

**EXECUTIVE
COMMITTEE**

12th March 2013

**SICKNESS ABSENCE PERFORMANCE AND HEALTH FOR PERIOD
ENDING 31st December 2012**

Relevant Portfolio Holder	Councillor Phil Mould – Portfolio Holder for Corporate Management
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To report to Executive Committee on Redditch Borough Council's performance for the third quarter (October - December 2012) in relation to sickness absence.

2. RECOMMENDATIONS

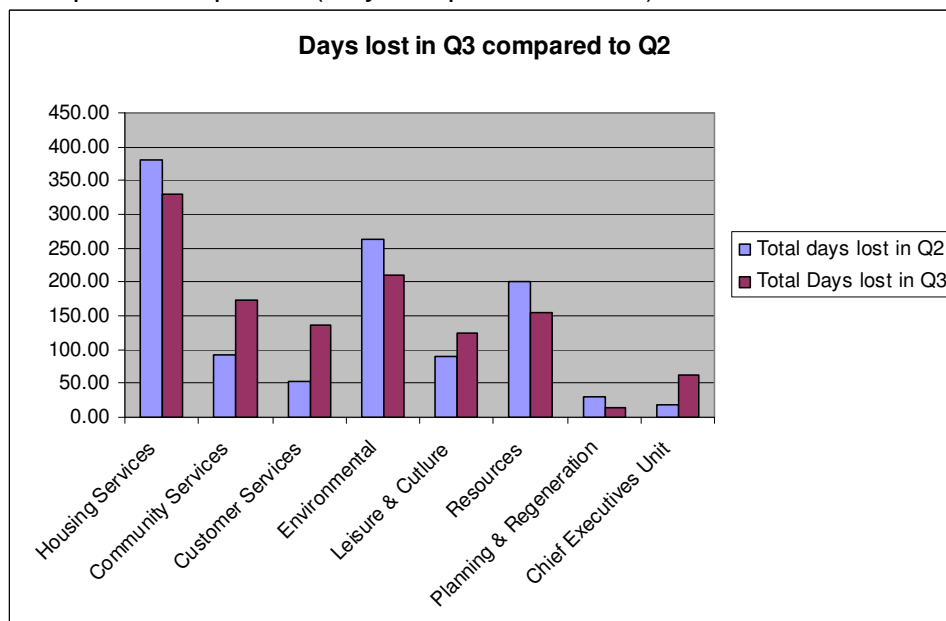
The Executive Committee is requested to RESOLVE that the data relating to the quarter be noted.

3. KEY ISSUES

Analysis of the monthly statistics for the quarter

Statistics for the quarter October - December 2012 compared to the previous quarter

3.1 The graph below shows sickness absence for Redditch Borough Council employees in the quarter October - December 2012, compared to the previous quarter (July - September 2012).



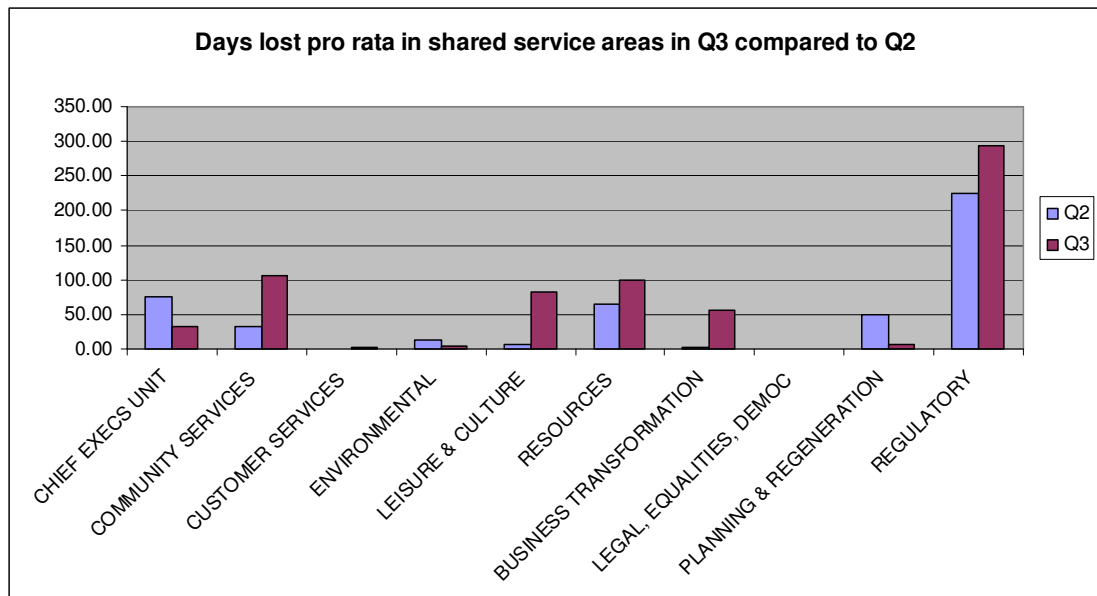
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- 3.2 The average days lost per person for this quarter is 2.13 days per person compared to 2.99 days in the previous quarter. This indicates a predicted outturn for the year of 8.33 days.
- 3.3 The main contributing factor for the overall increase in absence is due to an increase in short term absence particularly in relation to seasonal related illness, such as cold and flu.
- 3.4 Further information in relation to long-term and short-term absence levels are detailed later in the report.

Shared Service Information

- 3.5 The graph below provides an overview of sickness absence levels for all employees who specifically work within shared services for the quarter October – December 2012 compared to the previous quarter July – September 2012. Individuals may be employed by either Bromsgrove District or Redditch Borough Council.



- 3.6 The average days lost per person in shared services for this quarter is 2.15 days, compared to the previous quarter of 1.3 days.
- 3.7 It should be recognised that WRS proportionately has a higher number of employees compared to other shared services and therefore is likely to show more days lost compared to other services, as demonstrated in the chart above. Within WRS there is a notable shift from short term to long term absence. HR Advisers are working closely with Managers to review long term absence and identify appropriate support and action. As a result a large number of cases have since been resolved with

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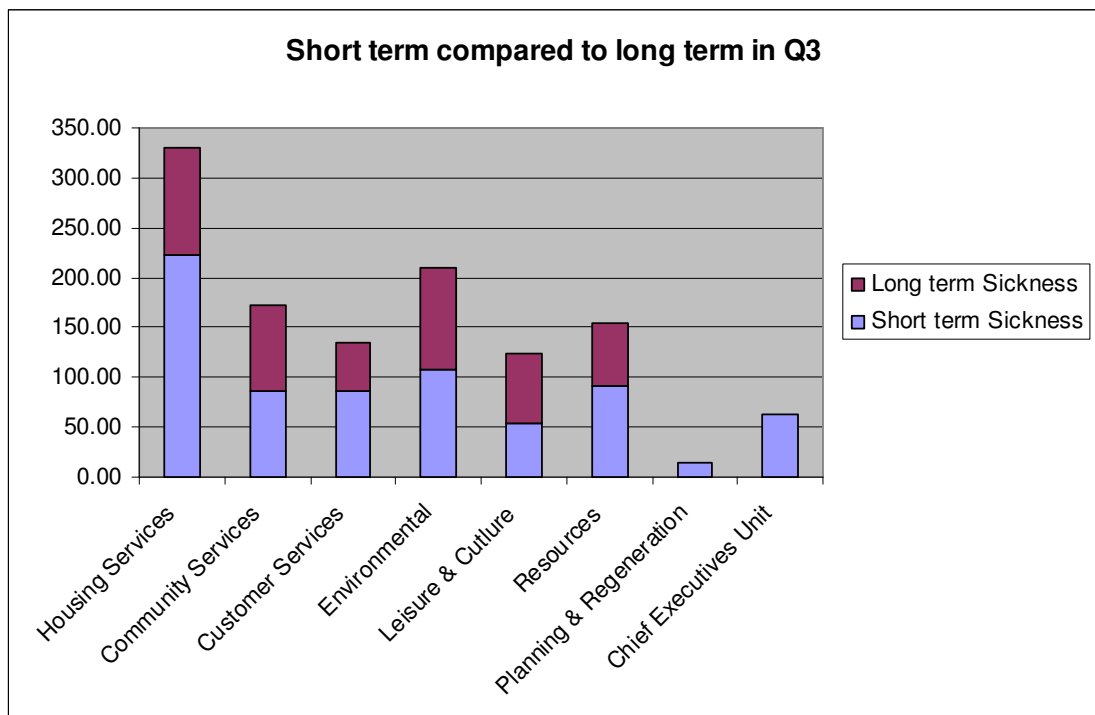
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either employees returning to work or dismissal through capability due to ill health. This should also be evident in future reports.

- 3.8 As well as the ongoing support provided by the Human Resources team, the recently reviewed Occupational Health provision and the appointment of a Wellbeing Officer will continue to assist the Council in the ongoing management of sickness absence and the promotion of Wellbeing amongst employees.

Long term and short term absence comparisons

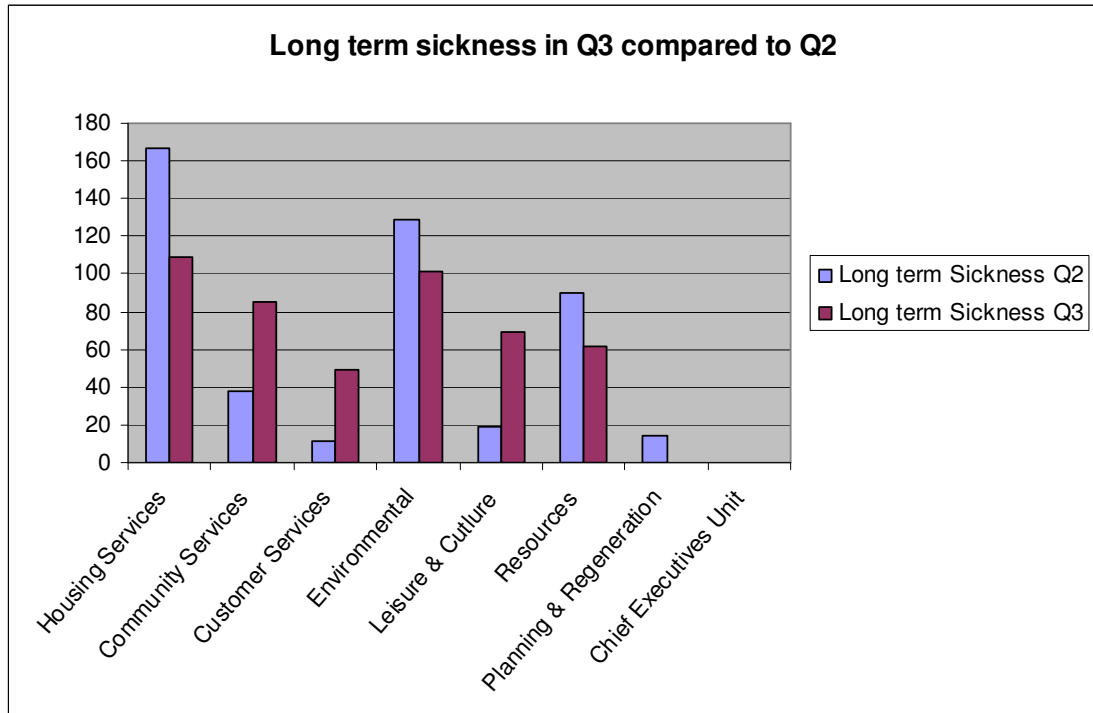
- 3.9 The following graph shows a comparison between long-term and short-term absence for the quarter. The graph shows that a higher proportion of absence is related to short term absence. This is likely a result of seasonal illness such as colds and infections which is to be expected during the winter months. This is in line with sickness absence levels for the previous year.



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Long-term absence for the quarter October – December 2012,
compared to the previous quarter (July – September 2012)

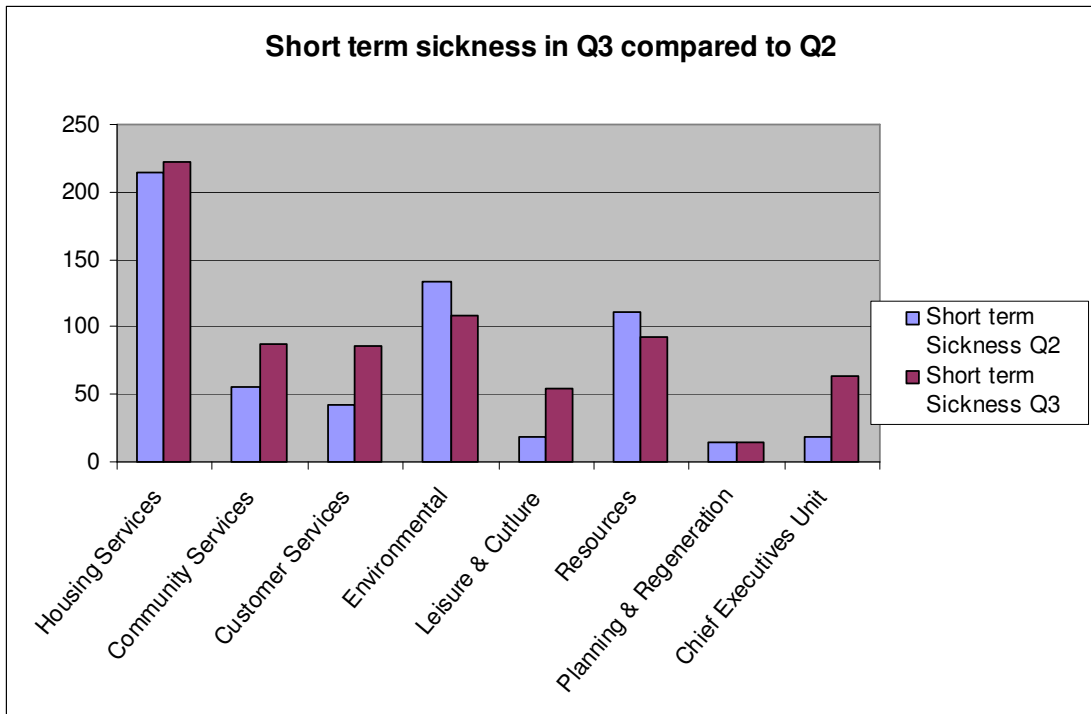


- 3.10 Overall there has been an increase in the number of days lost due to long term absences. This is primarily due to an increase of long term absence in Community Services, Customer Services and Leisure and Cultural Services. However, HR are continuing to work with Service Managers and as a result a number of employees have returned to work which will be reflected in the next quarter report. Ongoing cases continue to be actively managed with the support of Human Resources
- 3.11 The reduction in long term absence in Housing Services and Resources is as a result of long term cases being resolved either through the employees returning to work or the dismissal of employees through capability due to ill health.
- 3.12 Environmental services continues to show a reduction in absence as a result of effective absence management with HR, Service Managers and Trade Unions working together.
- 3.13 Changes which are soon to be implemented to the Councils Sickness Policy, particularly the introduction of the staggered process for management of long term sickness absence should also assist in reducing long term absence in future months.

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Short-term absence for the quarter October– December 2012, compared to the previous quarter (July – September 2012)



3.14 Short-term absences have increased compared to last quarter. This is a result of seasonal related illness such as colds and infections which is to be expected during the winter months. This is particularly evident in Leisure and Culture and Customer Services.

3.15 There have been a number of recent changes to the provision of services to proactively support the management of sickness absence including weekly onsite clinics for occupational health and the imminent appointment of the Wellbeing Officer. All of which along with the changes which are soon to be implemented to the Sickness Absence Policy and the support and guidance available from HR will continue to assist the Council in absence and the promotion of Wellbeing amongst employees.

Financial Implications

3.16 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

3.17 There are no legal implications identified.

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Service/Operational Implications

- 3.18 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

- 3.19 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.

AUTHOR OF REPORT

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