

EMPLOYMENT COMMITTEE – 9 SEPTEMBER 2011**MANAGING ATTENDANCE – Q1 PERFORMANCE****REPORT OF THE DIRECTOR OF CORPORATE RESOURCES****Purpose of Report**

1. The purpose of this report is to provide Employment Committee with an update on the overall County Council and departmental performance in relation to sickness absence for the period 1 April to 30 June 2011 (Q1).

Key Issues

2. The overall absence figure (number of days of absence per FTE) for the County Council in 2010/11 was 7.85 days. The absence target for 2011/12 is 7.5 days.
3. There has been a substantial increase in the levels of absence in schools. School absence levels have significantly increased from 5.95 days per fte in 2009/10 to 7.56 days per fte at 31 March 2011. The absence data in this report (table 7) shows the projected out turn figure with the inclusion of the schools data. The projected out turn figure without the schools data is outlined in paragraph 8.
4. The HR service has commenced work with individual schools whose sickness levels are high. This has involved producing data similar to that provided to departments and discussing with schools strategies to reduce levels of absence. Schools are also being reminded of the importance of recording reasons for absence to enable remedial action to be taken.
5. The Corporate Management Team (CMT) has previously funded an additional resource to work with managers within the Adults and Communities and Children and Young People's departments to improve attendance and achieve a reduction in sickness absence levels. This project has now moved to the Corporate Resources and Environment and Transportation departments with effect from 1 April 2011 until 31 December 2011.

Absence data

6. The table below shows the out turn figures for 2009/10 and 2010/11. It also shows the Q1 (April – June) projected out turn figure for 2011/12.

Department	2009/10	2010/11	April – Jun 2011 (Q1)
Chief Executive's	8.44	5.75	7.21
E&T	7.26	7.16	6.32
CYPS – Non School Based	7.55	7.57	5.15
CYPS – School Based	5.95	7.56	6.14
Corporate Resources	6.15	7.52	6.23
Adults and Communities	12.19	10.25	10.35
Total	7.00	7.85	6.65

7. By removing the absence data for schools from the above table the projected out turn figure for the County Council is 7.44 days per fte.

Reasons for Absence

9 The table below shows the reasons recorded for absence for the 2009/10 and 2010/11 out turns and Q1 (April – June 2011). The percentage split in terms of the reasons for absence remains broadly the same, however the percentage of absences for which the reason is 'not known' remains a concern, however a larger proportion of this is attributable to schools as outlined in table 12.

Reason for Absence	2009/10 %	2010/2011 %	April – Jun 2011 (Q1) %
Back and Neck Problems	3.03	3.67	4.87
Other Musculo-Skeletal Problems	5.51	6.16	6.81
Stress/depression, Mental Health and Fatigue	5.82	5.76	9.38
Viral Infection	11.69	22.41	12.46
Neurological	3.31	3.94	3.93
GenitoUrinary/Gynaecological	2.17	3.03	3.38
Pregnancy Related	1.33	1.20	1.67
Stomach, Liver, Kidney, Digestion	6.43	12.60	12.77
Heart, Blood Pressure, Circulation	1.30	0.78	1.06
Chest, Respiratory	2.33	2.80	2.24
Eye, Ear, Nose & Mouth/Dental	2.70	3.56	3.20

Other	6.30	10.23	14.51
Not Known	48.06	26.22	23.72

11. The table below details the departmental percentage of employee's sickness absence in Q1 (April – June 2011) for which the reason for absence is not known. The table also shows the out turn position for both 2009/10 and 2010/11.

Department	2009/10 %	2010/2011 %	April - Jun 2011 %
Chief Executive's	9.64	8.48	6.79
E & T	28.6	14.70	15.08
CYPS – Non School Based	32.28	15.81	19.96
CYPS – School Based	73.20	39.58	32.06
Resources	19.74	13.67	20.22
Adult and Communities	26.55	9.42	12.55

Conclusion

12. The data is extracted from both Oracle and Trent (schools and weekly paid staff are still on Trent) and there continues to be some concern about the quality of the data.
13. Managers across departments have a better understanding of the issues in respect of attendance management and are committed to reducing levels of absence.
14. Additional support and training will be available to managers in Corporate Resources and Environment and Transportation to enable them to proactively tackle sickness absence.

Recommendation

It is recommended that the Employment Committee notes the performance of sickness absence levels across the Council for April to June 2011 (Q1) 6.65 days per FTE including schools and 7.44 days per fte excluding schools..

Background Papers

Reports to Employment Committee on Managing Attendance and Sickness Absence – 15 April 2010, 9 September 2010, 2 December 2010, 31 March 2011, 30 June 2011,

Circulation under the Local Issues Alert Procedure

None.

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Equal Opportunities Implications

None.