

Sickness Absence 2019/20 (Quarter 1 & 2) – Corporate Services

Managing Director - Michelle Morris
 Chief Officer Commercial – Anne Louise Clarke
 Head of Organisational Development – Andrea Prosser
 Head of Governance and Partnerships - Bernadette Elias
 Head of Legal & Corporate Compliance - Andrea Jones
 Chief Officer Resources - Rhian Hayden

Total Days lost per FTE Employee (Annual Council Target 11 days per FTE Employee)

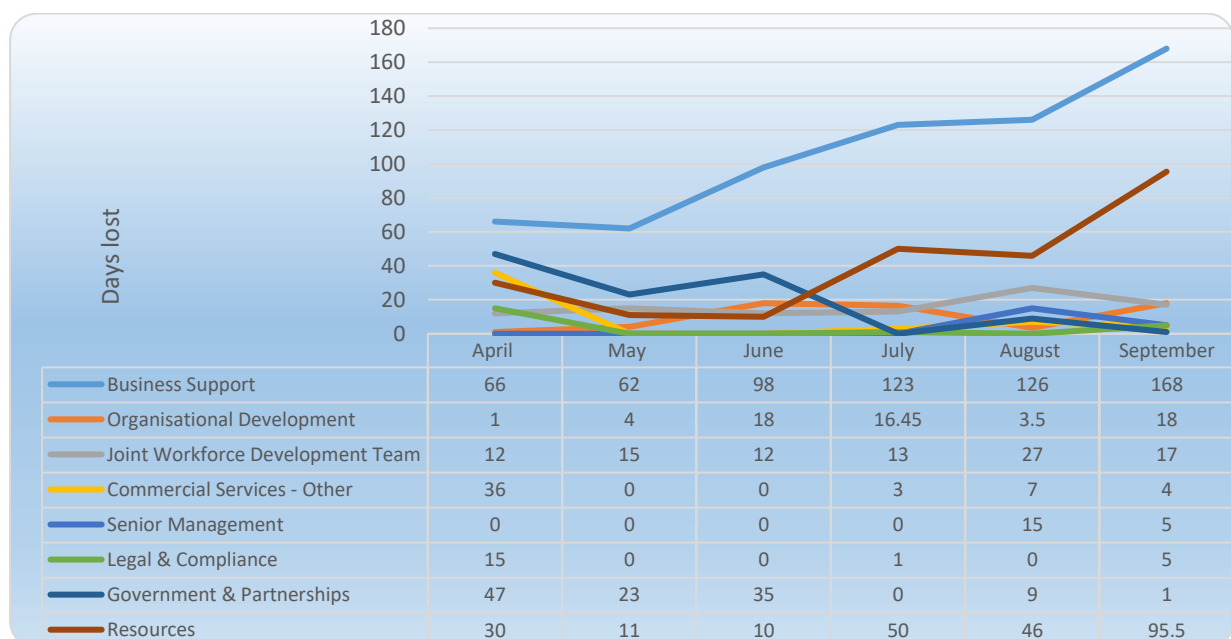
2019/20	Qtr1 (Target 2.75)	Qtr2 (Target 5.50)
Council	3.06	5.93
Education	2.84	5.09
Social Services	3.62	7.45
Regeneration & Community Services	3.78	7.09

2019/20	Qtr1 (Target 2.75)	Qtr2 (Target 5.50)
Corporate Services Total	1.71	4.34
Resources	0.76	3.46
Governance & Partnerships	3.73	4.01
Legal & Corporate Compliance	1.46	2.00
Senior Management	0.00	3.33
Commercial Services (OD /SCW/ BS)	2.25	6.29
Commercial Services (Other)	0.71	1.21
Commercial Services Total	1.83	4.92

- 2018/19 – Annual Review Corporate Services
- 8.29 FTE days lost (Quarter 1 2.19, Quarter 2 – 3.86)
 - 61.35% of absences were long term
 - 35 employees with one or more absences - mental health
 - 1,698 working days lost - mental health
 - 4 employees with more than 6 calendar months sickness
 - 1 employee disciplined for sickness absence

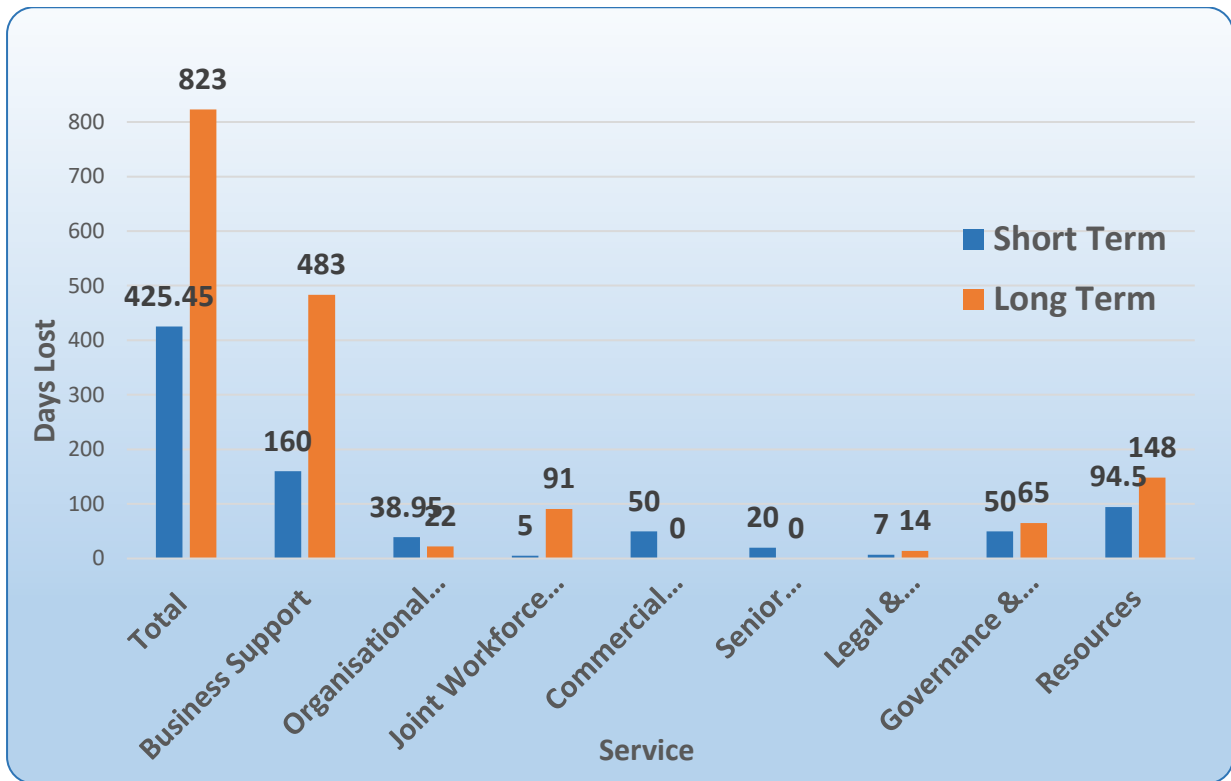
Total Working Days Lost - 01.04.19 – 30.09.19

- **1,248.45** working days lost to sickness absence (8,464.98 hours)



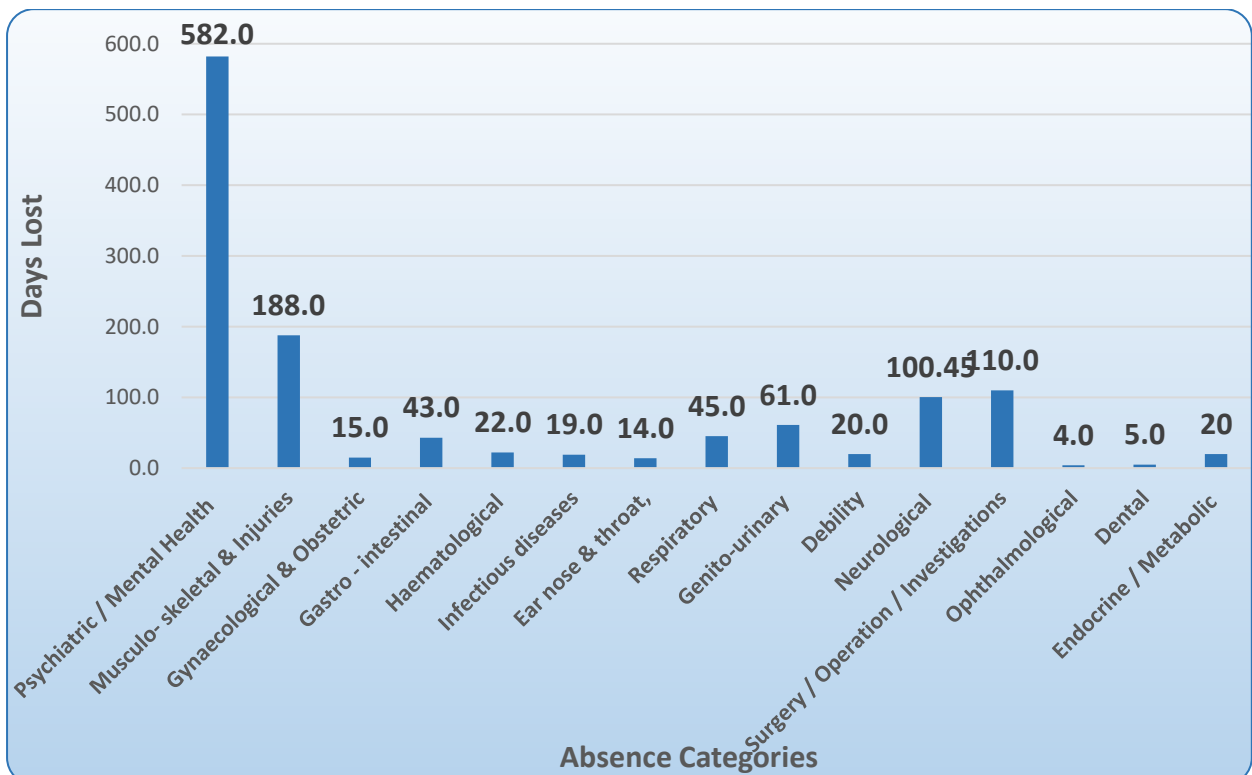
Total Working Days Lost - Short Term / Long Term

- 65.9% of absence is long term.



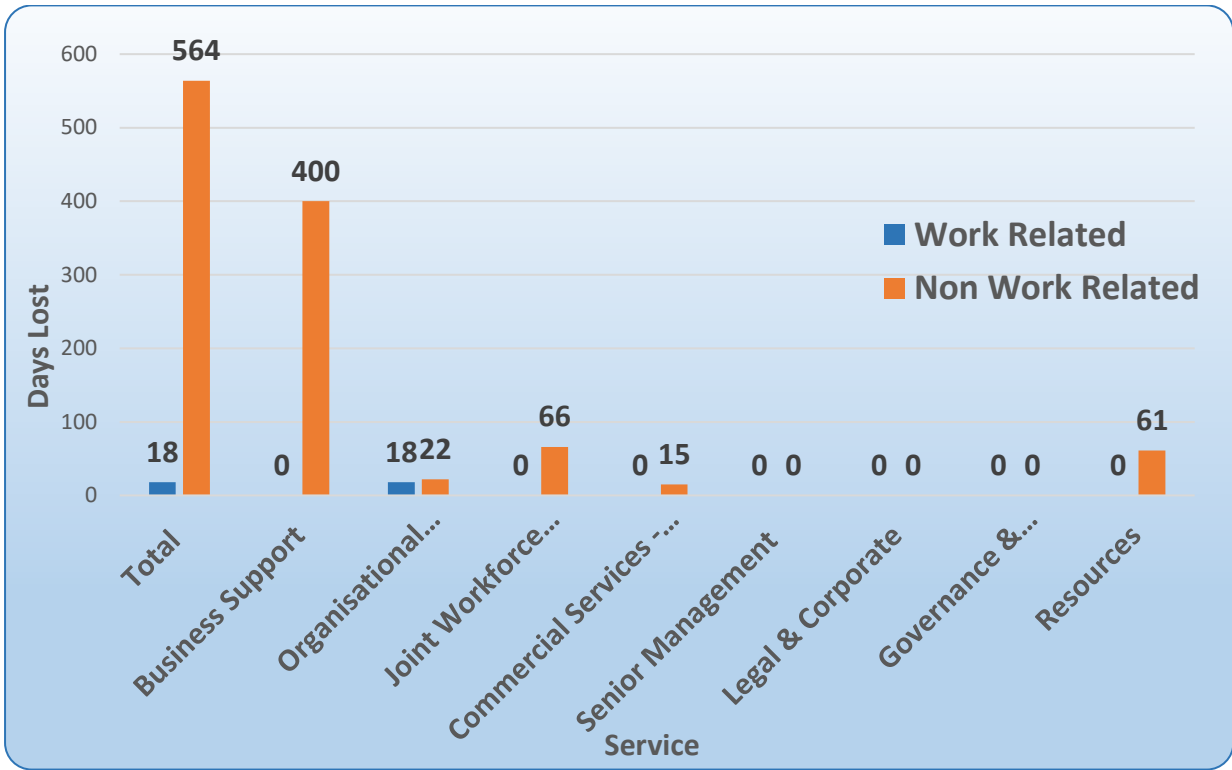
Total Working Days Lost by Reason

- Top 3 reasons – Psychiatric/Mental Health, Musculo-skeletal & Injuries and Surgery/Operation
- 582 working days lost to Psychiatric / Mental Health



Total Working Days lost Psychiatric / Mental Health (Work / Non Work Related)

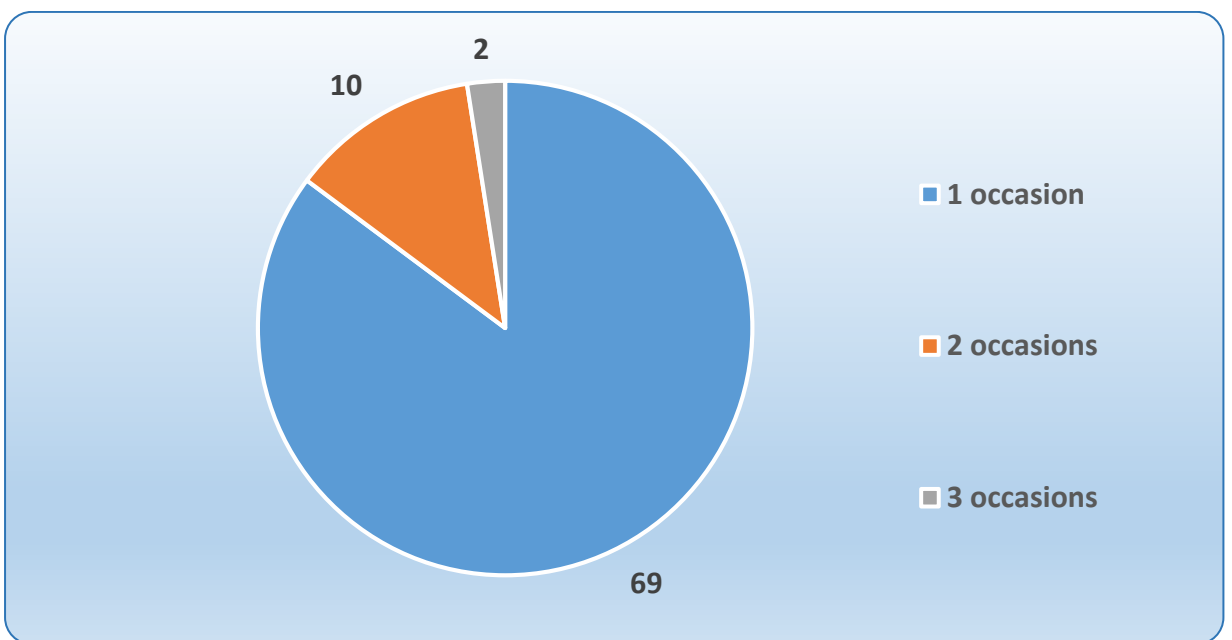
- 3% of days lost to Psychiatric / Mental Health identified as work related
- 22 employees with one or more absences - Mental Health
- 23 occasions of absence - Mental Health



Number reporting sickness

- Number of staff reporting sick – 82
- Number of occasions of sickness absence - 95

Number of occasions of absence per employee



Impact - Financial / Staff Resources

- The cost of lost time for the six-month period is estimated at **£101,410.46** based on an average salary of **£23,107.11 – £11.98** per hour (Average Salary - Pay Policy calculation excluding staff on the Teachers pay and conditions). These costs do not include on-costs, cover arrangements or management time to manage the sickness.
- This equates to **8.80 FTE** employees being absent for the full 6 months.

Management of Sickness Absence

- **16** Open sickness cases as at 30.09.19
- **20** Occupational health referrals made during the period
- Number of Trigger Breaks based on the most recent absence in the period for each employee (however they have broken more than one trigger in the rolling year)
 - **4 employees - 3 or more occasions**
 - **33 employees - 10 or more days absence**
 - **12 employees - 3 or more occasions & 10 or more days**
 - **33 employees - Did not hit a trigger**
- **31.58%** Return to works recorded on iTrent
- **No** Written Warnings issued