

EAST AYRSHIRE COUNCIL

SOCIAL WORK COMMITTEE : 3 NOVEMBER 2005

ABSENCE MANAGEMENT – QUARTER 2 2005 AND QUARTER 3 2005

Report by the Executive Director of Educational and Social Services

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise Committee of staff absence rates for Social Services, including Resource Support (Social Work), for the quarterly periods 1st April 2005 ending 30th June 2005 and 1st July 2005 ending 30th September 2005.

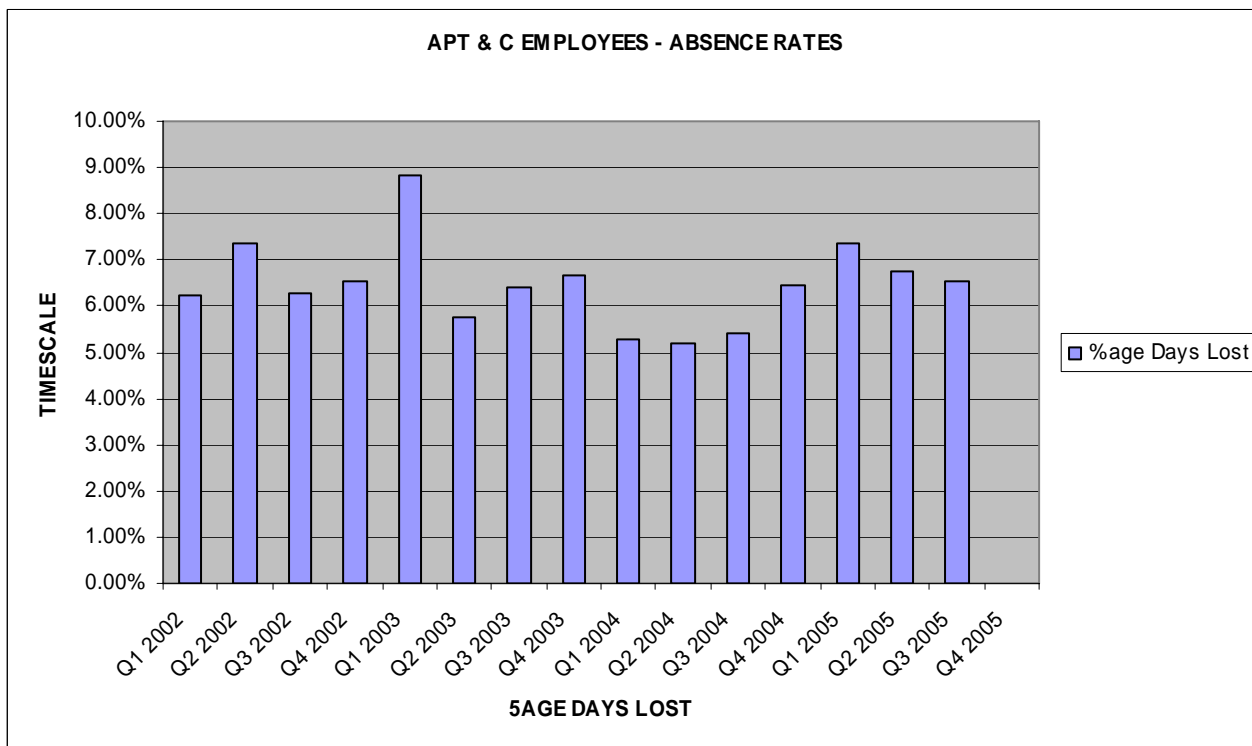
2. HISTORICAL INFORMATION

- 2.1 Historical data for the current reporting period is detailed in tabular form in Appendix 1 to assist members in considering absence rates.

3. ANALYSIS OF QUARTERLY ABSENCE RATES

- 3.1 The Council target for APT & C absence rates is 4%. Analysis of information gathered through the corporate personnel system highlights a total absence rate for Social Services and Resource Support of 6.77% for Quarter 2 2005 and 6.54% for Quarter 3 2005. Graph 1 (below) compares this with previous quarters in 2002, 2003 and 2004.

3.2 Graph 1 – APT & C Absence Rates for 2002 – 2005

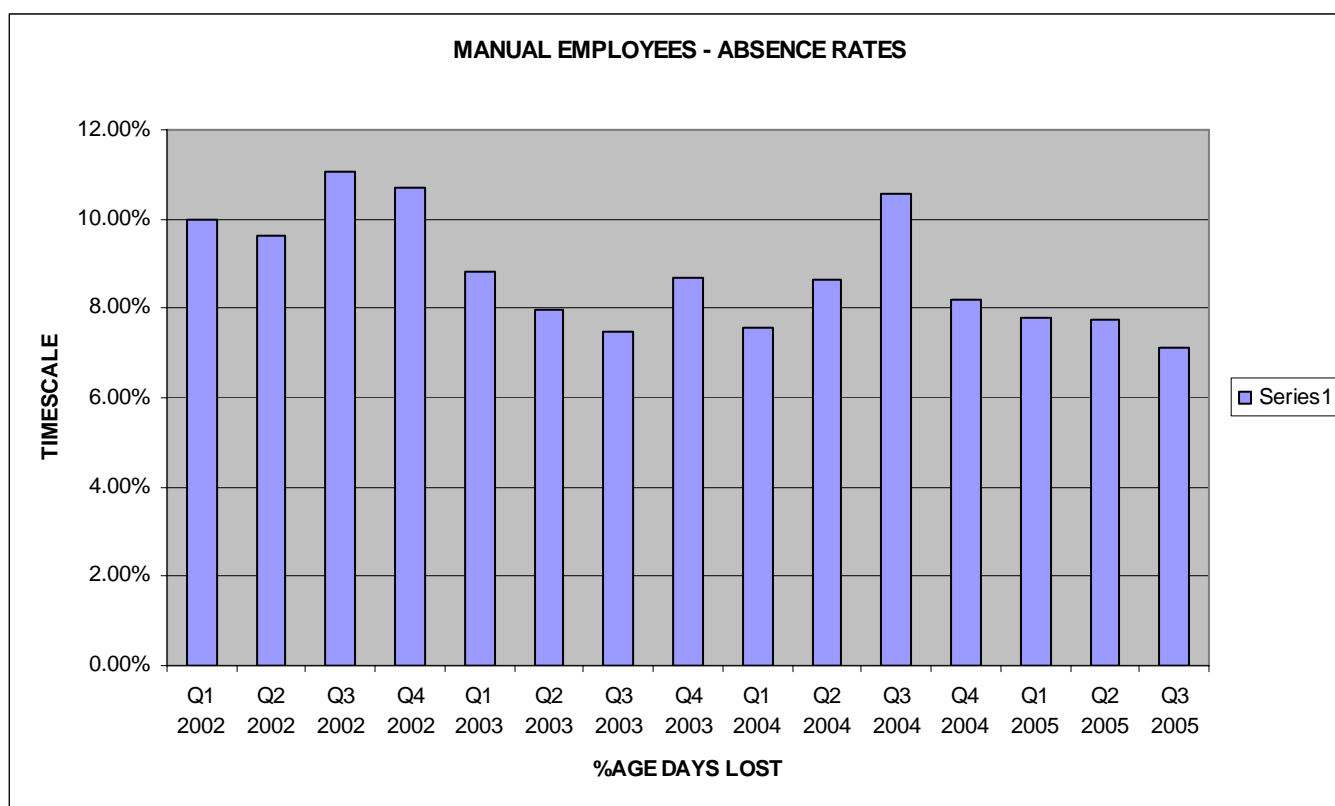


3.3 For Quarter 2 a total of 2,306 working days were lost which is a decrease of 254 days on Quarter 1. Of this figure 1,238 days were lost for medically certified absences covering a period of more than 4 weeks.

3.3.1 For Quarter 3 a total of 2,240 working days were lost which is a decrease of 66 days on Quarter 2. Of this figure 1,222 days were lost for medically certified absences covering a period of more than 4 weeks.

3.4 The Council target for Manual absence rate has been set at 5%. The statistics for Quarter 2 show an actual absence rate of 7.76% for this group of staff and 7.14% for Quarter 3 2005. Graph 2 (below) compares this with previous quarters in 2002, 2003, 2004, 2005.

3.5 Graph 2 – Manual Employees Absence Rate for 2002 – 2005



3.5.1 For Quarter 2 a total of 2,020 days were lost, which represents an overall increase in Manual staff absences of 76 days. Of this total 1,522 days lost were for medically certified absences covering more than 4 weeks.

3.5.2 For Quarter 3 a total of 1,859 days were lost which is a decrease of 161 days from Quarter 2. Of this 1,401 days were lost for medically certified absences which is a decrease of 121 days from the previous quarter.

4. EXECUTIVE DIRECTOR'S COMMENTS

4.1 Long term absence remains a significant issue within the Department.

As previously reported the predominant causes of absence continue to relate to musculo-skeletal, stress and recovery from operations. These issues are similar to previous quarters, however Members will also note that 125 referrals were made to Occupational Health Service. This is a 10% increase from Quarter 1 and equates to 58% of the Councils total referrals to Occupational Health.

- 4.2 Our comparator authorities are Clackmannanshire, North Ayrshire, Falkirk, North Lanarkshire, Inverclyde to which we would also add South Ayrshire based on a range of indicators. The table below details the absence rates for Quarter 2.

LOCAL AUTHORITY	APT&C	MW
CLACKMANNANSHIRE	7.1%	8.8%
EAST AYRSHIRE	6.77%	7.76%
SOUTH AYRSHIRE	8.49%	5.41%

Figures requested from other Authorities

- 4.3.1 Closure of Affleck House and relocation of staff has had a significant impact on absence within the Residential Units and we are currently addressing this.

5. FINANCIAL / LEGAL / POLICY IMPLICATIONS

- 5.1 There is no budget within Social Services to provide cover for absent staff therefore services must be maintained and costs managed within the total resource available.
- 5.2 Absenteeism within Educational and Social Services is being actively managed in accordance with Council policy and employment legislation.

6. RECOMMENDATIONS

- 6.1 Committee is asked to:
- (i) note the contents of this report.

John Mulgrew
Executive Director of Educational and Social Services
12 October 2005
Enc (2)

LIST OF BACKGROUND PAPERS

Nil

Any member wishing further information should contact :
Jackie Donnelly, Executive Head of Social Work at (01563) 576920.

IMPLEMENTATION OFFICER : JACKIE DONNELLY

SOCIAL WORK COMMITTEE – NOVEMBER 2005
ABSENCE MANAGEMENT REPORT – QUARTER 2 2005
HISTORICAL DATA

Comparison between Quarter 1 2005 and Quarter 2 2005

SECTION	Q1 2005 DAYS LOST	Q2 2005 DAYS LOST	% INCREASE/ DECREASE
Community Care	3290	3269	-0.6
Children & Families	537	592	+10.2
Criminal Justice	191	172	-9.9
Performance and Development	430	195	-54.6
Resource Support	56	98	+75

Comparison between Quarter 2 2004 and Quarter 2 2005

SECTION	Q2 2004 DAYS LOST	Q2 2005 DAYS LOST	% INCREASE/ DECREASE
Community Care	3035	3269	+7.7
Children & Families	341	592	+73.6
Criminal Justice	67	172	+156
Performance and Development	322	195	-39.4
Resource Support	95	98	+3.1

*Q2 2004 70 days were lost in Reception Services & Anti- Poverty not comparable with Q2 2005

SOCIAL WORK COMMITTEE – NOVEMBER 2005
ABSENCE MANAGEMENT REPORT – QUARTER 3 2005

HISTORICAL DATA

Comparison between Quarter 2 2005 and Quarter 3 2005

SECTION	Q2 2005 DAYS LOST	Q3 2005 DAYS LOST	% INCREASE/ DECREASE
Community Care	3269	3208	-61
Children & Families	592		
Criminal Justice	172	559	-205
Performance and Development	195	235	+40
Resource Support	98	97	-1

Comparison between Quarter 3 2004 and Quarter 3 2005

SECTION	Q3 2004 DAYS LOST	Q3 2005 DAYS LOST	% INCREASE/ DECREASE
Community Care	3435	3208	-227
Children & Families	417		
Criminal Justice	89	559	-53
Performance and Development	183	235	+52
Resource Support	136	97	-39

*Q3 2004 125 days were lost in Reception Services & Anti- Poverty not comparable with Q3 2005

Q3 restructure has resulted in Children & Families joined with Criminal Justice and Performance and Development totals include Resources.