

# Chichester District Council

Overview and Scrutiny Committee

15 January 2019

## Update on progress relating to the management and levels of sickness within Chichester District Council

### 1. Contacts

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### 2. Recommendation

- 2.1 **That the Overview and Scrutiny note the progress over the last six months and latest sickness absence figures.**

### 3. Background

- 3.1 At the Overview and Scrutiny Committee meeting of 19 June 2018, the committee received a report on a review of the levels of sickness and the council's management processes. The committee recommended several proposed actions and asked that an updated position be brought back to the committee in six months' time.

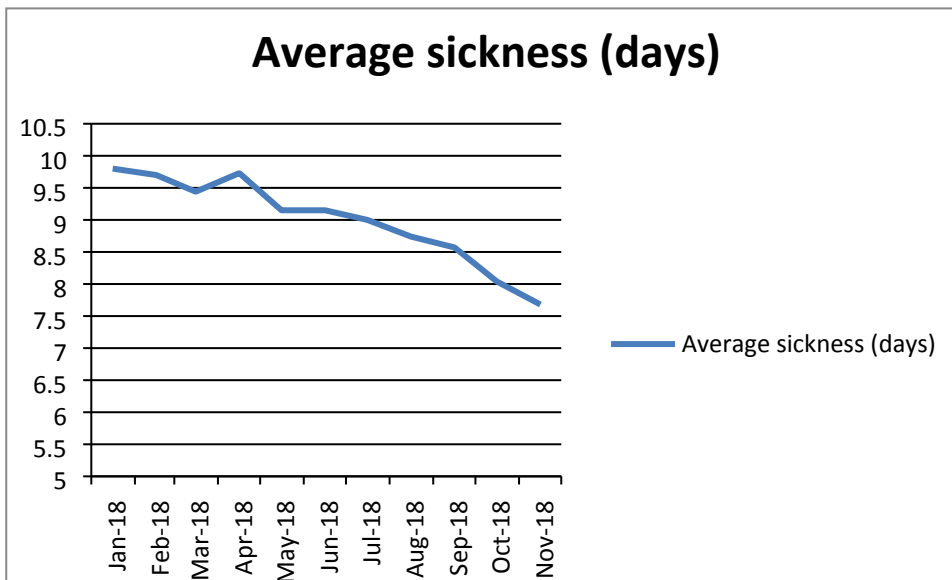
### 4. Update on proposed actions

- 4.1 A new absence management policy was written and taken to the Joint Employee Consultative Panel before being approved by full Council on 20 November 2018. The new policy sets out new trigger points for formal meetings as well as making the whole process of managing sickness absence more explicit to ensure that it is applied consistently in all cases.
- 4.2 A stress survey was undertaken for all staff to get a better understanding of both levels and causes of stress across the council. Overall the results were positive but there are some small areas of concern that will be followed up upon.
- 4.3 The council's Stress Risk Assessment approach has been reviewed and a new self-assessment tool has been developed in line with latest best practice. A new Wellness Action Plan has also been designed that can be individually tailored for each staff member as required to ensure that it is as effective as possible.
- 4.4 Training is to be provided in early 2019 for all managers on understanding and managing stress.

4.5 The Strategic Leadership Team are committed to continuing to ensure that we are proactively managing sickness, monitoring both individual cases and any trends within teams. Where there are teams with consistently high levels of sickness we will look at management, workloads, training and recruitment as appropriate.

## 5. Latest sickness absence figures

5.1 Over 2018, levels of sickness have fallen and the latest figure is an average of 7.68 days per person.



## 6. Appendices

None.

## 7. Background Papers

7.1 Sickness Levels within Chichester District Council – Overview and Scrutiny Committee, 19 June 2018.