
To: Joint Committee

On: 6 September 2019

Report by: Clyde Muirshiel Regional Park

Heading: Quarterly Absence Statistics

1. Summary

- 1.1 This report seeks to inform members of the Joint Committee of the quarterly absence statistics for the most recently completed quarter April to June 2019.
-

2. Recommendation

- 2.1 It is recommended that members of the Joint Committee:
- (i) Consider the quarterly absence statistics for the period 25 March to 23 June 2019.
 - (ii) Should receive further regular reports on the Park's absence statistics.
-

3. Background

- 3.1 Absence statistics have been reported to the Park Authority since 2011.
- 3.2 All absences are managed under the provisions of Renfrewshire Council's Supporting Attendance Guidelines.
-

4. Quarterly Absence Statistics and Context

4.1 Reporting pattern for statistics is:

Joint Committee Meeting	Absence Quarter Reported
September	April, May & June
December	July, Aug & Sept.
February	Oct, Nov & Dec.
June	Jan, Feb & March

4.2 The quarterly absence statistics for the Park Authority 25 March to 23 June 2019, with the previous quarter's statistics in brackets, are:-

	APT&C Office		APT&C outdoor		Manual		TOTAL	
Type of absence	Lost work days	% loss	Lost work days	% loss	Lost work days	% loss	Lost work days	% loss
Self certificated	9.5 (7)	2.12 (1.70)	5 (0)	0.84 (0)	7 (3)	3.12 (1.66)	21.5 (10)	1.69 (0.93)
Medically certificated	30 (2)	6.70 (0.49)	0 (0)	0 (0)	30 (3)	13.36 (1.66)	60 (5)	4.73 (0.46)
Industrial injury	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)
TOTAL	39.5 (9)	8.82 (2.18)	5 (0)	0.84 (0)	37 (6)	16.48 (3.31)	81.5 (15)	6.42 (1.39)
Work days available	448 (412)		596 (482.5)		224.5 (181)		1268.5 (1075.5)	
No. of employees	10 (10)		12 (11)		4 (4)		26 (25)	
Absence rate days/employee/quarter	3.95 (0.9)		0.42 (0)		9.25 (1.5)		3.13 (0.6)	

APT&C outdoor staff is comprised of Countryside Rangers and Outdoor Activity Instructors.

4.3 The following table demonstrates the key statistics for the past period, figures for the same periods of the previous rolling year are provided for comparison:

Quarter Ending	Sept 2018	Dec 2018	Mar 2019	June 2019 (current)
Days lost / employee	3.61	1.48	0.6	3.13
Absence rate %	7.5	3.0	1.39	6.4

Quarter Ending	Sept 2017	Dec 2017	March 2018	June 2018
Days lost / employee	2.19	1.9	1.07	1.53
Absence rate %	4.69	3.95	2.4	3.0

The absence rate for this current quarter is higher than the previous quarter and higher than the same period last year.

4.4 It should be borne in mind that several factors can influence the statistics in any particular quarter. The Regional Park has a small staff complement, therefore one or two long term absences can have a significant impact on the figures.

5. Conclusion

5.1 The absence rate for this current quarter is higher than the previous three quarters and higher than last year.

Author: Fiona Carswell, CMRP Park Coordinator
Date: 6th September 2019