

# Overview and Scrutiny

16<sup>th</sup> December 2013

## **SICKNESS ABSENCE PERFORMANCE AND HEALTH FOR PERIOD ENDING 30<sup>th</sup> September 2013**

Relevant Portfolio Holder	Cllr Mark Bullivant
Relevant Head of Service	Deb Poole, Head of Business Transformation and Organisational Development
Non-Key Decision	

### **1. SUMMARY OF PROPOSALS**

To report to Overview and Scrutiny on Bromsgrove District Council's performance for Quarter 1&2 (April to September 2013) in relation to sickness absence.

### **2. RECOMMENDATIONS**

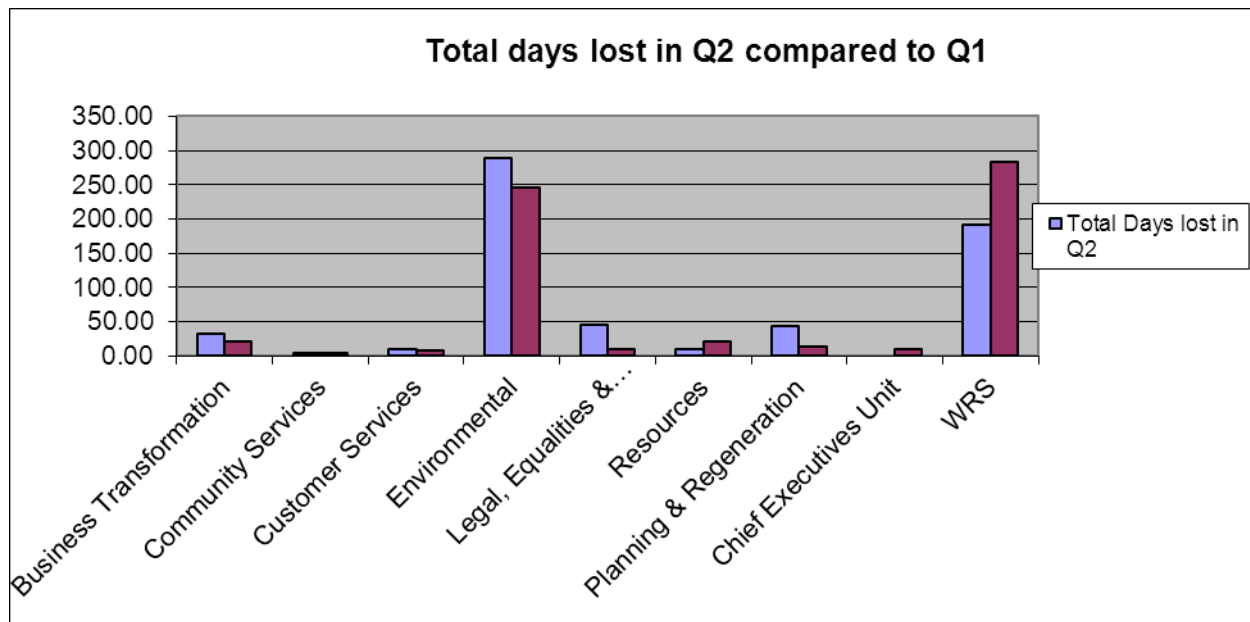
**The Overview and Scrutiny Board is requested to note the report**

### **3. KEY ISSUES**

#### **Analysis of the monthly statistics for the quarter**

Statistics for the quarter July – September 2013 compared to the previous quarter

- 3.1 The graph below shows sickness absence for Bromsgrove District Council employees in the quarter July - September 2013, compared to the previous quarter (April - June 2013).



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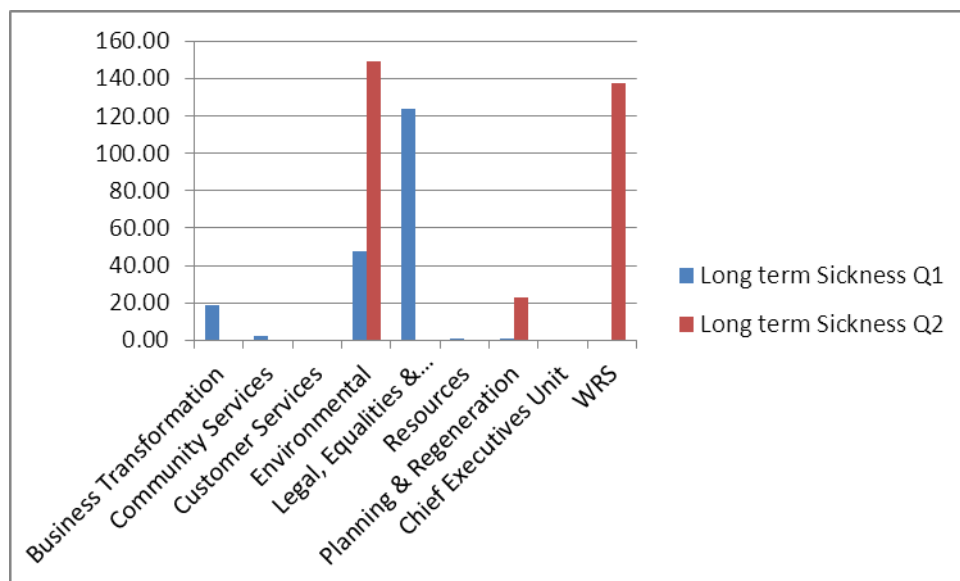
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The information below shows the number of full time equivalent staff in each Department:

27.10	Business Transformation
9.24	Community Services
12.80	Customer Services
116.00	Environmental
21.30	Legal, Equalities & Democratic
12.30	Resources
36.10	Planning & Regeneration
16.60	Chief Executives Unit
106.00	WRS

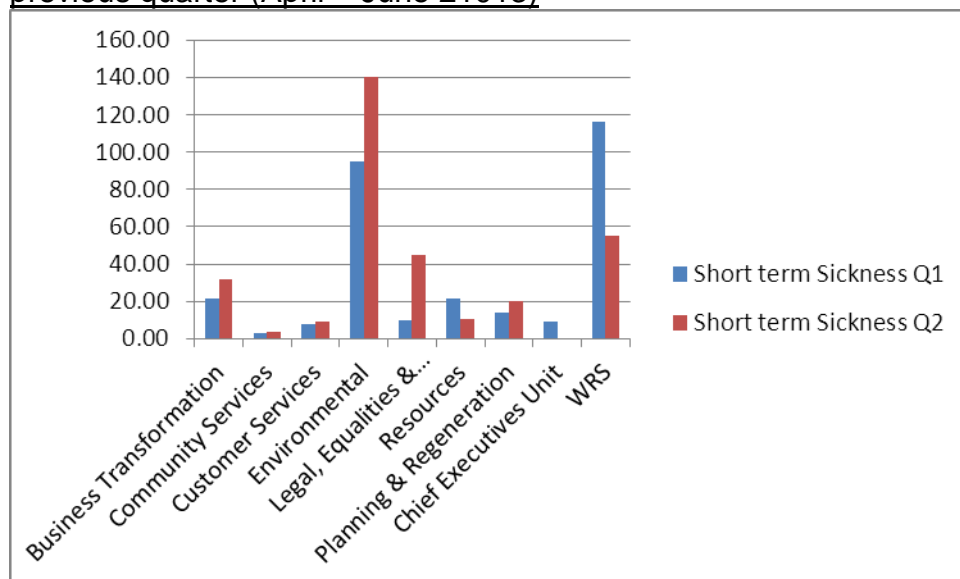
- 3.2 The average days lost per person for quarter 2 is 1.78 days per person compared to 1.76 days in the previous quarter. This reflects slight increase from the previous quarter
- 3.3 This indicates a predicted outturn for the year of 7.10 days.
- 3.4 Further information in relation to long-term and short-term absence levels are detailed later in the report.

Long-term absence for the July - September 2013, compared to the previous quarter (April – June 21013)



- 3.5 Although the quarter 2 ( July – September) position looks significant it represents only a slight increase overall in long term absence. Sickness is considered to be long term after 1 month. The changes are a result of an increase in long term absence in Environmental Services and Planning and Regeneration. In total there were 8 employees on long term absence during this period, 4 in each service area, 2 of these employee are now back at work which will be reflected in Quarter 3 report. HR continues to work with Service Managers and appropriate support is being offered to enable employees to return or work at the earliest opportunity. The sickness absence policy and other relevant polices are being applied to ensure individual cases are resolved as quickly as possible.
- 3.6 All other services have seen a reduction in Long term absence in quarter 2. There are 6 of the 9 Services reporting no long term absences. The reduction in long term absence in services is as a result of long term cases being resolved either through the employees returning to work or the dismissal of employees through capability or ill health retirement
- 3.7 Changes were introduced in July to the Councils Sickness Policy which should assist in the reduction of long term absence in relation to the various stages of support in the policy. On going cases continue to be actively managed with the support of Human Resources

Short - term absence for the July - September 2013, compared to the previous quarter (April – June 21013)



- 3.9 Overall there figures show a slight increase reduction in short-term absences compared to last quarter. The 3 main reasons for absence is Infection (Cold & Flu), Other Muscular & Skeletal and illnesses relating

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to Stomach, Kidney and Liver. This is particularly evident in Environmental Services and WRS as these teams were particularly effected by a number of seasonal viruses.

- 3.10 In addition to the recent changes to the Sickness Absence Policy, Human Resources are running Stress Management sessions for Managers with a view to rolling this out for all staff. HR will also continue to provide support and guidance to assist the Council in absence and the promotion of Wellbeing amongst employees, including awareness on topics such as healthy eating, how to keep well in the winter months. A re launch of the Employee Assistance Programme is also planned as a further method of supporting all staff.

### **Financial Implications**

- 3.11 The effective management of sickness absence is key in controlling the costs associated with sickness pay and service cover. There are no other financial implications identified.

### **Legal Implications**

- 3.12 There are no legal implications identified.

### **Service/Operational Implications**

- 3.13 The effective management of sickness absence is key to ensuring service delivery is maintained and associated operational issues are recognised and addressed. There are no other service/operational implications identified.

### **Customer / Equalities and Diversity Implications**

- 3.14 The effective management of sickness absence is key to maintaining high levels of customer service and should always be carried out in a fair and consistent manner. There are no further customer, equalities and diversity implications identified.

## **4. RISK MANAGEMENT**

There are none identified.

## **5. APPENDICES**

N/A

## **6. BACKGROUND PAPERS**

None.

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## **AUTHOR OF REPORT**

Name: Becky Talbot, Human Resources and Organisational Development  
Manager  
E Mail: [becky.talbot@bromsgroveandredditch.gov.uk](mailto:becky.talbot@bromsgroveandredditch.gov.uk)  
Tel: (01527) 64252 ext 3385.