

EAST AYRSHIRE COUNCIL

SOCIAL WORK COMMITTEE – 7 SEPTEMBER 2006

ABSENCE MANAGEMENT – QUARTER 2 2006

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 Work Services, including Resource Support (Social Work), for the quarterly period 1st April 2006 ending 30th June 2006.

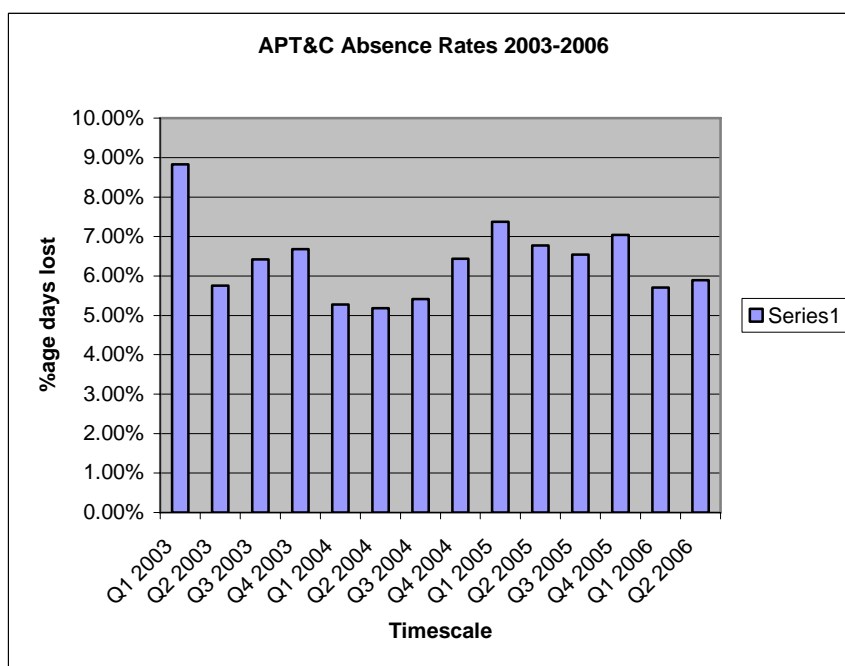
2. HISTORICAL INFORMATION

- 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 Work Services and Resource Support of 5.89%. Graph 1 (below) compares this with previous quarters in 2003, 2004, 2005 and 2006.

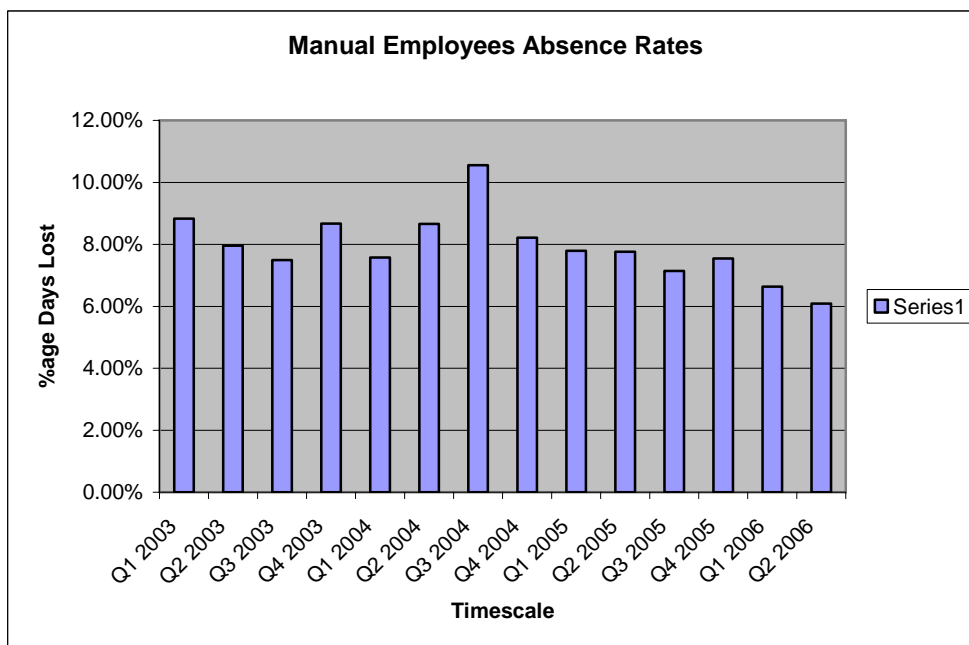
3.2 Graph 1 – APT & C Absence Rates for 2003 – 2006



3.3 For Quarter 2 a total of 2133 working days were lost which is an increase of 102 days on Quarter 1. Of this figure 1210 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 6.09% for this group of staff. Graph 2 (below) compares this with previous quarters in 2003, 2004, 2005 and 2006.

3.5 **Graph 2 – Manual Employees Absence Rate for 2003 – 2006**



3.5.1 For Quarter 2 a total of 1688 days were lost, which represents an overall increase in Manual staff absences of 254 days. Of this total 1130 days lost were for medically certified absences covering more than 4 weeks.

4. **EXECUTIVE DIRECTOR'S COMMENTS**

4.1 With regard to the absence levels reported fro Quarter 2 the following can be noted:

4.1.1 The overall absence rate of 5.98% is the lowest reported since 2003.

4.1.2 Long term absence remains a significant issue within the Department. As previously reported the predominant causes of absence continue to relate to muscular-skeletal conditions, stress and recovery from operations. These issues are similar to previous quarters; however Members will also note that referrals made to Occupational Health Service, as a department, equates to 39% of the Councils total referrals to Occupational Health.

4.1.3 With regard to both short term and long term absence 51 Absence Reviews and 47 Follow-Up Meetings were held with 52 referrals being made to the Occupational Health Service.

4.1.4 A detailed review of individual record cards within each section has been carried out to ensure that the Council's Managing Absence Policy is being adhered to in terms of Absence Review Meetings.

5. FINANCIAL IMPLICATIONS

5.1 As there is no budget within Social Work Services to provide cover for absent staff, and services must be maintained, costs are managed within the total resources available.

6. LEGAL/POLICY IMPLICATIONS

6.1 Absenteeism within Social Work is being managed in accordance with Council Policy and employment legislation.

7. RECOMMENDATIONS

7.1 Committee is asked to:

- (i) note the contents of this report.

Graham Short

Executive Director of Educational and Social Services

6/5/06

Enc (1)

LIST OF BACKGROUND PAPERS

Nil

Any member wishing further information should contact:
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IMPLEMENTATION OFFICER: JACKIE DONNELLY

Comparison between Quarter 1 2006 and Quarter 2 2006

SECTION	Q1 2006 DAYS LOST %	Q2 2006 DAYS LOST %	% INCREASE/ DECREASE
Community Care - Adults	5.03	8.17	+3.14
Community Care – Locality	5.99	5.05	-0.94
Community Care - Older	6.84	5.29	-1.55
Children & Families	6.57	6.30	-0.27
Criminal Justice	7.42	6.39	-1.03
Resources	5.29	7.24	+1.95

Comparison between Quarter 2 2005 and Quarter 2 2006

SECTION	Q2 2005 DAYS LOST %	Q2 2006 DAYS LOST %	% INCREASE/ DECREASE
Community Care - Adults	N/A	8.17	
Community Care – Locality	N/A	5.05	
Community Care - Older	N/A	5.29	
Total Community Care	7.66	5.70	-1.96
Children & Families	9.36	6.30	-3.06
Criminal Justice	13.13	6.39	-6.74
Resources	3.20	7.24	+4.04