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| Committee: | Union Employee Consultation Committee | Agenda Item No.: | 4. |
| Date: | 7 th January 2009 | Category | |
| Subject: | Sickness Absence/Occupational Health Statistics Jul-Sept 2008 | Status | Open |
| Report by: | Head of Human Resources/ Payroll | | |
| Other Officers involved: | Human Resources Assistant | | |
| Director | Chief Executive Officer | | |
| Relevant Portfolio Holder | People and Performance Portfolio Holder | | |

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 2008 and 2007.
 - 1.1 The sickness absence outturn for the second quarter of 2008 (July to September) is shown below, with comparisons for the same period during 2007:

| Jul-Sept 2008 | Jul-Sept 2007 |
|-------------------|-------------------|
| 2.13 days per FTE | 2.04 days per FTE |

The target for July to September 2008 was 2.25 days per FTE.

A breakdown of these figures by Department and Long Term/Short Term Sickness Absence is provided at page 43 for information.

Whilst the overall sickness figure is encouraging, there is a slight increase in the overall figure compared with the same quarter last year. This is due to both long term and short term sickness absence showing a slight increase as shown below:

| | Long Term | Short Term |
|---------------|-------------------|-------------------|
| Jul-Sept 2007 | 1.23 days per FTE | 0.81 days per FTE |
| Jul-Sept 2008 | 1.27 days per FTE | 0.86 days per FTE |

Despite the fact that the number of long term sickness cases has doubled compared with the same quarter last year, the HR team have worked hard to reduce the number of long term sickness cases. At the time of writing this report there is only one case currently outstanding which is likely to be resolved by the end of December 2008 (see paragraph 1.3). In terms of the short term sickness absence Heads of Service in those departments with the highest levels of short term sickness absence have been asked to ensure proactive measures are taken.

- 1.3 The outcome of occupational health referrals for the first quarter of 2008, with comparisons for the same period during 2007 are shown below:

| | Jul-Sept 2008 | Jul-Sept 2007 |
|-----------------------|---------------|---------------|
| Rehabilitation | 12 | 6 |
| Resigned | 1 | 0 |
| Dismissal | 0 | 0 |
| Ill Health Retirement | 0 | 1 |
| Outstanding | 1 | 0 |
| TOTAL | 14 | 7 |

- 1.4 The following health surveillance events have been held during the period July to September 2008.

Three routine health surveillance clinics were held in July, August and September covering reviews for Hepatitis B and

blood tests, Hand Arm Vibration assessments, driver medicals and audiometry reviews for 24 employees.

There have been two employees undergoing counseling 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

BVPI12 - JULY TO SEPTEMBER 2008 LONG TERM SHORT TERM SPLIT

| DEPARTMENT | AVERAGE FTE | DAYS LOST | FTE DAYS | LONG TERM ABSENCE NO OF DAYS | SHORT TERM ABSENCE NO OF DAYS | LT ABSENCE PER FTE | ST ABSENCE PER FTE |
|--|---------------|----------------|-------------|------------------------------|-------------------------------|--------------------|--------------------|
| FINANCIAL SERVICES | 13.61 | 1.5 | 0.11 | 0 | 1.50 | 0.00 | 0.11 |
| PROCUREMENT | 4.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 |
| CHIEF EXECUTIVES OFFICE | 5.00 | 5 | 1.00 | 0 | 5.00 | 0.00 | 1.00 |
| ICT SERVICES | 13.50 | 10 | 0.74 | 0 | 10.00 | 0.00 | 0.74 |
| LEGAL SERVICES INCLUDING LAND CHARGES | 11.78 | 19 | 1.61 | 14 | 5.00 | 1.19 | 0.42 |
| PLANNING SERVICES | 21.50 | 21.5 | 1.00 | 2 | 19.50 | 0.09 | 0.91 |
| LEISURE SERVICES | 34.72 | 33.5 | 0.96 | 0 | 33.50 | 0.00 | 0.96 |
| DEMOCRATIC | 11.35 | 23 | 2.03 | 0 | 23.00 | 0.00 | 2.03 |
| COMMUNITY SERVICES | 18.25 | 47 | 2.58 | 38 | 9.00 | 2.08 | 0.49 |
| HUMAN RESOURCES AND PAYROLL | 9.44 | 1 | 0.11 | 0 | 1.00 | 0.00 | 0.11 |
| ENVIRONMENTAL HEALTH | 28.82 | 48 | 1.67 | 24 | 24.00 | 0.83 | 0.83 |
| CUSTOMER SERVICE/PERFORMANCE | 15.00 | 15 | 1.00 | 0 | 15.00 | 0.00 | 1.00 |
| REGENERATION INCLUDING SECURITY | 41.76 | 68 | 1.63 | 54 | 14.00 | 1.29 | 0.34 |
| REVENUE SERVICES | 40.25 | 39 | 0.97 | 0 | 39.00 | 0.00 | 0.97 |
| HOUSING (INC REPAIRS AND WARDEN SERVICE) | 116.03 | 232.5 | 2.00 | 168 | 64.50 | 1.45 | 0.56 |
| STREET SERVICES | 100.30 | 405 | 4.04 | 267.5 | 137.50 | 2.67 | 1.37 |
| CONTACT CENTRES | 25.90 | 122 | 4.71 | 82 | 40.00 | 3.17 | 1.54 |
| GRAND TOTAL | 511.21 | 1091.00 | 2.13 | 649.5 | 441.50 | 1.27 | 0.86 |

Street Services include Depot Resources, GM and Cleansing and Waste Services