

**Bolsover District Council**

**Climate Change & Communities Scrutiny Committee**

**7 December 2021**

<p><b>Health &amp; Wellbeing Framework Update</b></p>
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**Report of HR & OD Manager**

This report is public.

**Purpose of the Report**

- To inform and update the Scrutiny committee on progress with the Health and Wellbeing Framework.

**1 Report Details**

- 1.1 The Employee Health & Wellbeing Framework was agreed in October/November 2017 at Bolsover District Council. It describes how employees will be supported to ensure a healthy, motivated and high performing workforce to achieve the Councils aims and priorities. A copy of the Framework is attached at Appendix One.
- 1.2 A key feature of the Framework is the action plan on the final page of the document which details the three key aims, namely:
  - Create a Healthy Work Environment
  - Develop a supportive Workplace Culture
  - Encourage employee engagement in healthy lifestyles
- 1.3 Work is continuing with the Senior Management Team, Service Managers and employee representatives to ensure steps are being taken to achieve the above aims. A number of significant activities have taken place and these are outlined in the following paragraphs.
- 1.4 The Council have implemented an Employee Health and Wellbeing Framework 2021, with themes for the year and activities that will be undertaken. A copy of the Framework is at Appendix One.

**Health & Wellbeing Initiatives**

- 1.4 There have been a number of initiatives undertaken including:
  - Access to an Employee Assistance Programme offering 24/7 telephone and on-line support to employees covering a range of topics, including confidential telephone counselling.
  - Health Checks offered to employees
  - Occupational Health, Counselling, Physiotherapy and Eye examinations
  - Procurement of a new Occupational Health P

- Resilience Briefing Sessions
- Mental Health Training
- Flu vaccinations
- Covid Briefings
- Covid-19 Guidance
- Agile Working Policy & Briefings
- Health & Wellbeing Notice Boards at all sites
- Promotion of Work Well initiatives and information (including H&W Bulletin)
- Facilitating access to Council Leisure facilities

### **Employee Sickness Absence**

- 1.5 A key indicator of employee health and wellbeing is attendance at work. During the last financial year the sickness absence out-turn figure was 5.57 days per employee. This is a reduction on the previous year and under that of our target of 8.5 days per employee. Due to Covid 19 Pandemic, many employees worked at home, thereby limiting personal interaction and social distancing practices leading to less sickness absence.

#### **Sickness Absence Summary – 2017-2021**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Current Year 20/21</b>	<b>Current Year Costs</b>
<b>Quarter One</b>	2.00	2.23	1.85	1.50	£51,292.61
<b>Quarter Two</b>	2.12	1.86	1.84	1.35	£52,351.59
<b>Quarter Three</b>	2.38	2.52	2.43	1.14	£46,411.80
<b>Quarter Four</b>	2.80	2.09	1.68	1.58	£66,731.07
<b>Overall Outturn</b>	<b>9.3</b>	<b>8.7</b>	<b>7.8</b>	<b>5.57</b>	<b>£216,787.07</b>

#### **Reasons for Absence – 2017-2021**

	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Current Year 20/21</b>
<b>Quarter One</b>	1. Operations/Hospital 2. Stress/Depression 3. Other Musc. Skeletal	1. Stress/Depression 2. Other Musc. Skeletal 3. Other	1. Viral Infection 2. Other Musc. Skeletal 3. Other	1. Stress/Depression 2. Other 3. Headaches/Migraines
<b>Quarter Two</b>	1. Stress/Depression 2. Operations/Hospital 3. Other Musc. Skeletal	1. Stress/Depression 2. Other Musc Skeletal 3. Other	1. Stress/Depression 2. Other Musc. Skeletal 3. Chest/Respiratory	1. Operations/Hospital 2. Other-Musc Skeletal 3. Stress/Depression
<b>Quarter Three</b>	1. Stress/Depression 2. Operations/Hospital 3. Other Musc. Skeletal	1. Other Musc. Skeletal 2. Operations/Hosp 3. Stress/Depression	1. Stress/Depression 2. Chest/Respiratory 3. Other Musc. Skel	1. Other Musc. Skel 2. Stress/Depression 3. COVID19 Symptoms
<b>Quarter Four</b>	1. Other Musc. Skeletal 2. Operations/Hospital 3. Stress/Depression	1. Ops/Hospital 2. Stress/Depression 3. Viral	1. Stress/Depression 2. COVID19 Symptoms 3. Other Musc. Skel	1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital
<b>Overall Outturn</b>	<b>1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital</b>	<b>1. Other Musc Skeletal 2. Stress/Depression 3. Back Problems</b>	<b>1. Stress/Depression 2. Other Musc. Skel 3. Operations/Hospital</b>	<b>1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital</b>

Over the reporting year (20/21), BDC has had 42 long-term cases, last year there were 49 cases (2019/20).

Over the reporting year (20/21), BDC has had 203 short-term cases, last year there were 373 cases (2019/20).

- 1.6 Actions currently being taken to address sickness absence:
- HR Link Officers working directly with Service Managers and providing monthly sickness analysis reports.
  - Action Plans produced for service areas to assist Managers in awareness of actions required and support needed for employees concerned.
  - Work has been undertaken on provision of more in depth analysis of sickness absence patterns and trends for Heads of Service
  - Regular review of Occupational Health Provision
  - Regular sickness absence management training each quarter

### **Organisational Development**

- 1.7 Organisational Development covers a range of workstreams that contribute to employee health & wellbeing these include:
- Workplace Culture
  - Work Environment
  - Employee Engagement & Experience
  - Workforce Development
  - Recruitment & Retention
  - Employee Health & Wellbeing
- 1.8 There are a wide range of different activities being undertaken across the Council that fall under the above workstreams and result in varying levels of success. An example would be the internal Leadership Development Programme. It is recognised that many activities undertaken are ad hoc and focus on particular areas of the organisation without involving all employees and relevant officers who should be consulted. Work is currently underway to bring together more consistency and collaboration within employee health and wellbeing.
- 1.9 The corporate approach to Organisational Development enables the Council to:
- Make better use of professional expertise through collaboration
  - Bring together all strands of organisational development with a view to building towards next year's employee survey and ongoing workforce development
  - Bring together relevant key Officers to discuss ideas, feedback and proposals relevant to organisational development
  - Build on the Councils commitment to Organisational Development

### **Summary**

- 1.10 As evidenced above significant work has been undertaken in the last twelve months to develop and positively progress employee health and wellbeing. It is recognised there is still further work to be undertaken. However, the importance of Health and

Wellbeing is growing across the Council with all employees recognising they have a responsibility for their own wellbeing and they can play a key role in supporting the wellbeing of others.

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

- 2.1 Sections 3.6 and 4.3 of the Bolsover DC Constitution states that the Healthy, Safe, Clean and Green Communities Scrutiny Committee should oversee the development and delivery of the Health and Wellbeing Strategy as part of the Budget and Policy Framework.

## **3 Consultation and Equality Impact**

- 3.1 None specifically in relation to this report, although consultation and equality issues are addressed in each specific area of reporting as required and appropriate.

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

- 4.1 There are no reasons for rejection. The Constitution requires the Committee to oversee this area of service delivery as part of their Terms of Reference (section 3.6 of the Constitution).

## **5 Implications**

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

- 5.1.1 None from this report.

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

- 5.2.1 None from this report.

### **5.3 Human Resources Implications**

- 5.3.1 Initiatives associated with Sickness Absence Management, must be in line with the Policy adopted by the Authority.

## **6 Recommendations**

- 6.1 That Committee Members note the progress update.

## 7 Decision Information

<b>Is the decision a Key Decision?</b> 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:      Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC:   Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No
<b>Has the relevant Portfolio Holder been informed</b>	Copy of report sent to Portfolio Holder
<b>District Wards Affected</b>	All
<b>Links to Corporate Plan priorities or Policy Framework</b>	Transforming our Organisation

## 8 Document Information

Appendix No	Title
1	Employee Health & Wellbeing Framework 2021
Background Papers	
N/A	
Report Author	Contact Number
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