

Committee:	Safety Committee	Agenda Item No.:	6.
Date:	4 th November 2011	Category	
Subject:	Sickness Absence/Occupational Health Statistics July to September 2011	Status	Open
Report by:	Head of Human Resources/ Payroll		
Other Officers involved:	Senior HR Officer Human Resources Officer		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor E. Watts, Leader of the Council		

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 July to September 2011 and 2010.
 - 1.1 The sickness absence outturn for the first quarter of 2011 (July to September) is shown below, with comparisons for the same period during 2010:

Jul-Sept 2011	Jul-Sept 2010
2.39 days per FTE	1.97 days per FTE

The target for July to September 2011 was 2 days per FTE. Giving an outturn for the first six months of 4.02 days per FTE against a target of 4 days per FTE.

A breakdown of these figures by Department and Long Term/Short Term Sickness Absence is provided at page 17 for information.

The overall sickness figure is higher than last year's figure and worse than the target. This is largely due to an increase of 114 working days due to long term sickness, and an increase in short term sickness of 63 working days. The vast majority of this increase results from the following sections where there have been increases in both long term and short term sickness absence:

- Apprentices
- Street Services

Concerns have been raised with both sections, with the purpose of ensuring the managing sickness absence procedure is being consistently applied. A breakdown of the total sickness figures into long term/short term sickness is shown below.

	Long Term	Short Term
Jul- Sept 2011	1.53 days per FTE	0.86 days per FTE
Jul-Sept 2010	1.26 days per FTE	0.71 days per FTE

The departmental breakdown of sickness absence has been referred to Directors/Heads of Service to deal with any adverse trends in their Directorates/Departments in relation to short term sickness absence.

- 1.3 The outcome of occupational health referrals for the second quarter of 2011, with comparisons for the same period during 2010 are shown below:

	Jul-Sept 2011	July-Sept 2010
Rehabilitation	5	13
Normal Age Retirement	0	1
Outstanding	4	1
TOTAL	9	15

Of the four cases which are currently outstanding a verbal update will be given at the meeting, as to outcomes.

- 1.4 A breakdown of the reasons for all long term sickness absence is as follows:

Reasons for Long Term Sickness Absence		
Reason for Absence	No. of Employees Citing this Reason July-Sept 2011	No. of Employees Citing this Reason July-Sept 2010
Muscular Skeletal	6	7
Genito/Gynaechological	2	1
Stomach/Digestion	1	0
Back/Neck	0	2
Infections	0	2
Heart/Blood Pressure	0	1
Other	0	1
Pregnancy	0	1
TOTAL	9	15

- 1.5 Details of health surveillance events, held during the period July to September 2011, are as follows:

There were four health surveillance clinics held during this period covering HAVS, audiometry and driver reviews for 43 employees.

There have been 2 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

LPI12 - JULY TO SEPTEMBER 2011 LONG TERM/SHORT TERM SPLIT

DEPARTMENT	AVERAGE FTE 6 MONTHS	DAYS LOST	FTE DAYS	LONG TERM ABSENCE NO OF DAYS	SHORT TERM ABSENCE NO OF DAYS	LT ABSENCE PER FTE	ST ABSENCE PER FTE
CHIEF EXECS DIRECTORATE							
CHIEF EXECUTIVES AND PARTNERSHIP	5.00	0	0.000	0	0	0.00	0.00
CONTACT CENTRES	21.12	114	5.398	97.5	16.5	4.62	0.78
CUSTOMER SERVICE/PERFORMANCE	11.77	22	1.869	21	1	1.78	0.08
HUMAN RESOURCES AND PAYROLL	11.00	3	0.273	0	3	0.00	0.27
APPRENTICES	60.46	235.5	3.895	145	90.5	2.40	1.50
LEGAL/DEMOCRATIC DIRECTORATE							
DEMOCRATIC	10.10	1	0.099	0	1	0.00	0.10
LEGAL/LICENSING AND LAND CHARGES	11.19	10	0.894	0	10	0.00	0.89
RESOURCES DIRECTORATE							
FINANCE	10.42	3	0.288	0	3	0.00	0.29
PROCUREMENT	2.81	0	0.000	0	0	0.00	0.00
REVENUES	36.56	29	0.793	9	20	0.25	0.55
NEIGHBOURHOODS							
LEISURE	47.64	55.5	1.165	43	12.5	0.90	0.26
COMMUNITY	14.00	1	0.071	0	1	0.00	0.07
STREET SERVICES	94.48	324.5	3.435	179	145.5	1.89	1.54
HOUSING (REPAIRS AND MANAGEMENT)	112.79	281.5	2.496	189.5	92	1.68	0.82
DEVELOPMENT							
PLANNING/ECON DEV/HOUSING STRATEGY	25.40	56	2.205	50	6	1.97	0.24
REGENERATION/ENVIRONMENTAL HEALTH	42.83	98	2.288	66	32	1.54	0.75
DEVELOPMENT ADMIN	5.76	19	3.299	0	19	0.00	3.30
GRAND TOTAL	523.33	1253.00	2.39	800	453.00	1.53	0.87