

## Appendix II

### Children's Services

Table 1

<b>November 2012</b>					
<b>Cumulative Days Lost Per FTE</b>					<b>7.77</b>
<b>Predicted Year End as at (31 March 2013):</b>					<b>12.21</b>
<i>Comparison to November 2011:</i>					
<i>Cumulative Days Lost Per FTE</i>					<i>7.12</i>
<i>Predicted Year End as at (31 March 2012):</i>					<i>11.04</i>
<b>FTE Days Lost:</b>					
<b>01 April 2012 to 30 November 2012</b>					<b>19,182.8</b>
<i>Comparison to:</i>					
<i>01 April 2011 to 30 November 2011</i>					<i>18,083.2</i>
<b>Service Area</b>	<b>Days Lost Per FTE (Cumulative)</b>	<b>Cumulative Days Lost Per FTE Predicted Year End as at (31 March 2013):</b>	<b>+ / - Variance from 2012/13 Corp. Target (8.5 days)</b>	<b>FTE Days lost over period</b>	<b>Average FTE Over Period (Cumulative)</b>
Learning Skills & Universal Services	6.91	<b>10.86</b>	2.36	6754.7	976.9
Partnership Development & Business Support	6.76	<b>10.63</b>	2.13	759.3	117.5
Safeguarding Specialist and Targeted Services (including Social work)	8.52	<b>13.40</b>	4.9	10784.5	1276.4
Strategy Performance & Commissioning	7.69	<b>12.09</b>	3.59	884.3	111.8

**Table 2 Long Term Sickness Cases**

<b>Service Area</b>	<b>Cases</b>
Child Social Work	31
Early Help Services	17
Leeds PCT	3
Young People & Skills	11
Targeted Services	11
Safeguarding	3
Complex Needs	7
Governance & B Support	2
Performance Management & Improvement	2
Learning Improvement	2
Schools Improvement Teachers	3
Strategy Development	2
Virtual College	2

**Length of Absence**

• 12 months+	2
• 10-12 months	1
• 7-9 months	8
• 4-6 months	9
• 0-3 months	76

**Top 3 Reasons for long term sickness:**

• Stress & anxiety.	25
• Hospitalisation	12
• Musculo- skeletal	10

**Table 3****Stages 1 to 3 on target and overdue**

<b>Personnel Subarea</b>	<b>On Target</b>	<b>Overdue</b>	<b>% Overdue</b>
Child Social Work	109	106	49%
Child Teachers	2	3	60%
Communication & Marketing Management	2	3	60%
Complex Needs	22	12	35%
Directorate	0	1	100%
Early Help Services	125	43	26%
Early Years PSL	0	1	100%
Early Years Teaching	5	4	44%
Safeguarding	8	15	65%
Learning Improvement	2	9	82%
Learning Skills	2	1	33%
Leeds PCT	2	1	33%
Performance Management & Improvement	4	2	33%
Policy & Information	0	4	100%
Governance & B Support	14	6	30%
Schools Improvement Teachers	1	12	92%
Strategy Development	6	2	25%
Targeted Services	31	15	35%
Virtual College	4	14	78%
Workforce Development & Change	1	2	67%
Young People & Schools	48	11	19%

**Table 4****Hearings and Reviews**

<b>Directorate</b>	<b>2011/12</b>		<b>2012/13</b>	
	<b>Dismissals</b>	<b>Reviews</b>	<b>Dismissals</b>	<b>Reviews</b>
Children's Services	10	0	5	0

**Table 5****Appeals & Employment Tribunals**

<b>Directorate</b>	<b>Appeal</b>	<b>Employment Tribunal</b>
Children Services	1	1

**Table 6****100 employees with the most instances of sickness absence**

<b>Service</b>	<b>Cases</b>	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Employment Ceased</b>	<b>Satisfactory Improvement</b>
Child Social Work	9	8	0	0	1	0
Child Teachers	1	1	0	0	0	0
Early Help Services	2	1	1	0	0	0
Governance & B Support	1	1	0	0	0	0
Strategic Development & Investment	1	1	0	0	0	0
Targeted Services	1	0	1	0	0	0
Virtual College	3	1	2	0	0	0
Young People & Skills	1	0	1	0	0	0
<b>Total</b>	<b>19</b>	<b>13</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>

**Table 7****Overview of activities taking place to reduce sickness absence:**

- Target setting briefing sessions held in hotspot services.
- Challenge meetings with Heads of Services and managers in Youth Service and East Moor taken place.
- Investigating trends in hotspot areas with SMTs.