

Committee:	Safety Committee	Agenda Item No.:	6.
Date:	2 <sup>nd</sup> March 2012	Category	
Subject:	Sickness Absence/Occupational Health Statistics October to December 2011	Status	Open
Report by:	Head of Human Resources/ Payroll		
Other Officers involved:	Senior Human Resources 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 October to December 2011 and 2010.
  - 1.1 The sickness absence outturn for the third quarter of 2011 (October to December) is shown below, with comparisons for the same period during 2010:

Oct-Dec 2011	Oct-Dec 2010
2.42 days per FTE	2.01 days per FTE

The target for October to December 2011 was 2 days per FTE. The year to date outturn is 6.44 days per FTE against a target of 6 days per FTE.

A breakdown of these figures by Department and Long Term/Short Term Sickness Absence is provided at page 18 for information.

The overall sickness figure is higher than last year's figure and worse than the target. This is due to an increase of 148.4 working days due to long term sickness, and 16 days due to short term sickness. The vast majority of the increase in long term sickness has occurred within the Contact Centre service, which also has high levels of short term sickness absence.

	Long Term	Short Term
Oct-Dec 2011	1.36 days per FTE	1.06 days per FTE
Oct-Dec 2010	1.00 days per FTE	1.02 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 third quarter of 2011, with comparisons for the same period during 2010 are shown below:

	Oct-Dec 2011	July-Sept 2010
Rehabilitation	14	8
Termination of Employment	1	1
Outstanding	1	0
<b>TOTAL</b>	<b>16</b>	<b>9</b>

A verbal update will be given at the meeting in respect of the one outstanding sickness case, from this quarter.

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

<b>Reasons for Long Term Sickness Absence</b>		
<b>Reason for Absence</b>	<b>No. of Employees Citing this Reason Oct-Dec 2011</b>	<b>No. of Employees Citing this Reason Oct-Dec 2010</b>
Muscular Skeletal	7	2
Stress/Depression	6	2
Stomach/Digestion	2	0
Other	1	0
Back/Neck	0	2
Chest	0	1
Ear/Nose/Mouth	0	1
Neurological	0	1
<b>TOTAL</b>	<b>16</b>	<b>9</b>

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

There were five health surveillance clinics held during this period covering HAVS, audiometry, hepatitis B and driver reviews for 73 employees.

There have been 3 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**

**That the report be received.**

ATTACHMENT: Y (1)

FILE REFERENCE: N/A

SOURCE DOCUMENT: N/A

## LPI12 - OCTOBER TO DECEMBER 2011 LONG TERM/SHORT TERM SPLIT

DEPARTMENT	AVERAGE FTE 9 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
<b>CHIEF EXECS DIRECTORATE</b>							
CHIEF EXECUTIVES AND PARTNERSHIP	5.75	4	0.696	0	4	0.00	0.70
CONTACT CENTRES	21.12	177.5	8.404	128	49.5	6.06	2.34
CUSTOMER SERVICE/PERFORMANCE	11.77	12	1.020	0	12	0.00	1.02
HUMAN RESOURCES AND PAYROLL	10.50	4.5	0.429	0	4.5	0.00	0.43
APPRENTICES	52.46	132	2.516	78	54	1.49	1.03
DEMOCRATIC	10.10	1	0.099	0	1	0.00	0.10
LEGAL/LICENSING AND LAND CHARGES	11.19	14.5	1.296	0	14.5	0.00	1.30
<b>RESOURCES DIRECTORATE</b>							
FINANCE	10.67	32.5	3.046	13.5	19	1.27	1.78
PROCUREMENT	2.81	0	0.000	0	0	0.00	0.00
REVENUES	36.50	85	2.329	65	20	1.78	0.55
<b>NEIGHBOURHOODS</b>							
LEISURE	46.61	52.5	1.126	26	26.5	0.56	0.57
COMMUNITY	14.00	5	0.357	0	5	0.00	0.36
STREET SERVICES	90.72	284	3.131	100.5	183.5	1.11	2.02
HOUSING (REPAIRS AND MANAGEMENT)	112.79	291.5	2.584	186.5	105	1.65	0.93
<b>DEVELOPMENT</b>							
PLANNING/ECON DEV/HOUSING STRATEGY	25.60	25	0.977	16	9	0.63	0.35
REGENERATION/ENVIRONMENTAL HEALTH	41.23	102	2.474	81	21	1.96	0.51
DEVELOPMENT ADMIN	5.51	12	2.178	0	12	0.00	2.18
<b>GRAND TOTAL</b>	<b>509.33</b>	<b>1235.00</b>	<b>2.42</b>	<b>694.5</b>	<b>540.50</b>	<b>1.36</b>	<b>1.06</b>