

Bolsover District Council

**Meeting of the Climate Change & Communities Scrutiny Committee on
31st January 2023**

Health and Wellbeing Framework Update

Report of the Portfolio Holder – Corporate Governance

Classification	This report is Public
Report By	Peter Wilmot, HR Business Partner, Extension 2425 and peter.wilmot@bolsover.gov.uk
Contact Officer	As above

PURPOSE/SUMMARY OF REPORT

To inform and update the Scrutiny committee on the Council's progress on promoting and engaging Health and Wellbeing for employees.

REPORT DETAILS

1. Background

1.1 To inform and update the Scrutiny committee on the Council's progress on promoting and engaging Health and Wellbeing for employees, in accordance with the Committee's terms of reference.

2. Details of Proposal or Information

2.1 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 Council's aims and priorities. A copy of the 2022 Framework is attached at Appendix One. The Council has replaced the previous joint HR service and now has its own combined HR and Payroll function as of December 2022 and will be making health and wellbeing a key priority.

2.2 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

2.3 Work is continuing with the Senior Leadership Team, Service Managers and employees 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.

- 2.4 The Council's revised Employee Health and Wellbeing Framework 2022 is attached at appendix 1 and this sets out the 3 main pillars of wellbeing - Physical, Mental and Financial and how the Council contributes to employees wellbeing at work, some of which are set out below.

Health & Wellbeing Initiatives

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 Provider
- Resilience Briefing Sessions
- Mental Health Training
- Flu vaccinations (59 vouchers issued)
- 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

2.5 **Employee Sickness Absence**

A key indicator of employee health and wellbeing is attendance at work. During the last financial year the sickness absence out-turn figure was 8.7 days lost per employee. This was an increase on the previous year and slightly over that of our target of 8.5 days per employee. Due to Covid 19 Pandemic, many additional sickness days were taken (2 days per employee) whilst requirements were in place for employees to self-isolate with some employees not able to work from home.

Sickness Absence Summary – 2017-2022

	2017/18	2018/19	2019/20	2020/21	Current Year 2021/22	Current Year Costs 2021/22
Quarter One	2.00	2.23	1.85	1.50	1.91	£81,917.94
Quarter Two	2.12	1.86	1.84	1.35	2.31	£91,025.58
Quarter Three	2.38	2.52	2.43	1.14	2.29	£85,306.37
Quarter Four	2.80	2.09	1.68	1.58	2.19	£84,857.65
Overall Outturn	9.3	8.7	7.8	5.57	8.7	£343,107.54

Reasons for Absence – 2017-2021

	2018/19	2019/20	2020/21	2021/22
Qtr 1	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	1.Stress/Depression 2. Other Musc Skeletal 3.Operations/Hospital
Qtr 2	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	1. COVID 19 Symptoms 2.Other Musc.Skeletal 3.Stress/Depression
Qtr 3	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	1.Stress/Depression 2.COVID19 Symptoms 3.Other Musc.Skeletal
Qtr 4	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	1.COVID19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression
Outturn	1. Other Musc Skel 2. Stress/Depsn 3. Back Problems	1. Stress/Depression 2. Other Musc. Skel 3. Operations/Hospital	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1. COVID19 Symptoms 2. Stress/Depression 3. Other Musc.Skeletal

Over the reporting year (21/22), BDC has had 53 long-term cases, last year there were 42 cases (2020/21).

Over the reporting year (21/22), BDC has had 436 short-term cases, last year there were only 203 cases (2020/21).

2.6 Actions currently being taken to address sickness absence:

- HR Link Officers have been 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

2.7 Organisational Development

Organisational Development covers a range of work that contribute to employee health & wellbeing these include:

- Workplace Culture
- Work Environment
- Employee Engagement & Experience
- Workforce Development
- Recruitment & Retention
- Employee Health & Wellbeing

2.8 There are a wide range of different activities being undertaken across the Council that fall under the above work and result in varying levels of success.

2.9 The 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

2.10 **Summary**

As evidenced above significant work has been undertaken in recent years to attempt and develop and positively progress employee health and wellbeing. However, it is recognised there is still further work to be done. The importance of Health and Wellbeing for employees at Bolsover District Council is very much recognised by the HR and Payroll Manager and HR Business Partner, both recognise they have a responsibility to deliver on the three pillars of health and wellbeing and will endeavour to play a key role in supporting the wellbeing of others.

3. Reasons for Recommendation

3.1 Sections 3.6 and 4.3 of the Bolsover District Council Constitution states that the Climate Change & Communities Scrutiny Committee should oversee the development and delivery of the Health and Wellbeing Strategy as part of the Budget and Policy Framework.

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).

RECOMMENDATION(S)

1. That Committee Members note the progress update.

Approved by Councillor Duncan McGregor Portfolio Holder for Corporate Governance

IMPLICATIONS:**Finance and Risk:** Yes No **Details:** As set out in the report

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No **Details:** As set out in the report

On behalf of the Solicitor to the Council

Environment:

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

Details: N/A**Staffing:** Yes No **Details:** Initiatives associated with Sickness Absence Management, must be in line with the Policy adopted by the Authority.

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	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details:

Links to Council Ambition: Customers, Economy and Environment.
None directly but the Health and Wellbeing of Council staff ensures that the Council is best placed to deliver against the Council Ambitions.

DOCUMENT INFORMATION	
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Appendix No	Title
1	Employee Health & Wellbeing Framework 2022

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 Executive you must provide copies of the background papers).

N/A