

PERSONNEL COMMITTEE

REVIEW OF HR POLICIES 25 July 2012

Report of the Human Resource Manager

PURPOSE OF REPORT

To enable the Committee to consider the outcome of the consultation process in relation to the Sickness Absence and Management Procedure.

This report is public.

RECOMMENDATIONS

- 1. The Committee is requested to consider the outcome of the consultation process in relation to the revisions to the Sickness Absence and Management Procedure and agree that the procedure is adopted following consideration of any comments by trade unions tabled at the meeting.**

1.0 Introduction

- 1.1 From time to time the Council will develop procedures to support the management of its workforce related matters.
- 1.2 The document which is the subject of this report has been developed in consultation with the recognised trade unions and has been the subject of formal consultation via the Joint Consultative Committee. It replaces the current procedure document.

2.0 Proposal Details

- 2.1 The document detailed at Appendix One sets out the arrangement by which Sickness Absence will be managed across the Council.

3.0 Details of Consultation

- 3.1 Formal consultation with the recognised trade unions has taken place. The documents were presented to the Joint Consultative Committee on 12 June 2012. The document presented to committee is that which was considered at the JCC.
- 3.2 At the JCC only members from Unison were present. Following considerable debate, it was resolved that due to the level of trigger points set within the document, the trade union members present could not support the document as it stood.
- 3.3 Following the meeting it was agreed between officers and the trade unions that a meeting to discuss the way forward would be helpful. Due to the availability of trade unions officials, this meeting has not taken place so far. However a meeting is planned to take place in advance of the Personnel Committee meeting on 25 July 2012.
- 3.4 Should time permit, the Human Resource Manager will circulate, prior to the Personnel Committee meeting, the details of any in principle agreement reached between Officers

and the trade unions, or if time does not permit a formal response from the trade unions will be tabled at the meeting on 25 July 2012.

4.0 Options and Options Analysis (including risk assessment)

- 4.1 Option 1 – Members agree the revised Sickness Absence and Management Procedure as it stands.
- 4.2 Option 2 – Members reject the proposed document. This option will mean that the current document will remain in place, and the opportunity to improve the management of sickness absence and achieve the improvements desired for the better management of the workforce will be lost.
- 4.3 Option 3 – Members agree the revised Sickness Absence and Management Procedure with amendments proposed by Officers following their meeting with the trade unions.

5.0 Officer Preferred Option (and comments)

- 5.1 Subject to the outcome of the meeting with the trade unions either option 1 or 3 may be preferred. Option 2 is not considered appropriate.

RELATIONSHIP TO POLICY FRAMEWORK

The Council is committed to good standards of employment practice, and it is felt that the proposed revised document augment our existing Human Resource management arrangements.

CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

The amended policy provides a robust structure for the management of sickness absence and supports the Council's policy on equality.

FINANCIAL IMPLICATIONS

There are no direct implications as a result of this report.

DEPUTY SECTION 151 OFFICER'S COMMENTS

The Deputy Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

There are no legal implications directly arising from this report.

MONITORING OFFICER'S COMMENTS

The Monitoring officer has been consulted and has no further comments.

BACKGROUND PAPERS

None.

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