

ANGUS COUNCIL

PERSONNEL AND PROPERTY SERVICES COMMITTEE - 1 FEBRUARY 2000

REPORT BY DIRECTOR OF PERSONNEL

SICKNESS ABSENCE

**ABSTRACT**

This report advises of the level of sickness absence within Angus Council for the period 1 July - 30 September 1999.

**1 RECOMMENDATION**

The Committee note the terms of this report for its interest.

**2 BACKGROUND**

The Personnel and Property Services Committee of 2 September 1997 noted that each Department will maintain sickness absence records in a standard format and that the Personnel Department will collate these figures on a quarterly basis and submit a report to this Committee advising of the figures for the Council as a whole.

The Committee also noted that the figures would include Teachers sickness absence data and would be presented on a non manual/manual basis to enable direct comparisons with national data.

The Personnel and Property Services Committee of 1 September 1998 agreed that the quarterly sickness absence information incorporate:

- figures indicating number of days of absence per employee
- a comparison with the equivalent quarter in the previous year
- departmental figures
- a breakdown of absence figures into absences of one day, between two and five days and of more than five days

**3 SICKNESS ABSENCE 1 JULY - 30 SEPTEMBER 1999**

The following figures have now been completed for the second quarter of the 1999-00 financial year ie 1 July - 30 September 1999. The Committee is asked to note that no comparison with the same period last financial year is given. The reason for this is that with effect from 1 April 1999 the way in which absence figures are calculated has been adjusted to comply with the requirements of the Accounts Commission. This means that even given an identical level of sickness between this year and last the absence figures for this year would appear as higher and accordingly any comparison would be distorted. Comparison with the previous year will however resume in 2000/01.

The figures should be considered against the most recently available NATIONAL DATA which show an average absenteeism rate within public sector organisations of 4.8% and in private organisations with more than 1000 staff a rate of 3.1% (Source: Apac National HR Database).

#### NUMBER OF WORKING DAYS LOST

Non Manual	4887.50
Manual	3253.50
Combined	8141.00

#### PERCENTAGE OF DAYS LOST AGAINST AVAILABLE WORKING DAYS

Non Manual	3.38%
Manual	7.18%
Combined	4.29%

A breakdown of the percentage of days lost against available working days by department is available within the "Members' Lounge".

#### AVERAGE DAYS LOST PER EMPLOYEE

Non Manual	1.46
Manual	3.21
Combined	1.86

#### BREAKDOWN OF ABSENCE FIGURES

The attached Appendix illustrates in percentage terms (a) total days lost through absences of one day, absences of two to five days and absences of more than five days and (b) incidences of absence of one, two to five and more than five days.

#### 4 FINANCIAL IMPLICATION

There are no direct financial implications associated with the terms of this report.

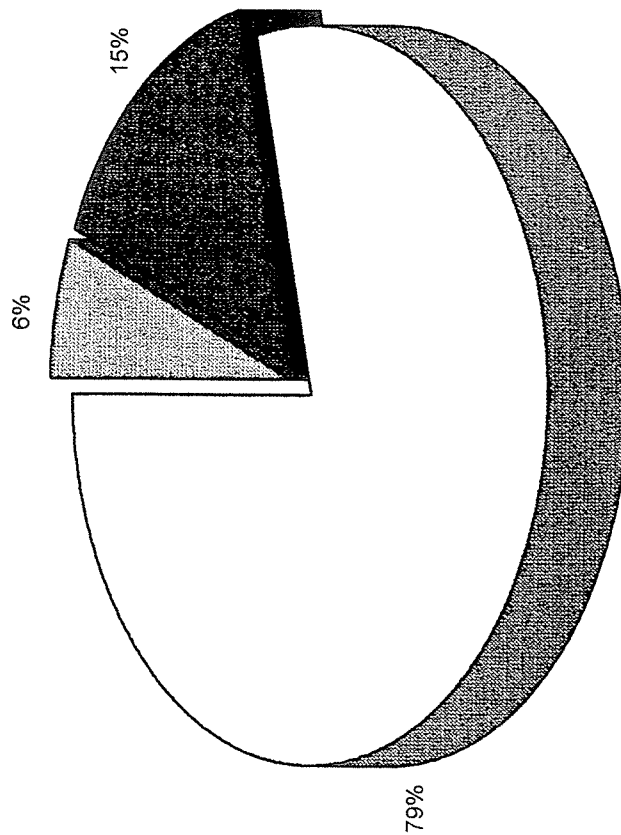
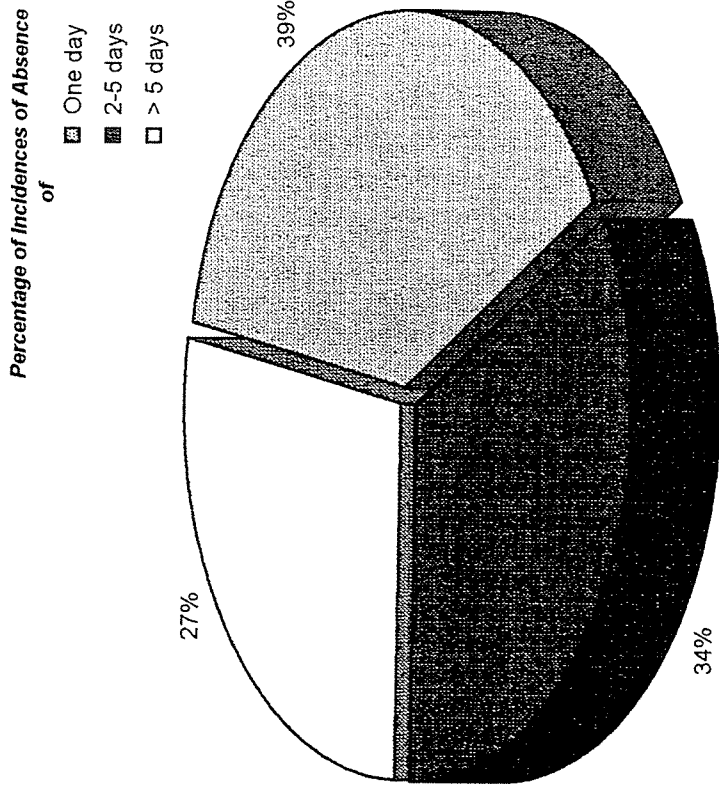
#### 5 CONSULTATION

The Chief Executive, Director of Finance and Director of Law and Administration have been consulted on the terms of this report.

**Janice Torbet**  
**Director of Personnel**  
**December 1999**  
**HMR**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

**CORPORATE BREAKDOWN OF PERIODS OF ABSENCE**  
1 July 1999 - 30 September 1999



Percentage of Total Days Lost through

- ▣ Absences of one day
- ▤ Absences of 2 - 5 days
- ▥ Absences > 5 days

