

EMPLOYMENT COMMITTEE – 8 DECEMBER 2011

MANAGING ATTENDANCE – Q2 PERFORMANCE

REPORT FROM THE DIRECTOR OF CORPORATE RESOURCES

Purpose

1. The purpose of this report is to provide the Committee with an update on the overall County Council and departmental performance in relation to sickness absence for the period 1st July to 30th September 2011 (Q2).

Background

2. The overall absence figure (number of days of absence per FTE) for the County Council in 2010/11 was 7.85 days. The proposed absence target for 2011/12 is 7.5 days.

Key Issues

3. The County Council's performance with regard to sickness absence is 6.33 days as at 30th September 2011. The Council is on track to meet its absence target although sickness does increase during the winter months.
4. Schools absence levels increased significantly between 31st March, 2010 and 31st March, 2011 (5.95 days per fte as at 31.3.10 to 7.56 days per fte as at 31.3.11), however this is now beginning to reduce.
5. The absence data in this report (table 9) shows the projected out turn figure with the inclusion of the schools data and without the schools data.
6. The HR service is working with individual schools whose sickness levels are high. This has involved producing data similar to that provided to departments and discussing and agreeing strategies with schools to reduce levels of absence. Schools are also being reminded of the importance of recording reasons for absence, so this information can be analysed and any necessary action taken.
7. The Corporate Management Team (CMT) has previously funded an additional resource to work with managers within the Adults and Communities and Children and Young People's departments to improve attendance and achieve a reduction in sickness absence levels. This project is currently working with Corporate Resources and Environment & Transport departments with effect from 1st April 2011 until 31st December 2011. The programme is working well and both departments are seeing a reduction in sickness absence.

Absence data

8. The table below shows the out turn performance for 2009/10 and 2010/11. It also shows the Q1 (April – June 2010) and Q2 (July - September 2010) projected out turn performance for 2010/11.

9. The 2010 out turn figures for Q1 and Q2 are shown in brackets

Department	2009/2010	2010/2011	April – Jun 2011 (Q1)	Jul – Sep 2011 (Q2)
Chief Executive's	8.44	5.75	7.21 (6.35)	6.30 (4.9)
E&T	7.26	7.16	6.32 (5.72)	6.01 (7.11)
CYPS – Non School Based	7.55	7.57	5.15 (7.79)	6.35 (6.56)
Resources	6.15	7.52	6.23 (5.83)	5.52 (5.30)
Adults and Communities	12.19	10.25	10.35 (9.89)	9.79 (9.74)
Total	7.00	7.85	7.44	7.37
CYPS – School Based	5.95	7.56	6.14 (6.00)	5.69 (4.86)
Projected out turn figure including schools data			6.65	6.33

10. The Q2 performance of 6.33 days per FTE demonstrates a continued reduction in levels of sickness absence from the 2010/11 out turn position and Q1 (April – June 2011).

11. There are currently 6 schools which have converted to Academies between August and September 2011. At the point of conversion, sickness data is no longer used for the purposes of reporting.

Long and Short Term Absence

12. The table below details of long and short term absence rates. The figures show the breakdown of number of day's fte absences.

Department	April – Sept 10	April – Sept 10	April – Sept 11	April – Sept 11
	Short Term Absence		Long Term Absence	
Chief Executive's	1.33	1.46	1.19	1.69
E&T	1.86	1.43	1.40	1.57
CYPS – Non School Based	1.60	1.07	1.95	2.11
CYPS – School Based	1.08	0.99	1.38	1.86
Resources	1.32	1.39	1.59	1.35

Adults and Communities	2.46	0.38	3.03	0.62
Total	1.39	0.77	1.68	1.30

Reasons for Absence

13. The table below shows the reasons recorded for absence. The percentage split in terms of the reasons for absence remains broadly the same, however the percentage of absences for which the reason is 'not known' has reduced significantly compared to Q1.

Reason for Absence	2009/2010 %	2010/2011 %	April – Jun 2011 Q1 %	Jul – Sept 2011 Q2 %
Back and Neck Problems	3.03	3.67	4.87	4.13
Other Musculo-Skeletal Problems	5.51	6.16	6.81	7.94
Stress/depression, Mental Health and Fatigue	5.82	5.76	9.38	9.22
Viral Infection	11.69	22.41	12.46	12.50
Neurological	3.31	3.94	3.93	4.17
GenitoUrinary/ Gynaecological	2.17	3.03	3.38	3.61
Pregnancy Related	1.33	1.20	1.67	1.54
Stomach, Liver, Kidney, Digestion	6.43	12.60	12.77	12.93
Heart, Blood Pressure, Circulation	1.30	0.78	1.06	1.21
Chest, Respiratory	2.33	2.80	2.24	2.40
Eye, Ear, Nose & Mouth/Dental	2.70	3.56	3.20	3.51
Other	6.30	10.23	14.51	13.33
Not Known	48.06	26.22	40.31	23.62

15. The table below details the departmental percentage of employee's sickness absence in Q1 (April – June 2011) and Q2 (July – September 2011) for which the reason for absence is not known.

Department	2009/2010	2010/2011	April - Jun 2011 (Q1) %	Jul – Sept 2011 (Q2) %
Chief Executive's	9.28%	9.64%	6.79	7.55
E & T	33.02%	28.6%	15.08	17.59
CYPS – Non School Based	33.74%	32.28%	19.96	18.57
CYPS – School Based	72.25%	73.20%	32.06	33.20
Resources	7.74%	19.74%	20.22	20.75
Adult and Communities	28.04%	26.55%	12.55	13.55

Conclusion

17. Whilst the data is extracted from both Oracle and Trent there remains some risk to the accuracy of the data; however the data input and reporting process have recently been quality assured.
18. Absence levels in relation to stress/depression, mental health and fatigue have increased significantly in relation to the same period in 2010/11. The detail of this will be outlined in DMT absence reports.

Recommendation

19. It is recommended that the Employment Committee notes the performance of sickness absence levels across the Council for July to September 2011 (Q2) of 6.33 days per fte including schools and 7.37 days per fte excluding schools.

Circulation under the Local Issues Alert Procedure

None.

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Equal Opportunities Implications

None.