

## **BOLSOVER DISTRICT COUNCIL**

### **Safety Committee on 5<sup>th</sup> March 2026**

### **Sickness Absence Quarter 2 (July - September 2025).**

#### **Report of the Human Resources & Payroll Manager**

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Oliver Fishburn Human Resources & Payroll Manager

#### **PURPOSE/SUMMARY OF REPORT**

To report the sickness absence figures throughout the Council for Quarter 2 (July - September 2025).

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#### **REPORT DETAILS**

##### **1. Background**

- 1.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months July - September 2025.
- 1.2 The average number of days lost per employee for Quarter 2 was 3.11 days.
- 1.3 The 2025/26 projected outturn figure for the average number of days lost per employee is 11.82 days.
- 1.4 The annual target for the Local Performance Indicator to the end of March 2026 is 8.5 days.
- 1.5 For the purposes of sickness reporting, Senior Management is accounted for as follows:

1 Joint Assistant Director Post (0.5 FTE). 0 days sickness 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

- East Midlands Councils are undertaking a benchmarking exercise as neighbouring Councils have highlighted an increase in sickness as an ongoing trend. These results will be provided in future Quarterly reports.

- The overall average days lost due to sickness in Quarter 2 was 3.11 days, this is the highest Quarter 2 over the last three years. Long term sickness cases have contributed to the escalation of the absence figures (accounting for 75% of sickness) in this Quarter.
- Services experienced zero sickness during Quarter 2.
- Stress/Depression has remained in the top three reasons for absence since Quarter 2 of 2019/20.
- There were 8 cases of absence due to Stress/Depression during Quarter 2, 4 of which were work related, 4 were none work related.
- 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.
- There were 5 days sickness recorded for Covid19 in Quarter 2 this is lower than Quarter 1 in 2025/4.
- There are 20 long term cases in this quarter. 15 are due to physical health ailments and 5 cases are related to stress/depression (2 of which were work related, 9 Employees have now returned to work, 9 remain absent, 2 have left the Council's employ. Appropriate support and assistance are being provided to facilitate employees who have returned to work and those planning to do so.

#### 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 daily via HR21 Self Service.

2.4 Steps the Council has taken to support employees include:

#### **Promoting Health & Wellbeing at Bolsover District Council**

At Bolsover District Council, we continue to prioritise the health and wellbeing of our workforce. Over the past quarter, a wide range of initiatives, events, and support services have been promoted and delivered across the organisation. These have been communicated via email, Eric, and the weekly bulletin.

#### **Physical Wellbeing**

- **Walking at Work Challenges**  
Both individual and team challenges ran from July to October, encouraging staff to stay active during the working day. 56 employees took part across the 2 challenges.
- **Free NHS Health Checks & Body MOTs**  
In partnership with Live Life Better Derbyshire, 86 checks were provided to staff and councillors across 14 sessions at The Arc and the Depot.
- **Staff Rounders Game**  
On 29 July, colleagues came together for a friendly game of rounders, an opportunity to enjoy some fresh air, stretch their legs, and engage in a bit of healthy competition. The event encouraged physical activity, team spirit, and social connection across departments, all while having fun outdoors.

## Financial Wellbeing

- **Warm Home Discount Reminder**

Staff were informed about the government's Warm Home Discount scheme, offering £150 off energy bills for eligible households. A reminder was issued to ensure individuals are named on their electricity bill by 24 August to qualify.

## Pension Awareness

- **Pension Awareness Week (15–19 September)**

Two online sessions were promoted for LGPS members:

- *Retirement Planning* – 16 September, 10am (90 mins)
- *Scheme Overview* – 18 September, 10am (60 mins)

Staff were encouraged to attend during work hours with line manager support.

## Community Engagement & Inclusion

- **Big Strong Man Programme**

Funded via the UK Shared Prosperity Fund, this initiative by The Growth House offered free tickets to staff for events focused on community wellbeing and engagement.

- **Bolsover Pride – 13 September**

The first Bolsover Pride event was held at Bolsover Castle, celebrating diversity and inclusion.

## Menopause Support

- **Menopause Support Group – 9 September**

A peer-led group offering support and shared experiences.

## Mental Health & Emotional Wellbeing

- **Health Literacy Awareness**

Awareness sessions were offered to help staff understand and improve health literacy:

- Monday 22 September, 1–3pm
- Friday 24 October, 9:30–11:30am
- Thursday 20 November, 9:30–11:30am

## Preventing Sexual Harassment Policy – Launched July 2025

In response to recent legislative changes, Bolsover District Council has introduced a new Preventing Sexual Harassment Policy. The updated policy reflects the Council's commitment to creating a safe, respectful, and inclusive workplace, and aligns with the new legal duty requiring employers to proactively prevent sexual harassment.

- **Key Highlights**

- The policy clearly outlines reporting procedures and staff responsibilities.
- Preventing sexual harassment is now a shared responsibility—every employee has a role to play.

- All staff and managers have access to mandatory online training, available via the Council's Learning and Development Platform (Skillgate), under the *Policy Awareness* section in the Course Library.
- **Why This Matters**
- Promotes a safe and respectful working environment for all.
- Helps employees identify inappropriate behaviour and understand how to respond effectively.
- Ensures the Council meets its legal obligations and protects its workforce.

**Vivup Rewards & Benefits:** platform provides tools and solutions to support mental, financial and physical wellbeing all under one online platform. Below are the key features of Vivup:

- ✓ **EAP (Employee Assistance Programme)**
- ✓ **Your Care**
- ✓ **Cycle to Work Scheme**
- ✓ **Lifestyle Savings**
- ✓ **Home & Electronics**

In the last quarter, the Lifestyle Savings feature of Vivup has helped our employees save a combined total of £66.

**Gift Cards Purchased**

	Gift Cards Purchased	Total Value *	Total Price *	Total Saved *
Lifestyle Savings	5	£1,112	£1,045	£66

\*figures estimated. Please see FAQ/Help for more information.

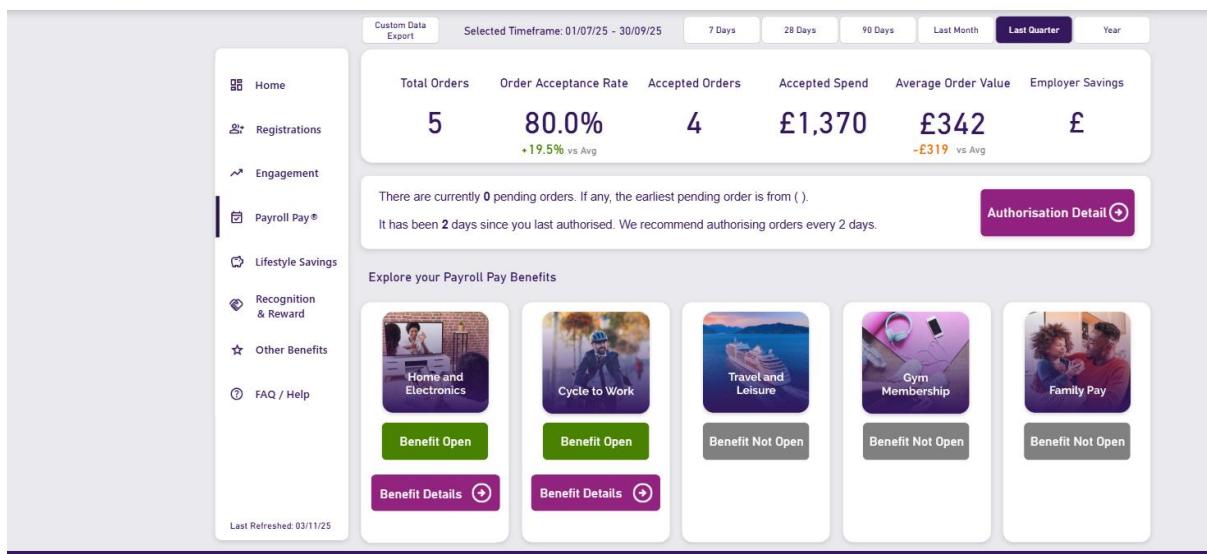
**Gift Card Savings**

Product	Gift Cards Purchased	Total Value *	Total Price *	Total Saved *	Avg Employee Savings per Gift Card *	Employee Savings per Day *
Tesco	3	£398	£382	£16	£5.31	£0.17
National Book Tokens	3	£105	£95	£9	£3.14	£0.10
Currys	1	£609	£568	£41	£40.81	£0.44
<b>Total</b>	<b>5</b>	<b>£1,112</b>	<b>£1,045</b>	<b>£66</b>	<b>£13.23</b>	<b>£0.72</b>

Last Refreshed: 03/11/25

In the last quarter, we've also approved 4 orders through the Home & Electronics and Cycle to Work Schemes via Vivup. This has given employees the flexibility to spread the cost of their purchases over 12 months through payroll deductions.

Vivup's **Home & Electronics and Cycle to Work Salary-Sacrifice Scheme** allows employees to spread the cost of home appliances, electronics, furniture, bikes, and more via interest-free monthly payments deducted from gross or net salary, no credit checks or upfront payments needed.



- **Go-Active @ the Arc**

- The number of Employees subscribing to the Gym for Quarter 2 2025/26 are 71, 4 up from the last quarter.
- 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, all employees can access the Bolsover Wellness Programme if they meet the criteria. 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.

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## **RECOMMENDATION**

That the report be noted.

Approved by Councillor Clive Moesby, Portfolio Holder for Resources

## IMPLICATIONS:

<b>Finance and Risk</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Details:</b> High absence levels can contribute to poor service levels, low morale and higher costs for the Council.		
On behalf of the Section 151 Officer		
<b>Legal (including Data Protection)</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>		
On behalf of the Solicitor to the Council		
<b>Staffing</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>		
On behalf of the Head of Paid Service		
<b>Equality and Diversity, and Consultation</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Details:</b>		
<b>Environment</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.		

## DECISION INFORMATION:

<b><i>☒ Please indicate which threshold applies:</i></b>	<b>Yes <input type="checkbox"/></b>	<b>No <input checked="" type="checkbox"/></b>
<b>Is the decision a Key Decision?</b> A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	<b>Yes <input type="checkbox"/></b>	<b>No <input checked="" type="checkbox"/></b>
<b>Revenue</b> <b>(a)</b> Results in the Council making Revenue Savings of £75,000 or more or <b>(b)</b> Results in the Council incurring Revenue Expenditure of £75,000 or more.	<b>(a) <input type="checkbox"/></b>	<b>(b) <input type="checkbox"/></b>
<b>Capital</b> <b>(a)</b> Results in the Council making Capital Income of £150,000 or more or <b>(b)</b> Results in the Council incurring Capital Expenditure of £150,000 or more.	<b>(a) <input type="checkbox"/></b>	<b>(b) <input type="checkbox"/></b>

<p><b>District Wards Significantly Affected:</b>  <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i>  Please state below which wards are affected or tick <b>All</b> if all wards are affected:</p>	<b>None</b>
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<p><b>Is the decision subject to Call-In?</b>  <i>(Only Key Decisions are subject to Call-In)</i></p> <p>If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p> <p><b>Consultation carried out:</b>  <i>(this is any consultation carried out prior to the report being presented for approval)</i></p> <p><b>Leader</b> <input type="checkbox"/> <b>Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/> <b>SLT</b> <input type="checkbox"/>  <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/>  <b>Other</b> <input type="checkbox"/></p>	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>  <b>Yes</b> <input type="checkbox"/>  <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
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<b>Links to Council Ambition: Customers, Economy, Environment, Housing</b>	
N/A	

**DOCUMENT INFORMATION:**

<b>Appendix No</b>	<b>Title</b>
1	Figures for the Quarter by Directorate

<b>Background Papers</b>
<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>
<b>None</b>

DECEMBER 2024