

SICKNESS ABSENCE

Report By: Directorate Support Officer

Wards Affected

None.

Purpose

1. To report on the sickness absence and other matters for the Policy & Community Directorate for the year to 31st July 2004.

Considerations

2. Attached at Appendix 1 is the Human Resources report taken from the Computerised Human Resources Information System (CHRIS).
3. The report covers the year 1st August 2003 – 31st July 2004. The figures include the sickness for all employees within the Directorate except casuals. This means that the statistics are slightly different from those reported as the Council's BVPI.
4. The report shows the number of people working in each division of the Directorate and the full time equivalent (FTE). The next column shows the FTE days lost for each division followed by the average days lost per FTE.
5. The days lost are 5.59 per FTE which compares well with the figure to the year ending 1st April 2004 which was 5.94 per FTE and is less than the current overall figure for the Council of 7.75 FTE days lost per employee.
6. Turnover for the year to 31st July 2004 has remained at 12.73% which is high compared to the Council average. The breakdown of the employees into Division is shown in Appendix 1.
7. The reasons for sickness absence are shown in Appendix 1.

Recommendation

That the report is noted.

Background Papers

- None identified

Further information on the subject of this report is available from
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