

Absence Report Quarter Three 2009/10

Quarter 3 Absence 2009/2010

	Quarter 3 2007/2008	Quarter 3 2008/2009	Quarter 3 2009/10
Short Term (less than 8 days)	456.09	479.49	437.95
Medium Term (more than 8 days less than 2 months)	436.51	415.91	543.92
Long Term (More than 2 months)	570	602.97	268.25
Total FTE days	1462	1546.88	1250.12

Quarter 2 Absence 2009/2010

	Quarter 2 2007/08	Quarter 2 2008/09	Quarter 2 2009/10
Short Term (less than 8 days)	367.59	430.91	541
Medium Term (more than 8 days less than 2 months)	372	417	458
Long Term (More than 2 months)	363	541	358
Total FTE days	1103	1389	1357

Quarter 1 Absence 2009/2010

	Quarter 1 2007/08	Quarter 1 2008/09	Quarter 1 2009/10
Short Term (less than 8 days)	351	341	288
Medium Term (more than 8 days less than 2 months)	295	606	452
Long Term (More than 2 months)	279	700	455
	925	1647	1195

The average number of days lost per person for the third quarter of 2009/2010 is **2.59 days per person**. If the absence rate continued at the same rate as the first three quarters, the final outturn figure would be **10.96 days lost per person** (this is dependent upon the final headcount remaining the same). This would be an improvement on 2008/09 which was 12.82.

Comparing the total number of FTE days lost in the same period of 2009/2010 (April to December) to 2008/2009 absence has reduced by 17% from 4582 FTE days to 3802.

Out of 524 staff, 172 employees had absence in quarter 3. The actual days lost to sickness absence for broken down by length of absence are as follows:

- **Short term** (less than 8 days) 437 days which represents **35%** of the total days lost.
- **Medium term** (more than 8 days but less than 2 months) 543 days which represents **43.5%**.
- **Long term** (more than 2 months) 268 days which represents **21.5%** of the total.

Short Term Absence for Quarter 2 2009/10

Short term absence levels are at their lowest level for 3 years in quarter 3 despite the fact that the number of days lost to cold and flu in quarter 3 is the highest reported for 3 years. This is likely to be attributable to swine and seasonal flu viruses.

Medium Term Absence for Quarter 3 2009/10

- Medium term absence accounts for 543 FTE days lost in quarter 3 and there are 27 employees in this category. Medium Term absence has **increased** by 30% compared to the same period last year and this is attributable partly due to the increase in longer periods of absence being taken for swine flu and seasonal flu.
- 9 employees lost 221 FTE days due to personal stress, depression, anxiety and chronic fatigue syndrome. 3 of the 9 employees have resigned and 1 employee has been dismissed. The remaining 4 have since returned to work.
- 7 employees required hospital treatment and between them lost 117 FTE days.
- We have one employee who is absent due to a pregnancy related condition and this is likely to extend to a long term absence.
- The remaining days lost (205 FTE) were as a result of a mixture of chest and respiratory, infections, cold and flu, muscular skeletal issues.

Long term absence for Quarter 2 2009/10

- Long term Absence has **reduced by 55.5% on the previous year.**
- The total number of FTE days lost for long term sickness was 268 through the absence of 6 employees and continues the downward trend in long term absence which has been reported in previous quarters.
- 2 of the employees are currently absent due to stress/depression and chronic fatigue. This accounts for 90 days of the total days lost. These conditions are not work related.
- 1 employee has been absent through work related stress and has now subsequently resigned. In total this absence accounted for 43 days of the total days lost. The issues surrounding this stress have been carefully examined and recommendations have been made to avoid this scenario in the future.
- 1 employee has been absent with chronic muscular skeletal problems but has now returned to work.
- The remaining 2 employees have been absent due to serious operations and infections.
- At the current time 2 of the 6 employees have now returned to work and 1 has resigned. We anticipate that 2 will be shortly returning to work.

What action are we taking?

- Human Resources continues to work with managers to ensure Absence Review meetings take place and that we meet regularly with managers to discuss cases where employees are reaching sickness triggers.
- We are continuing to ensure that managers keep in touch with employees whilst they are off sick as this is known to have a positive effect.
- We continue to monitor reasons for absence in all areas to attempt to uncover root causes of absence to help us determine future action.
- There have been issues around muscular skeletal absence with Street Scene employees presenting with carpal tunnel syndrome. This has emerged as a result of vibration when using particular equipment. Street Scene is following Health and Safety Guidance which involves an initial Hand Arm Vibration questionnaire annually with referral to Occupational Health where symptoms are in evidence.
- We are keen to tackle root causes of absence associated with some lifestyle issues which lead to ill health such as poor diet, alcohol and smoking. This year we will be running Happy Healthy Here week again as well as holding a Happy Healthy Here week aimed specifically at Street Scene employees where we know that lifestyle issues do play a part in absence.
- We are re-advertising Happy Healthy Here initiatives so that staff can take 30 minutes twice per week to encourage them to exercise.
- This report will be discussed at Executive Board as well as SMT and management meetings to keep the profile of this issue high within the organisation.

Number of FTE days lost per person by service

Section Name	Quarter 3 2009/10	Number of days lost per FTE
Chief Executive & Support	2.5	0.69
Corporate Director DP & Support	0	0
Corporate Director DL & Support	0	0
Corporate Director PJ & Support	6	1.66
Corporate Director KH & Support	0	0
ICT	24	0.93
Legal, Licensing and Democracy	61	3.22
Organisational Development	22.82	1.43
Customer Services	2.5	0.27
Electoral registration	0	0
Arts Development	0	0
Environmental Health & Equalities	91	4.13
Housing & Social Inclusion	317.54	3.98
Audit	10	5
Economic Development	7	0.93
Finance, Benefits and Revenues	271.58	3.66
Planning & countryside	137.24	1.95
Policy & Conservation – including East of Exeter project	16	1.46
Property Services	45	2.35
Street Scene	238.5	2.14

**Human Resources
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