



EMPLOYMENT COMMITTEE – 15 SEPTEMBER 2022

ATTENDANCE MANAGEMENT

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

Purpose

1. The purpose of this report is to update the Employment Committee on the Council's overall position on sickness absence, as at the end of June 2022.

Policy Framework and Previous Decisions

2. The Attendance Management Policy supports this report. No changes to this policy are proposed.

Background

3. On 16 September 2021, the Committee considered the Council's absence position as at the end of March 2021. The long gap in reporting has been due to a number of issues needing to be resolved following a change to the HR/payroll system.

Sickness absence – current position

4. The table below details the end of year sickness absence levels of the previous six years, and Quarter 1 2022/23.

Department	16/17	17/18	18/19	19/20	20/21	21/22	22/23 Q1 Jun 22	Total FTE days lost 01/07/21– 30/06/22	Total cost of absence 01/07/21– 31/06/22
Chief Executive's	6.03	6.38	7.60	5.38	4.41	3.13	3.76	949.37	£ 137K
Environment & Transport	9.68	10.09	9.16	8.88	7.04	8.34	9.73	7904.67	£ 784K
Children & Family Services	10.05	10.25	10.55	11.12	7.94	10.44	11.23	12667.05	£ 1683K
Corporate Resources	7.94	8.12	7.39	9.39	5.54	9.92	9.74	12806.26	£ 1175K
Adults & Communities	12.57	11.26	10.02	11.74	10.18	8.24	9.33	10604.41	£ 1168K
Public Health	7.43	6.49	8.57	7.12	5.08	5.65	6.19	1037.37	£ 105K
LCC total	10.01	9.73	9.18	10.08	7.51	8.87	9.55	45969.13	£5052K
ESPO	9.75	11.70	9.55	7.20	6.80	8.64	9.36	2895.99	£248K
EMSS	9.27	7.42	7.54	9.69	9.26	9.10	8.31	1128.53	£112K

5. At the end of Quarter 1 2022/23 the Chief Executive's and Public Health departments were below the corporate target of 7.5 days per FTE. The trend across all departments has been varied but across the Council since the end of 2020/21 the levels of sickness absence have been increasing.

Reasons for sickness absence

6. Displayed in order of highest percentage of time lost, the table below details the top ten reasons for absence, plus the 'not disclosed' category.

Percentage of FTE days lost 12 months cumulative	2020/21 Dec 2020 Q3	2020/21 Mar 2021 Q4	2021/22 Jun 2021 Q1	2021/22 Sept 2021 Q2	2021/22 Dec 2021 Q3	2021/22 Mar 2022 Q4	2022/23 Jun 2022 Q1
Stress/depression, mental health	28.7%	30.4%	27.6%	30.1%	30.3%	28.4%	26.7%
Covid-19	8.5%	11.5%	9.7%	9.0%	11.4%	14.7%	16.8%
Other musculo-skeletal	11.2%	11.5%	11.7%	11.0%	9.2%	8.8%	8.5%
Gastro-stomach, digestion	5.7%	4.8%	5.9%	5.6%	5.5%	6.1%	5.8%
Cough/cold/flu	4.7%	3.0%	4.7%	4.0%	5.0%	5.0%	4.9%
Cancer	8.2%	8.5%	3.4%	4.8%	4.8%	4.7%	4.2%
Neurological	5.5%	5.2%	5.4%	6.4%	5.1%	4.6%	4.2%
Eye, ear, nose & mouth/dental & throat	3.6%	3.5%	2.9%	3.0%	3.8%	4.3%	4%
Back and neck	5.4%	5.1%	4.6%	4.4%	4.2%	4.1%	3.9%
Viral infection, not cough/cold/flu	4.5%	4.3%	5.2%	3.5%	2.9%	2.2%	2.4%
<i>Not disclosed</i>	3.3%	2.8%	6.5%	6.0%	5.8%	5.7%	6.8%

7. Stress/depression/mental health has continued to be the highest reason for lost time due to sickness. Covid-19 has increased in the percentage of time lost; this is due to Covid-19 illness being more common and causing short periods (typically five to ten days) of absence. The Council currently has 11 employees who are on long term sickness leave due to Covid-19; 1 of which have been absent for a year.

Long and Short-term absence split

8. The table below details the number of FTE days lost due to absence and the percentage split of FTE days lost as at the end of June 2022.

2022/23 as at end of June 2022						
12 months cumulative						
Department	Long term			Short term		
	FTE days lost	% FTE days lost	Individual occurrences	FTE days lost	% FTE days lost	Individual occurrences
Chief Executive's	501.96	53.4%	29	437.52	46.6%	129
Environment and Transport	4322.61	54.5%	159	3615.68	45.6%	960
Children and Family Services	8608.09	66.7%	224	4296.21	33.3%	925
Corporate Resources	7978.68	62.5%	318	4790.73	37.5%	1647
Adults and Communities	6441.33	63.0%	756	3779.73	37.0%	902
Public Health	540.20	53.0%	14	479.05	47.0%	119

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

Service level data

9. The table below provides details of the days lost per FTE at the end of the last six years and at the end of Quarter 1, 2022/23 for service areas by department.

Department	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Days per FTE	Year end	Year end	Year end	Year end	Year end	Year end	Q1
12 months cumulative	(Mar 17)	(Mar 18)	(Mar 19)	(Mar 20)	(Mar 21)	(Mar 22)	(Jun 22)
Chief Executive's	6.03	6.38	7.6	5.38	4.41	3.13	3.76
Planning and Historic and Natural Environment	3.81	4.04	14.92	9.57	0.79	0.71	1.01
Regulatory Services	6.95	4.87	6.2	7.24	6.30	6.74	9.00
Strategy and Business Intelligence	6.28	8.04	6.93	4.26	3.86	1.87	1.73
Democratic Services	10.69	8.91	14.81	6.70	1.07	2.67	2.69
Legal Services	3.01	4.02	5.48	3.63	5.82	3.05	3.83
Environment and Transport	9.68	10.09	9.16	8.88	7.04	8.34	9.73
Highways and	10.38	10.62	8.96	9.30	3.99	9.40	12.21

Department	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Days per FTE	Year end	Year end	Year end	Year end	Year end	Year end	Q1
12 months cumulative	(Mar 17)	(Mar 18)	(Mar 19)	(Mar 20)	(Mar 21)	(Mar 22)	(Jun 22)
Transport							
Environment and Waste Management	4.85	7.98	10.07	12.65	7.68	7.54	6.70
Children and Family Services	10.05	10.25	10.55	11.12	7.95	10.44	11.23
Education and SEND	9.13	9.28	8.42	11.55	7.57	12.24	11.47
Children's Social Care & Targeted Early Help	11.90	11.62	14.18	10.54	9.15	10.11	12.02
Corporate Resources	7.94	8.12	7.41	9.39	5.45	9.92	9.74
Finance, Strategic Property & Commissioning	4.89	4.25	6.63	9.67	2.88	3.99	4.19
Corporate Services	4.68	5.88	4.18	4.84	4.07	7.83	5.96
IT, Comms & Digital, Commercial and Customer Services	10.55	10.04	8.91	11.14	6.77	11.69	12.02
Adults and Communities	12.57	11.26	10.02	11.74	10.18	8.24	9.33
East care pathway	n/a	11.06	9.51	11.32	9.59	9.68	n/a
West care pathway	n/a	13.16	12.01	12.84	9.45	11.36	n/a
Operational commissioning	n/a	n/a	n/a	n/a	n/a	n/a	1.13*
Integration, access & prevention	n/a	n/a	n/a	n/a	n/a	n/a	2.05*
Commissioning and Quality	n/a	8.01	8.02	7.46	4.66	11.90	20.48
Promoting Independence	12.26	15.11	13.26	11.88	11.91	6.11	6.77
Personal Care and Support	15.62	11.99	13.86	18.10	21.15	7.07	7.15
Communities and Wellbeing	7.67	7.98	6.97	8.73	4.65	5.38	5.38
Public Health	7.43	6.49	8.57	7.12	5.80	5.65	6.19

*Due to changes in the Oracle team structure following structural changes in A&C the 12-month FTE figure will appear low until the new structure has been reported on for 12 months.

Recommendations

10. The Committee is asked to note the update provided on the Council's overall position on sickness absence as at the end of June 2022.

Background papers

11. Report to the Employment Committee 16 September 2021 – Attendance Management.

Circulation under the Local Issues Alert Procedure

12. None.

Equality and Human Rights Implications

13. There are no equalities and human rights implications arising directly from this report.

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