

South Ayrshire Council**Report by Head of HR and Organisational Development
to Corporate and Community Planning Standing Scrutiny Panel
of 1 December 2011**

**Subject: Scrutiny Review: Strategic Review of Absence
Management**

1. Purpose

- 1.1 The purpose of this report is to advise the Panel of the progress to date with the ongoing strategic review of absence, including the absence statistics for the Council for the period 1 July to 31 October 2011.

2. Recommendation

- 2.1 **The Panel is asked to note the contents of the report.**

3. Background

- 3.1 The strategic review of absence is part of the Panel's scrutiny review programme and to facilitate this Members are provided with regular reports outlining progress across various elements of the strategic review of absence.

4. Proposals**4.1 Absence Statistics**

- (1) [Appendix 1](#) illustrates the absence rates, both long and short term, by Directorate for the quarter 1 July to 31 October 2011.
- (2) [Appendix 2](#) provides the comparative absence rates per month from April 2010 to October 2011 and [Appendix 3](#) illustrates the quarterly absence trends for previous years from April 2007 to October 2011.
- (3) [Appendix 4](#) shows the number of days lost each month in 2011/12 and projects each month's figures to illustrate the annual average work days lost per employee.
- (4) [Appendix 5](#) provides the main reasons for absence for the period; [Appendix 6](#) shows the reasons for occupational health referrals during the period with the main reasons being psychological and musculoskeletal related absences.
- (5) The projected annual average days lost per employee would equate to an estimated annual cost of £738 per employee.

5. Resource Implications**5.1 Financial**

There are no resource implications with this report.

5.2 Legal

Not applicable.

5.3 **Human Resources**

Not applicable.

6. **Risk**

6.1 Risks are currently being managed within the operational activities of the Service Directorates.

7. **Equalities**

7.1 This report is not proposing new services, policies, or plans (or significant changes to or reviews of them). This report therefore has not been assessed for equalities impact.

8. **Sustainable Development Implications**

8.1 This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy.

9. **Options Appraisal**

9.1 An option appraisal has not been carried out in relation to the subject matter of this report.

10. **Link to Council's Priorities/ Improvement Programme**

10.1 The proposals contained in this report outline the performance in terms of the Directorate's financial resources which forms an integral part of the achievement of the Council's Corporate and Directorate plans and Improvement Programme.

11. **Results of Consultation**

- (1) There has been no public consultation on the contents of this paper.
- (2) Consultation has taken place with Councillor Robin Reid, Portfolio Holder for Resources and Performance.
- (3) Consultation has taken place with Trade Unions.

Background Papers **None**

Person to Contact **Angela Wilson, Head of HR and Organisational Development
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612696
E-mail angela.wilson@south-ayrshire.gov.uk**

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