



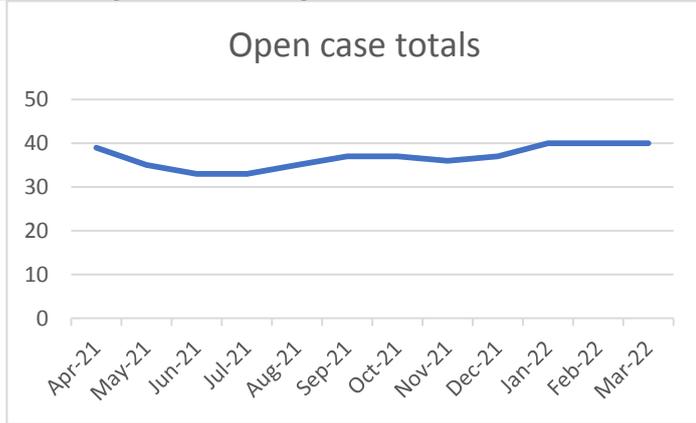
Employee Relations Annual Report on Casework and Policies

1 April 2022 to 31 March 2022



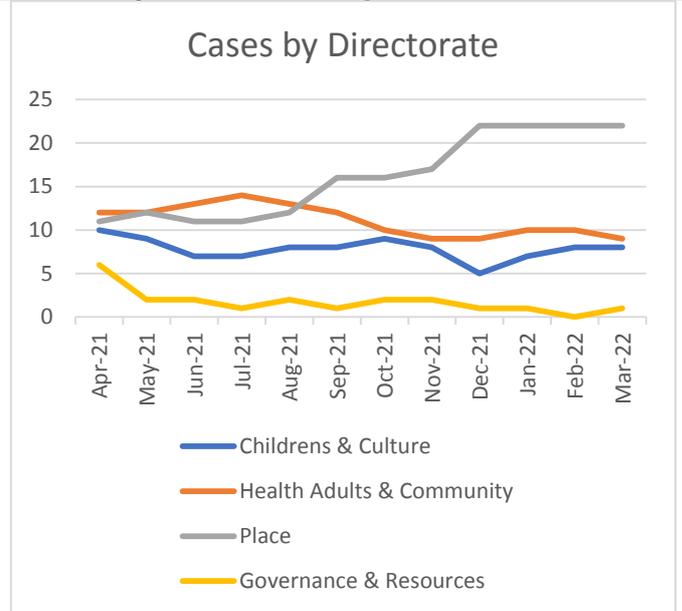
ER Casework Dashboard

Total open cases Apr 21 to Mar 22:



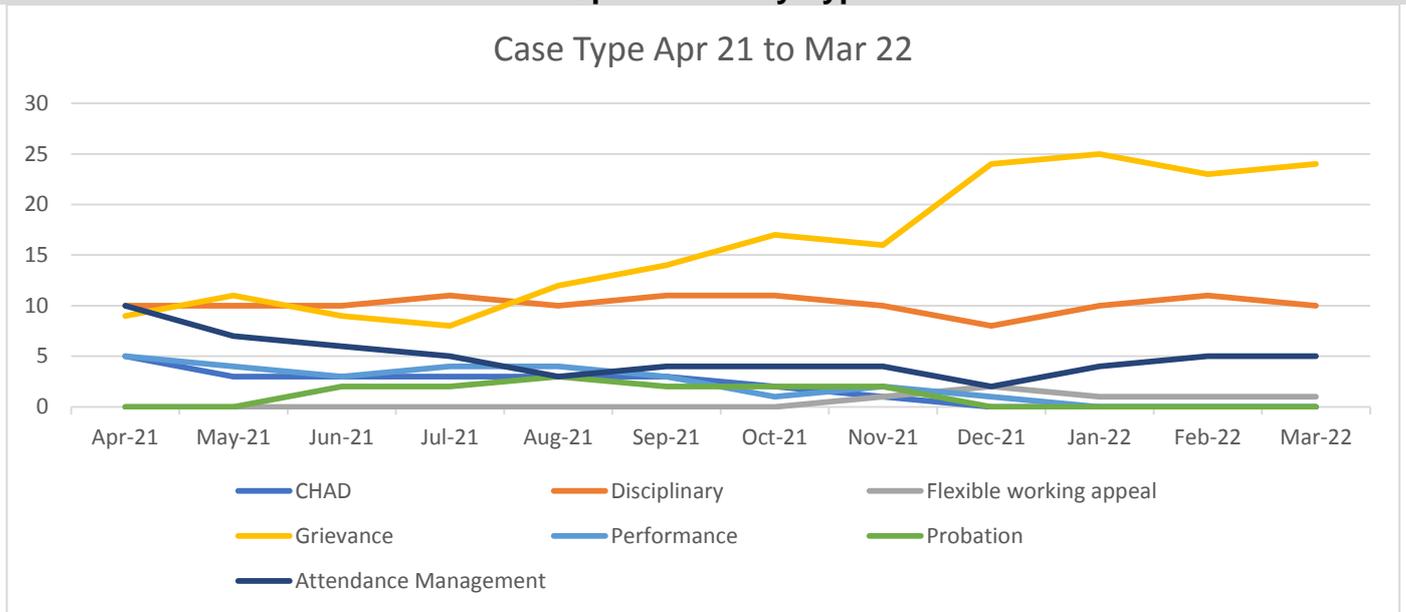
For 2021 to 2022 the total number of cases has been fairly constant and is at 40 cases as of 31 Mar 2022.

Cases by Directorate Apr 21 to Mar 22:



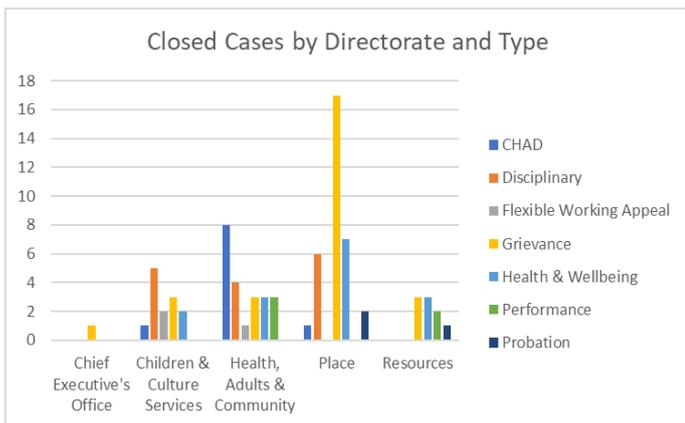
Over the year cases in Place have grown above others

Open cases by Type:



Grievances are the highest of case types

Cases (closed) by Type and Directorate Apr 21 to Mar 22:



Closed Case Type	Number of Cases
Grievance	27
Disciplinary	15
Health & Wellbeing	15
CHAD	10
Performance	5
Flexible Working Appeal	3
Probation	3
Grand Total	78

Summary of Annual Casework Data (1 April 2021 to 31 March 2022):

- Case numbers have remained steady over the year, with 40 open cases at 31 March 2022. This is a vast improvement on the numbers for the previous year which had more than 90+ open cases.
- There has been a steady increase in grievances. A new mediation service has been established to address the number of grievances raised by staff, offering an alternative route to resolve disputes swiftly and effectively. The service has been launched following extensive training of 12 staff, who are now nationally certified to practice.
- Consistently over this period, the greatest number of cases continue to be in the three largest Directorates. Whilst overall numbers of cases in Health, Adults & Community and Children & Culture have reduced during the 12-month period, the number of open cases in Place has doubled. This can partly be accounted for by a collective complaint involving a group of staff in this Directorate.
- Overall, the team has closed 78 cases in the year.
- 65 new cases were opened in the year, which included 38 Grievances, 13 disciplinaries, 9 health and Wellbeing stage 3 cases.
- Looking at key outcomes data: for grievances, 18 were upheld or partially upheld and 8 not upheld; for disciplinaries, 3 involved dismissal and 7 involved some form of written warning; for health and wellbeing stage 3 meetings, 4 involved dismissal and 5 involved ill health retirement.
- Equalities data is gathered on individual staff members, the line managers of staff and the managers who decide about a case. This information helps us to assess if cases are managed fairly and consistently and to address any areas of concern.
- There were 19 open Employment Tribunal cases at the end of the year.

Policy Development

- HR are currently working closely with Communications and the trade unions to better position all HR related policies on the Bridge, making them easier to find in one place.
- Over the past 12 months we have revised and updated or introduced new policies and guidance for Attendance Management, Discipline, Grievance, Domestic Abuse, Menopause, Mediation, Parental Bereavement Leave, Support for Parents with Premature or Sick Babies, Gifts and Hospitality.
- Consultations have now taken place on a new Recruitment & Selection Policy, a Secondment Policy, a Guide to Ill Health Retirement, and a revised Probation Policy.
- Consultation for redrafted guides on Death in Service, Organisational Change and Redeployment, and a new Smarter Working Policy will start shortly.
- We have introduced bite-size e-learning courses that cover the essential skills and knowledge that managers need to understand and be compliant when using our policies. We also provide longer, interactive sessions where needed.