

|                           |                                                                                 |                  |      |
|---------------------------|---------------------------------------------------------------------------------|------------------|------|
| Committee:                | Safety Committee                                                                | Agenda Item No.: | 6.   |
| Date:                     | 4 <sup>th</sup> February 2011                                                   | Category         |      |
| Subject:                  | Sickness Absence/Occupational Health Statistics October – December 2010         | Status           | Open |
| Report by:                | Head of Human Resources/<br>Payroll                                             |                  |      |
| Other Officers involved:  | Human Resources Officer                                                         |                  |      |
| Director                  | Chief Executive Officer                                                         |                  |      |
| Relevant Portfolio Holder | Councillor J.E. Bennett, Portfolio Holder for Performance and Heritage Champion |                  |      |

#### **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation by providing monitoring information which can be used to shape future policy decisions

#### **TARGETS**

The subject matter of this report does not contribute to any specific targets in the Corporate Plan.

#### **VALUE FOR MONEY**

As this report relates to retrospective monitoring data value for money criteria is not applicable

### **THE REPORT**

1. Sickness Absence/Occupational Health Referral Statistics October to December 2010 and 2009.
  - 1.1 The sickness absence outturn for the third quarter of 2010 (October to December) is shown below, with comparisons for the same period during 2009:

|                          |                          |
|--------------------------|--------------------------|
| October to December 2010 | October to December 2009 |
| 2.01 days per FTE        | 1.76 days per FTE        |

The target for October to December 2010 was 2.10 days per FTE.

The target for 2010/11 is 8.5 days, with the outturn for the nine month period to the end of December being 5.62 days.

A breakdown of these figures by Department and Long Term/Short Term Sickness Absence is provided at page 4 for information.

The overall sickness figure is on track to outturn on target, but is higher than the same quarter last year due to an increase in long term sickness absence as can be seen from the breakdown of figures below.

|                          | Long Term         | Short Term        |
|--------------------------|-------------------|-------------------|
| October to December 2010 | 1.00 days per FTE | 1.02 days per FTE |
| October to December 2009 | 0.65 days per FTE | 1.12 days per FTE |

However, the long term sickness figure is still lower than the same quarter in 2008, when long term sickness was running at 1.19 days per FTE.

- 1.2 The outcome of occupational health referrals for the third quarter of 2009, with comparisons for the same period during 2008 are shown below:

|                       | Oct-<br>Dec 2010 | Oct-Dec 2009 |
|-----------------------|------------------|--------------|
| Rehabilitation        | 7                | 5            |
| Resigned              | 0                | 0            |
| Dismissal             | 1                | 0            |
| Ill Health Retirement | 0                | 0            |
| Outstanding           | 1                | 0            |
| <b>TOTAL</b>          | <b>9</b>         | <b>5</b>     |

1.3 As requested a breakdown of the reasons for absence is given below:

| <b>Reasons for Long Term Sickness Absence</b> |                                                          |                                                          |
|-----------------------------------------------|----------------------------------------------------------|----------------------------------------------------------|
| <b>Reason for Absence</b>                     | <b>No. of Employees Citing this Reason Apr-June 2010</b> | <b>No. of Employees Citing this Reason Apr-June 2009</b> |
| Muscular Skeletal                             | 2                                                        | 2                                                        |
| Stress/Depression                             | 2                                                        | 1                                                        |
| Back/Neck                                     | 2                                                        | 0                                                        |
| Neurological                                  | 1                                                        | 0                                                        |
| Ear/Nose/Mouth                                | 1                                                        | 1                                                        |
| Chest                                         | 1                                                        | 0                                                        |
| Heart/Blood Pressure                          | 0                                                        | 1                                                        |
| <b>TOTAL</b>                                  | <b>9</b>                                                 | <b>5</b>                                                 |

1.4 Details of health surveillance events, held during the period October - December 2010, are given below:

Three clinics were held during this period audiometry, driver medicals and hand arm vibration assessments for 46 employees.

There have been 4 employees undergoing counselling during this period.

### **ISSUES FOR CONSIDERATION**

Members of the Committee are asked to note the statistical information provided and action taken to address any adverse trends.

### **IMPLICATIONS**

Financial : None

Legal : None

Human Resources: Compliance with employment legislation relating to managing sickness absence

### **RECOMMENDATION**

**The report be received.**

ATTACHMENT: Y (1)

FILE REFERENCE: N/A

SOURCE DOCUMENT: N/A

## BVPI12 - OCTOBER TO DECEMBER 2010 LONG TERM/SHORT TERM SPLIT

| DEPARTMENT                          | AVERAGE<br>FTE 9 MTHS | DAYS LOST      | FTE<br>DAYS | LONG<br>TERM<br>ABSENCE<br>NO OF<br>DAYS | SHORT<br>TERM<br>ABSENCE<br>NO OF<br>DAYS | LT<br>ABSENCE<br>PER FTE | ST<br>ABSENCE<br>PER FTE |
|-------------------------------------|-----------------------|----------------|-------------|------------------------------------------|-------------------------------------------|--------------------------|--------------------------|
| <b>CHIEF EXEC'S DIRECTORATE</b>     |                       |                |             |                                          |                                           |                          |                          |
| CHIEF EXECUTIVES AND PARTNERSHIP    | 6.00                  | 7              | 1.17        | 0                                        | 7                                         | 0.00                     | 1.17                     |
| CONTACT CENTRES                     | 23.75                 | 26             | 1.09        | 0                                        | 26                                        | 0.00                     | 1.09                     |
| CUSTOMER SERVICE/PERFORMANCE        | 11.93                 | 13             | 1.09        | 0                                        | 13                                        | 0.00                     | 1.09                     |
| HUMAN RESOURCES AND PAYROLL         | 10.90                 | 15             | 1.38        | 0                                        | 15                                        | 0.00                     | 1.38                     |
| APPRENTICES                         | 54.50                 | 184.5          | 3.39        | 45                                       | 139.5                                     | 0.83                     | 2.56                     |
| <b>LEGAL/DEMOCRATIC DIRECTORATE</b> |                       |                |             |                                          |                                           |                          |                          |
| DEMOCRATIC                          | 11.10                 | 34             | 3.06        | 27                                       | 7                                         | 2.43                     | 0.63                     |
| LEGAL/LICENSING AND LAND CHARGES    | 12.10                 | 14             | 1.16        | 7                                        | 7                                         | 0.58                     | 0.58                     |
| <b>RESOURCES DIRECTORATE</b>        |                       |                |             |                                          |                                           |                          |                          |
| FINANCE                             | 11.04                 | 2.5            | 0.23        | 0                                        | 2.5                                       | 0.00                     | 0.23                     |
| PROCUREMENT                         | 3.00                  | 0              | 0.00        | 0                                        | 0                                         | 0.00                     | 0.00                     |
| ICT                                 | 9.50                  | 5              | 0.53        | 0                                        | 5                                         | 0.00                     | 0.53                     |
| REVENUES                            | 37.98                 | 38             | 1.00        | 0                                        | 38                                        | 0.00                     | 1.00                     |
| <b>NEIGHBOURHOODS</b>               |                       |                |             |                                          |                                           |                          |                          |
| LEISURE                             | 46.86                 | 40.5           | 0.86        | 20                                       | 20.5                                      | 0.43                     | 0.44                     |
| COMMUNITY                           | 15.00                 | 10             | 0.67        | 0                                        | 10                                        | 0.00                     | 0.67                     |
| STREET SERVICES                     | 97.69                 | 278            | 2.85        | 168                                      | 110                                       | 1.72                     | 1.13                     |
| HOUSING (REPAIRS AND MANAGEMENT)    | 115.67                | 351.5          | 3.04        | 263                                      | 88.5                                      | 2.27                     | 0.77                     |
| <b>DEVELOPMENT</b>                  |                       |                |             |                                          |                                           |                          |                          |
| PLANNING/ENVIRONMENTAL HEALTH       | 34.60                 | 15.5           | 0.45        | 0                                        | 15.5                                      | 0.00                     | 0.45                     |
| REGENERATION                        | 40.70                 | 61             | 1.50        | 16                                       | 45                                        | 0.39                     | 1.11                     |
| DEVELOPMENT ADMIN                   | 5.26                  | 7              | 1.33        | 0                                        | 7                                         | 0.00                     | 1.33                     |
| <b>GRAND TOTAL</b>                  | <b>547.58</b>         | <b>1102.50</b> | <b>2.01</b> | <b>546</b>                               | <b>556.50</b>                             | <b>1.00</b>              | <b>1.02</b>              |

Street Services include Depot Resources, GM and Cleansing and Waste Services      Legal includes Land Charges and Licensing  
Housing includes Repairs and Maintenance and Warden Service      Regeneration includes Security, Markets, Env Health Residential