



EMPLOYMENT COMMITTEE – 13 SEPTEMBER 2018

ATTENDANCE MANAGEMENT

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

Purpose of the Report

1. The purpose of this report is to update the Employment Committee on the County Council's overall position on sickness absence as at the end of June 2018.

Background

2. On 29 June 2018, the Committee considered the County Council's absence position to the end of April 2018 and received an update on the impact of seasonal viral illness, the attendance management intensive support project, proposed changes to the Attendance Management policy and an employee focused campaign to raise awareness of sickness absence.

Absence Data – June 2018

3. By the end of June 2018, absence reductions have been consistently achieved in Adults and Communities, and Corporate Resources departments.
4. Only Public Health and the Chief Executive's Department remain within the corporate target of 7.5 days per full time equivalent (FTE). All other departments need to take further action to address their current levels of sickness absence.

Department	2015/16	2016/17	2017/18	2017/18	2017/18	2017/18	2018/19
Days per FTE	Year end	Year end	End of Q1	End of Q2	End of Q3	End of Q4	End of Q1
12 months cumulative			(June 17)	(Sept 17)	(Dec 17)	(Mar 18)	(June 18)
Chief Executive's	6.99	6.03	5.98	5.03	4.73	6.38	7.24
Environment and Transport	8.80	9.68	9.17	9.45	9.53	10.09	9.95
Children and Family Services	10.06	10.05	9.50	9.58	9.75	10.25	11.15
Corporate Resources	6.95	7.94	7.98	8.25	8.26	8.12	7.69
Adults and Communities	11.31	12.57	12.23	11.57	11.38	11.26	10.57
Public Health	7.84	7.43	8.64	8.80	7.89	6.49	6.83
Total	9.32	10.01	9.72	9.60	9.55	9.73	9.64
ESPO	10.88	9.75	11.40	11.47	12.12	11.70	10.96
EMSS	6.69	9.27	8.42	7.54	7.41	7.42	7.60

Reasons for Absence

5. Displayed in order of percentage of time lost (greatest first), the table below details the top 10 reasons for absence.

Percentage of FTE days lost	2017/18	2017/18	2017/18	2017/18	2018/19	July 17– June 18	July 17 – June 18
12 months cumulative	June 2017 Q1	Sept 2017 Q2	Dec 2017 Q3	March 2018 Q4	June 2018 Q1	FTE Days lost	Number of employees
Stress/depression, mental health	24.1%	25.2%	25.8%	26.3%	26.8%	11272	450
Other musculo-skeletal	17.1%	17.4%	17.3%	16.6%	17.0%	7136	430
Cough/cold/flu	0.3%	0.9%	2.2%	7.5%	7.9%	3314	1001
Gastro- stomach, digestion	8.7%	8.7%	8.4%	8.1%	7.8%	3288	1051
Viral infection not cough/cold/flu	12.8%	11.8%	9.1%	6.1%	5.8%	2432	620
Back and neck problems	5.4%	4.7%	4.7%	4.9%	4.9%	2063	227

Percentage of FTE days lost 12 months cumulative	2017/18	2017/18	2017/18	2017/18	2018/19	July 17– June 18	July 17 – June 18
	June 2017 Q1	Sept 2017 Q2	Dec 2017 Q3	March 2018 Q4	June 2018 Q1	FTE Days lost	Number of employees
Chest, respiratory	4.7%	4.7%	4.3%	4.6%	4.8%	2004	282
Not disclosed	7.2%	6.5%	6.5%	5.7%	4.8%	2000	250
Neurological	5.8%	5.4%	4.6%	4.3%	4.2%	1756	352
Eye, ear, nose, mouth/dental	3.8%	3.8%	3.8%	3.9%	4.1%	1735	366

Short and Long Term Absence Split

6. The table below details the number of FTE days lost due to absence and the percentage split of FTE days lost at the end of quarter 4 2017/18 and quarter 1 2018/19. All departments with the exception of Chief Executive's show a greater percentage of longer term absence compared to short term. Children & Families Services, Chief Executive's and Public Health departments show a significant increase in long term absence between quarter 4 17/18 and quarter 1 18/19.

Percentage of FTE days lost 12 months cumulative	2017/18 Q4				2018/19 Q1			
	Long term		Short term		Long term		Short term	
Department	FTE days lost	%	FTE days lost	%	FTE days lost	%	FTE days lost	%
Chief Executive's	569.0	37.6%	631.0	62.4%	668.4	42.4%	906.7	57.6%
Environment and Transport	4452.6	61.7%	2535.5	38.3%	4431.0	61.0%	2830.6	39.0%
Children and Family Services	6290.7	60.9%	3706.4	39.1%	7142.9	66.5%	3595.8	33.5%
Corporate Resources	5084.6	59.4%	3634.9	40.6%	4985.1	53.0%	4420.6	47.0%
Adults and	8902.7	63.3%	5456.5	36.7%	7981.1	59.2%	5508.5	40.8%

Percentage of FTE days lost 12 months cumulative	2017/18 Q4				2018/19 Q1			
	Communities							
Public Health	259.0	50.4%	293.0	49.6%	334.6	58.9%	233.9	41.1%

Note: Long term is categorised as over 4 weeks of continuous absence.

Service Level Data

7. The table below provides details of the days lost per FTE at the end of 2016/17, quarter 1, 2, 3 and 4, 2017/18 and at the end of quarter 1 2018/19, for service areas by department.

Department	2016/17	2017/18	2017/18	2017/18	2017/18	2018/19
Days per FTE	Year end	End of Q1	End of Q2	End of Q3	End of Q4	End of Q1
12 months cumulative	(Mar 17)	(Jun 17)	(Sept 17)	(Dec 17)	(Mar 18)	(June 18)
Chief Executive's	6.03	5.98	5.03	4.73	6.38	7.24
Planning and Historic and Natural Environment	3.81	3.73	3.20	2.51	4.04	8.02
Regulatory Services	6.95	6.61	5.04	4.56	4.87	6.01
Strategy and Business Intelligence	6.28	6.07	5.17	6.56	8.04	8.82
Democratic Services	10.69	11.50	9.98	5.89	8.91	9.06
Legal Services	3.01	3.30	3.21	2.93	4.02	4.70
Environment and Transport	9.68	9.17	9.45	9.53	10.09	9.95
Highways and Transportation	10.38	9.79	10.10	10.20	10.62	10.27

Department	2016/17	2017/18	2017/18	2017/18	2017/18	2018/19
Days per FTE	Year end	End of Q1	End of Q2	End of Q3	End of Q4	End of Q1
12 months cumulative	(Mar 17)	(Jun 17)	(Sept 17)	(Dec 17)	(Mar 18)	(June 18)
Environment and Waste Management	4.85	4.71	5.77	6.34	7.98	8.63
Children and Family Services	10.05	9.50	9.58	9.75	10.25	11.15
Education and Early Help	9.13	8.55	8.45	8.42	9.28	9.20
Children's Social Care	11.90	10.91	11.21	11.65	11.62	13.97
Corporate Resources	7.94	7.98	8.25	8.26	8.12	7.69
Strategic Finance and Assurance	4.89	4.42	4.66	4.21	4.25	4.11
Corporate Services	4.68	4.66	4.99	5.59	5.88	6.08
Commercial and Customer Services	10.55	10.65	10.98	10.50	10.04	9.22
Adults and Communities	12.57	12.23	11.57	11.38	11.26	10.57
East	n/a	n/a	7.49	10.77	11.06	9.69
West	n/a	n/a	11.13	12.14	13.16	12.38
Commissioning and Quality	n/a	n/a	6.92	7.52	8.01	8.08
Departmental Support Services	n/a	n/a	9.46	10.17	9.46	7.90
Promoting Independence	12.26	13.07	13.53	14.24	15.11	14.81
Personal Care and Support	15.62	14.90	13.60	12.85	11.99	11.47
Communities and Wellbeing	7.67	7.26	6.96	7.42	7.98	7.77

Department	2016/17	2017/18	2017/18	2017/18	2017/18	2018/19
Days per FTE	Year end	End of Q1	End of Q2	End of Q3	End of Q4	End of Q1
12 months cumulative	(Mar 17)	(Jun 17)	(Sept 17)	(Dec 17)	(Mar 18)	(June 18)
Public Health	7.43	8.64	8.80	7.89	6.49	6.83

Recommendation

8. The Committee is asked to note the contents of this report and provide any comments or feedback.

Background Papers

Report to the Employment Committee on 29 June 2018 – Attendance Management

[http://politics.leics.gov.uk/documents/s138714/Attendance%20Management.pdf?%\\$OBO\\$=1](http://politics.leics.gov.uk/documents/s138714/Attendance%20Management.pdf?%OBO=1)

Circulation under the Local Issues Alert Procedure

9. None.

Officer to Contact

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Equality and Human Rights Implications

10. There are no equalities and human rights issues arising directly from this report.