

DEVON & SOMERSET FIRE & RESCUE AUTHORITY



REPORT REFERENCE NO.	HRMDC/10/1
MEETING	HUMAN RESOURCES MANAGEMENT & DEVELOPMENT COMMITTEE
DATE OF MEETING	14 JANUARY 2010
SUBJECT OF REPORT	ABSENCE MANAGEMENT
LEAD OFFICER	Head of Human Resources Management & Development
RECOMMENDATIONS	<i>That the report be noted.</i>
EXECUTIVE SUMMARY	The progress with Absence Management has been included as a standing item within the HRMD agenda. This report includes an update of the Service performance for absence levels and also the long term absence levels.
FINANCIAL IMPLICATIONS	
EQUAL OPPORTUNITIES IMPLICATIONS	
APPENDICES	None
LIST OF BACKGROUND PAPERS	None

1. INTRODUCTION

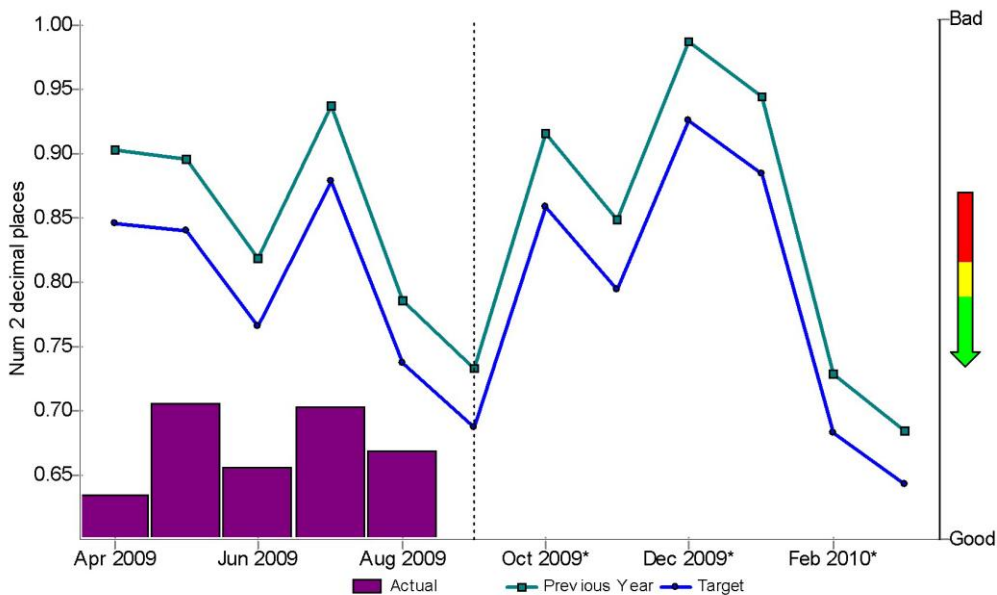
1.1 Absence levels have previously been identified as a key measure that the HRMD Committee will monitor and review as a standing item. Progress towards our target remains good and on target as part of the Service Performance Reporting.

2. CURRENT PERFORMANCE

2.1 The Service has a corporate target to reduce the levels of sickness absence to the regional average rate of 9.0 days/shifts lost per person by 2010/11. The target for 2009/10 is 9.6 days per person.

2.2 The absence levels for 2008/9 were lower than the target level and this overall good performance has been maintained into 2009/10. We have seen a 21.9% decrease in absence when compared with the same period last year. At this point in time, the previous year was at an average of 6.84 days absence per person compared with our actual level for 2009/10 of 5.36 days. This is 16.7% better than our target level of 6.41 days per person.

All Staff Sickness Rates by Month 2009/10



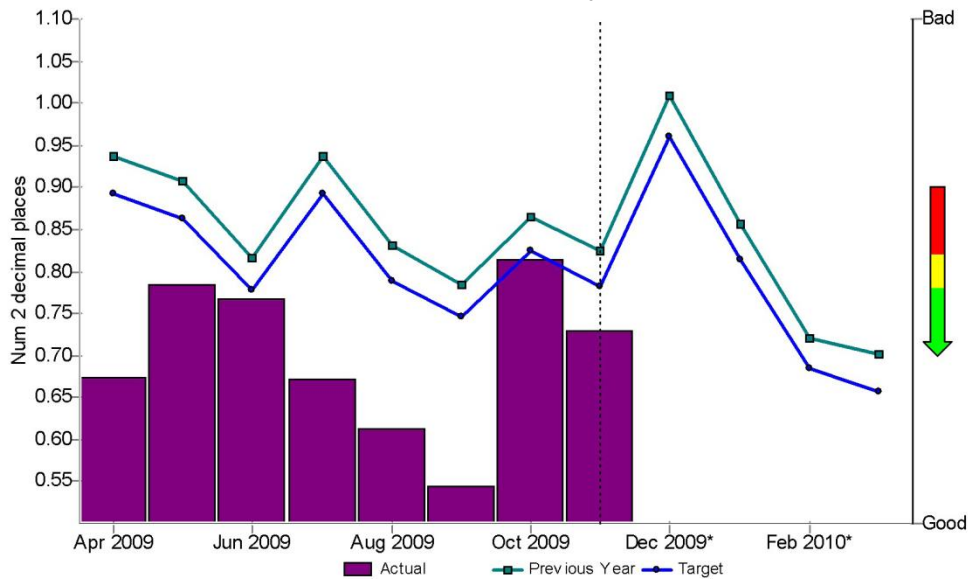
All Staff – Sickness Rates per Person – by Month

	Actual 09/10	Previous Year 08/09	% variance on previous year	% variance on target
Apr-09	0.64	0.90	-29.6%	-24.9%
May-09	0.71	0.90	-21.2%	-16.0%
Jun-09	0.66	0.82	-20.0%	-14.5%
Jul-09	0.68	0.94	-27.8%	-23.0%
Aug-09	0.6	0.79	-23.2%	-18.0%
Sept 09	0.57	0.73	-22.7%	-17.5%
Oct 09	0.77	0.92	-16.1%	-10.6%
Nov 09	0.73	0.85	-14.3%	-8.6%
YTD	5.34	6.84	-21.9%	-16.7%

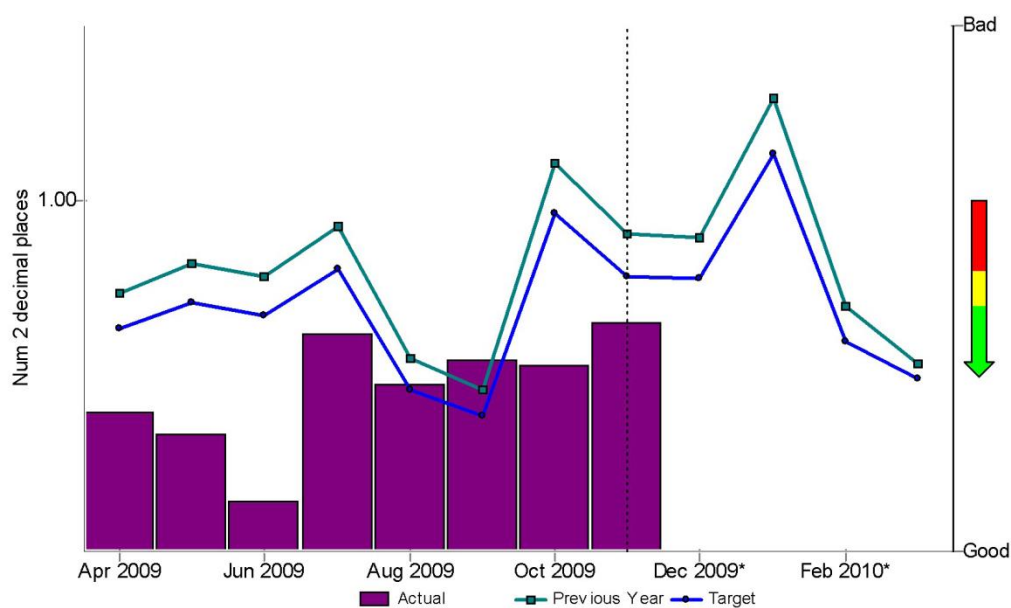
2.3 As usual, we can then break down the figures by staff category and the rates for uniformed, control and non-uniformed are shown below. The uniformed levels have remained below the previous year and below the target level although October saw the highest level of sickness for the year.

2.4 For non-uniformed staff September's sickness levels were higher than last year and above target but subsequently levels have been back on track. For Control, the November sickness levels have been higher than anticipated due mainly to seasonal sickness.

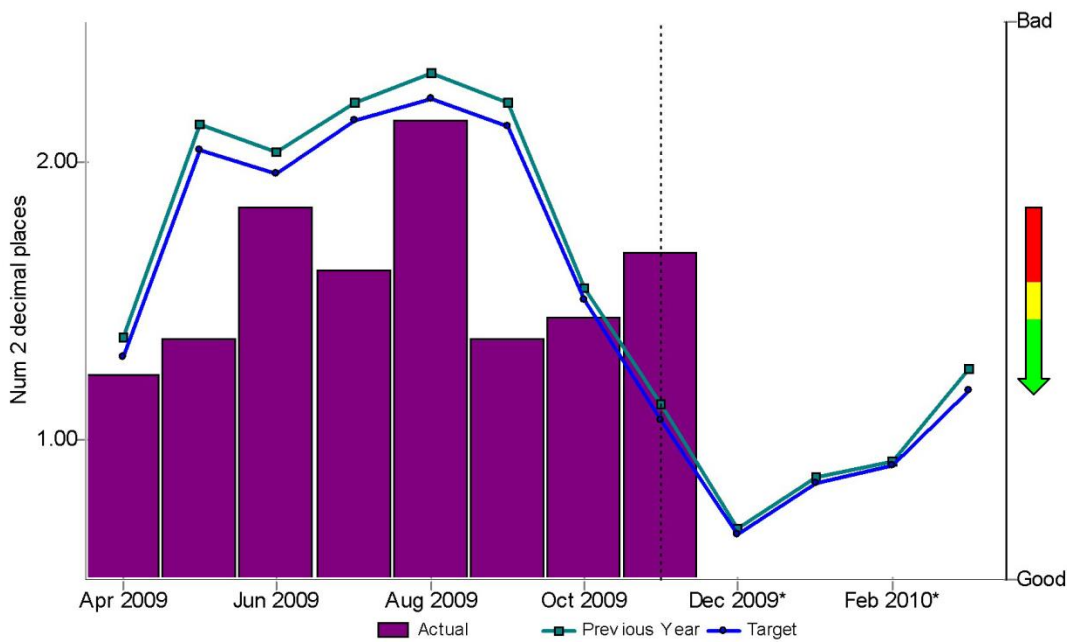
Uniformed Staff Sickness Rates by Month 2009/10



Non-uniformed Staff Sickness Rates by Month 2009/10



Control Staff Sickness Rates by Month 2009/10



3. COST OF ABSENCE

- 3.1 The cost of absence is part of the provided data although it is recognised that the Service has a ridership factor applied at station level to account for absences including annual leave, training and sickness. So, when a member of station based staff is absent, it does not necessarily mean that a further cost has been incurred.
- 3.2 The costs that have been calculated relate to direct salary costs only and do not take into account any indirect costs or allowances eg flexi-duty.

Period	Salary Cost
Apr	£86,993
May	£100,411
Jun	£95,683
Jul	£91,801
Aug	£80,177
Sep	£71,937
Oct	£104,417
Nov	£96,745

Of the total:

- 54.4% of this cost is due to long-term sickness
- 17.4% of this cost is due to certified sickness
- 28.1% of this cost is due to uncertified sickness

4. **DETAILED BREAKDOWN OF LONG TERM SICKNESS**

4.1 The monitoring of long term sickness ie those over 28 days is reported on a monthly basis and includes those who are long term sick and those on restricted duties. The number of long term sick since 2008 is shown below.

Number of staff	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Uniformed 2008	31	27	28	23	23	19	19	20	23	17	20	18
Retained	16	14	17	10	10	8	10	8	9	12	14	20
Non-uniformed	6	3	6	6	7	6	2	4	2	3	6	5
Total	53	44	51	39	40	33	31	32	34	32	40	43

Number of staff	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Uniformed 2009	16	18	18	18	22	18	15	14	16	18	12	
Retained	20	20	21	25	18	20	13	17	21	24	19	
Non-uniformed	3	5	1	1	0	2	2	2	3	5	4	
Total	39	43	40	44	40	40	30	33	40	47	35	

5. **CONCLUSION**

5.1 The Service has seen an overall improvement over the previous year at a level better than targeted for 2009/10.

JANE SHERLOCK
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