

DECISION-MAKER:	GOVERNANCE COMMITTEE		
SUBJECT:	Human Resources (HR) Data Quarter One (24/25)		
DATE OF DECISION:	22 July 2024		
REPORT OF:	Acting Head of 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.

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.

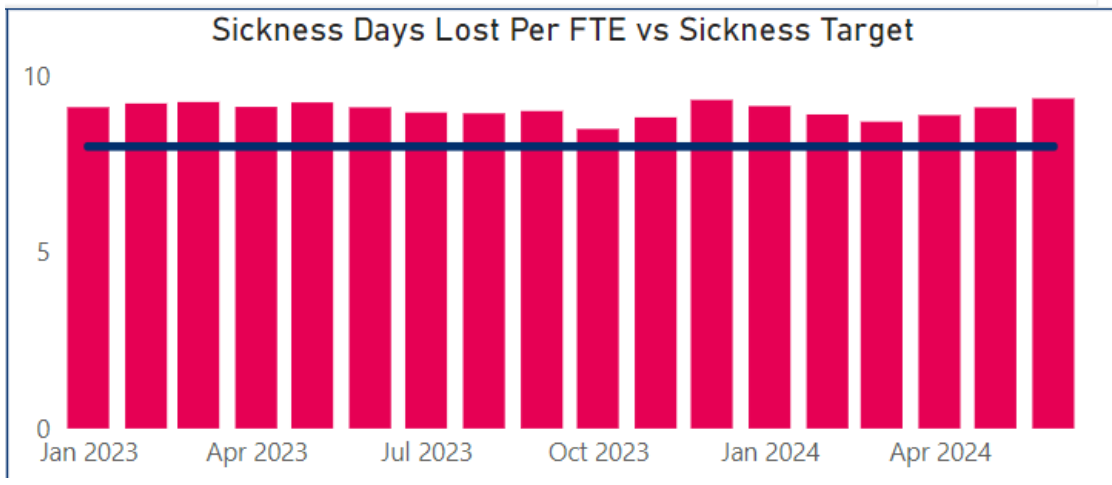
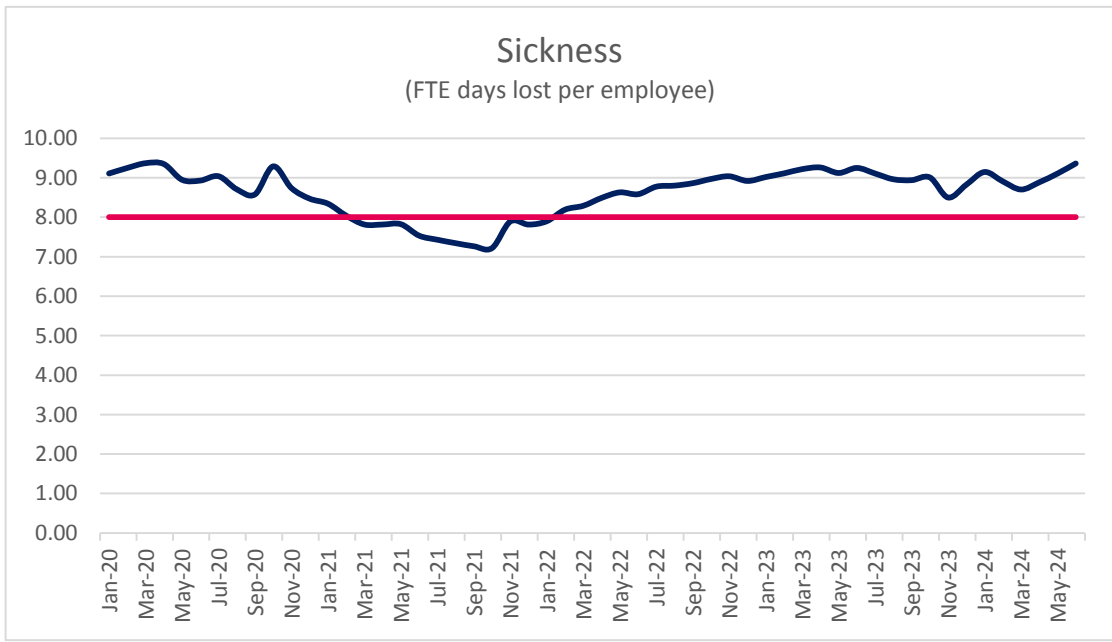
RECOMMENDATIONS:
(i) To note the latest HR statistics as requested.

REASONS FOR REPORT RECOMMENDATIONS
1. As requested by the Governance Committee.

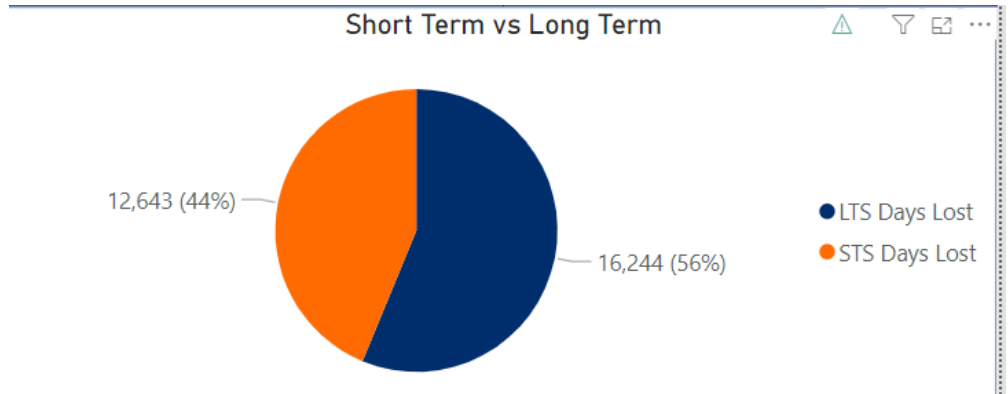
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED
2. N/A

DETAIL (Including consultation carried out)
3. Quarter 1, April 2024 – June 2024: A total of 21 dismissals: <ul style="list-style-type: none"> • 4 for end of fixed term contracts • 13 as a result of service restructures • 1 for sickness absence • 2 for ill health retirements • 1 for failed probation <p>We also had 5 suspensions within this quarter and 3 grievance/dismissal appeals.</p>
4. Overall sickness levels for the council this quarter showed an average 9.12 days per employee. The sector “average” is 8 days. When analysing the data over the last 4.5 years 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 periods shown.

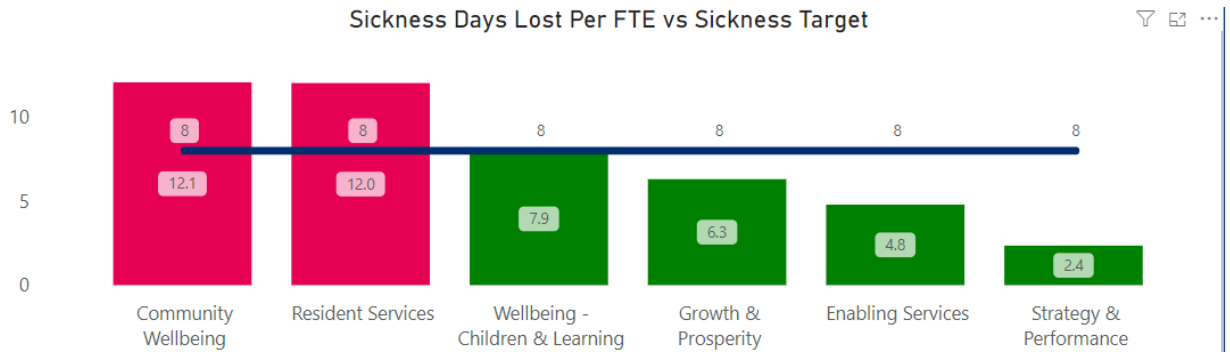


5. Short term absence accounts for 44% of the overall absence, whilst long term sickness accounts for 56%. Long term sickness is defined as a continuous period of absence exceeding 20 days.

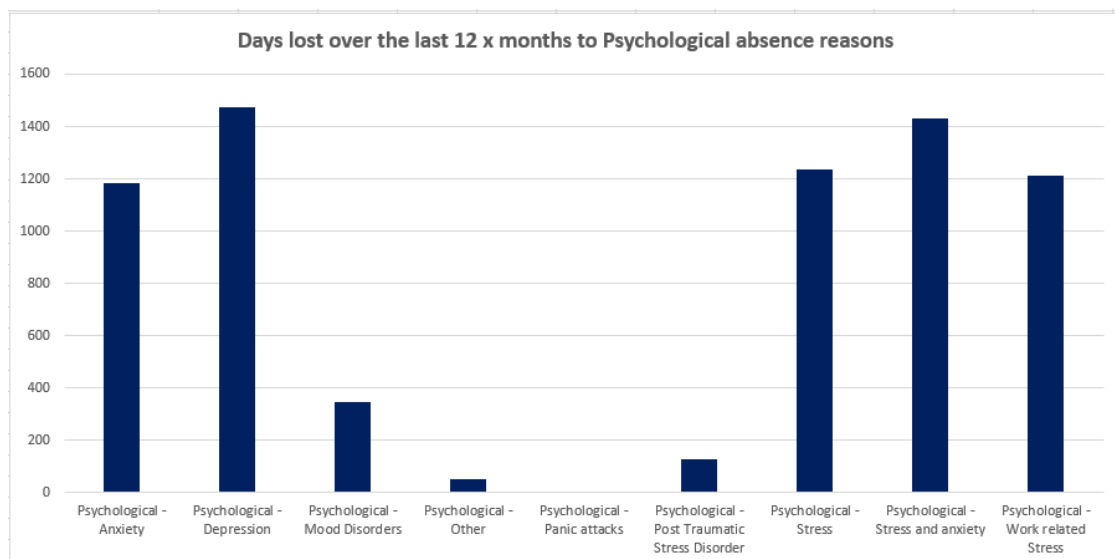


The biggest causes of long term sickness by a significant proportion are musculoskeletal and psychological related absences.

6. When looking at the data across our broad directorates, sickness is more prevalent in 'Community Wellbeing' and 'Resident Services', where sickness rates are 12.1 days and 12 days lost per FTE. Comparatively, 'Growth & Prosperity', 'Enabling Services' and 'Strategy & Performance' have lower sickness rates, all under the 8 x days target.



The graph below shows the breakdown of psychological absence reasons across the last 12 months. The highest number of days lost has been due to depression, followed by stress & anxiety. Health and Safety Executive data shows that 49 per cent of all occupational ill-health last year was stress related.



The table below shows the absence split by legal sex to demonstrate the impact of absence by this characteristic. This shows that proportionally male employees have more sickness absence compared to female employees at 9.38 days lost per male versus 8.49 days lost per female.

Legal Sex	Total days lost to absence in the last 12 x months	FTE	Avg. Days Lost per Employee
Female	14,604	1,719	8.49
Male	12,892	1,375	9.38

For context, staff numbers are provided below to show the split of our workforce by employment type. Apprenticeships include existing employees who are undergoing an apprenticeship for their development, as well as those who joined the council as an apprentice.

	Perm	FTC	Secondment	Agency	Apprenticeships
Community Wellbeing	456	9	6	26	22
Enabling Services	441	12	9	13	16
Growth & Prosperity	349	93	4	78	20
Resident Services	1236	32	10	122	30
Strategy & Performance	64	18	5	2	2
Wellbeing - Children & Learning	635	29	6	11	16
SCC	3181	194	40	252	106

7. The HR team provide managers with monthly detailed absence data, 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.
- Managers are supported at all levels in applying the absence management policies consistently. The need for further support following a change in work practices was identified in Waste Services, which has been met and has led to ensuring that HR policies are applied in a consistent and timely manner.
- 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. S1 Localism Act 2011 and S101 Local Government Act 1972

Other Legal Implications:

11. None

RISK MANAGEMENT IMPLICATIONS

12. None

POLICY FRAMEWORK IMPLICATIONS

13.	None
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KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	none
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	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