

TRUST BOARD

Date of Meeting: 11/09/2012	Agenda Item No: 7.2	Enclosure: 8
Intended Outcome:		
For noting ✓	For information	For decision
Title of Report: Sickness Reporting – Estates & Facilities Department		
Aims: To provide the Trust Board with assurance on the management of sickness absence in the Estates and Facilities Directorate.		
Executive Summary:		
<p>Overview of key areas for consideration or noting: Acute Trusts in the North of England have been approached regarding sickness absence rates for their Estates and Facilities Management Directorate compared with overall sickness absence rates within Trusts. From the information we have received so far, overall sickness rates in large acute Trusts range from 3.3% to 7.0% with a North West average of 4.4%. However sickness rates in their Facilities Directorates range from 5.5% to 7.4%. Occupational Health professionals have confirmed that among the general NHS workforce staff working in ancillary roles such as domestic, catering and portering, experience a higher degree of musculo-skeletal related absences than those working in other areas. The latest figures available for our Trust show that the sickness rate for our Estates and Facilities Management division is 7% compared to the Trust average of 4.91% sickness absence.</p> <p>While environmental factors do play a part the Trust's Sickness Absence Management policy is being applied in this area. A number of interventions are being implemented to address the high level of absence in our Estates and Facilities Management (EFM) Directorate, including more rigorous management of the application of that policy. Regular monthly meetings are in place including a member of the HR team and the EFM line manager in order to update the situation regarding short and long term absences and to prompt managers where required when management action needs to be taken. Further discussions are also taking place with other Trusts on how they have reduced their absence rates and how these can be implemented in our Trust.</p> <p>While not appropriate to include in detail in a board report due to the need to protect the confidentiality of individuals the Director of Human Resources has obtained a detailed breakdown of every individual within the Directorate with an episode of sickness absence this calendar year. This has indicated that the areas within the Directorate contributing to the current sickness absence performance are Domestic, Catering and Portering and within which the position within Catering and Portering has improved in recent months. With each individual there is a summary of the reasons for absence and the actions that have already been taken to improve their attendance. Appropriate referrals have been made to Occupational Health for long term absences and review meetings have taken place with those on short-term sickness. Formal cautions have been issued at both first and final level and targets for improvement set in all cases and there have been five leavers. It should also be noted that while the absence rate for</p>		

Facilities is high in comparison to the rest of the Directorate, the actual numbers of staff employed in this area is small when compared to other divisions within the Trust.	
Specific implications and links to the Trust's Strategic Aims:	
Ensure we provide high quality, safe and effective care for all our patients including meeting essential standards of safety and quality as set out by the CQC	✓
Develop a viable integrated clinical strategy for secondary care services which is sustainable and affordable	
Develop a new healthcare facility in West Cumbria that is fit for the 21st century	
Achieve sustainable financial balance through the delivery of the Trust's internal Cost Improvement Programme, securing a viable contract income from our GP commissioners and contributing to the system wide cost reductions	
To develop and implement a successful merger or acquisition plan that enables the Trust to become part of an existing NHS Foundation Trust	
Recommendations:	
The Board is asked to note the report.	
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