

Sickness Absence Monitoring Report 2011/12

Quarter 4: 1st January 2012 – 31st March 2012.

All sickness absence information is collected and stored in the Agresso HR/Finance system including reasons for absence. Sickness information is reported, recorded and robustly managed through the current policy and procedures, with support from Human Resources where this becomes necessary. Return to Work interviews are held after each sickness absence instance and these provide a record of the management process.

The table below shows the number of days lost by directorate, expressed as total days per directorate and days lost per employee.¹

Directorate	Days lost through Sickness	No of employees	Days lost per employee
PEOPLE	647	364	1.78
PLACES	161	91	1.77
RESOURCES	228	85	2.68
TOTAL	1036	540	1.92

Quarter 4: Long term and short term Sickness.

This table shows the incidence of short and long term sickness absence within the Council for Quarter 4. Long term sickness is defined as more than 20 working days, and short term sickness is defined as 20 working days or less. Data shown is for the number of occurrences, (each non-continuous sickness period).

Directorate	Total Occurrences	No of employees	Long Term	Short Term
PEOPLE	120	83	5	115
PLACES	25	18	1	24
RESOURCES	23	20	3	20
TOTAL	168	121	9	159

¹ It should be noted that an employee's day length is subjective and not based on the notional 7.4 hours day length of a full time employee. A member of staff who works part time who reports sick on one working day will be reported as being absent for one full day regardless of their actual working day and this appears to inflate the Days Lost whilst making the reporting of actual values of working hours lost impractical

Comparison

The table below compares the sickness for each quarter for the whole council over the whole of 2011/12. From this it can be seen that the number of days lost per employee per year is 5.88.

This is lower than the national average for the UK, which for 2010/11 was 7.7 days and lower than the national average for Local Government employees which for 2010/11 was 9.6 days. The average number of days lost for the East Midlands region (all sectors) was 10 days per employee.²

Year 2010/2011	Days lost through Sickness	No of employees	Days lost per employee	Days lost per month
Q1 2011/2012	580	562	1.03	193
Q2 2011/2012	626	571	1.10	209
Q3 2011/2012	1013	543	1.87	338
Q4 2011/2012	1036	540	1.92	345
TOTAL	3255		5.88	
AVERAGE	814	554	1.48	271

The following tables show data from the previous quarters of 2011/12 for sickness absence.

Quarter 1: 1st April 2011 – 30th June 2011.

Directorate	Days lost through Sickness	No of employees	Days lost per employee
PEOPLE	361	375	0.96
PLACES	96	88	1.09
RESOURCES	123	99	1.24
TOTAL	580	562	1.03

Quarter 2: 1st July 2011 – 30th September 2011.

Directorate	Days lost through Sickness	No of employees	Days lost per employee
PEOPLE	392	378	1.04
PLACES	115	96	1.20
RESOURCES	119	97	1.23
TOTAL	626	571	1.10

² CIPD Absence Management Annual Survey Report 2011

Quarter 3: 1st October 2011 – 31st December 2011

Directorate	Days lost through Sickness	No of employees	Days lost per employee
PEOPLE	635	364	1.74
PLACES	171	91	1.88
RESOURCES	207	88	2.35
TOTAL	1013	543	1.87

Summary

There is no detectable trend in terms of type of ill health causing absence, as a wide range of reasons are recorded. There are some instances where the reason for absence is given as "Other" and it is possible that these may be masking a trend. There are some data anomalies and these are being cleansed with increased quality assurance being implemented.

Future Reporting

Improvements to the Sickness Monitoring Report for 2012/13 are in development and include:

- Reduce the number of absences recorded as "Other" and encourage managers to input more specific information wherever this is available
- Development of the information available in Agresso to more accurately reflect the total time lost for part time staff
- Include comparison data to enable comparisons by region, sector and absence type (Source: CIPD)