

5th August 2009

Your ref: Letter dated 08/07/09

Our ref: R00141

Freedom of Information Request

Thank you for your Freedom of Information request dated 8th July 2009.

Your request to SEEDA is:

I'm writing to make the following request under Freedom of Information.

- 1. How many staff have been on long term sick leave in each of the last three financial years? Please break this figure down by type of sickness.*
- 2. How much have you spent paying staff on long term sick leave in each of the last three years?*
- 3. What is the average length of annual sick leave staff i.e. x days a year?*
- 4. How many staff have been on gardening leave - suspended on full pay - in each of the last three financial years?*
- 5. How much in total for each of the last three financial years have you paid staff suspended on full pay?*
- 6. How long has each member of staff been suspended on full pay.*

Information requested

1. Number of staff on long-term sick for 2006/07, 2007/08 and 2008/09

Details relating to staff on long-term sick leave during each of the last three financial years, is provided in the following table:

2006/07	=	x1 arm injury x1 depressive disorder x1 stress
2007/08	=	x3 depressive disorder x1 stress

2008/09 = x1 Guillam Barre Disease
 x1 arm injury
 x1 disc disorder
 x1 post natal depression
 x1 depressive disorder
 x1 viral infection
 x3 stress

For clarification purposes, SEEDA has defined 'staff' as individuals receiving wages from SEEDA as a permanent employee or working on a fixed term contract. We have excluded temporary staff, those on secondment, contractors, external consultants, the Chair and Board Members.

Furthermore, SEEDA has defined long-term sick as 28-days or more continuous absence.

2. How much above categorised staff were paid in last three years

SEEDA paid the following amounts to staff on long-term sick leave:

2006/07	=	£ 9,000
2007/08	=	£ 44,452
2008/09	=	£ 116,084

3. Average length of annual sick leave in 2006/07, 2007/08 and 2008/09

In 2008/09, the average length of sick leave among all staff within SEEDA was 6.79 days per person. This information was not collected prior to April 2008.

4. Gardening Leave and suspension in 2006/07, 2007/08 and 2008/09

SEEDA have not placed anyone on Gardening Leave during the last three financial years. Details of staff suspended on full pay pending disciplinary action during the last three years are provided in the table below:

2006/07	=	2
2007/08	=	0
2008/09	=	3

5. Amount paid to suspended staff in 2006/07, 2007/08 and 2008/09

Details of money paid by SEEDA in salaries to suspended staff are included in the table below:

2006/07	=	£35,387
2007/08	=	£ 0
2008/09	=	£ 6,519

6. Duration of those suspended in 2006/07, 2007/08 and 2008/09

The aforementioned staff were suspended for the following periods:

2006/07	Person 1	=	20 weeks
	Person 2	=	26 weeks
2007/08	None		
2008/09	Person 1	=	3 days
	Person 2	=	3 weeks
	Person 3	=	4 weeks

The two extended periods of suspension during 2006/07 were due to the impact of one individual experiencing an extended period of certificated sickness absence.

Disclosure Log

This information will also be made available on SEEDA's Freedom of Information Disclosure Log on the SEEDA website (www.seeda.co.uk/About_SEEDA/Freedom_of_Information_disclosure_log/). Personal details and other information that could identify requesters is redacted (removed) from the disclosure log version.

Conclusion

If you are not satisfied with the way we have handled your request, or if you are unhappy with our response, you can appeal using our Complaints Procedure as follows:

A request for a review should be addressed to Robert Crawford, Chief Operating Officer, and sent by email to: robertcrawford@seeda.co.uk or by post to SEEDA, Cross Lanes, Guildford, GU1 1YA. You will be notified of the outcome within 20 working days. If you are still dissatisfied after pursuing our Complaints Procedure, then under Section 50 of the Act, you are entitled to appeal to the Information Commissioner (Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, telephone: 01625 545700, fax: 01625 524510). Please contact me if you have any other queries.
Yours sincerely



Paul Lovejoy
Executive Director, Strategy and Communications

Direct Dial: +44(0)1483 484236
e-mail: paullovejoy@seeda.co.uk