

*Neath Port Talbot County Borough Council  
Cyngor Bwrdeistref Sirol Castell-nedd*

*Democratic Services  
Gwasanaethau Democrataidd*

*Chief Executive:* Steven Phillips

**Date: 29 June 2016**

Dear Member,

**POLICY AND RESOURCES SCRUTINY COMMITTEE - WEDNESDAY,  
29TH JUNE, 2016**

Please find attached the following presentation that was considered at the meeting of the **Policy and Resources Scrutiny Committee - Wednesday, 29th June, 2016.**

**Item**

4. **Long Term Sickness Taskforce Update (Pages 3 - 30)**

Yours sincerely

Chief Executive

Encs

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# Management of Long Term Sickness Absence

Presentation by the Sickness  
Taskforce  
June 2016

# Outline of presentation

- ▶ Background to new methodology
- ▶ Activity data and findings in pilot sites
- ▶ Cost Benefit analysis

# The Sickness Taskforce – Background

Aim:

Page 5 To understand what actions would be needed to reduce the incidences and / or length of long term absence with the aim of reducing the costs of absence.

# New Methodology (1)

- ▶ Based on clear principles: **Early Intervention and Effective Communication**
- ▶ Introduced **Informal Return to Work Plan Meeting**
- ▶ HR Officers **case manage** and **prompt** managers at each key stage
- ▶ Formal Stages 1 and 2 still apply but now **rigorously case managed**

**NB: Managers are still responsible and accountable for managing absence**

# New Methodology (2)

- Where work related stress identified – stress risk assessments undertaken
- Where personal stress identified – support offered
- All stress cases still managed under the new methodology and successful return to work supported

# Activity of the taskforce in Education excluding schools (1)

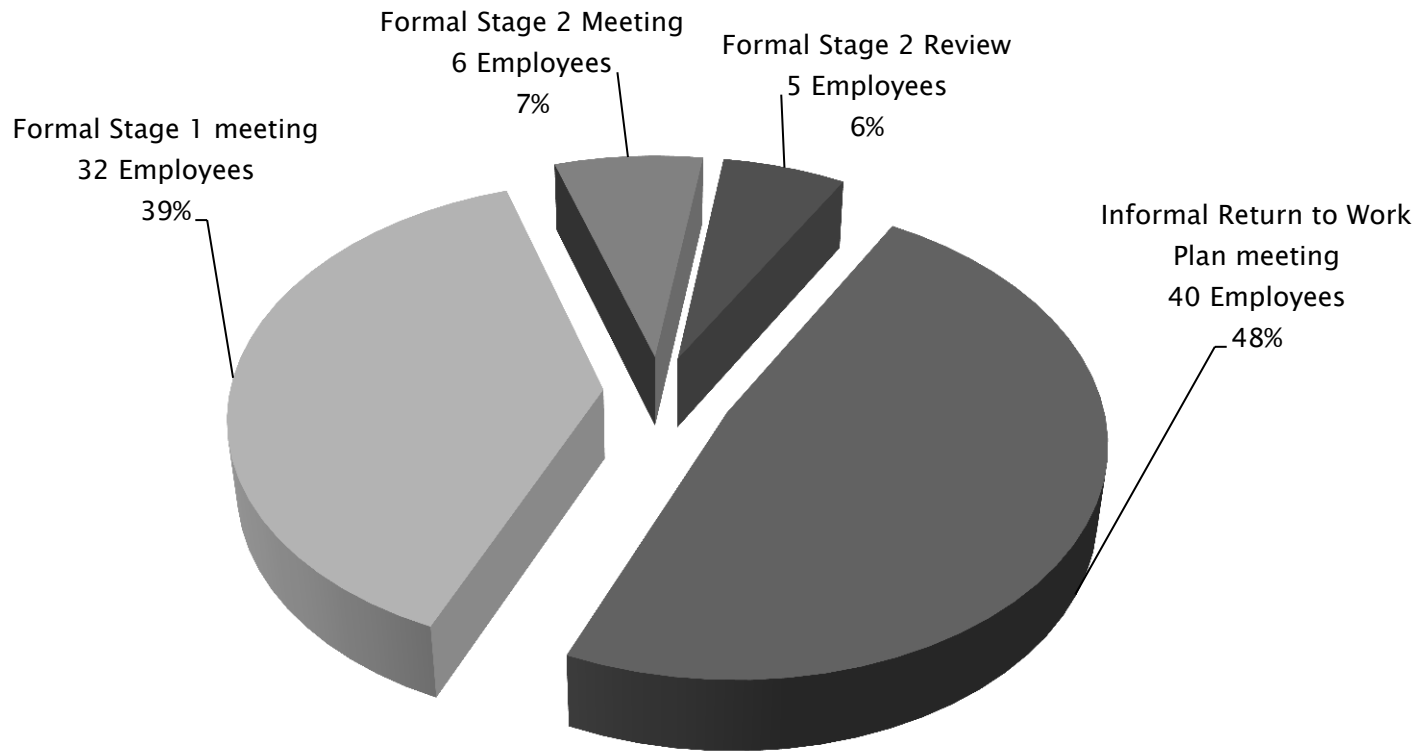
- ▶ **1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016**
- ▶ 124 cases
- ▶ 95 informal return to work plan carried out
- ▶ 57 Formal Stage 1 Meetings carried out
- ▶ 19 Formal Stage 2 Meetings carried out
- ▶ 5 Formal Stage 2 Review Meetings carried out
- ▶ 3 Formal Stage 3 Meetings carried out



# Activity in Education return to work stages (2)

## Education Return to work stages

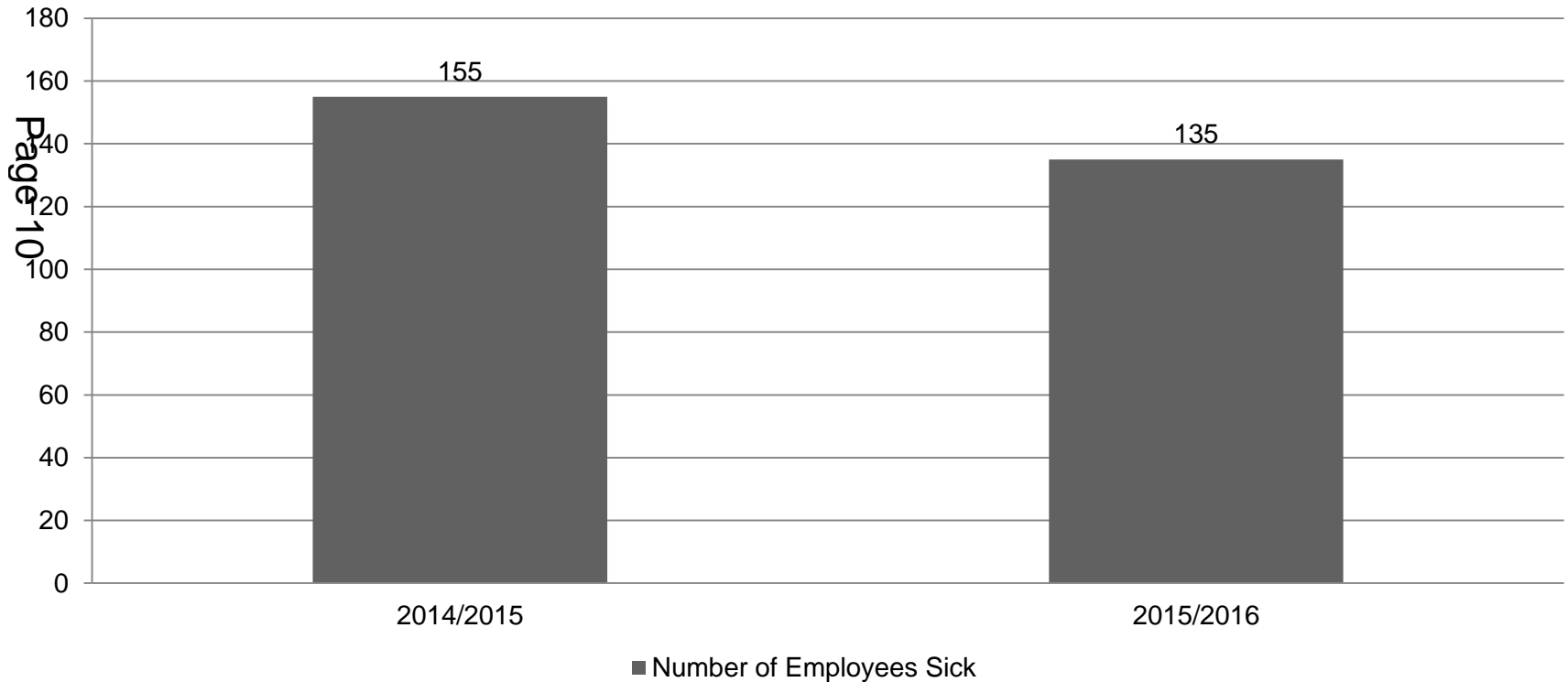
1st April 2015 to 31st March 2016



# Findings in Education excluding schools (1)

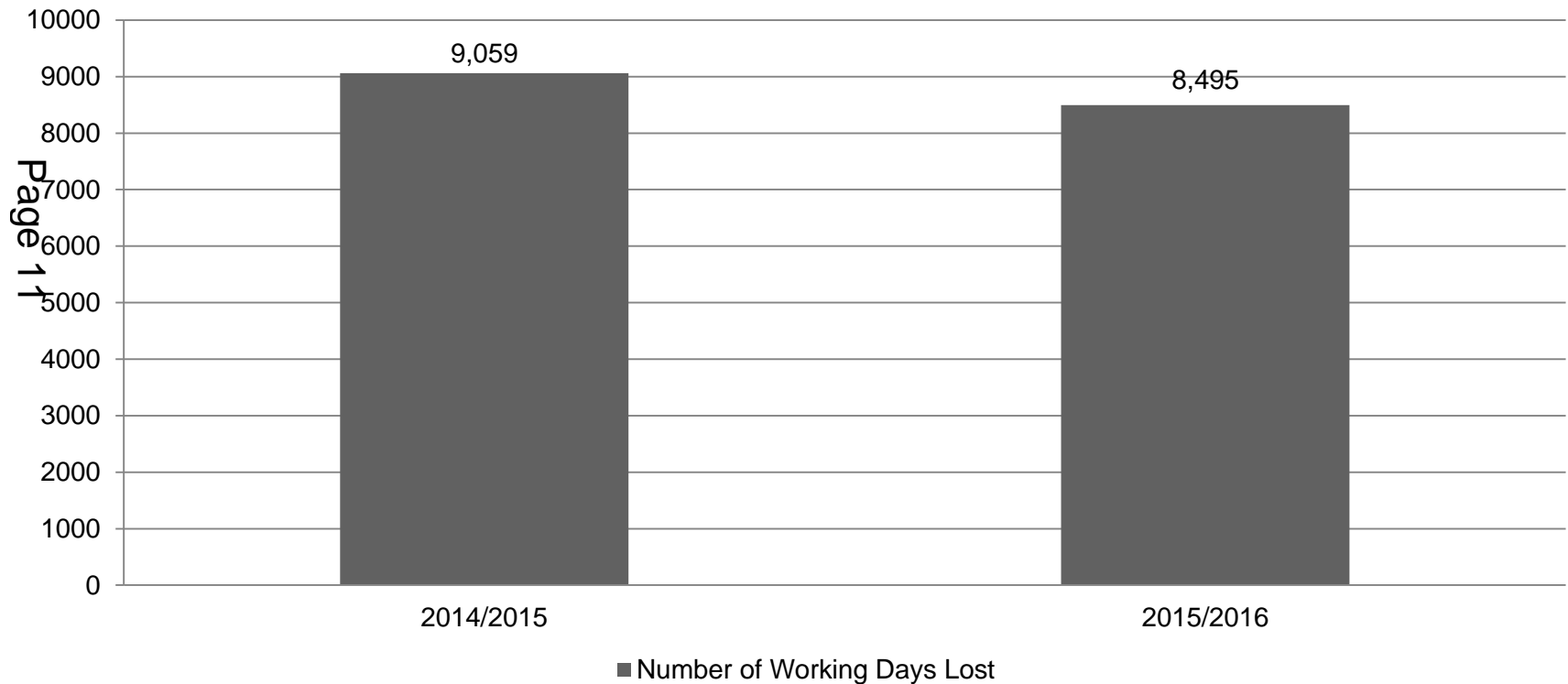
## Education (Excluding Schools) - Number of Employees Consecutively Sick for 28 Calendar Days or More

(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Findings in Education excluding schools (2)

**Education (Excluding Schools) - Number of Working Days Lost by Employees Consecutively Sick for 28 Calendar Days or More**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



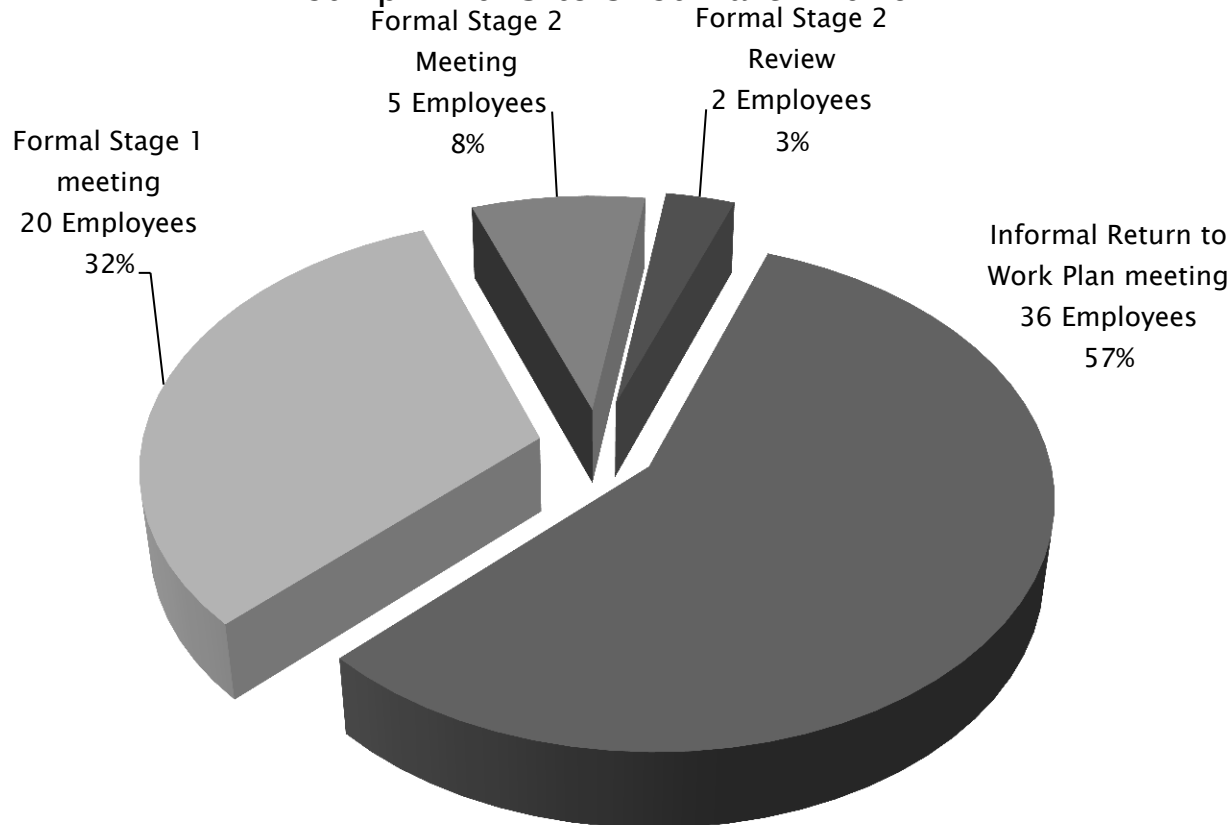
# Activity of the taskforce in Environment (1)

- ▶ **1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016**
- ▶ 79 cases
- ▶ 59 Informal return to work plans carried out
- ▶ 39 Formal Stage 1 Meetings carried out
- ▶ 12 Formal Stage 2 Meetings carried out
- ▶ 1 Formal Stage 2 Review Meeting Carried Out

# Activity in Environment cont'd return to work stages (2)

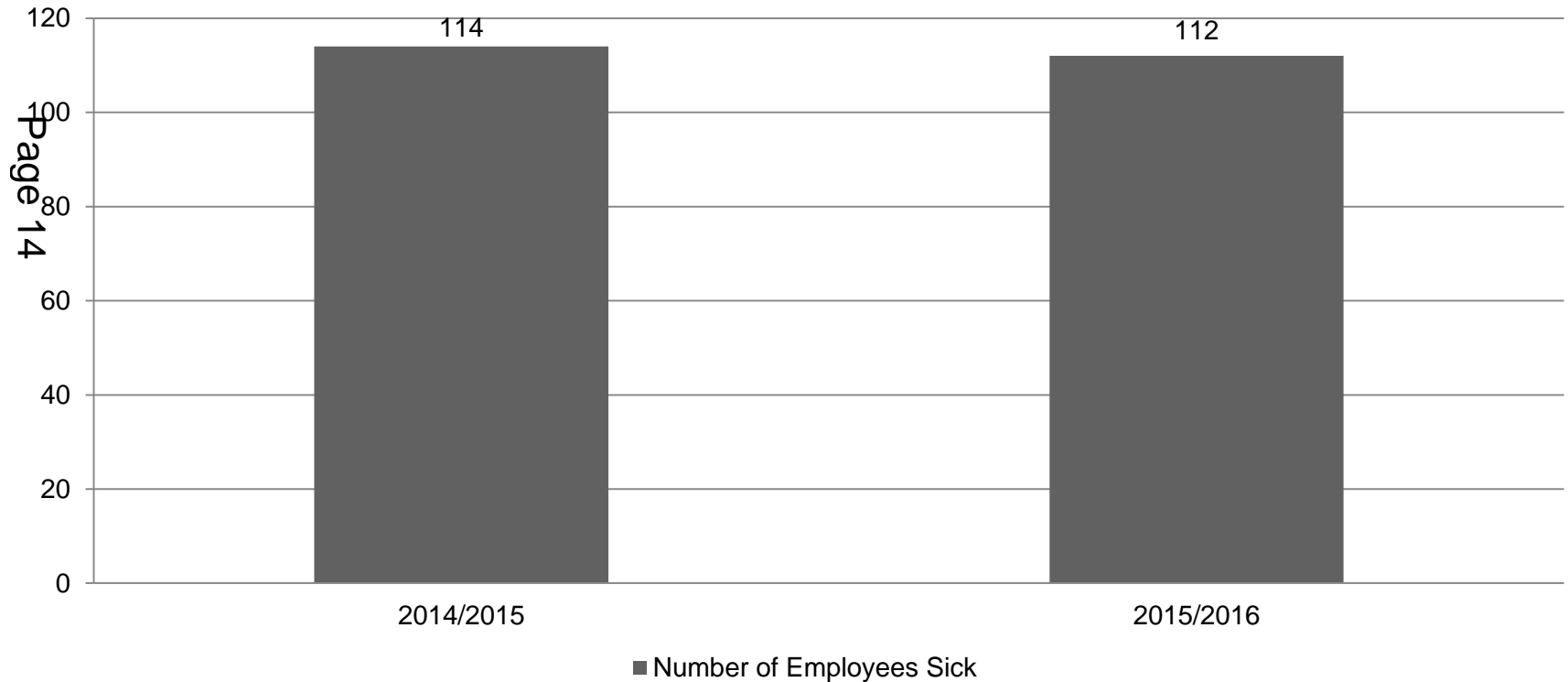
## Environment Return to work stages

1st April 2015 to 31st March 2016



# Findings in Environment (1)

**Environment - Number of Employees Consecutively Sick  
for 28 Calendar Days or more**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Findings in Environment cont'd (2)

**Environment - Number of Working Days Lost by employees  
consecutively sick for 28 calendar days or more  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)**



# Activity of the taskforce in Chief Executive's & Finance & Corporate Services (1)

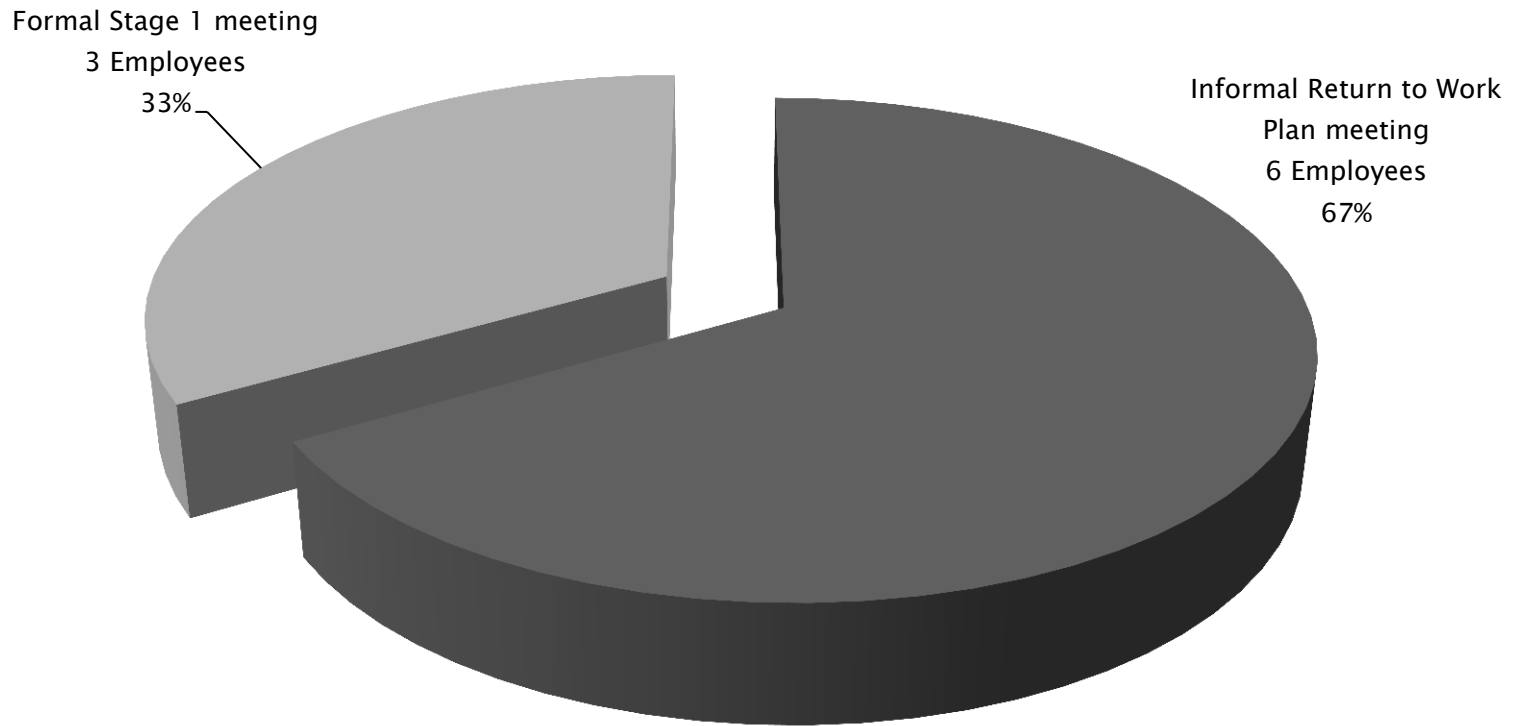
- ▶ **1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016**
- ▶ 22 cases
- ▶ 16 Informal return to work plans carried out
- ▶ 4 Formal Stage 1 meetings carried out
- ▶ 1 Formal Stage 2 meetings carried out



# Activity of the taskforce in Chief Executive's (2)

## Chief Executives Return to work stages

1st April 2015 to 31st March 2016

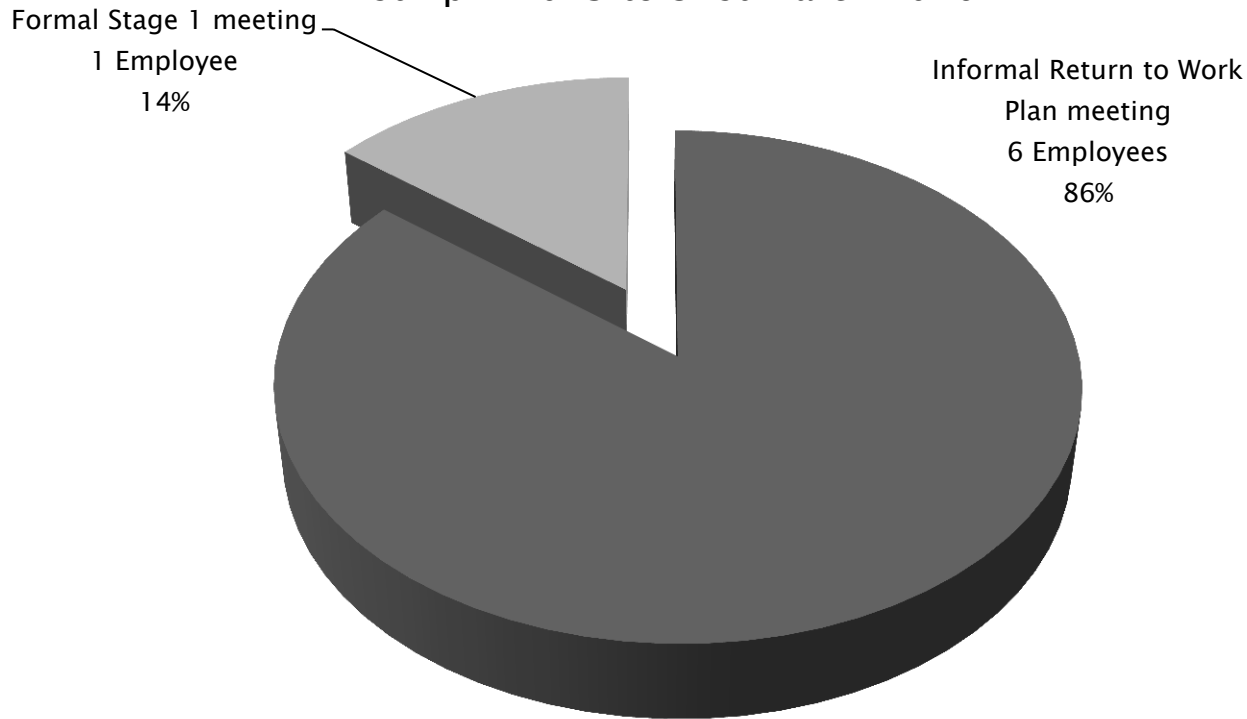


# Activity of the taskforce in Finance & Corporate Services (3)

## Finance & Corporate Services

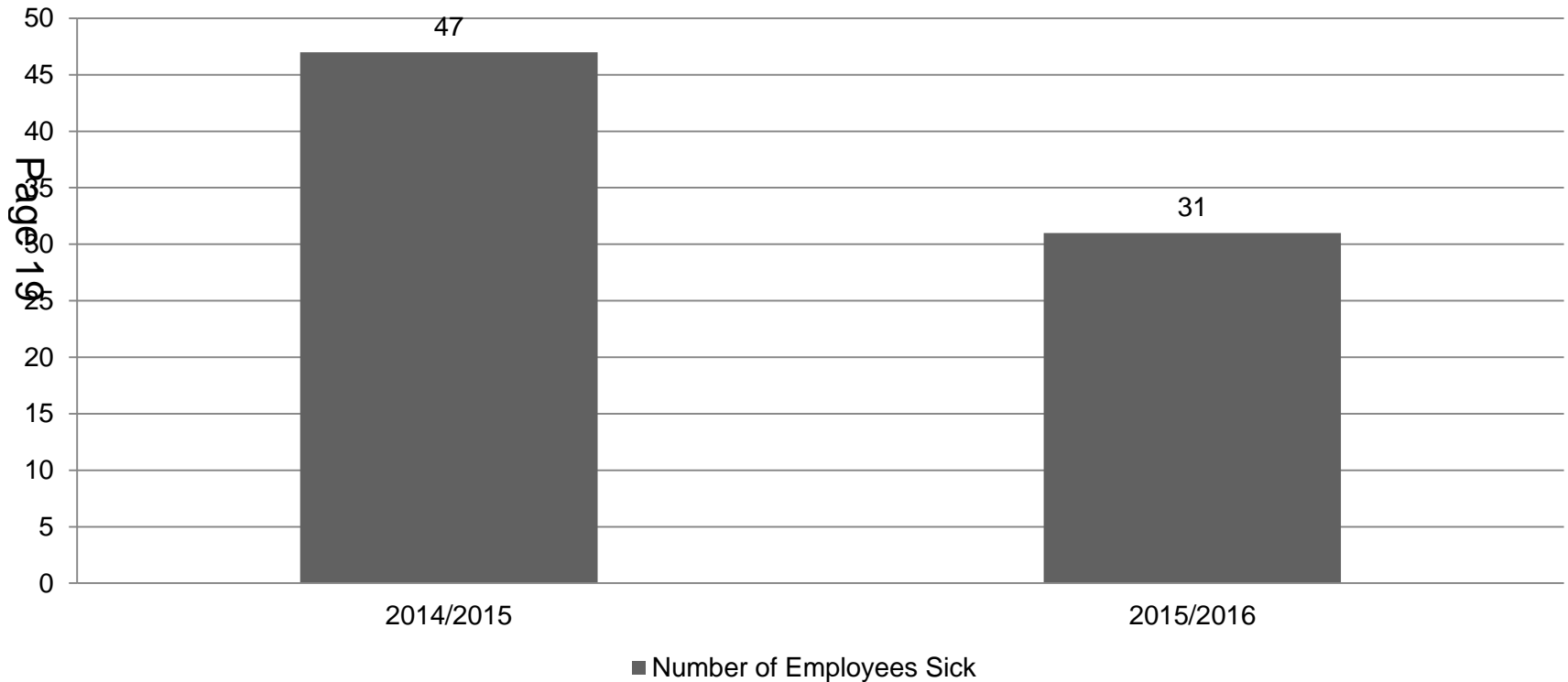
### Return to work stages

1st April 2015 to 31st March 2016



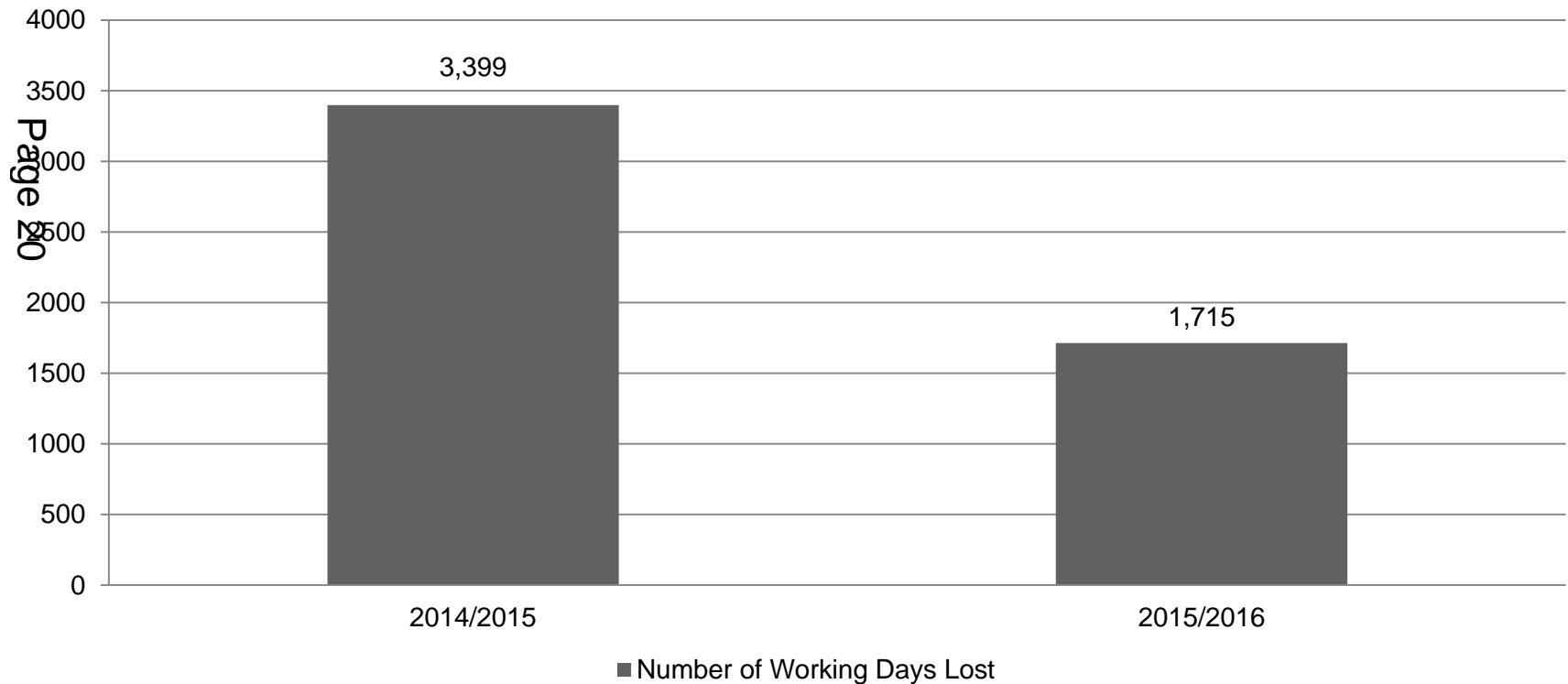
# Findings in Chief Executives, Finance & Corporate Services (1)

**Corporate Services - Number of Employees Consecutively Sick for 28 Calendar Days or More**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Findings in Chief Executives, Finance & Corporate Services (2)

**Corporate Services - Number of Working Days Lost by Employees Consecutively Sick for 28 Calendar Days or More**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)

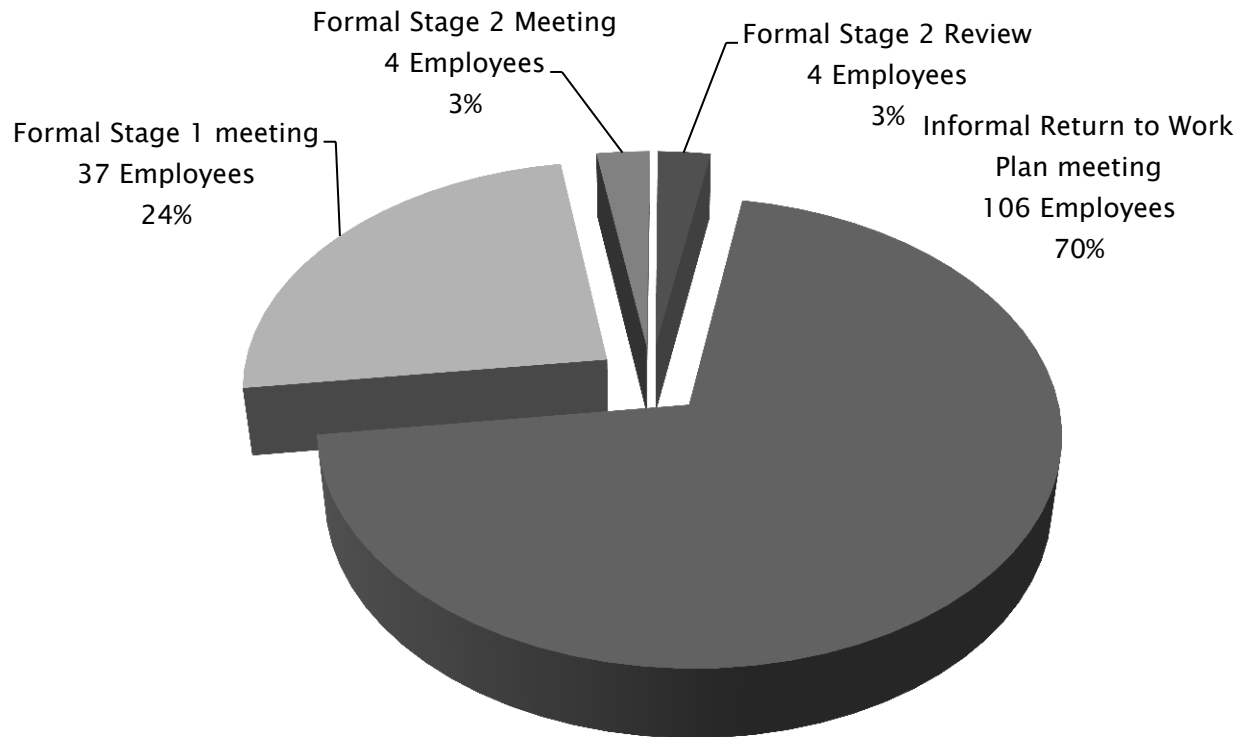


# Activity of the taskforce in Social Services (1)

- ▶ **1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016**
- ▶ 207 cases
- ▶ 176 Informal return to work plans carried out
- ▶ 83 Formal Stage 1 Meetings carried out
- ▶ 39 Formal Stage 2 Meetings carried out
- ▶ 2 Formal Stage 2 Review Meetings carried out
- ▶ 3 Formal Stage 3 Meetings carried out

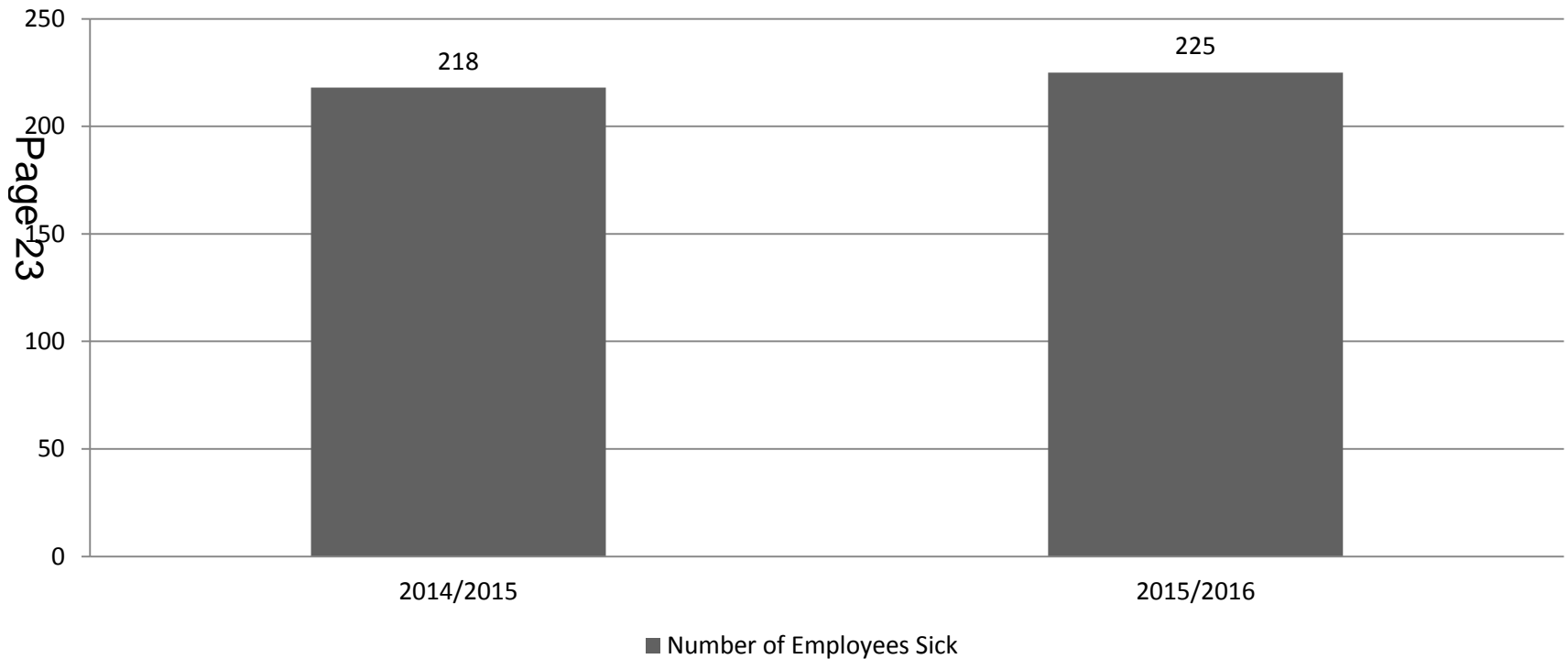
# Activity in Social Services return to work stages (2)

## Social Services Return to work stages 1st April 2015 to 31st March 2016



# Findings in Social Services (1)

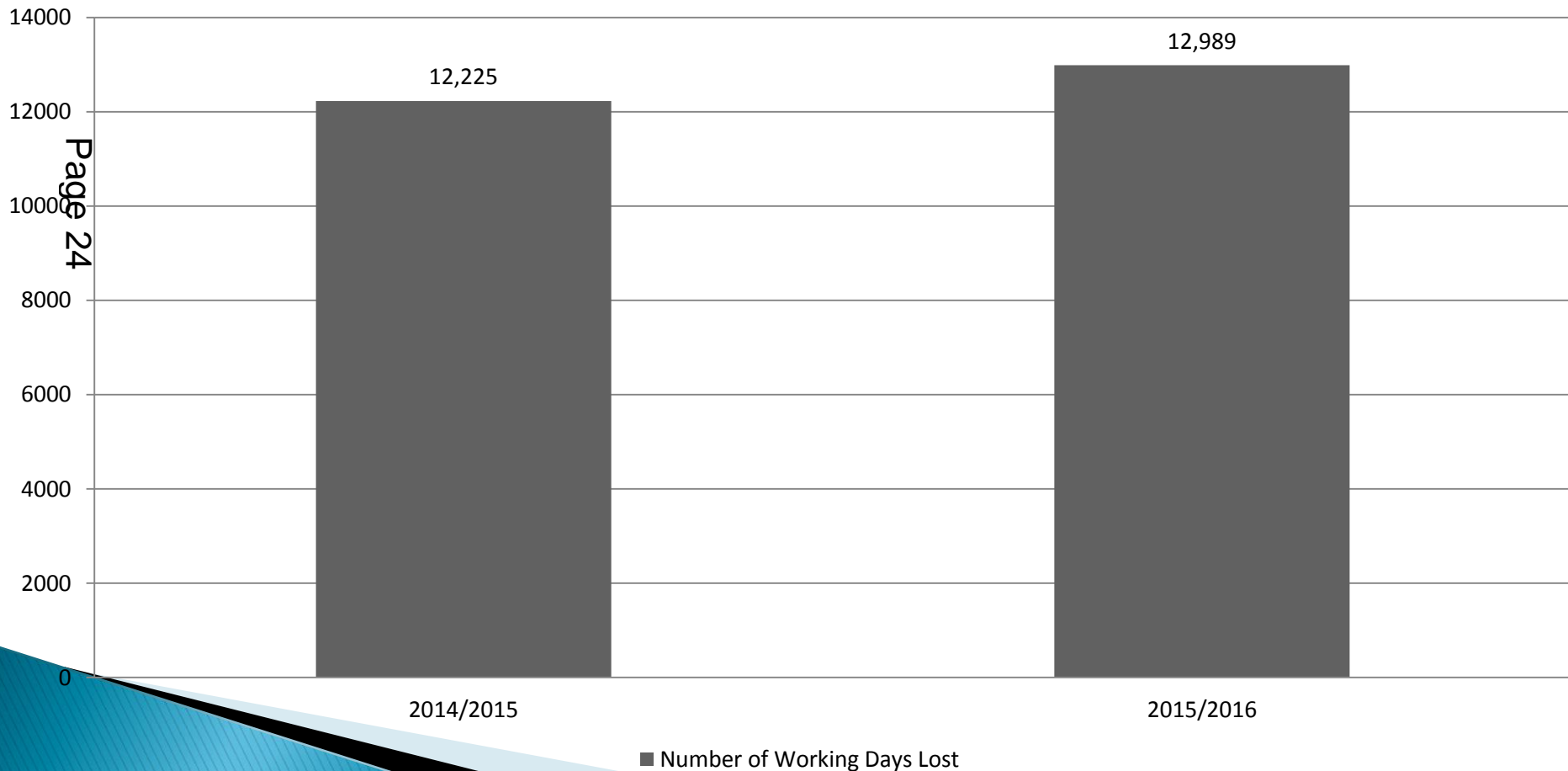
**Social Services, Health and Housing - Number of Employees  
Consecutively Sick for 28 Calendar Days or More**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Findings in Social Services cont'd (2)

## Social Services, Health and Housing - Number of Working Days Lost by Employees Consecutively Sick for 28 Calendar Days or More

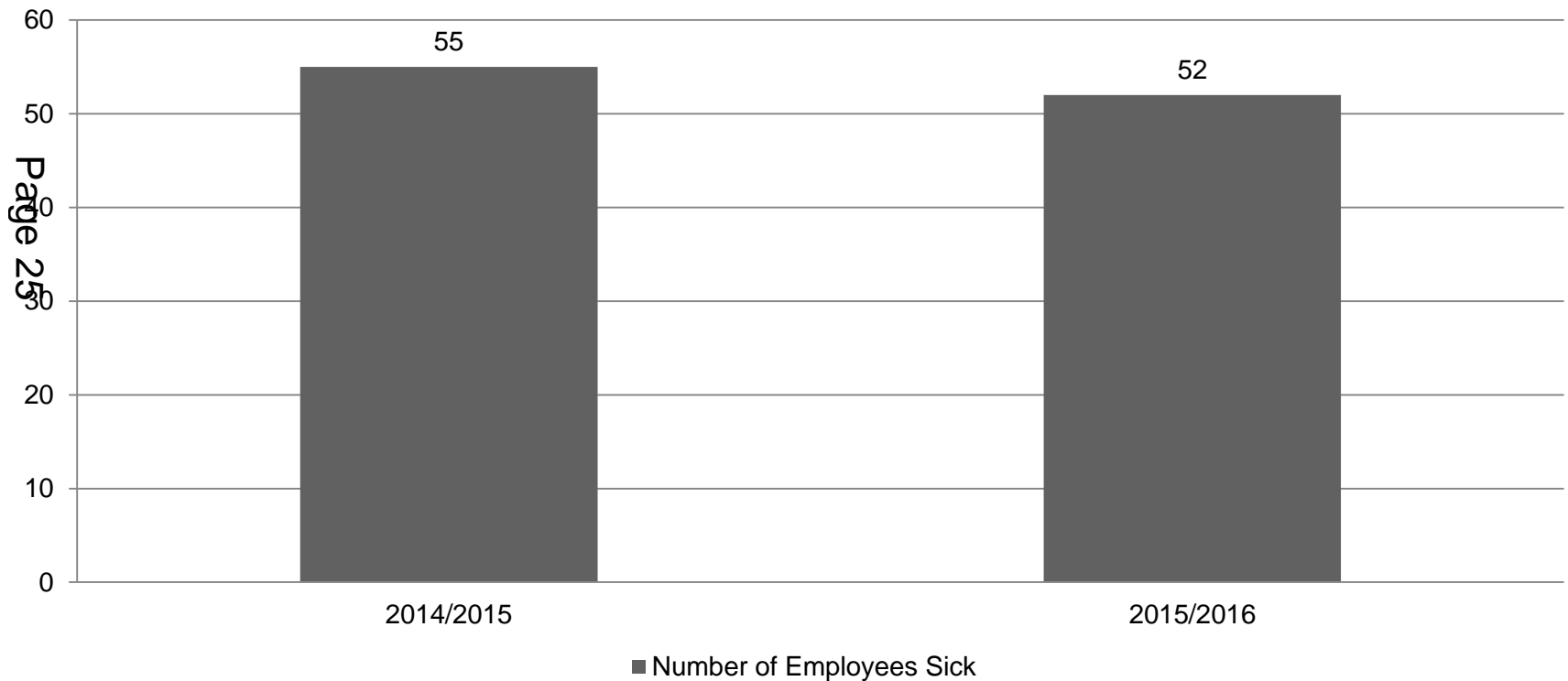
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)





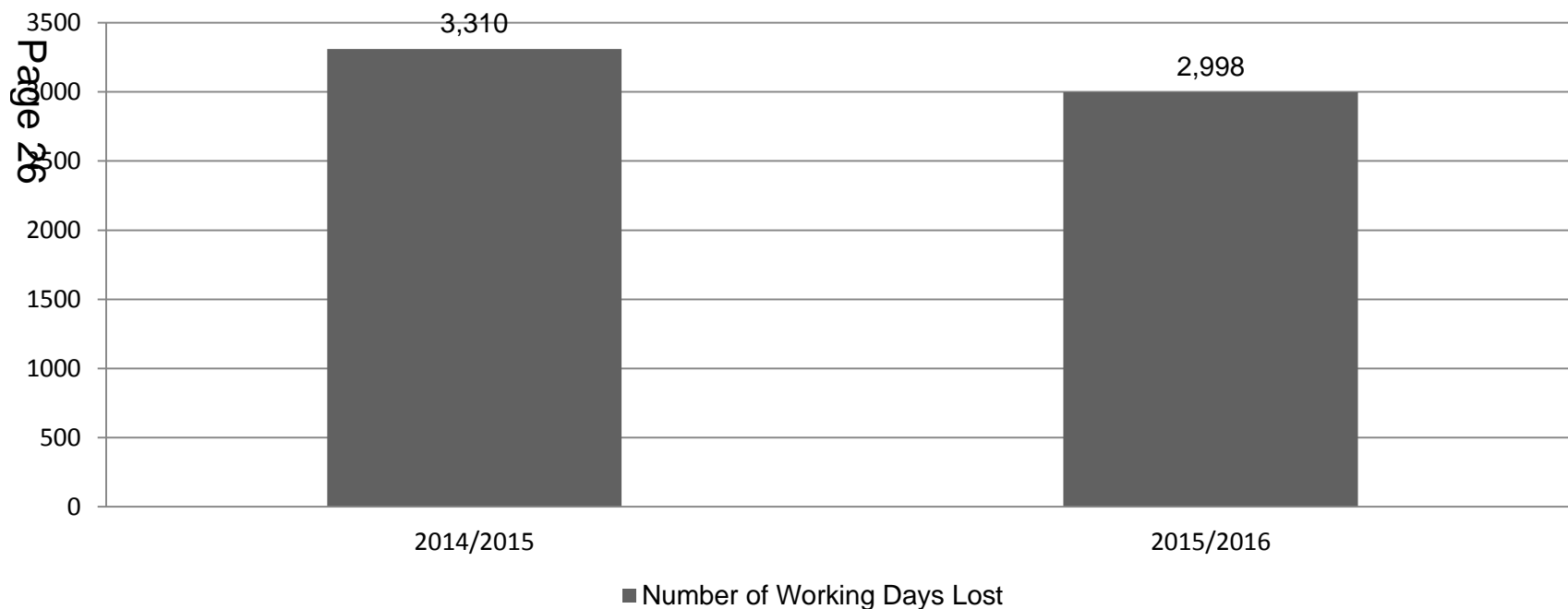
# Findings in Social Services cont'd (3)

**Children and Young People Services - Number of Employees  
Consecutively Sick for 28 Calendar Days or More**  
(1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Findings in Social Services cont'd (4)

## Children and Young People Services - Number of Working Days Lost by Employees Consecutively Sick for 28 Calendar Days or More (1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 and 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016)



# Cost Benefit Analysis for the Sickness Taskforce (1)

## Costs of additional resources:

- ▶ 1 x HR Officer = £37,000
- ▶ 1 x Assistant HR Officer = £31,000
- ▶ Total Cost = £68,000 per annum

# Cost Benefit Analysis for Sickness Taskforce (2)

## Benefits

- ▶ **Reduction in Sick Pay Costs: 1<sup>st</sup> April 2015–31<sup>st</sup> March 2016 in all directorates**
  - **Total Saving of £114,742**

# Cost Benefit Analysis (3)

▶ Annual reduction	£114,742
▶ – Staffing cost	£68,000
▶ Tangible Benefit	£46,742

# Any Questions?