

The Arc
High Street
Clowne
S43 4JY

To: Chair & Members of the Union /
Employee Consultation Committee

Contact: Hannah Douthwaite
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Wednesday 22nd November 2023

Dear Councillor

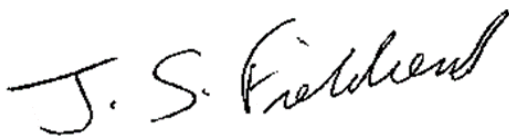
UNION / EMPLOYEE CONSULTATION COMMITTEE

You are hereby summoned to attend a meeting of the Union / Employee Consultation Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Thursday, 7th December, 2023 at 10:00 hours.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 3.

Yours faithfully



Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

**UNION / EMPLOYEE CONSULTATION COMMITTEE
AGENDA**

*Thursday, 7th December, 2023 at 10:00 hours taking place in the Council Chamber,
The Arc, Clowne*

Item No.		Page No.(s)
1.	Election of Chair for 2023/24	
2.	Appointment of Vice-Chair for 2023/24	
3.	Apologies For Absence	
4.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
5.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
6.	Minutes	4 - 7
	To consider the minutes of the last meeting held on 2 nd March 2023.	
7.	Sickness Absence - Quarter 1 (April - June 2023)	8 - 16
8.	Sickness Absence - Quarter 2 (July - September 2023)	17 - 25
9.	Interim Report on UNISON Convenor Fulltime Release	26 - 27

Agenda Item 6

UNION/EMPLOYEE CONSULTATION COMMITTEE

Minutes of a meeting of the Union/Employee Consultation Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Thursday, 2nd March 2023 at 10:00 hours.

PRESENT:-

Members:-

Councillors: Mary Dooley, Graham Parkin and Nick Clarke.

Jessica Clayton (UNISON) and Liz Robinson (UNISON).

Officers:- Karen Hanson (Chief Executive), Oliver Fishburn (HR & Payroll Manager), and Lindsay Harshaw (Governance & Civic Officer).

UECC01-22/23

APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillor David Downes and Chris McKinney (UNISON).

UECC02-22/23

ELECTION OF CHAIR 2022/23

Moved by Councillor Mary Dooley and seconded by Jessica Clayton
RESOLVED that Chris McKinney (UNISON) be elected as Chair of the Union/Employee Consultation Committee for the ensuing year.

UECC03-22/23

APPOINTMENT OF VICE-CHAIR 2022/23

Moved by Councillor Graham Parkin and seconded by Liz Robinson
RESOLVED that Councillor Mary Dooley be appointed as Vice-Chair of the Union/Employee Consultation Committee for the ensuing year.

Councillor Mary Dooley in the Chair

UECC04-22/23

URGENT ITEMS OF BUSINESS

There were no urgent items of business to be considered.

UECC05-22/23

DECLARATIONS OF INTEREST

There were no declarations of interest made.

UNION/EMPLOYEE CONSULTATION COMMITTEE

UECC06-22/23

MINUTES

Moved by Councillor Graham Parkin and seconded by Councillor Mary Dooley
RESOLVED that the Minutes of the Union/Employee Consultation Committee meeting held on 20th January 2022, be accepted as a correct record.

UECC07-22/23

SICKNESS ABSENCE – QUARTER 3 (OCTOBER – DECEMBER 2022)

The HR & Payroll Manager presented the Sickness Absence report for Quarter 3 (October – December 2022) and highlighted that the average number of days lost per employee was 2.27 days and the average number of days lost per employee, if COVID related symptoms were discounted, was 1.89 days. The 2022/23 forecast figure for the average number of days lost per employee was 8.76 days. The annual target for the Local Performance Indicator to the end of March 2023 was 8.5 days.

It was noted that the top three service areas proportionately experiencing the highest levels of sickness were:-

- Performance
- Housing Management
- Streetscene

The lowest service areas for sickness absence were:-

- Heads of Service
- HR & Payroll
- Governance

The key trends for sickness absence were highlighted as follows:-

- The overall average days lost due to sickness had increased to 2.27 in Quarter 3, this had increased from Quarter 2 but was marginally lower than Quarter 1.
- 160 days had been lost in Quarter 3 due to Covid19 symptoms (employees unfit for work) compared with 157.5 days lost in the last quarter.
- The short term sickness had increased from Quarter 2, however, long term sickness had slightly reduced.
- There were 6 cases of absence due to Stress/Depression during Quarter 3, one of which was work related and 5 were not work related.
- There were 16 long term cases in this quarter, 7 were due to physical health ailments and 1 was related to Stress/Depression (work related), appropriate support and assistance had been provided to facilitate support for those who had returned to work and those planning to do so. 7 had returned to work and 2 had chosen to resign (the absence was not work related).

UNION/EMPLOYEE CONSULTATION COMMITTEE

The Council had arranged for the following support to be made available to staff:

- Mental Health awareness sessions – the number of attendees would be reported at year end
- Cycle to Work Scheme – the number of employees subscribing to this initiative would be reported at year end
- Employees were being signposted to incentives which were available via Leisure
 - Go Active membership at a cost of £15 per month
 - Health Referral Programme (Physical Activity & Lifestyle Support) which was available to employees residing within the Bolsover District Council area. This programme was aimed at changing behaviours and finding solutions to assist people facing daily challenges resulting in a concentrated approach regarding service users health and wellbeing.

A Member queried whether staff were attending the mental health awareness sessions. The HR & Payroll Manager advised that these sessions were run quarterly and that a report detailing the figures would be provided at year end.

A Member asked whether staff were utilising the Cycle to Work Scheme. The HR & Payroll Manager stated that a few members of staff had used the scheme.

A Unison representative commented that Stress/Depression was frequently highlighted as a sickness absence issue and a suite of support had been made available to staff. It was suggested that staff be made aware of the services available to them.

A Member highlighted that Other Muscular Skeletal was also an issue, particularly in relation to Streetscene due to the nature of work undertaken by the operatives. He queried whether consideration was being given to the ageing workforce and asked if programmes were being put in place for the longer term provision of the service. The Chief Executive stated that plans had been put in place as the ageing workforce was quite high across Streetscene and that the Assistant Director of Streetscene was continually reviewing the service to ensure continuity of service. The Health & Safety team was also involved in order to try and keep muscular problems to a minimum.

Moved by Councillor Mary Dooley and seconded by Councillor Nick Clarke
RESOLVED that the report be noted.

UECC08-22/23

UNISON CONVENOR FACILITY TIME REVIEW

A UNISON representative briefly explained that the purpose of the report was to request an increase in the facility time provided from two to five days in order to respond to the changes taking place within the Council.

Following the merger of the former UNISON Bolsover Branch into the larger Derbyshire County UNISON Branch in 2018, the role of the Branch Secretary

UNION/EMPLOYEE CONSULTATION COMMITTEE

was replaced with a local Convenor for Bolsover. Since that time, the Local Convenor role had evolved to act as lead steward for Bolsover District Council UNISON members, lead Health & Safety representative for Council workplaces and lead lifelong learning and welfare representative for Bolsover District Council UNISON members. Following a review of the time that these changes to the role had demanded, it was evident that it was becoming increasingly difficult to carry out these additional duties within the two days contractual employment time per week for the purpose of carrying out trade union duties provided for within the Time Off and Facilities Agreement. It was, therefore, felt that the amount of time provided for facility time needed to be increased in order to provide sufficient time for UNISON duties.

Informal discussions had taken place with the Council's Senior Leadership Team and this had indicated a willingness to increase the amount of contractual employment time per week for the purpose of carrying out trade union duties for the UNISON Local Convenor role within the Time Off and Facilities Agreement from the current two days to five days.

A Member queried the number of UNISON members. A UNISON representative advised that there were currently just under 200 members.

The Chief Executive commented that following lengthy discussions with UNISON representatives, she fully supported the request. It was also noted that other unions may also make similar requests.

Moved by Councillor Mary Dooley and seconded by Councillor Nick Clarke
RESOLVED that the proposal to increase the amount of contractual employment time per week for the purpose of carrying out trade union duties for the UNISON Local Convenor role within the Time Off and Facilities Agreement from the current two days to five days, be supported.

The meeting concluded at 10:18 hours

Bolsover District Council

Meeting of the Union / Employee Consultation Committee on 7th December 2023

Sickness Absence - Quarter 1 (April - June 2023)

Report of the Portfolio Holder for Resources

Classification	This report is Public
Report By	Oliver Fishburn HR and Payroll Manager

PURPOSE/SUMMARY OF REPORT

To report the sickness absence figures throughout the Council for Quarter 1 (April – June 2023).

REPORT DETAILS

1. Background

- 1.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months April - June 2023.
- 1.2 Absence for the Senior Managers Group is shown as 50% of the total absence for Joint Senior Managers as this is split with Bolsover/NE Derbyshire District Councils. For other employees the absences included are for the employing authority only.
- 1.3 **The average number of days lost per employee for Quarter 1 was 2.26 days.**
- 1.4 **The 2023/24 projected outturn figure for the average number of days lost per employee is 9.04 days.**
- 1.5 The annual target for the Local Performance Indicator to the end of March 2024 is 8.5 days.
- 1.6 For the purposes of sickness reporting, Senior Management is accounted for as follows:
1 Joint Assistant Director Post (0.5 FTE).

2. Details of Proposal or Information

2.1 Tables 1, 2 and 3 in Appendix 1 detail the key patterns and trends being experienced corporately in relation to sickness absence.

2.2 Key Trends

- The overall average days lost due to sickness in Quarter 1 was 2.26, this has decreased in comparison to Quarter 4, 2022/23 (2.82 days).
- The short term sickness has decreased from Q4 (2022/23), however long term sickness has increased.
- There is a direct correlation between employees undertaking physically demanding work and high levels of sickness. This is reinforced by Muscular/Skeletal absences regularly being in the top three reasons for sickness absence.
- 5 Services experienced zero sickness in Q1 and a further 6 Services experienced less than 1 day per FTE employee.
- Stress/Depression has remained in the top three reasons for absence since Q2 of 2019/20.
- There were 9 cases of absence due to Stress/Depression during Q1, one of which was work related, and 8 were not work related.
- Covid19 accounted for just 22 days lost due to sickness in Q1.
- There are 16 long term cases in this quarter, 11 are due to physical health ailments and 5 are related to stress/depression (none work related), appropriate support and assistance has/is being provided to facilitate support for those who have returned to work and those planning to do so. 4 have returned to work, 12 remain absent as at 30 June 2023.

Actions

2.3 Managers have support from the HR Advisor 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.

2.4 Steps the Council has taken to support employees include:

- Mental Health awareness sessions are now available 'on demand' for all employees via Eric and have previously been delivered across the Council as part of the Council's quarterly corporate training programme.
- Awareness training explains that colleagues and managers are not specialists in mental health and their role is to listen to employees and signpost them to appropriate support.
- Mental Health awareness initiatives and possible support is continually publicised via Eric and the weekly bulletin. Recent examples of which include:
 - the Mental Health Map, which features all the pathways and support options available in Derbyshire.
 - Mental Health Awareness week – promoting the available guidance and support available.
 - SHOUT – an organisation which provides 24/7 confidential support to anyone struggling to cope.

- Cycle to Work Scheme is also available to encourage health and wellbeing and to address carbon emissions, the number of employees who have subscribed during 2023/24 will be reported in Quarter 4 report.
- The number of Employees subscribing to the Gym during 2023/24 will be reported in Quarter 4 report.
- Managers and Employees have accessed Occupational Health, Counselling, Physiotherapy, the Council's Employee Assistance Programme and other support.
- Employees are signposted to incentives which are available via Leisure i.e.:-
 - To encourage health and wellbeing staff can take up membership for Go! Active which includes gym, swim and classes for only £15 per month.
 - There is a Health Referral Programme (Physical Activity & Lifestyle Support) which is available to Employees residing within the BDC Area – This is a programme aimed at changing behaviours and finding solutions to assist people facing daily challenges resulting in a concentrated approach regarding service users health and wellbeing.

2.5 Operational concerns about the management of sickness absence cases that exist are being raised with the respective managers and dealt with as per standard practice and policy.

3. Reasons for Recommendation

3.1 The report contains data relating to employees' absence levels.

4 Alternative Options and Reasons for Rejection

4.1 Not applicable – this report is for information.

RECOMMENDATION(S)

1. That the report be noted.

Approved by Councillor Clive Moesby Portfolio Holder for Resources

IMPLICATIONS:

Finance and Risk: Yes No

Details: High absence levels can contribute to poor service levels, low morale and higher costs for the Council.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

On behalf of the Solicitor to the Council

Environment: Yes No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

Staffing: Yes No

Details: The report's topic relates to employees and their absence levels.

On behalf of the Head of Paid Service

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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No

District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.
N/A

DOCUMENT INFORMATION

Appendix No	Title
1	Figures for the Quarter by Directorate

Background Papers <i>(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 Executive you must provide copies of the background papers).</i>
None

Table One: Organisational Outturn Average Number of Days Absence

(Average sickness days per fte employee)

	2020/21	2020/21 Costs	2021/22	2021/22 Costs	2022/23	2022/22 Costs	2023/24	2023/24 Costs
Quarter One	1.50	£51,292.61	1.91	£81,917.94	2.29	£84,309.63	2.26	£74,265.11
Quarter Two	1.35	£52,351.59	2.31	£91,025.58	2.02	£84,144.83		
Quarter Three	1.14	£46,411.80	2.29	£85,306.37	2.27	£93,954.00		
Quarter Four	1.58	£66,731.07	2.19	£84,857.65	2.82	£118,763.85		
Overall Outturn	5.57	£216,787.07	8.7	£343,107.54	9.4	£381,172.31		

Table Two: Organisational Long Term/Short Term Split Days Percentage

	2020/21		2021/22		2022/23		2023/24	
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Quarter One	33%	67%	40%	60%	48%	52%	23%	77%
Quarter Two	37%	63%	67%	33%	46%	54%		
Quarter Three	47%	53%	48%	52%	46%	54%		
Quarter Four	43%	57%	69%	31%	43%	57%		
Overall Outturn	41%	59%	57%	43%	46%	54%		

Table Three: Top Three Reasons for Absence

(Top 3 reasons based on sickness days lost)

	2020/21	2021/22	2022/23	Current Year 2023/24
Quarter One				
Quarter Two	1. Operations/Hospital 2. Other Musc Skeletal 3. Stress/Depression	1. COVID 19 Symptoms 2. Other Musc. Skeletal 3.Stress/Depression	1. Stress/Depression 2. COVID 19 Symptoms 3. Other Musc. Skeletal	1 Operations/Hospital 2. Stress/Depression 3.Other Musc. Skeletal
Quarter Three	1. Other Musc. Skel 2. Stress/Depression 3. COVID 19 Symptoms	1.Stress/Depression 2.COVID19 Symptoms 3. Other Musc. Skeletal	1. Stress/Depression 2.COVID 19 Symptoms 3.Other Musc.Skeletal	
Quarter Four	1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital	1.COVID19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression	1.Stress/Depression 2.Operations/Hospital 3. Other Musc. Skeletal	
Overall Outturn	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1.COVID19 Symptoms 2. Stress/Depression 3. Other Musc. Skeletal	1. Other Musc. Skeletal 2. Stress/Depression 3. COVID19 Symptoms	

Summary Figures for the Quarter by Directorate/Service

Figure One – Service Breakdown Short/Long Term Split

Service	Short term days	No. of Employees absent	Long term days	No. of Employees Absent	Total Days lost	FTE No. in Section	Average days lost per FTE
Directors and Assistant Directors	0	0	0	0	0	6	0
Governance	0	0	25	1	25	5.1	4.9
Elections	0	0	0	0	0	1	0
Health & Safety	4	1	0	0	4	4	1
Human Resources & Payroll	0	0	0	0	0	6.43	0
Legal	0	0	0	0	0	3.82	0
Communications	0	0	0	0	0	5	0
Procurement	2	1	0	0	2	3.34	0.6
Performance	0	0	65	1	65	2.82	23.05
Finance	1	1	0	0	1	8	0.12
Revenues & Benefits	9	3	0	0	9	25.68	0.35
Customer Services	8	5	0	0	8	19.94	0.40
Leisure	15	4	33	1	48	38.51	1.24
Leaders/Executive Team	2	1	0	0	2	7.8	0.25

Streetscene	104	29	248	7	352	89.35	3.94
Housing Management (including CS)	17	6	168	6	185	65.83	2.81
Planning	2	2	0	0	2	17.96	0.11

Figure Two: Stress Cases During Quarter Two

16

Work Related	Outside of Work Related	Total
1	8	9

Bolsover District Council

Meeting of the Union / Employee Consultation Committee on 7th December 2023

Sickness Absence - Quarter 2 (July – September 2023)

Report of the Portfolio Holder for Resources

Classification	This report is Public
Report By	Oliver Fishburn HR and Payroll Manager

PURPOSE/SUMMARY OF REPORT

To report the sickness absence figures throughout the Council for Quarter 2 (July – September 2023).

REPORT DETAILS

1. Background

- 1.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months July – September 2023.
- 1.2 Absence for the Senior Managers Group is shown as 50% of the total absence for Joint Senior Managers as this is split with Bolsover/NE Derbyshire District Councils. For other employees the absences included are for the employing authority only.
- 1.3 **The average number of days lost per employee for Quarter 2 was 2.39 days.**
- 1.4 **The 2023/24 projected outturn figure for the average number of days lost per employee is 9.3 days.**
- 1.5 The annual target for the Local Performance Indicator to the end of March 2024 is 8.5 days.
- 1.6 For the purposes of sickness reporting, Senior Management is accounted for as follows:
1 Joint Assistant Director Post (0.5 FTE). There was 3 days sickness (50% which equates to 1.5 days for BDC reporting purposes) experienced during Quarter 2.

2. Details of Proposal or Information

2.1 Tables 1, 2 and 3 in Appendix 1 detail the key patterns and trends being experienced corporately in relation to sickness absence.

2.2 Key Trends

- The overall average days lost due to sickness in Quarter 2 was 2.39, this has increased from Quarter1.
- There is a direct correlation between employees undertaking physically demanding work and high levels of sickness. This is reinforced by Muscular/Skeletal absences regularly being in the top three reasons for sickness absence.
- 7 Services experienced zero sickness in Quarter 2 and a further 3 Services experienced less than 1 day per FTE employee.
- Stress/Depression has remained in the top three reasons for absence since Quarter of 2019/20.
- There were 13 cases of absence due to Stress/Depression during Quarter 2, three of which were work related, and 10 were none work related.
- Covid19 accounted for 18 days lost due to sickness in Quarter 2 in comparison to 22 days lost in Quarter1.
- There are 21 long term cases in this quarter, 15 are due to physical health ailments and 6 are related to stress/depression (one of which is work related), appropriate support and assistance has/is being provided to facilitate support for those who have returned to work and those planning to do so. 16 have returned to work, 3 remain absent (2 of which the Council are pursuing the Ill Health Retirement route), 1 has retired on Ill Health Grounds and 1 has been dismissed (sickness capability) as at 30 September 2023.

Actions

2.3 Managers have support from the HR Advisor 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.

2.4 Steps the Council has taken to support employees include:

- Mental Health awareness sessions are now available 'on demand' for all employees via Eric and have previously been delivered across the Council as part of the Council's quarterly corporate training programme.
- Awareness training explains that colleagues and managers are not specialists in mental health and their role is to listen to employees and signpost them to appropriate support.
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3. Reasons for Recommendation

3.1 The report contains data relating to employees' absence levels.

4 Alternative Options and Reasons for Rejection

4.1 Not applicable – this report is for information.

RECOMMENDATION(S)

1. That the report be noted.

Approved by Councillor Clive Moesby Portfolio Holder for Resources

IMPLICATIONS:

Finance and Risk: Yes No

Details: High absence levels can contribute to poor service levels, low morale and higher costs for the Council.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details:

On behalf of the Solicitor to the Council

Environment: Yes No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

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District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

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Quarter Four	43%	57%	69%	31%	43%	57%		
Overall Outturn	41%	59%	57%	43%	46%	54%		

Table Three: Top Three Reasons for Absence

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Quarter Two	1. Operations/Hospital 2. Other Musc Skeletal 3. Stress/Depression	1. COVID 19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression	1. Stress/Depression 2. COVID 19 Symptoms 3. Other Musc. Skeletal	1 Operations/Hospital 2. Stress/Depression 3. Other Musc. Skeletal
Quarter Three	1. Other Musc. Skel 2. Stress/Depression 3. COVID 19 Symptoms	1. Stress/Depression 2. COVID19 Symptoms 3. Other Musc. Skeletal	1. Stress/Depression 2. COVID 19 Symptoms 3. Other Musc. Skeletal	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital
Quarter Four	1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital	1. COVID19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression	1. Stress/Depression 2. Operations/Hospital 3. Other Musc. Skeletal	
Overall Outturn	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1. COVID19 Symptoms 2. Stress/Depression 3. Other Musc. Skeletal	1. Other Musc. Skeletal 2. Stress/Depression 3. COVID19 Symptoms	

Summary Figures for the Quarter by Directorate/Service

Figure One – Service Breakdown Short/Long Term Split

Service	Short term days	No. of Employees absent	Long term days	No. of Employees Absent	Total Days lost	FTE No. in Section	Average days lost per FTE
Directors and Assistant Directors	13.5	2	0	0	13.5	6	2.25
Governance	3	1	0	0	3	3.6	0.83
Elections	0	0	0	0	0	1.5	0
Health & Safety	8	2	0	0	8	4	2
Human Resources & Payroll	0	0	0	0	0	6.43	0
Legal	0	0	0	0	0	5.82	0
Communications	0	0	0	0	0	5	0
Procurement	0	0	0	0	0	2.96	0
Performance	1	1	0	0	1	2.82	0.35
Finance	0	0	0	0	0	8	0
Revenues & Benefits	37	7	0	0	37	25.78	1.43
Customer Services	30	7	0	0	30	23	1.30
Leisure	25	7	51	3	76	51.28	1.48
Leaders/Executive Team	0	0	0	0	0	8.2	0

Streetscene	117	31	310	13	427	99.84	4.28
Housing Management (including CS)	66	14	158	4	224	69.24	3.23
Planning	8	3	0	0	8	22.15	0.36

Figure Two: Stress Cases During Quarter Two

25

Work Related	Outside of Work Related	Total
3	10	13

Interim Report on UNISON Convenor Fulltime Release

Firstly, Unison wants to thank the District Council and UECC in supporting Unisons proposal to increase facility time over a 12-month period to a full-time role. This was agreed in April 2023 and commenced in May 2023. Unison would like to take the opportunity to provide the committee with an interim update on the benefits this has brought to UNISON members and the Council.

Background

The Councils Facility Agreement reflects the commitment and collaborative work between the Council and the unions over the years, supporting good relationships with elected convenors and branch stewards. This has allowed convenors and stewards time off to fulfil their obligations to their members.

The role of convenor is a supportive one in it provides a lead role in relations between the council and union members. On a practical level example of this include representation, supporting negotiations / disagreements, consultations and decision making on matters affecting staff including restructures, Health and Safety and welfare.

In recent years the role of convenor has grown significantly, particularly for Unison since the merger with Derbyshire Branch. This means the Convenor now acts as lead across a number of significant areas including lead steward, Health & Safety, Lifelong Learning and welfare. In February 2023 Unison presented a proposal to UECC which reflected the responsibilities and outlined how the time allocated under the Facilities Agreement did not allow those responsibilities to be properly met. The committee agreed to a proposal to extend facility time to 5 days per week, and acknowledged the demand on the Unions was about to increase due to a number of work streams the Council had planned. This is subject to review after a 12-month trial.

Progress Update

Below summarises the activities and work undertaken since May 2023.

1. Supporting the Organisation

- Improving Job Evaluation timescales with about 25undertaken since May across BDC and Dragonfly. The full-time role has allowed the volume of evaluations to be managed and processed in a timely manner.
- Consultations on changes affecting staff undertaken across several services have been accommodated swiftly including:
 - Dragonfly
 - Street Scene
 - Housing

- Creswell Health and Wellbeing Centre
- Comprehensive Policy review was undertaken including the Sickness Policy, new policies being introduced, such as Menopause, and ongoing work to review Pay and Grading processes. This includes new Policies for Dragonfly also. Undertaking the detailed level of review required without the additional facility time would not have been possible.
- Monthly Meetings with representatives across the organisations which would not have been possible without the additional time.
 - Senior Management
 - Council Leadership
 - Health & Safety
 - HR
 - Derbyshire Unison Senior Leadership Team
 - Unison Learning
 - Women's Regional Unison Meeting

2. Union Organising

- An average of one membership event is held monthly with events at the Arc and the Depot.
- Two stewards recruited to support with case work to avoid delays.
- Increased Unison membership density across the Council with improved recruitment
- Introduction of Bolsover Unison's social media and events page

3. Case Work

- Disciplinarys
- Grievances
- Negotiations – Unison has played a role in negotiations between management and staff in Street Scene, Housing Wardens / Housing Officers and Scheme Managers, Leisure at The Arc and Creswell Centre, Property and Estates and Procurement.

The last 6 months have enabled the Convenor to fully represent Unison members and contribute positively to effective improvements to the way the Council works. We hope to build on this and achieve even more in the coming months, demonstrating the benefits of the current arrangement to our members and to the Council.