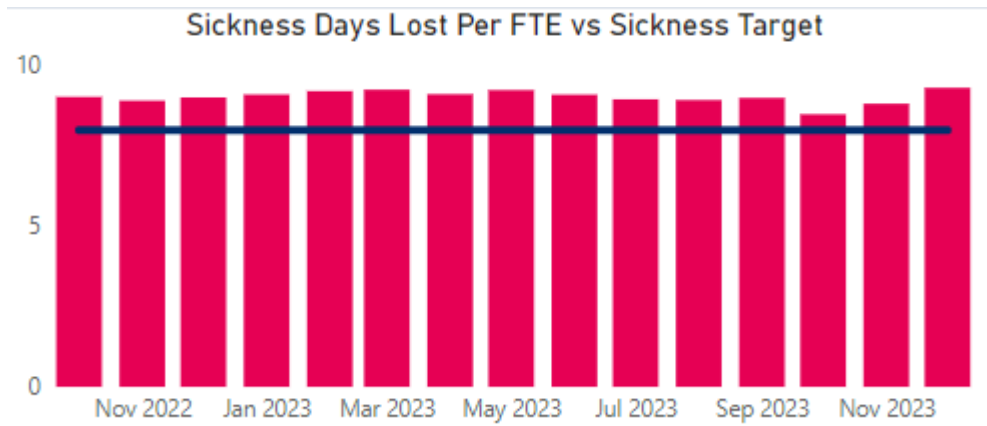
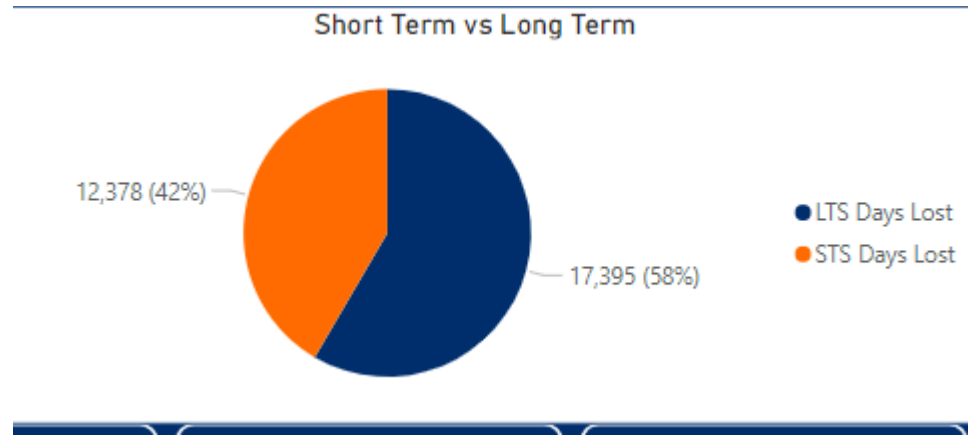


DECISION-MAKER:		GOVERNANCE COMMITTEE	
SUBJECT:		Human Resources (HR) Data Quarter Three	
DATE OF DECISION:		12th February 2024	
REPORT OF:		Head of Human Resources and Organisational Development	
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Chris Bishop	Tel: 023 8083 2087
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Director of Customer & Employee Experience	Name:	James Marshall	Tel: 023 8083 3015
	E-mail:	james.marshall@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
None. This report contains no personal information relating to specific individuals.			
BRIEF SUMMARY			
The Governance Committee requested quarterly, council wide information on key employment data covering disciplinaries, dismissals, suspensions and grievances.			
The report format is as requested and agreed with the Governance Committee.			
RECOMMENDATIONS:			
	(i)	To note the latest HR statistics as requested.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	As requested by the Governance Committee.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	N/A		
DETAIL (Including consultation carried out)			
3.	<p>Quarter 3, October 2023 – December 2023: In the period the Council had:</p> <p>A total of 62 dismissals:</p> <ul style="list-style-type: none"> • 4 on disciplinary grounds • 3 for end of fixed term contracts • 47 as a result of service restructures • 1 for sickness absence • 6 for ill health retirements • 1 for failed probation <p>We also had 3 suspensions within this quarter.</p>		

4. Overall sickness levels for the council this quarter showed an average 9.3 days per employee. The sector “average” is 8 days. When analysing the data over a 12 month period the trends are shown below. The data reveals SCC is consistently above the sector average 8 days sickness per Full Time Equivalent (FTE), with some small fluctuations across the year.

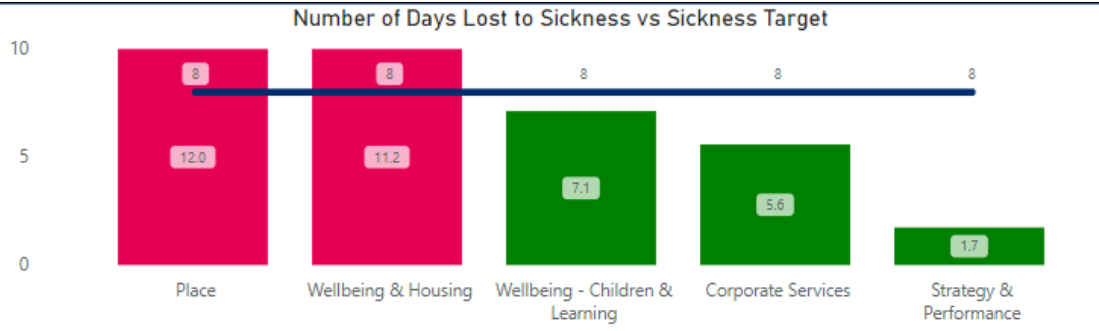


5. Short term absence accounts for 42% of the overall absence, whilst long term sickness accounts for 58%. Long term sickness is defined as a continuous period of absence exceeding 20 days.



The biggest causes of long term sickness by a significant proportion are musculoskeletal and psychological related absences, totalling 4,516 and 5,595 days lost over the last 12 x months.

6. When looking at the data across our broad directorates, sickness is more prevalent in ‘Place’ and ‘Wellbeing and Housing’, where sickness rates are 12 days and 11.20 days lost per FTE. Comparatively, ‘Children & Learning’, ‘Corporate Services’ and ‘Strategy & Performance’ have lower sickness rates, all under the 8 x days target. For context, staff numbers are provided underneath the sickness chart.



Correct Team	Permanent	Fixed Term	Secondment	Apprentice	Total
Corporate Services	587	29	10	3	629
Place	870	105	6	4	985
Strategy & Performance	69	21	6	0	96
Wellbeing - Children & Learning	653	28	7	2	690
Wellbeing & Housing	1057	46	11	7	1121
SCC	3236	229	40	16	3521

7. The HR team provide managers with monthly absence data and detail and look to identify and address “hot spots” and underlying issues against which to target interventions including information, support, occupational health appointments, phased return and in some cases, dismissal.

As well as this, we have recently reviewed participation in absence management learning sessions by managers and the amount of absence management cases being taken forward. This has shown that there is correlation between higher learning participation and case numbers in directorates with the highest absence levels.

A lot of our wellbeing activity has been focused on increasing and promoting our Mental Health First Aiders, local Wellbeing Champion support, menopause cafes, and helping people deal with the cost of living situation. We have a new wellbeing SharePoint site to share information and signpost employees to internal and external support. We also run wellbeing and resilience sessions for managers and staff.

RESOURCE IMPLICATIONS

Capital/Revenue

8. None

Property/Other

9. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

10. None

Other Legal Implications:

11.	None
RISK MANAGEMENT IMPLICATIONS	
12.	None
POLICY FRAMEWORK IMPLICATIONS	
13.	None

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
	None

Documents In Members' Rooms

1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
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