for Recommendations

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

Information

- 2 The figures for Quarter 2 of 2016/17 (1 July to 30 September 2016) are presented as appendices to this report. The average number of days' absence per employee for Q2 was 2.0. Points to note are:
 - 2.1 Sickness absence for Q2 at LDC has reduced from Q1 of 2016/17 when the average number of day's absence per employee was 3.0.
 - 2.2 This is the third consecutive quarter in which there has been a reduction as in Q4 of 2015/16 the average number of day's absence per employee was 3.46. This demonstrates the continued close management of absence by managers supported by HR.
 - 2.3 As demonstrated by the reasons for absence by service area breakdown the reasons for absence during Q2 continue to be varied and, aside from musculoskeletal problems in Waste Services, there does not appear to be any common themes.

2.4 The management of sickness absence continues to be a priority within the organisation with close scrutiny and management by line managers and HR. The new Attendance Management Policy was implemented in September and numerous training sessions have taken place for Managers. HR have committed to reviewing this policy in 9 months' time.

3 Financial Appraisal

3.1 The financial implications of this report are the number of working days lost to sickness.

4 Legal Implications

4.1 The Legal Services Department have not been asked for comments.

5 Sustainability Implications

5.1 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

6 Equality Screening

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

7 Appendices

Excel spreadsheet showing the Council's sickness figures for Quarter 2 (1 July to 30 September).

Excel Spreadsheet showing reasons for absence (by service area) during Quarter 2.