



RES01 How many working days did we lose due to sickness absence?

Outturn			Target
2012/13	2013/14	2014/15	2015/16
6.99 days	7.01 days	9.20 days	7 days

Responsible Officer

Bob Palmer
Director of Resources

Improvement Action	Target Dates	Key Measures / Milestones
A detailed discussion will take place with Management Board regarding the sharp rise of the Council's absence figures during 2014/2015. As part of the discussion an action plan will be agreed.	10 June 2015 Management Board	Detailed report will be submitted to Management Board regarding 2014/2015 sickness absence.

Please detail any budget or resource implications of the improvement actions you have listed overleaf. Please quantify any additional resources which will be required to implement the improvements and detail how the additional resources will be allocated.

Currently no additional resources are required.

Please describe any contextual factors, internal or external, which may impact upon the ability to deliver the improvements listed.

Flu/other infection epidemic.
The Council has an ageing workforce which may be more susceptible to operations/procedures that require some recuperation time

RES02 What percentage of the invoices we received was paid within 30 days?

Outturn			Target
2012/13	2013/14	2014/15	2015/16
97%	97%	94%	97%

Responsible Officer

Bob Palmer
 Director of Resources

Improvement Action	Target Dates	Key Measures / Milestones
Reminder e-mails stressing the importance of passing invoices in a timely fashion and making sure officers register disputed invoices on the Accounts Payable system	31/7/15	
The Council is in the process of implementing E-invoicing which will significantly reduce the amount of paper invoices being passed around the authority. This will take time to implement so it is unlikely to have an impact on the 2015/16 KPI	December 2015	Pilot exercise complete October 15 full rollout Marketplace and OHMS November 15

Please detail any budget or resource implications of the improvement actions you have listed overleaf. Please quantify any additional resources which will be required to implement the improvements and detail how the additional resources will be allocated.

It is intended to implement E-invoicing from within approved budgets so no additional resources are currently required.



Please describe any contextual factors, internal or external, which may impact upon the ability to deliver the improvements listed.