Executive Office

## December 2016

|  | Total Number of Days Lost (Rolling Year) |  |  |  | Comparison of Average Days Lost to Directorate Target (Rolling Year) |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Directorate | Number of FTE Employees | Total Work Days <br> Available (FTE) <br> (Based on <br> calculation, not an exact figure) | Total FTE Days Lost to Sickness | Percentage of Days Lost | Average <br> Days Lost <br> Per FTE <br> (Rolling <br> Year) | Average <br> Days Lost <br> per FTE <br> (Month) | Directorate Target (16/17) | Comparison of <br> Average to Directorate Target (Rolling Year) |
|  | 1.00 | 228.00 | 7.00 | 3.07\% | 7.00 | 0.00 | 6.72 | 0.28 |
| Corporate Communications | 12.00 | 2,736.00 | 36.00 | 1.32\% | 3.00 | 2.17 | 6.72 | -3.72 |
| Democratic \& Member Support | 11.00 | 2,507.38 | 53.55 | 2.14\% | 4.87 | 0.64 | 6.72 | -1.85 |
| Neighbourhood \& Community Services | 4.60 | 1,048.80 | 16.00 | 1.53\% | 3.48 | 0.00 | 6.72 | -3.24 |
| Policy, Performance \& Partnerships | 20.49 | 4,672.77 | 332.04 | 7.11\% | 16.20 | 0.62 | 6.72 | 9.48 |
| Executive Office | 49.09 | 11,192.95 | 444.59 | 3.97\% | 9.06 | 0.93 | 6.72 | 2.34 |

Rolling Year
Long and Short Term FTE Days Lost and the Total Employees Attributing to the Absences


| Average Number of Sick Days per FTE for the rolling year ended: |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Department | Jan 16 | Feb 16 | Mar 16 | Apr 16 | May 16 | Jun 16 | Jul 16 | Aug 16 | Sep 16 | Oct 16 | Nov 16 | Dec 16 |
| Corporate Communications | 2.68 | 3.62 | 5.42 | 6.32 | 6.77 | 6.68 | 0.85 | 0.85 | 0.69 | 0.69 | 0.83 | 3.00 |
| Democratic \& Member Support | 1.38 | 1.23 | 1.08 | 1.23 | 1.08 | 0.62 | 11.43 | 9.62 | 7.62 | 6.32 | 6.14 | 4.87 |
| Neighbourhood \& Community Services | 17.82 | 18.28 | 17.82 | 17.28 | 16.55 | 13.53 | 1.48 | 1.52 | 1.61 | 1.96 | 3.48 | 3.48 |
| Policy, Performance \& Partnerships | 8.49 | 12.51 | 13.80 | 15.04 | 14.73 | 17.10 | 13.38 | 13.26 | 15.68 | 17.07 | 16.61 | 16.20 |
| Executive Office | 6.24 | 7.53 | 8.70 | 9.27 | 9.27 | 9.25 | 8.73 | 7.89 | 8.42 | 8.74 | 8.98 | 9.06 |



Top 5 Known Reasons for Short Term Absences (Departments with less than five people off sick hidden)


