

Appendix C



2.55 days

The average
working days
lost per
employee

Target - 2

Theme – Outcomes

Action – O4.1 The average working days lost per employee.

Target: Less than two days per quarter.

Performance – 2.55 days (461 days long term, 303.50 short term).

Trend – The number of working days lost to sickness absence for the year 2017/18 was 3,408 days or, on average, 11.63 days per person. This is an increase from 2,613 days (or 30%) and 9.91 days (or 17%) from the previous year.

Key actions underway – An internal working group of employer and employee representatives, led by the Strategic Director (Service Delivery), has met to consider a range of measures to address the current levels of absence. It will meet again in September. The focus for the group has been stated as 'improving attendance' (through different initiatives such as reviewing employment policies) rather than managing absence to ensure that a rounded view of actions is taken.

Opportunities/risks - Sickness absence can lead to a potential loss of productivity. Whilst employees are still paid during a period of absence (although this can reduce in periods of longer absence) an extra cost can be incurred to cover the duties of absent colleagues.

Having effective practices and processes in place to manage the health and well-being of the workforce promotes better working methods and early, preventative action to improve levels of performance and attendance at work.



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Report
approved by
the Council on
proposed
changes to the
current staffing
structure.

Target - 1

Theme – Outcomes

Action – O4.2 Use the decision making methodology identified by the Local Government Association review.

Target - Report approved by the Council on proposed changes to the staffing structure.

Performance – Report not approved by Council at the end of quarter one.

Background – The Local Government Association (LGA) has been employed to conduct an independent review of the Council's existing management arrangements.

Representatives from the LGA completed interviews and submitted initial proposals to the Chief Executive in quarter one. These are under consideration and it is expected that a report will be approved by Council by the end of quarter three.

Key actions underway – The Chief Executive is discussing the proposals from the LGA with the Council's Strategic Directors. After feedback, the Chief Executive will collate a report for consideration by the Council.

Opportunities/risks – The Decision Making Accountability process is designed to further improve the services we deliver to our residents and communities and to develop a Council which is fit for the future.

The aim is to ensure the Council continues to have organisational structures which are effective, with clear roles that are efficient in their use of management resources. This includes strengthening management accountabilities, processes and ways of working so the Council has the right set up to meet future challenges.

There are two actions for the Finance and Management Committee