

Corporate Issues Overview and Scrutiny Committee

17 November 2015

Corporate Issues Overview and Scrutiny Committee – Attendance Management Working Group Review



Report of Lorraine O'Donnell, Assistant Chief Executive

Purpose of the Report

- 1 To present to the Corporate Issues Overview and Scrutiny Committee the Attendance Management Working Group review report.

Background

- 2 At the Corporate Issues Overview and Scrutiny Committee meeting held on 27th March 2014, during consideration of the Quarter 3 Performance Management report, reference was made to performance in respect of sickness absence targets not being met within Durham County Council. At this time questions were raised regarding the sickness absence management policy, the process or recording and managing sickness absence, the role of line managers in reducing sickness levels and the training available to staff. There was also interest in the link between appraisal completion and absence levels.
- 3 The Committee resolved that once the Committee's work on the Medium Term Financial Plan and budget was concluded, a working group would be set up to examine the sickness absence policy.
- 4 At the Corporate Issues OSC meeting on 20 April 2015, agreement was given to the establishment of a Working Group to examine attendance management issues including sickness absence. The Committee agreed that the working group would:-
 - receive an overview of the current policies and procedures including the role of occupational health;
 - Examine statistics relating to attendance management across the Council to gain an insight into trends and opportunities for improvement;
 - consider examples of best practice and research in respect of sickness absence management, and
 - receive information on staff, manager and Trade Union opinions and experiences of the sickness policy and management.

- 5 Evidence was gathered over a series of 5 meetings culminating in a presentation to the group on 28 September 2015 which highlighted key findings from the review and at which members of the group agreed a series of recommendations.
- 6 A copy of the review report is attached at Appendix 2.

Service Grouping Response

- 7 Resources Service grouping welcome the analysis and conclusions contained within the report, and will closely monitor the impact of these once implemented, with reporting back through the established channels.

Recommendation

- 8 Corporate Issues Overview and Scrutiny Committee is asked to agree the report of the Attendance Management Working Group and approve submission for consideration by Cabinet at its meeting on the 16 December 2015.

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Appendix 1: Implications

Finance – N/A

Staffing – N/A

Risk – N/A

Equality and Diversity / Public Sector Equality Duty – The review report takes into consideration Equality and Diversity, an Equality Impact Assessment having been undertaken.

Accommodation – N/A

Crime and Disorder – N/A

Human Rights – N/A

Consultation – N/A

Procurement – N/A

Disability Issues – N/A

Legal Implications – N/A