



## **EMPLOYMENT COMMITTEE – 28 SEPTEMBER 2023**

### **ATTENDANCE MANAGEMENT**

### **REPORT OF THE DIRECTOR OF CORPORATE RESOURCES**

#### **Purpose of the Report**

1. The purpose of this report is to update the Employment Committee on the Council's overall position on sickness absence, as at the end of June 2023 (Quarter 1, 2023/24).

#### **Policy Framework and Previous Decisions**

2. The Attendance Management Policy supports this report. No changes to this policy are proposed.

#### **Background**

3. On 25 May 2023, the Committee considered the Council's absence position as at the end of March 2023 (Quarter 4 2022/23).

#### **Sickness absence – current position**

4. The table below details the end of year sickness absence levels of the previous five years, and Quarter 1, 2023/24.

	18/19	19/20	20/21	21/22	22/23	23/24 Q1 Jun 23	Total FTE days lost 01/07/22– 30/06/23	Total cost of absence 01/07/22 – 30/06/23
Chief Executive's	7.60	5.38	4.41	3.13	4.14	4.41	1,071.78	£134k
Environment & Transport	9.16	8.88	7.04	8.34	11.44	11.31	9,211.17	£926k
Children & Family Services	10.55	11.12	7.94	10.44	10.14	10.01	11,892.09	£1,555k
Corporate Resources	7.39	9.39	5.54	9.92	8.84	8.64	10,412.59	£1,091k
Adults & Communities	10.02	11.74	10.18	8.24	8.84	8.61	10,071.24	£1,203k
Public Health	8.57	7.12	5.08	5.65	5.58	5.85	1,020.8	£118k
<b>LCC total</b>	<b>9.18</b>	<b>10.08</b>	<b>7.51</b>	<b>8.87</b>	<b>9.27</b>	<b>9.11</b>	<b>43,679.67</b>	<b>£5,029k</b>

ESPO	9.55	7.20	6.80	8.64	8.28	7.5	2,345.11	£222k
EMSS	7.54	9.69	9.26	9.10	6.26	6.08	733.99	£78k

5. At the end of Quarter 1 2023/24, the Chief Executive's and Public Health departments are below the corporate target of 7.5 days per FTE. Environment and Transport, Corporate Resources, Children and Family Services, and Adults and Communities departments have all made improvements since year end 2022/23.
6. The Leicestershire County Council total is at 9.11 FTE days lost.
7. Attendance management activity is still required across departments to achieve and maintain the corporate target of 7.5 days per FTE.

### **Reasons for sickness absence**

8. Displayed in order of highest percentage of time lost, the table below details the top ten reasons for absence, plus the 'not disclosed' category.

Percentage of FTE days lost 12 months cumulative	2021/22 Dec 2021 Q3	2021/22 Mar 2022 Q4	2022/23 Jun 2022 Q1	2022/23 Sept 2022 Q2	2022/23 Dec 2022 Q3	2022/23 Mar 2023 Q4	2023/24 Jun 2023 Q1
Stress/depression, mental health	30.3%	28.4%	26.7%	27.3%	25.7%	26.2%	25.9%
Combined COVID-19 & cough/cold. flu	32%	27.4%	39.7%	21.5%	20.8%	17.3%	15.5%
Other musculo-skeletal	9.2%	8.8%	8.5%	8.5%	11.5%	12.4%	12.9%
Gastro-stomach, digestion	5.5%	6.1%	5.8%	5.9%	5.5%	6.1%	6.7%
Chest & respiratory	4.2%	3.8%	3.9%	4.1%	4.7%	6.0%	5.3%
Cancer	4.8%	4.7%	4.2%	4.1%	4.7%	4.3%	5.2%
Neurological	5.1%	4.6%	4.2%	4.2%	4.3%	4.4%	4.4%
Back and neck	4.2%	4.1%	3.9%	3.9%	3.8%	3.8%	3.8%
Heart, blood pressure & circulation	1.1%	1.0%	1.1%	1.3%	2.2%	2.4%	3.3%
Eye, ear, nose & mouth/dental & throat	3.8%	4.3%	4.0%	4.0%	3.0%	2.8%	2.9%
<i>Not disclosed</i>	5.8%	5.7%	6.8%	6.2%	6.1%	5.8%	5.0%

9. The table shows that the levels of mental health/stress/depression sickness absence has decreased from Quarter 1 2022/23 to Quarter 4 2023/24, although this remains the highest reason for lost time due to sickness absence.
10. As agreed at Employee Committee on 25 May 2023, the cough/cold/flu and COVID-19 categories have been combined. Also, to note is that viral illness which is at 2.6% at Quarter 1 2023/24 has not been reported in the top ten reasons for absence.

11. Cancer, and the Heart, Blood Pressure and Circulation categories for absence have had more significant increases in sickness absence from Quarter 1 2022/23 to Quarter 4 2023/24; this will be monitored going forward.
12. At the Employment Committee on 25 May 2023, it was agreed that focus should be given on reducing the amount of non-disclosed absence. This activity continues and an improvement is shown in the trend within the table.

### **Long and Short-term absence split**

13. The table below details the number of FTE days lost due to absence and the percentage split of FTE days lost as at the end of June 2023.

<b>2022/23 as at end of June 2023</b>						
<b>12 months cumulative</b>						
<b>Department</b>	<b>Long term</b>			<b>Short term</b>		
	FTE days lost	% FTE days lost	Individual occurrences	FTE days lost	% FTE days lost	Individual occurrences
Chief Executive's	505.34	47.15%	13	566.44	52.85%	174
Environment and Transport	6227.64	67.61%	110	2983.44	32.39%	844
Children and Family Services	8293.86	69.74%	153	3598.23	30.26%	925
Public Health	693.50	67.94%	14	327.30	32.06%	92
Corporate Resources	6489.87	62.33%	139	3922.72	37.67%	1478
Adults and Communities	5677.79	56.38%	125	4393.45	43.62%	1045

Note: Long term is categorised as over 4 weeks of continuous absence.

### **Service level data**

14. The table below provides details of the days lost per FTE at the end of the last five years and at the end of Quarter 1 2023/24, for service areas by department.

<b>Department</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2022/23</b>
<b>Days per FTE</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Q1</b>
<b>12 months cumulative</b>	<b>(Mar 19)</b>	<b>(Mar 20)</b>	<b>(Mar 21)</b>	<b>(Mar 22)</b>	<b>(Mar 23)</b>	<b>(Jun 24)</b>
<b>Chief Executive's</b>	7.6	5.38	4.41	3.13	4.14	4.41
Planning and Historic and Natural Environment	14.92	9.57	0.79	0.71	3.52	4.19

<b>Department</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2022/23</b>
<b>Days per FTE</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Year end</b>	<b>Q1</b>
<b>12 months cumulative</b>	<b>(Mar 19)</b>	<b>(Mar 20)</b>	<b>(Mar 21)</b>	<b>(Mar 22)</b>	<b>(Mar 23)</b>	<b>(Jun 24)</b>
Regulatory Services	6.2	7.24	6.30	6.74	9.40	8.43
Strategy and Business Intelligence	6.93	4.26	3.86	1.87	3.47	3.95
Democratic Services	14.81	6.70	1.07	2.67	1.43	4.24
Legal Services	5.48	3.63	5.82	3.05	1.34	1.49
<b>Environment and Transport</b>	9.16	8.88	7.04	8.34	11.44	11.31
Highways and Transport	8.96	9.30	3.99	9.40	15.01	14.93
Environment and Waste Management	10.07	12.65	7.68	7.54	9.26	9.11
<b>Children and Family Services</b>	10.55	11.12	7.95	10.44	10.14	10.01
Education and SEND	8.42	11.55	7.57	12.24	8.40	7.71
Children's Social Care & Targeted Early Help	14.18	10.54	9.15	10.11	10.52	10.31
<b>Corporate Resources</b>	7.41	9.39	5.45	9.92	8.84	8.64
Finance, Strategic Property & Commissioning	6.63	9.67	2.88	3.99	3.37	3.16
Corporate Services	4.18	4.84	4.07	7.83	5.07	5.55
IT, Comms & Digital, Commercial and Customer Services	8.91	11.14	6.77	11.69	11.31	11.02
<b>Adults and Communities</b>	10.02	11.74	10.18	8.24	8.84	8.61
Operational commissioning	n/a	n/a	n/a	n/a	9.74	11.31
Integration, access & prevention	n/a	n/a	n/a	n/a	10.27	8.11
Commissioning and Quality	8.02	7.46	4.66	11.90	10.83	6.11
Promoting Independence	13.26	11.88	11.91	6.11	7.98	9.88

Department	2018/19	2019/20	2020/21	2021/22	2022/23	2022/23
Days per FTE	Year end	Year end	Year end	Year end	Year end	Q1
12 months cumulative	(Mar 19)	(Mar 20)	(Mar 21)	(Mar 22)	(Mar 23)	(Jun 24)
Personal Care and Support	13.86	18.10	21.15	7.07	6.28	4.99
Communities and Wellbeing	6.97	8.73	4.65	5.38	5.41	5.16
<b>Public Health</b>	8.57	7.12	5.80	5.65	5.58	5.85

\*Due to changes in the Oracle team structure following structural changes in Adults and Communities, the 12-month FTE figure will appear low until the new structure has been reported on for 12 months.

### **Recommendations**

15. The Committee is asked to note the update provided on the council's overall position on sickness absence as at the end of June 2023.

### **Background Papers**

16. Report to the Employment Committee 25 May 2023 – Attendance Management:  
<https://politics.leics.gov.uk/ieListDocuments.aspx?CId=212&MId=7262&Ver=4>

### **Circulation under the Local Issues Alert Procedure**

17. None

### **Equality Implications/Other Impact Assessments**

18. There are no equality implications arising from the recommendations in this report.

### **Human Right Implications**

19. There are no human rights implications arising from the recommendations in this report.

### **Officer to Contact**

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