

Committee:	Safety Committee	Agenda Item No.:	5.
Date:	22 <sup>nd</sup> February 2013	Category	
Subject:	Sickness Absence/Occupational Health Statistics October to December 2012	Status	Open
Report by:	Assistant Director – Human Resources		
Other Officers involved:	Human Resources Officer Senior 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 2012 and 2011.

- 1.1 The sickness absence outturn for the third quarter of 2012 (October to December) is shown below, with comparisons for the same period during 2011:

<b>October to December 2011</b>	<b>October to December 2012</b>
2.42 days per FTE	2.38 days per FTE

The target for October to December 2012 was 2 days per FTE. The year to date out-turn is 6.82 days per FTE against a target

of 6 days per FTE. A breakdown of these figures by Department, and by long term/short term sickness absence, is attached at page 15 for information.

Whilst the overall sickness figure is lower than last year it is still higher than the target. The total number of days lost for the third quarter of 2012 compared to the 3rd quarter of 2011 has reduced by 157 days. The following sections have shown increases in long term sickness absence:-

- ❖ Democratic Services
- ❖ Legal and Land Charges

Whilst the following sections have shown increases in short term sickness absence, the total number of days lost due to short term absence has reduced in this quarter by 174.5 days overall:-

- ❖ Democratic Services
- ❖ Housing
- ❖ Regeneration

Please see below in 1.2 the reasons for continuing absence in these areas. A breakdown of the total sickness figures into long term/short term sickness absence is shown below for information:-

	Long Term	Short Term
October to December 2011	1.36 days per FTE	1.06 days per FTE
October to December 2012	1.56 days per FTE	0.80 days per FTE

1.2 The outcome of occupational health referrals for the third quarter of 2012, with comparisons for 2011 are shown below:

	October to December 2011	October to December 2012
Rehabilitated	14	4
Continuing	1	2
Ill Health Retirement	-	0*
Termination of Employment	1	-
<b>TOTAL</b>	<b>16</b>	<b>6</b>

Continuing

1 employee home related stress

1 employee ankle injury sustained at work – hoping to return on 4<sup>th</sup> February 2013.

\*Please note there was one additional ill health retirement on 31<sup>st</sup> July 2012 which should have been reported in the July to September 2012 quarter.

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

<b>Reasons for Long Term Sickness Absence October to December 2012</b>		
<b>Reason for Absence</b>	<b>No. of Employees Citing this Reason October to December 2011</b>	<b>No. of Employees Citing this Reason October to December 2012</b>
Muscular Skeletal	7	1
Stomach/Digestion	2	1
Stress/Depression	6	4
Other	1	
<b>TOTAL</b>	<b>16</b>	<b>6</b>

1.4 The following routine health surveillance clinics have been held during October to December 2012:

- ❖ 16<sup>th</sup> October
- ❖ 24<sup>th</sup> October
- ❖ 28<sup>th</sup> November
- ❖ 13<sup>th</sup> December

and covered topics such as Hand Arm Vibration, audiometry and blood tests and Hepatitis B immunisation to 'at risk' groups in the current Hepatitis B programme.

There have been six employees undergoing counselling during this period.

### **ISSUES FOR CONSIDERATION**

The report is for monitoring purposes only and there are no specific issues for consideration.

### **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

## BVPI12 - OCTOBER TO DECEMBER 2012 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	6.50	7	1.077	0	7	0.000	1.077
STRATEGY/PERFORMANCE	10.60	1	0.094	0	1	0.000	0.094
HUMAN RESOURCES AND PAYROLL	9.75	10	1.026	0	10	0.000	1.026
APPRENTICES	38.50	46	1.195	0	46	0.000	1.195
DEMOCRATIC	9.80	52	5.306	42	10	4.286	1.020
LEGAL AND LAND CHARGES	8.69	27	3.107	26	1	2.992	0.115
<b>RESOURCES DIRECTORATE</b>							
FINANCE	9.52	2.5	0.263	0	2.5	0.000	0.263
PROCUREMENT	2.81	0	0.000	0	0	0.000	0.000
CUSTOMER SERVICE	24.14	153	6.338	116	37	4.805	1.533
REVENUES	38.37	40.5	1.056	18	22.5	0.469	0.586
<b>HEALTH AND WELL BEING</b>							
LEISURE	43.51	16	0.368	0	16	0.000	0.368
<b>NEIGHBOURHOODS</b>							
COMMUNITY SAFETY	10.50	0	0.000	0	0	0.000	0.000
STREET SERVICES	83.23	305	3.665	296	9	3.556	0.108
HOUSING (REPAIRS AND MANAGEMENT)	112.80	366	3.245	214.5	151.5	1.902	1.343
<b>DEVELOPMENT</b>							
PLANNING/HOUSING STRATEGY	18.60	7	0.376	0	7	0.000	0.376
REGENERATION	26.76	45.5	1.700	0	45.5	0.000	1.700
<b>GRAND TOTAL</b>	<b>454.08</b>	<b>1078.50</b>	<b>2.38</b>	<b>712.5</b>	<b>366.00</b>	<b>1.569</b>	<b>0.806</b>
Street Services include Depot Resources, Street Scene and Waste Services							
Housing includes Repairs and Maintenance and Supporting People Service							
Legal includes Land Charges							
Planning includes Housing Strategy							
Directors included as 50% in Leisure, Finance, Development Admin, CEPT, Street Services							
Assistant Directors included as 50% in Customer Service, Strategy/Performance, HR and Payroll, Legal, Finance, Leisure, Planning, Regeneration							