

**Bolsover District Council****Safety Committee****30<sup>th</sup> May 2014****Sickness Absence/Occupational Health Statistics 2013/14****Report of the Joint Assistant Director Human Resources**

This report is public.

**Purpose of the Report**

To provide Sickness Absence/Occupational Health Statistics 2013/14 for the Committee to consider.

**1 Report Details****1. Sickness Absence/Occupational Health Referral Statistics 2012/13 and 2013/14.**

- 1.1 The sickness absence outturn for 2013/14 are shown below, with comparisons for 2012/13:

<b>Target 2013/14</b>	<b>Out turn 2012/13</b>	<b>Out turn 2013/14</b>
8 days	8.41 days	9.10 days

A breakdown of these figures for 2013/14 by Department, and by long term/short term sickness absence, is attached for information.

- 1.2 The outcome of occupational health referrals 2013/14, with comparisons for 2012/13 is shown below:

	<b>2012/13</b>	<b>2013/14</b>
Rehabilitation	33	38
Ill Health Retirement	3	-
Dismissed/Capability	2	1
Outstanding	4	2

Retired	-	1
<b>TOTAL</b>	<b>42</b>	<b>42</b>

1.3 The top three causes of sickness absence for 2012/13 and 2013/14 are as follows:

2012/13		2013/14	
Cause	Days Lost	Cause	Days Lost
Musc/Skeletal	806	Musc/Skeletal	878
Stress	735	Stress	698
Stomach/Digestion	705	Back/Neck	471
<b>TOTAL</b>	<b>2246</b>	<b>TOTAL</b>	<b>2047</b>

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

Reasons for Long Term Sickness Absence 2013/14	
Reason for Absence	No. of Employees Citing this Reason
Stomach/Digestion	1
Back/Neck	7
Muscular/Skeletal	15
Stress/Depression	7
Ear/Nose/Mouth	4
Other	3
Neurological	1
Infections	2
Heart/BP	2

1.5 The following routine health surveillance clinics have been held during the financial year 2013/14:

- 20<sup>th</sup> June 2013
- 16<sup>th</sup> July 2013
- 15<sup>th</sup> August 2013
- 19<sup>th</sup> September 2013
- 17<sup>th</sup> October 2013
- 31<sup>st</sup> October 2013
- 7<sup>th</sup> November 2013
- 9<sup>th</sup> January 2014
- 18<sup>th</sup> February 2014
- 26<sup>th</sup> March 2014

and covered topics such as Hand Arm Vibration, audiometry, driver medicals, blood tests and hepatitis B immunisation to 'at risk' groups.

There have been 14 employees undergoing counselling during this period.

## **2 Conclusions and Reasons for Recommendation**

N/A

## **3 Consultation and Equality Impact**

3.1 Sickness absence data is considered at the UECC and quarterly performance review meetings.

## **4 Alternative Options and Reasons for Rejection**

N/A

## **5 Implications**

N/A

### **5.1 Finance and Risk Implications**

N/A

### **5.2 Legal Implications including Data Protection**

N/A

### **5.3 Human Resources Implications**

Contained in the report

## **6 Recommendations**

6.1 For the Committee to note the report.

**7 Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
<b>District Wards Affected</b>	
<b>Links to Corporate Plan priorities or Policy Framework</b>	

**8 Document Information**

<b>Appendix No</b>	<b>Title</b>
N/A	
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
<b>Report Author</b>	<b>Contact Number</b>
Linda Charity	2436

Report Reference –

BVPI12 - APRIL 2013 TO MARCH 2014 OUT-TURN LONG TERM/SHORT TERM SPLIT							
DEPARTMENT	AVERAGE EMPLOYEES 12 MTHS	DAYS LOST	FTE DAYS	LONG TERM ABSENCE NO OF DAYS	SHORT TERM ABSENCE NO OF DAYS	LT ABSENCE PER FTE	ST ABSENCE PER FTE
SENIOR MANAGERS GROUP	3.25	25	7.69	0	25	0	7.69
	<b>3.25</b>	<b>25</b>	<b>7.69</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>7.69</b>
<b>GROWTH DIRECTORATE</b>							
LEGAL AND LAND CHARGES	8.99	16	1.780	0	16	0.000	1.780
DEMOCRATIC	8.29	28.5	3.438	0	28.5	0.000	3.438
PARTNERSHIP TEAM	5.50	28.5	5.182	28.5	0	5.182	0.000
ECONOMIC GROWTH_ HOUSING STRATEGY PLANNING	2.40	28	11.667	0	28	0.000	11.667
	18.35	17	0.926	0	17	0.000	0.926
	<b>43.53</b>	<b>118</b>	<b>2.711</b>	<b>28.5</b>	<b>89.5</b>	<b>0.655</b>	<b>2.056</b>
<b>OPERATIONS DIRECTORATE</b>							
PROCUREMENT	2.81	0	0.000	0	0	0.000	0.000
FINANCE	9.52	54	5.672	35	19	3.676	1.996
PROPERTY/ESTATES	21.49	157	7.306	92	65	4.281	3.025
REVENUES	37.95	189	4.980	81	108	2.134	2.846
COMMUNITY SAFETY	10.38	13	1.252	0	13	0.000	1.252
STREET SERVICES	78.05	973	12.466	689.5	283.5	8.834	3.632
HOUSING (REPAIRS AND MANAGEMENT)	115.00	1494	12.991	1100	394	9.565	3.426
	<b>275.20</b>	<b>2880</b>	<b>10.465</b>	<b>1997.5</b>	<b>882.5</b>	<b>7.258</b>	<b>3.207</b>
<b>TRANSFORMATION DIRECTORATE</b>							
IMPROVEMENT	7.85	13.5	1.720	0	13.5	0.000	1.720
HUMAN RESOURCES AND PAYROLL	7.00	19	2.714	0	19	0.000	2.714
CUSTOMER SERVICE	25.04	540.5	21.585	437	103.5	17.452	4.133
LEISURE	41.54	76	1.830	0	76	0.000	1.830
	<b>81.43</b>	<b>649</b>	<b>7.970</b>	<b>437</b>	<b>212</b>	<b>5.367</b>	<b>2.603</b>
<b>GRAND TOTAL</b>	<b>403.41</b>	<b>3672.00</b>	<b>9.10</b>	<b>2463.00</b>	<b>1209.00</b>	<b>6.105</b>	<b>2.997</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							
Senior Managers Group includes Joint CEO, Joint Directors and Joint Assistant Directors at 50%							

BVPI12 - 2012/13 OUT-TURN LONG TERM/SHORT TERM SPLIT							
DEPARTMENT	AVERAGE FTE 12 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	10.5	1.615	0	10.5	0.000	1.615
STRATEGY/PERFORMANCE	11.10	18.5	1.667	0	18.5	0.000	1.667
HUMAN RESOURCES AND PAYROLL	11.25	18	1.600	0	18	0.000	1.600
APPRENTICES	47.00	117	2.489	30	87	0.638	1.851
DEMOCRATIC	10.10	77.5	7.673	42.5	35	4.208	3.465
LEGAL AND LAND CHARGES	8.69	76	8.746	47	29	5.409	3.337
<b>RESOURCES DIRECTORATE</b>							
FINANCE	9.52	34.5	3.624	26	8.5	2.731	0.893
PROCUREMENT	2.81	0	0.000	0	0	0.000	0.000
CUSTOMER SERVICE	24.37	454.5	18.650	339	115.5	13.911	4.739
REVENUES	38.12	238	6.243	119	119	3.122	3.122
<b>HEALTH AND WELL BEING</b>							
LEISURE	45.70	170.5	3.731	106	64.5	2.319	1.411
<b>NEIGHBOURHOODS</b>							
COMMUNITY SAFETY	11.00	0	0.000	0	0	0.000	0.000
STREET SERVICES	85.73	1301.5	15.181	1023	278.5	11.933	3.249
HOUSING (REPAIRS AND MANAGEMENT)	115.80	1274.5	11.006	873.5	401	7.543	3.463
<b>DEVELOPMENT</b>							
PLANNING/HOUSING STRATEGY	18.60	70	3.763	48	22	2.581	1.183
REGENERATION	26.09	111.5	4.274	34	77.5	1.303	2.970
<b>GRAND TOTAL</b>	<b>472.38</b>	<b>3972.50</b>	<b>8.41</b>	<b>2688</b>	<b>1284.50</b>	<b>5.690</b>	<b>2.719</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							