



Belfast City Council

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| Report to: | Strategic Policy and Resources Committee |
| Subject: | Absence Management |
| Date: | 22 August 2008 |
| Reporting Officer: | Jill Minne, Acting Head of Human Resources |
| Contact Officer: | Jackie Leslie, Principal Consultant, ext 2418 |
| Purpose | |
| <p>The purpose of this report is to inform members of the council's performance in managing absence during quarter one, April – June 2008. The target is to reduce absence by two days by 2010/11. After the first quarter the cumulative figure is on target to achieve this.</p> | |
| Relevant Background Information | |
| <p>In 2007/08 the average number of days lost per full time employee was 13.91 The Strategic Policy and Resources Committee agreed an overall Council target reduction in absence of 2 days by 2010/11.</p> | |
| Key Issues | |
| <p>Absence Management Performance Quarter One April – June 2008</p> <ul style="list-style-type: none">• The following are the key absence performance indicators for quarter one, April – June 2008. Appendix one provides absence rates at corporate, department and service levels against target and performance for the same time last year, as requested by members.• The average number of working days lost per FTE for quarter one for this year is 2.79 days• The average number of working days lost per FTE for last quarter (quarter four of 2007/08) was 3.49 days• The average number of working days lost per FTE for the same quarter last year (quarter one 2007/08) was 3.35 days.• This represents a reduction of 0.70 day for quarter four last year and 0.56 day for the same time last year.• This means that at quarter one the council is on target. (i.e. to reduce by two days by 2010/11) | |

- 75.31% of staff had no absence during quarter one of this year. This represents an increase for the same time last year when 70.85% of staff had no absence.
- 5.29 % of the council's staff were categorised as long term absent. This represents a decrease from the same time last year of 6.85%%

Recommendations

Members are asked to note the performance figures for quarter one 2008/09

Documents Attached

Appendix 1 – Quarter one performance indicators