

Bolsover District Council

Safety Committee

30th August 2018

Sickness Absence Quarter 1 (April 2018 to June 2018)

Report of the Human Resources & OD Manager

This report is public

Purpose of the Report

- To report the sickness absence figures throughout the Council for Quarter One, April to June 2018.

1 Report Details

- 1.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months of April to June 2018.
- 1.2 Absence for the Senior Managers Group is shown as 50% of the total absence for Senior Managers as this is split with North East Derbyshire District Council.
- 1.3 The average number of days lost per employee for the Quarter One April to June 2018 was 2.23 days.
- 1.4 The target for the Local Performance Indicator to the end of March 2019 is 8.5 days.
- 1.5 Managers have support from dedicated service area HR Link Officers and are issued monthly sickness absence information. Managers are also able to access sickness information for their teams' on a daily basis via HR21 Self Service.

Figure 1 - SERVICE BREAKDOWN SHORT TERM AND LONG TERM SPLIT

Service	Short term days	No. of Employees off	Long term days	No. of Employees off	Total Days lost	FTE No. in Section	Average days lost per FTE
CEO, Directors and Heads of Service	6.5	0.5	0	0	6.5	4.5	1.44
Democratic	14	2	0	0	14	5.5	2.54
Elections	0	0	0	0	0	4	0
Human Resources/Payroll/H&S	0	0	0	0	0	7.5	0
Legal	2	1	0	0	2	8.7	0.23
Perf/Comms - Performance	4	3	0	0	4	6.8	0.59
Finance	1	1	0	0	1	7.5	0.13
Revenues & Benefits	29.5	16	30	1	59.5	33.9	1.75
Customer Services	4	3	222	4	226	23.5	9.61
ICT (Service Desk)	3.5	3	0	0	3.5	1.7	2.06
Leisure	41	15	34	1	75	41.2	1.82
Partnerships Strategy	10	1	0	0	10	8.8	1.14

Streetscene	54.5	22	52	1	106.5	81.0	0.68
Econ Dev	5	2	0	0	5	3.6	1.39
Housing/ CS	113.5	27	194	7	307.5	127.3	2.42
Procurement	0	0	0	0	0	2	0
Planning	0	0	27	1	27	19.8	1.36
Prop/Commercial/Estates	25	10	37	1	62	18.8	3.30

DIRECTORATE BREAKDOWN OF LONG TERM/SHORT TERM SPLIT

Directorate	Short term days	No of employees off		Long term Days	No of employees off
Directors/Heads of Service	6.5	0.5		0	0
People	163.5	67		338	7
Place	143.5	39		258	9

TOP THREE REASONS FOR ABSENCE PER DIRECTORATE

Directorate	Top 3 Reasons for Absences
Directors/Heads of Service	Operations/Hospital Stomach/Kidney/Liver
People	Stomach, Kidney, Liver Musc/Skeletal Other
Place	Stress/Depression Musc/Skeletal Other

OVERALL OUTTURN

The average number of days lost this quarter (Q1 April – June 2018) = 2.23 days
Comparison with Q1 last year (2017/18 was 2.00 days)

The average number of days lost this quarter (Q4 January – March 2018) = 2.80 days

The average number of days lost in the previous quarter (Q3 October – December 2017) = 2.38 days.

The average number of days lost in the previous quarter (Q2 July – Sept 2017) = 2.12 days

The outturn for 2017/18 was 9.3 days

2 Conclusions and Reasons for Recommendation

There are no major issues with sickness at present and operational concerns about the management of sickness absence cases that exist are being raised with the respective managers and dealt with as per normal practice.

3 Recommendations

That Safety Committee note the report.

7 Decision Information

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> NEDDC: <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	n/a
Links to Corporate Plan priorities or Policy Framework	n/a

8 Document Information

Appendix No	Title
n/a	
Background Papers (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)	
n/a	
Report Author	Contact Number
Human Resources & OD Manager	X7677