

**Subject:**

Update in relation to the management of absence

**Status:**

For Publication

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**Report to:**

Audit and Performance Management  
Overview and Scrutiny

**Date:**

22<sup>nd</sup> November 2006

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**Report of:**

Liz Murphy Head of Human Resources

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**Portfolio**

**Holder:** Human Resources and Member Development

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**BACKGROUND INFORMATION**

**Tick Box**

Draft Policy Framework Document

Response to Consultation

New Policy Initiative

Other : Progress Report Update

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**1. PURPOSE OF REPORT**

1.1 To advise Members of the current position of Absence levels within the Council

**2. CORPORATE PRIORITIES**

2.1 Financial Management

2.2 Implementing the Human Resources Strategy

**3. RISK ASSESSMENT IMPLICATIONS**

3.1 As there is continued improvement there are no specific risk issues for members to consider arising from this report.

#### **4. BACKGROUND/REASON FOR REPORT**

- 4.1 Due to the high levels of absence reported at the end of March 2006. A report is prepared to advise Members of the current position of levels of absence within the Council.
- 4.2 A system of monthly reporting to the Leader, Portfolio Holder and the Senior Management Team has now been established. This reporting has illustrated that for the last two months no individual employee has hit the trigger levels of four periods of absence in 12 months.
- 4.3 Significant improvements within Street Scene and Liveability Services continue to be maintained with no member off sick for a number of months throughout the year.
- 4.4 It is worth noting that the BVPI is affected by the loss of revenues and benefits staff in the methodology used to calculate the BVPI.
- 4.5 The Council is still undergoing significant change and this does impact on individuals and can contribute to absence levels.
- 4.6 At the end of October 2006 the current days lost equates to 5.75 days per full time equivalent against a target of 5.95 days.

#### **5. COMMENTS OF THE HEAD OF FINANCIAL SERVICES**

- 5.1 The average cost daily payroll cost equates to £33.7k. Each average day lost through sickness therefore equates to £33.7k in lost efficiency in addition to the cost of temporary staff required to fill essential frontline posts.

#### **6. COMMENTS OF THE HEAD OF LEGAL AND DEMOCRATIC SERVICES**

- 6.1 No legal implications

#### **7. COMMENTS OF THE HEAD OF HUMAN RESOURCES**

- 7.1 The management of absence is applied in a fair and equitable manner

#### **8. CONCLUSION**

- 8.1 The robust management of absence will continue and a number of incentives are to be considered as part of the reward and retention strategy to be considered by Cabinet in January 2007.

#### **9. RECOMMENDATION**

- 9.1 The Members note the report

#### **10. CONSULTATION CARRIED OUT**

- 10.1 Progress has been reported to the Joint Consultative Committee

<b>Contact Officer</b>	
Name	Liz Murphy
Position	Head of Human Resources
Service / Team	Human Resources
Telephone	217777
Email address	lizmurphy@rossendale bc.gov.uk

No background papers