

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment & Appeals Committee **DATE:** 23rd January 2014

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PART 1 **FOR INFORMATION**

REDUCING SICKNESS ABSENCE PERFORMANCE UPDATE

1 Purpose of Report

To provide members with an update on progress of reducing the Council's Sickness absence. The Paper includes appendices with the latest performance figures and the Council's Overall Sickness Absence Balanced Scorecard.

2 Recommendation(s)/Proposed Action

For information only

3 Supporting Information

Appendix 1 - graph showing sickness absence rates per month (expressed as Full Time Equivalent Days lost FTE) up to November 2013.

Appendix 1 shows that since our last report to Committee in September there has been a steady decrease over the months of July and August. September and October have demonstrated an increase in sickness however this is common in the winter period where sickness levels generally increase due to change in weather, etc. November has remained the same as last year. At present there are no explanations for this plateau. For this period, the average of 0.72fte absence is being reported, an increase from the previous report.

The sick days per fte from 1 December 2012 to 30 November 2013 report 7.5 days lost per fte in comparison with the same period for the previous year of 10.2 days per fte. This is a significant decrease and evidence that the proactive work undertaken is making a difference.

Further to the last Employment and Appeals Committee in September, the sickness absence balanced scorecard has continued to be reported at CMT and DMT. It has enabled managers to report on absence and relevant action being taken, in accordance with the absence policy. This process is being continually reviewed with our partners Arvato to ensure the data is reported in a timely fashion and supports the managers to implement the policy.

Further work has also been undertaken with departmental representatives to ensure that the reporting of sickness is accurate and the correct reasons for absence are reported. Further to the last report in September the main categories of sickness absence are as follows:

- Appointment
- Back Problems
- Chest/Resp./Asthma
- Eye/Ear/Nose/Mouth/Dent.
- Genito-urinary Gynae
- Heart/Blood Press./Circ
- Infections
- Stress
- Neuro Headache Migraine
- Not Stated
- Other
- Pregnancy related
- Skeletal, breaks/sprains
- Skin Conditions/Disorder
- Stomach/liver/kidney/dig

In order to support managers with absence management, Occupational Health is a vital component to ensure that relevant medical advice is sought. Employees attendance at Occupational Health appointments is improving and data shows that the Percentage of staff who did not attend appointments have decreased in the 6 month period to October 2013.as follows:

May	8.8%
June	9.5%
July	5.2%
Aug	2.5%
Sept.	0%
October	0%

This is monitored in regular contract meetings to ensure employee attendance is maintained.