

**Bolsover District Council**

**Union/Employee Consultation Committee**

**12th March 2015**

**Review of Sickness Absence Management Policy**

**Report of the Assistant Director (Human Resources and Payroll)**

This report is public

**Purpose of the Report**

- To ask UECC to consider the attached draft Sickness Absence Management Policy and to recommend this for approval by Council.

**1 Report Details**

- 1.1 Bolsover District Council and North East Derbyshire District each have their own Sickness Absence Management Policies and Procedures. These policies have been reviewed and brought together into one document, to assist managers to effectively manage sickness absence and to facilitate consistency of approach. The draft policy is attached at Appendix One.
- 1.2 Several of the existing documents cover advice and guidance at both Councils and it is proposed to combine these into a separate procedural document for managers which will not form part of the Council Policy.

**2 Conclusions and Reasons for Recommendation**

- 2.1 The purpose of the report is to ask UECC to consider the new draft Sickness Absence Management Policy and seek agreement that the Policy should be recommended to Council for adoption.
- 2.2 With the formation of the Strategic Alliance, Bolsover District Council and North East Derbyshire District Council are working closer together. The formation of joint services working on behalf of both Councils means that several managers currently have to apply a different sickness absence management policy at each respective Council.
- 2.3 The adoption of a policy that is applicable at both Bolsover District Council and North East Derbyshire District Council would provide an overall framework for managing sickness absence and facilitate consistency and understanding of the processes being followed by both employees and managers. HR will continue to support and advise with all aspects of the process.

### **3 Consultation and Equality Impact**

3.1 Discussions on the draft policy have already taken place with senior managers and with trade union representatives.

### **4 Alternative Options and Reasons for Rejection**

4.1 None arising directly from this report

### **5 Implications**

#### **5.1 Finance and Risk Implications**

None arising directly from this report.

#### **5.2 Legal Implications including Data Protection**

Full account has been taken of relevant legislation and case law.

#### **5.3 Human Resources Implications**

This Policy is being considered by both Bolsover District Council and North East Derbyshire District Council for application to employees at both locations. This will facilitate consistency of approach by joint senior managers.

### **6 Recommendations**

6.1 That UECC consider the draft Sickness Policy attached at Appendix One and recommend this to Council for approval.

### **7 Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	N/A
<b>District Wards Affected</b>	N/A
<b>Links to Corporate Plan priorities or Policy Framework</b>	.

**8 Document Information**

Appendix No	Title
1	Draft Sickness Absence Management Policy
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
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