

EAST AYRSHIRE COUNCIL

DEVELOPMENT SERVICES COMMITTEE – 22 AUGUST 2006

ABSENCE MANAGEMENT REPORT QUARTER 2 (2006)

Report by Executive Director of Development and Property Services

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise the Committee of absence rates for the Department of Development and Property Services for the quarterly period ending 30 June 2006.

2. HISTORICAL INFORMATION

- 2.1 Historical data for this quarter last year and Quarter 1 of 2006 is detailed in Appendix A to assist Members in considering the absence rates.

3. ANALYSIS OF QUARTERLY ABSENCE RATES

- 3.1 The department's average absence rate over the period 1 April 2006 – 30 June 2006 was 3.95%. This consisted of 3.77% for APT&C employees, 4.08% for manual employees and 8.01% for craft employees. This compares to 4.10%, 8.33% and 11.09% for these groups respectively in the same quarter in 2005. Excluding the days lost due to the industrial action which took place in this quarter reduces the overall absence rate from 5.48% to 4.07%.

4. DIRECTOR'S COMMENTS

- 4.1 With regard to the absence levels reported for Quarter 2 the following points can be noted:
 - 4.1.1 In relation to the high absence rates for craft employees, this is attributable to a small number of long term absences which were dealt with in accordance with the Council's managing absence policy. Excluding these long term absences from the figures reduces the absence rates to 2.99% for this group for the period.
 - 4.1.2 Stress/Debility was the main reason for absence within Development & Property Services, accounting for 25.45% of the overall collective absence rate of 809.5 days. All absences will be monitored on an ongoing basis with referrals to Occupational Health and/or Employee Counselling Service as appropriate.
 - 4.1.3 30 absence reviews and 31 Follow-Up meetings had been held. There were 8 referrals to the Occupational Health Service.
 - 4.1.4 The Council's Managing Absence Policy is being strictly adhered to in terms of Absence Review Meetings.

5. FINANCIAL IMPLICATIONS – COST OF ABSENCE

5.1 The current cost of absence requires to be met from within existing resources.

6. LEGAL/POLICY IMPLICATIONS

6.1 Absence within Development and Property Services is being managed in accordance with Council Policy and employment legislation.

7. RECOMMENDATIONS

7.1 The Committee is asked to:

- (i) Note the contents of this report.

James Lavery
Executive Director of Development and Property Services
JL/AMcC -
19 July 2006

LIST OF BACKGROUND PAPERS

1. Departmental Returns – Quarter 2, 2006
2. Departmental Returns – Quarter 1, 2006

Any member wishing further information should contact Aynsley McCrone, Personnel Officer (Telephone 01563 576427).

Implementation Officer: James Lavery, Executive Director of Development and Property Services

DEVELOPMENT SERVICES COMMITTEE – 2 MAY 2006

ABSENCE MANAGEMENT REPORT QUARTER 2 (2006)

HISTORICAL DATA

APT&C EMPLOYEES

SECTION	Q2 2005 (01.04. 05 – 30.06.05)	Q2 2006 (01.04.06 – 30.06.06)	% INCREASE/ DECREASE
Economic Development & Property	5.22%	4.76%	-0.46%
Planning, Development & Building Standards	2.11%	1.45%	-0.66%
Roads & Transportation	3.79%	3.86%	+0.07%

SECTION	Q1 2006 (01.01. 06 – 31.03.06)	Q2 2006 (01.04.06 – 30.06.06)	% INCREASE/ DECREASE
Economic Development & Property	6.48%	4.76%	-1.72%
Planning, Development & Building Standards	4.72%	1.45%	-3.27%
Roads & Transportation	4.00%	3.86%	-0.14%

Council Target: 4%

MANUAL EMPLOYEES

SECTION	Q2 2005 (01.04. 05 – 30.06.05)	Q2 2006 (01.04.06 – 30.06.06)	% INCREASE/ DECREASE
Roads & Transportation	8.33%	4.08%	-4.25%

SECTION	Q1 2006 (01.01. 06 – 31.03.06)	Q2 2006 (01.04.06 – 30.04.06)	% INCREASE/ DECREASE
Roads & Transportation	6.49%	4.08%	-2.41%

Council target: 5%

CRAFT EMPLOYEES

SECTION	Q2 2005 (01.04. 05 – 30.06.05)	Q2 2006 (01.04.06 – 30.06.06)	% INCREASE/ DECREASE
Roads & Transportation	11.09%	8.01%	-3.08%

SECTION	Q1 2006 (01.01. 06 – 31.03.06)	Q2 2006 (01.04.06 – 30.06.06)	% INCREASE/ DECREASE
Roads & Transportation	3.41%	8.01%	+4.60%

Council Target: 5%