

**EMPLOYMENT COMMITTEE – 14 JUNE 2012**

**MANAGING ATTENDANCE – QUARTER 4 UPDATE**

**REPORT OF THE DIRECTOR OF CORPORATE RESOURCES**

**Purpose of Report**

1. The purpose of this report is to provide Employment Committee with an update on the overall County Council and departmental performance in relation to sickness absence for the financial year 2011/12 (1<sup>st</sup> April 2011 to 31<sup>st</sup> March 2012).

**Background**

2. The absence target for 2011/12 was 7.5 days per fte. The overall absence figure (number of days of absence per FTE) for the County Council in 2011/12 was 7.46. In 2010/11 the Council's outturn figure was 7.85 days.

**Key Issues**

3. With the exception of Environment & Transport and Adults and Communities, departmental absence levels have reduced when compared with the 2010/11 out turn position.
4. School absence levels have reduced from 7.56 days per fte (2010/11 out turn position) to 7.01 days per fte at 31<sup>st</sup> March 2012. The absence data in this report (para 7) shows the outturn figure with the inclusion of the schools data. The outturn figure without the schools data is shown in paragraph 8.
5. As agreed at CMT on 24<sup>th</sup> November 2011 quarterly sickness absence reporting will not include school's data with effect from 1<sup>st</sup> April 2012. This is because of schools converting to Academy status, where LCC has no responsibility for performance of sickness absence.
6. CMT funded an additional resource to work with the Corporate Resources and Environment & Transport departments between 1<sup>st</sup> April 2011 until 31<sup>st</sup> March 2012 to proactively reduce absence.

**Absence data**

7. The table below shows the out turn performance for 2010/11 It also shows the progress and out turn position for 2011/12 which is represented in the final column (Q4).

Department	2010/2011	April – Jun 2011 (Q1)	Jul – Sep 2011 (Q2)	Oct – Dec 2011 (Q3)	Jan – Mar 2012 (Q4)
Chief Executive's	5.75	7.21	6.30	5.54	5.09
E&T	7.16	6.32	6.01	6.52	7.37
CYPS – Non School Based	7.57	5.15	6.35	6.53	7.20
CYPS – School Based	7.56	6.14	5.69	6.65	7.01
Resources	7.52	6.23	5.52	6.12	6.24
Adults and Communities	10.25	10.35	9.79	10.24	10.61
<b>Total</b>	<b>7.85</b>	<b>6.65</b>	<b>6.33</b>	<b>7.06</b>	<b>7.46</b>

8. By removing the absence data for schools from the above table the outturn figure for the County Council would be 8.14 days per employee.
9. The Q4 performance of 7.46 days per FTE demonstrates a continued reduction in levels of sickness absence from the 2010/11 out turn position.

### **Reasons for Absence**

10. The table below shows the reasons recorded for absence. This data does not include schools. The percentage split in terms of the reasons for absence remains broadly the same with a slight increase in viral infections. stress/depression mental health & fatigue has increased in Q4 but is lower than in Q1 and Q2. Encouragingly, the percentage of absences not known has reduced significantly in Q4 from the 2010/11 out turn position.

Reason for Absence	2010/2011 %	April – Jun 2011 Q1 %	Jul – Sept 2011 Q2 %	Oct – Dec 2011 Q3 %	Jan – Mar 2012-05-11 Q4 %
Back and Neck Problems	3.67	4.87	4.13	3.92	4.89
Other Musculo-Skeletal Problems	6.16	6.81	7.94	6.32	8.27
Stress/depression, Mental Health and Fatigue	5.76	9.38	9.22	7.89	8.73
Viral Infection	22.41	12.46	12.50	18.14	21.38
Neurological	3.94	3.93	4.17	3.53	4.48
GenitoUrinary/ Gynaecological	3.03	3.38	3.61	2.80	2.74
Pregnancy Related	1.20	1.67	1.54	1.31	1.57

Stomach, Liver, Kidney, Digestion	12.60	12.77	12.93	12.61	15.65
Heart, Blood Pressure, Circulation	0.78	1.06	1.21	0.82	1.26
Chest, Respiratory	2.80	2.24	2.40	2.90	2.75
Eye, Ear, Nose & Mouth/Dental	3.56	3.20	3.51	3.12	3.86
Other	10.23	14.51	13.33	11.51	8.32
Not Known	26.22	40.31	23.62	25.11	16.10

11. The table below details the departmental percentage of employee's sickness absence for which the reason for absence is not known.

Department	April - Jun 2011 (Q1) %	Jul – Sept 2011 (Q2) %	Oct – Dec 2011 (Q3)	Jan – Mar 2012 (Q4) %
Chief Executive's	6.79	7.55	5.70	6.70
E & T	15.08	17.59	13.10	12.50
CYPS – Non School Based	19.96	18.57	22.68	22.94
CYPS – School Based	32.06	33.20	32.86	30.70
Resources	20.22	20.75	19.52	18.57
Adult and Communities	12.55	13.55	14.27	14.10

### **Conclusion**

12. Absence levels have reduced compared to the 2010/11 outturn position.

### **Recommendation**

The Committee is requested to note the performance of sickness absence levels across the Council for 2011/12 of 7.46 days per fte and note the sickness absence target of 7.5 days per fte set by the Corporate Management Team for 2012/13.

### **Background Papers**

Report, Sickness Absence, Q3 Performance, 31 March 2011  
 Report, Managing Attendance – Outturn Performance 2010/1, 30 June 2011  
 Report, Managing Attendance – Q1 Performance, 9 September 2011  
 Report, Managing Attendance – Q2 Performance, 8 December 2011  
 Report on Sickness Absence Q3 – 28 February 2012

**Circulation under the Local Issues Alert Procedure**

None.

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**Equal Opportunities Implications**

None.