

# POLICY AND RESOURCES SCRUTINY COMMITTEE

02.03.21

## SICKNESS ABSENCE MONITORING REPORT

### To consider and comment on the following issues:

This report provides the committee with absence data for the cumulative period Q2 2020/21 financial year plus a summary of actions.

### Reasons:

The Committee has requested that half/full yearly reports are provided to its members to allow them to fulfil their scrutiny role.

To be referred to the Executive Board / Council for decision: NO

### EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER: Councillor Mair Stephens

<b>Directorate:</b> Chief Executive		
<b>Name of Head of Service:</b> Paul R Thomas	<b>Designations:</b> Assistant Chief Executive People Management	<b>Tel Nos.</b> 01267 246123 <a href="mailto:PRThomas@carmarthenshire.gov.uk">PRThomas@carmarthenshire.gov.uk</a>
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**EXECUTIVE SUMMARY**  
**POLICY AND RESOURCES SCRUTINY COMMITTEE**  
**2<sup>ND</sup> MARCH 2021**

**SICKNESS ABSENCE MONITORING REPORT**

**Purpose:**

To receive sickness absence performance report prior to consideration by Policy & Resources Scrutiny Committee. To review half year sickness absence departmental performance against targets to maintain focus on continuous improvement. This performance report provides corporate and departmental performance data and information on sickness absence for the cumulative period Q2 2020/21 financial year. It also summarises a number of actions the People Management Division are leading alongside Departmental responsibilities to support and maintain a continuous reduction in the level of sickness absence.

Policy & Resources Scrutiny Committee has requested that half/full EOY reports are provided to its members to allow them to fulfil their scrutiny role.

Departmental sickness absence performance targets have been in place for since 2017/18 and are reviewed annually. Policy & Resources Scrutiny Committee monitor performance against the agreed targets as one of a range of qualitative and quantitative performance measures.

**Table 1: Current Departmental Absence Targets**

As a reminder targets were set with reference to performance during 3 preceding reporting periods by weighted average less 5% to enable each department to contribute towards improvement to meet the Authority's overall performance target of 9.6. Whilst there was some improvement during 2020/21 the Authority target of 9.6.

Three out of five departments have met their departmental performance target.

Department	Average Employee FTE Headcount	Short Term Lost FTE Days	Long Term Lost FTE Days	Total Lost FTE Days	FTE Days Lost by Average Employee FTE Headcount	Ranking	2019-20 Q2 Performance		20-21 Target. Targets remain unchanged from 2017-18. (Q2 =whole year target /4 & seasonally adjusted)		
Corporate Services	202.1	100.90	290.60	391.5	1.9	1	3.1	-1.2	6.3	2.9	Yes
Education & Children	3184.2	1957.80	6495.50	8453.3	2.7	2	3.8	-1.1	9.0	3.7	Yes
Chief Executives	409.8	399.1	816.2	1215.3	3.0	3	3.8	-0.8	6.9	2.8	No
Environment	900.2	875.50	2223.90	3099.4	3.4	4	5.3	-1.9	11.2	4.6	Yes
Communities	1387.7	2236.90	5105.10	7342.0	5.3	5	6.5	-1.2	11.6	4.8	No
<b>Authority Total</b>	<b>6084.1</b>	<b>5570.2</b>	<b>14931.3</b>	<b>20501.5</b>	<b>3.37</b>		4.6	-1.3	9.63	4.00	Yes

<b>Q2 2019/20</b>	<b>6053.2</b>	<b>10353.6</b>	<b>17638.7</b>	<b>27992.3</b>	<b>4.62</b>
Difference		<b>-4783.4</b>	<b>-2707.4</b>	<b>-7490.8</b>	<b>-1.3</b>
		<b>-46.2%</b>	<b>-15.3%</b>	<b>-26.8%</b>	

Coronavirus absences - Sickness	6,084.1	699.0	321.4	1,020.3	<b>0.17</b>
Sickness excluding Coronavirus Sickness	6,084.1	4,871.3	14,609.9	19,481.2	<b>3.20</b>

PI excluding Coronavirus Sickness

Coronavirus absences - Other Absences (NOT SICKNESS)			42,198.5	50,651.6	
<b>Homeworking</b>	6,084.1	8,453.06	6	2	<b>8.33</b>
Coronavirus absences - Other Absences (NOT SICKNESS)			13,504.3	16,028.1	
<b>Non-Homeworking</b>	6,084.1	2,523.85	2	7	<b>2.63</b>
Total Coronavirus absences - Other Absences (NOT SICKNESS)	6,084.1	10,976.9	55,702.9	66,679.8	<b>10.96</b>
All Coronavirus absences	6,084.1	11,675.9	56,024.3	67,700.1	<b>11.13</b>

This includes both homeworking and non-homeworking

**DETAILED REPORT ATTACHED?**

**Yes**

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:

**Signed:** Paul R Thomas, Assistant Chief Executive (People Management)

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>

### 1. Policy, Crime & Disorder and Equalities

Management of sickness absence supports the strategic aim 'Feeling Fine – Health & Wellbeing.

### 2. Finance

Related costs of overtime, replacement costs and sickness pay.

### 3. Staffing Implications

People Management continue to advise and support managers and employees through the sickness absence policy and procedures.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

**Signed:** Paul R Thomas, Assistant Chief Executive (People Management)

1. Local Member(s) N/A

2. Community / Town Council N/A

3. Relevant Partners N/A

4. Staff Side Representatives and other Organisations N/A

**EXECUTIVE BOARD PORTFOLIO  
HOLDER(S) AWARE/CONSULTED**

Yes

**Include any observations here**

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THERE ARE NONE**