

Task and Finish Group: Terms of Reference

Question for Scrutiny

Why is the current level of sickness absence across the Authority not reducing and can any action be taken to reduce this?

Terms of Reference

To consider the current levels of sickness absence across the organisation broken down into the following categories:

- 1 To consider the current levels of sickness across the organisation over the past three years
- 2 To consider any internal and/or external factors which may influence these levels
- 3 To consider all Policies and Procedures of the Authority related to sickness/absence as are currently being drafted by Officers to ensure consistency
- 4 To make recommendations to the Performance & Scrutiny Committee and subsequently the Authority as to how these Policies and Procedures may be amended or enhanced to improve the levels of sickness/absence across the Authority