

DECISION-MAKER:	GOVERNANCE COMMITTEE		
SUBJECT:	QUARTERLY HR STATISTICS		
DATE OF DECISION:	13 NOVEMBER 2017		
REPORT OF:	SERVICE DIRECTOR HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT		
<u>CONTACT DETAILS</u>			
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STATEMENT OF CONFIDENTIALITY

None. This report contains no personal information relating to specific individuals.

RECOMMENDATIONS:

- i. To note the Quarter 1 and Quarter 2 2017/8 HR statistics as requested.

REASONS FOR REPORT RECOMMENDATIONS

1. The Governance Committee requested quarterly, Council wide information on key employment data covering disciplinaries, dismissals, and referrals to the police, suspensions and grievances. A format for the information was agreed with the Committee for reports from November 2017 onwards.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None.

DETAIL (Including consultation carried out)

3. **Quarter 1:** In the period April-June 2017 the Council had: 1 Final Written Warning; a total of 4 dismissals (2 on disciplinary grounds, 2 as a result of service restructures), no referrals to the police, no suspensions and 4 grievance resolutions.
Quarter 2: In the period July- September 2017 the Council has had no Final Written Warnings; a total of 5 dismissals (2 on disciplinary grounds, 1 on a failure to successfully complete a probationary period and 2 as a result of service restructures); no referrals to the police; 1 grievance resolution and 1 current suspension.
4. All matters are supported by the HR Advisor to the service area to ensure application of correct policies and procedures and consistency of practice. The monitoring will help identify any specific areas or issues of concern which require additional investigation or support.

RESOURCE IMPLICATIONS

Capital/Revenue

5. None

Property/Other

6. Not applicable.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

7. S.101 Local Government Act 1972 and associate employment legislation

Other Legal Implications:

8. None

POLICY FRAMEWORK IMPLICATIONS

9. None

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None
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SUPPORTING DOCUMENTATION

Appendices

1.	Q1 and Q2 table of data
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Documents In Members' Rooms

None

Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out?	No
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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