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**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (Central & Corporate Functions)**

**Date: 8<sup>th</sup> September 2008**

**Subject: Sickness Absence Management Inquiry – Session 1 – Setting the Scene.**

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

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**1.0 INTRODUCTION**

- 1.1 Terms of reference for this Inquiry were agreed at the Board's July meeting. These are attached as Appendix 1. Mindful of the work undertaken last year by Scrutiny Board (Resources), Members agreed that this first session of the Inquiry would be used to 'set the scene'. The Board did not want this Inquiry to repeat the good work previously undertaken in terms of purely receiving and analysing statistics but to focus on the positive actions that could be recommended to reduce sickness absence and create well being within the workforce. This approach is reflected in the terms of reference and the proposed witness list.
- 1.2 At today's session Members will receive a brief presentation from Chris Ingham, Deputy Head of HR Corporate HR Service. This presentation will recap on the Authority's current performance in this area. Following this presentation the Board will have the opportunity to consider areas where it would like to focus and who it would like to hear from in order to 'flesh out' best practice and initiatives for the future.

**2.0 RECOMMENDATIONS**

- 2.1 Members are asked to;
- (i) Note the agreed terms of reference at Appendix 1
  - (ii) Receive the officer presentation
  - (iii) Discuss any subsequent issues

### Background papers

- Performance Report Quarter 3 2007/08
- Detailed Attendance Analysis
- Update on the Development and/or Roll-out of New HR-Related Policies/Procedures
- Sickness Absence
- Final Scrutiny Board Report - Inquiry into Safety, Wellbeing and Attendance - 2006