



EMPLOYMENT COMMITTEE – 12 DECEMBER 2024

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 Council's overall position on sickness absence, as at the end of September 2024 (Quarter 2, 2024/25).

Policy Framework and Previous Decisions

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

Background

3. On 26 September 2024, the Committee considered the Council's absence position as at the end of June 2024 (Quarter 1 2024/25).

Sickness absence – current position

4. The table below details the end of year sickness absence levels of the previous four years, and quarter 1 and 2, 2024/25.

| | FTE As at 30/09/24 | 20/21 | 21/22 | 22/23 | 23/24 | 24/25 Q1 Jun 24 | 24/25 Q2 Sept 24 | Total FTE days lost 01/10/23– 30/09/24 | Total cost of absence 01/10/23 – 30/09/24 |
|----------------------------|--------------------------|-------------|-------------|-------------|-------------|-----------------------|------------------------|---|--|
| Chief Executive's | 258.64 | 4.41 | 3.13 | 4.14 | 5.91 | 5.57 | 4.89 | 1,264.10 | £206k |
| Environment & Transport | 855.66 | 7.04 | 8.34 | 11.44 | 10.21 | 9.17 | 8.71 | 7,449.03 | £848k |
| Children & Family Services | 1,282.66 | 7.94 | 10.44 | 10.14 | 8.91 | 8.19 | 8.00 | 10,262.92 | £1,449k |
| Corporate Resources | 1,077.68 | 5.54 | 9.92 | 8.84 | 9.57 | 8.38 | 8.42 | 9,072.49 | £1,449k |
| Adults & Communities | 1,201.67 | 10.18 | 8.24 | 8.84 | 10.06 | 10.31 | 10.47 | 12,584.63 | £1,563k |
| Public Health | 169.10 | 5.08 | 5.65 | 5.58 | 4.64 | 4.64 | 5.26 | 889.85 | £120 |
| LCC total | 4,845.41 | 7.51 | 8.87 | 9.27 | 9.27 | 8.67 | 8.57 | 41,523.02 | £5,197k |

| | | | | | | | | | |
|------|--------|------|------|------|------|------|------|----------|-------|
| ESPO | 325.12 | 6.80 | 8.64 | 8.28 | 7.87 | 8.18 | 8.23 | 2,647.44 | £297k |
| EMSS | 105.23 | 9.26 | 9.10 | 6.26 | 6.86 | 5.53 | 4.83 | 507.89 | £58k |

5. At the end of Quarter 2 2024/25 the Chief Executive's and Public Health departments are below the corporate target of 7.5 days per FTE. Children & Family Services, Environment & Transport, the Chief Executive's department and EMSS, have all made improvements since the end of Quarter 2, 2024/25.
6. The County Council total is at 8.57 FTE days lost per FTE, an improvement from quarter 2 2024/25 of 0.10 FTE days per FTE.
7. Attendance management activity is still required across departments to achieve and maintain the corporate target of 7.5 days per FTE.

Reasons for sickness absence

8. Displayed in order of highest percentage of time lost, the table below details the main reasons for absence; plus the not disclosed category.

| Percentage of FTE days lost 12 months cumulative | 2022/23 Mar 2023 Q4 | 2023/24 Jun 2023 Q1 | 2023/24 Sept 2023 Q2 | 2023/24 Dec 2023 Q3 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|--|------------------------------|------------------------------|-------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| Stress/depression, mental health | 26.8% | 27.8% | 28.5% | 30.0% | 31.4% | 28.7% | 27.7% |
| Other musculo-skeletal | 12.4% | 12.9% | 12.8% | 13.1% | 13.2% | 14.0% | 13.4% |
| Combined covid-19 & cough/cold & flu | 17.3% | 15.5% | 13.4% | 11.9% | 11.5% | 12.3% | 12.7% |
| Gastro-stomach, digestion | 6.1% | 6.7% | 7.4% | 6.9% | 6.2% | 6.1% | 6.8% |
| Chest & respiratory | 6.0% | 5.3% | 5.4% | 4.9% | 4.6% | 4.8% | 4.5% |
| Back and neck | 3.8% | 3.8% | 3.6% | 4.3% | 4.4% | 4.3% | 4.5% |
| Neurological | 4.4% | 4.4% | 4.0% | 4.3% | 4.3% | 4.3% | 4.3% |
| Cancer | 4.3% | 5.2% | 5.4% | 5.2% | 4.7% | 4.2% | 3.8% |
| Eye, ear, nose & mouth/dental & throat | 2.8% | 2.9% | 3.3% | 3.6% | 3.4% | 3.2% | 3.1% |
| <i>Not disclosed</i> | <i>5.8%</i> | <i>5.0%</i> | <i>4.4%</i> | <i>3.0%</i> | <i>3.7%</i> | <i>4.0%</i> | <i>4.4%</i> |

9. The table shows that the levels of mental health/stress/depression related sickness absence has improved from Quarter 1 to 2 2024/25, however this remains the highest reason for lost time due to sickness absence.
10. The tables below show the percentage of top 3 reason for sickness absence by department for the 12-month periods ending quarter 1 and 2 2024/25, and the 12-month periods at the end of years 2023/24, 2022/23 and 2021/22.

Chief Executive's department

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|---|--|--|--|--|---|
| Stress/depression, mental health | 19.92% | 20.61% | 27.77% | 29.81% | 19.77% |
| Other musculo-skeletal | 20.40% | 21.45% | 13.22% | 7.73% | 7.03% |
| Combined covid-19 & cough/cold & flu | 32.52% | 25.51% | 11.72% | 14.03% | 15.4% |

Environment & Transport

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|---|--|--|--|--|---|
| Stress/depression, mental health | 20.48% | 21.04% | 30.50% | 25.83% | 25.89% |
| Other musculo-skeletal | 14.38% | 17.23% | 17.06% | 19.00% | 19.13% |
| Combined covid-19 & cough/cold & flu | 23.74% | 16.55% | 12.22% | 11.78% | 12.05% |

Children & Families Services

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|---|--|--|--|--|---|
| Stress/depression, mental health | 39.73% | 35.78% | 40.43% | 37.68% | 36.25% |
| Other musculo-skeletal | 5.64% | 9.16% | 8.94% | 10.66% | 9.81% |
| Combined covid-19 & cough/cold & flu | 17.78% | 15.68% | 9.36% | 10.55% | 10.48% |

Corporate Resources

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|--|------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| Stress/depression, mental health | 18.58% | 16.23% | 18.59% | 19.16% | 19.69% |
| Other musculo-skeletal | 11.09% | 15.36% | 16.07% | 15.02% | 12.77% |
| Combined covid-19 & cough/cold & flu | 18.82% | 14.70% | 10.35% | 10.19% | 11.18% |

Adults & Communities

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|--|------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| Stress/depression, mental health | 33.52% | 32.89% | 28.55% | 30.34% | 27.67% |
| Other musculo-skeletal | 6.63% | 7.91% | 10.30% | 10.61% | 13.38% |
| Combined covid-19 & cough/cold & flu | 19.87% | 21.63% | 13.30% | 13.21% | 12.66% |

Public Health

| Percentage of FTE days lost 12 months cumulative | 2021/22 Mar 2022 Q4 | 2022/23 Mar 2023 Q4 | 2023/24 Mar 2024 Q4 | 2024/25 Jun 2024 Q1 | 2024/25 Sept 2024 Q2 |
|--|------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| Stress/depression, mental health | 26.50% | 30.03% | 12.05% | 12.53% | 18.73% |
| Other musculo-skeletal | 3.72% | 10.06% | 32.82% | 24.66% | 20.75% |
| Combined covid-19 & cough/cold & flu | 21.07% | 18.40% | 18.46% | 22.97% | 16.91% |

11. The key observation for Quarter 2 2024/25 is the improvement in the percentage of mental health absence in Adults & Communities and the Chief Executive's departments.

Long and Short-term absence split

12. 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 2024.

| 2024/25 as at end of Sept 2024 (Quarter 2) | | | | | | |
|--|---------------|-----------------|------------------------|---------------|-----------------|------------------------|
| 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 | 802.81 | 63.51% | 24 | 461.29 | 36.49% | 177 |
| Environment and Transport | 4791.60 | 64.33% | 143 | 2657.43 | 35.67% | 830 |
| Children and Family Services | 7269.62 | 70.83% | 203 | 2993.30 | 29.17% | 903 |
| Public Health | 465.85 | 52.35% | 16 | 424.00 | 47.65% | 144 |
| Corporate Resources | 5917.69 | 65.23% | 203 | 3154.80 | 34.77% | 1207 |
| Adults and Communities | 8256.85 | 65.61% | 273 | 4327.78 | 34.39% | 1421 |

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

Service level data

13. The table below provides details of the days lost per FTE at the end of the last four years and at the end of Quarters 1 and 2, 2024/25, for service areas by department.

| Department | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2024/25 |
|---|----------|----------|----------|----------|----------|-----------|
| Days per FTE | Year end | Year end | Year end | Year end | Q1 | Q2 |
| 12 months cumulative | (Mar 21) | (Mar 22) | (Mar 23) | (Mar 24) | (Jun 24) | (Sept 24) |
| Chief Executive's | 4.41 | 3.13 | 4.14 | 5.91 | 5.57 | 4.89 |
| Planning and Historic and Natural Environment | 0.79 | 0.71 | 3.52 | 5.43 | 5.22 | 2.77 |
| Regulatory Services | 6.30 | 6.74 | 9.40 | 9.98 | 8.97 | 6.93 |
| Strategy and Business Intelligence | 3.86 | 1.87 | 3.47 | 6.91 | 6.84 | 6.89 |
| Democratic Services | 1.07 | 2.67 | 1.43 | 2.40 | 2.96 | 2.49 |
| Legal Services | 5.82 | 3.05 | 1.34 | 1.86 | 1.29 | 1.54 |
| Environment and Transport | 7.04 | 8.34 | 11.44 | 10.21 | 9.17 | 8.71 |
| Highways and Transport | 3.99 | 9.40 | 15.01 | 12.95 | 11.90 | 11.31 |

| Department | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2024/25 |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|
| Days per FTE | Year end | Year end | Year end | Year end | Q1 | Q2 |
| 12 months cumulative | (Mar 21) | (Mar 22) | (Mar 23) | (Mar 24) | (Jun 24) | (Sept 24) |
| Environment and Waste Management | 7.68 | 7.54 | 9.26 | 10.46 | 8.07 | 7.46 |
| Development and Growth | n/a | n/a | 5.49 | 4.65 | 4.55 | 4.44 |
| Children and Family Services | 7.95 | 10.44 | 10.14 | 8.91 | 8.19 | 8.00 |
| Education and SEND | 7.57 | 12.24 | 8.40 | 7.44 | 5.94 | 5.85 |
| Children's Social Care & Targeted Early Help | 9.15 | 10.11 | 10.52 | 10.00 | 9.16 | 8.86 |
| Corporate Resources | 5.45 | 9.92 | 8.84 | 9.57 | 8.38 | 8.42 |
| Finance & Commissioning | 2.88 | 3.99 | 3.37 | 3.55 | 3.78 | 3.91 |
| People, Property & Transformation | 4.07 | 7.83 | 5.07 | 7.39 | 6.23 | 6.02 |
| IT, Comms & Digital, Commercial and Customer Services | 6.77 | 11.69 | 11.31 | 13.83 | 11.95 | 12.79 |
| Adults and Communities | 10.18 | 8.24 | 8.84 | 10.06 | 10.31 | 10.47 |
| Operational commissioning | n/a | n/a | 9.74 | 11.06 | 10.87 | 11.25 |
| Integration, access & prevention | n/a | n/a | 10.27 | 11.21 | 12.82 | 12.62 |
| Commissioning and Quality | 4.66 | 11.90 | 10.83 | 10.22 | 10.58 | 11.13 |
| Personal Care and Support | 21.15 | 7.07 | 6.28 | 12.11 | 10.60 | 9.83 |
| Communities and Wellbeing | 4.65 | 5.38 | 5.41 | 6.25 | 6.24 | 6.89 |
| Public Health | 5.80 | 5.65 | 5.58 | 4.64 | 4.64 | 5.26 |

Recommendations

14. The Committee is asked to note the update provided on the Council's overall position on sickness absence as at the end of September 2024.

Background Papers

15. Report to the Employment Committee 26 September 2024:
<https://democracy.leics.gov.uk/documents/s185533/Attendance%20Management%20Sept%202024%20Final.pdf>

Circulation under the Local Issues Alert Procedure

16. None

Equality Implications/Other Impact Assessments

17. There are no equality implications arising from the recommendations in this report.

Human Right Implications

18. There are no human rights implications arising from the recommendations in this report.

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