

BABERGH DISTRICT COUNCIL

FROM: HEAD OF CORPORATE SERVICES

REPORT NUMBER **G23**

TO: OVERVIEW AND SCRUTINY
(STEWARDSHIP) COMMITTEE

DATE OF MEETING: 5 JUNE 2007

PERFORMANCE INDICATOR BV12 - THE AVERAGE NUMBER OF SICK DAYS PER MEMBER OF STAFF

1. **PURPOSE OF REPORT**

The Committee requested this report to set out the position and to provide further detail regarding the Council's performance with respect to BV12. HR Panel considered the paper at their meeting on 22 March 2007.

2. **RECOMMENDATION**

2.1 It is recommended that the target set for BVPI 12 be revised and reduced in line with the National Upper Quartile figures.

3. **FINANCIAL IMPLICATIONS**

3.1 None

4. **RISK MANAGEMENT**

Risk Description	Likelihood	Seriousness or Impact	Mitigation Measures
<ul style="list-style-type: none">• Inadequate sickness monitoring provides incorrect data• Poor management of sickness leads to an increase in sickness levels	Unlikely Moderate		Measures in place ensure all absences are captured Ongoing training and support for Managers and improved monitoring measures

5. **KEY INFORMATION**

5.1 Performance Indicator BV12 is the average number of days lost through sickness per member of staff (expressed as full time equivalents). This includes long-term episodes of sickness as well as all short-term periods. The annual figure for this Authority over the previous 5 years is given below: -

2005/06	8.44 days
2004/05	8.36 days
2003/04	8.4 days
2002/03	8.62 days
2001/02	6.23 days

Sickness figures for the past four years are fairly consistent varying between 8.36 and 8.62 days per fte - the figure appears to be considerably less for the year 2001/02. However, this can be explained by an introduction in 2002 of improved sickness reporting methods indicating a much higher level of accuracy.

5.2 The National quartile figures for BV12 for 2005/06 are given below and demonstrate that Babergh was just below the top quartile in that year: -

Average:	9.60
Top Quartile:	8.34
Median:	9.52
Bottom Quartile:	10.96

5.3 Looking across at Authorities of a similar size to this Authority provides the following comparative figures over the past five years, demonstrating that this Authority is consistently below the group average: -

STAFF	AUTHORITY	2001/02	2002/03	2003/04	2004/05	2005/06
(fte)	Group Average	8.92	9.24	9.70	9.81	9.24
290	Babergh	6.2	8.62	8.40	8.36	8.44
299	Forest Heath	10.83	9.5	9.28	10.39	8.96
285	Harborough	6.6	9.7	11.50	11.40	10.38
293	Malvern Hills	12.85	12.1	10.60	11.00	11.74
247	North Dorset	9.4	8.8	10.84	9.87	8.78
340	Selby	7.9	6.4	9.59	11.98	10.51
285	South Holland	10.2	9.7	9.60	8.80	10.61
299	South Northamptonshire	10.8	12.5	13.70	10.26	9.06
300	Suffolk Coastal	8.3	10.1	9.62	7.96	7.59
317	Uttlesford	7.1	7.9	8.49	9.40	10.69
300	West Oxfordshire	7.9	6.3	5.03	8.53	4.89

5.4 The quartile figures to date for the current year, 2006/07 are in line with the previous three years although the year-end figure will not be available until April.

- 5.5 Occasions of long-term sickness can have a significant impact on the average sickness figure and while these absences are managed, they are usually of a serious nature and there is often only limited scope for any intervention. Short-term absences are actively monitored and managed across the Authority. During the past year, there have been sickness management workshops led by HR for Managers and Team Leaders and improvements made in the documentation and effectiveness of return to work interviews. Further improvements with regard to monitoring and updating our procedures are planned for the coming year. As part of these developments, we will contact those high performing Councils within the group above with an aim to learn from any good practices that they have adopted successfully.
- 5.6 The target that we have set for BV12 at this Authority is extremely low and ambitious- 6.5 days over the past 2 years, which is 23% below the upper quartile figure of 8.34 days. We have consistently failed to meet this target and a sensible way forward may be to revise this target figure by aligning it closer to the National Upper Quartile figure.

6. **APPENDICES**

None.

7. **BACKGROUND PAPERS REFERRED TO:**

None.

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