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Internal Ref:
Email:

Dear ,

The Trust is in receipt of your Freedom of Information Act 2000 (FOIA) request, thank you. This request has been assigned the internal reference quoted above; please ensure that you quote this number in any future correspondence.

FOI Request

You asked us:

I would like to request the following information regarding your organisation's disciplinary processes for employees for the past five full calendar years (i.e., 2020, 2021, 2022, 2023, and 2024):

Disciplinary Cases Initiated:

The total number of formal disciplinary cases initiated.

Duration of Disciplinary Process:

For each calendar year, the average (mean and median) number of working days from the date a formal disciplinary process is initiated to the date of its final conclusion (i.e., outcome communicated).

The shortest and longest duration (in working days) of a formal disciplinary process in each calendar year.

Suspensions:

The total number of employees suspended from duty, broken down by calendar year.

For each calendar year, the average (mean and median) length of suspension (in working days) for suspended employees.

The shortest and longest period of suspension (in working days) in each calendar year.

The number of employees who remained suspended at the end of each calendar year, where the disciplinary process was still ongoing.



Outcomes of Disciplinary Cases:

A breakdown of the outcomes of formal disciplinary cases, by calendar year, using categories such as:

No case to answer / Case dropped

Informal resolution / Mediation

Written warning (e.g., first, final)

Demotion

Dismissal (gross misconduct, misconduct) Resignation during the disciplinary process Any other formal outcome category used by your organisation.

For dismissal cases, please specify the general nature of the misconduct that led to dismissal (e.g., breach of policy, gross negligence, inappropriate conduct) without revealing any personal information.

Reasons for Disciplinary Action:

The five most common general reasons or types of allegations that led to formal disciplinary action being initiated in each calendar year. (Please provide general categories rather than specific details that could identify individuals).

Staff Turnover related to Disciplinary Process:

The number of employees who resigned or left the organisation voluntarily during a live formal disciplinary process, broken down by calendar year.

Formal Response

The Trust confirms it holds the information you requested.

I would like to request the following information regarding your organisation's disciplinary processes for employees for the past five full calendar years (i.e., 2020, 2021, 2022, 2023, and 2024):

Disciplinary Cases Initiated:

The total number of formal disciplinary cases initiated.

2020	2021	2022	2023	2024
63	45	68	53	70

Duration of Disciplinary Process:

For each calendar year, the average (mean and median) number of working days from the date a formal disciplinary process is initiated to the date of its final conclusion (i.e., outcome communicated).

Mean

2020	2021	2022	2023	2024
129.5	137.5	120.8	108	81



Median

2020	2021	2022	2023	2024
94.5	101	115	82.5	66

The shortest and longest duration (in working days) of a formal disciplinary process in each calendar year.

Shortest

2020	2021	2022	2023	2024
7	3	6	2	7

Longest

2020	2021	2022	2023	2024
424	606	379	368	276

Suspensions:

The total number of employees suspended from duty, broken down by calendar year.

2020	2021	2022	2023	2024
21	13	23	18	24

For each calendar year, the average (mean and median) length of suspension (in working days) for suspended employees.

Mean

2020	2021	2022	2023	2024
120	76	96	101	151

Median

2020	2021	2022	2023	2024
72.5	60	49	76	123

The shortest and longest period of suspension (in working days) in each calendar year.

Shortest

2020	2021	2022	2023	2024
9	13	0	21	45

Longest

2020	2021	2022	2023	2024
317	184	272	346	362

The number of employees who remained suspended at the end of each calendar year, where the disciplinary process was still ongoing.



2020	2021	2022	2023	2024
Less than 10	Less than 10	13	13	13

Outcomes of Disciplinary Cases:

A breakdown of the outcomes of formal disciplinary cases, by calendar year, using categories such as:

No case to answer / Case dropped

Informal resolution / Mediation

Written warning (e.g., first, final)

Demotion

Dismissal (gross misconduct, misconduct) Resignation during the disciplinary process Any other formal outcome category used by your organisation.

2020

verbal warning	Under 10
written warning	11
final written warning	14
dismissal without notice	Under 10
No case to answer	18
Employee Resignation	Under 10

2021

No Case to Answer	15
All other reasons	Each category = Less than 10

2022

No case to answer	26
Employee Resignation	10
All other reasons	Each category = Less than 10

2023

Final Written Warning	12
No Case to Answer	10
All other reasons	Each category = Less than 10

2024

No Case to Answer	17
Remain open	18



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Serving Our Communities

Chair: Michael Whitehouse CEO: Simon Weldon

All other reasons	Each category = Less than 10
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For dismissal cases, please specify the general nature of the misconduct that led to dismissal (e.g., breach of policy, gross negligence, inappropriate conduct) without revealing any personal information.

2020 – Less than 10

2021 – Less than 10

2022 – Less than 10

2023 – Less than 10

2024 – Less than 10

Reasons for Disciplinary Action:

The five most common general reasons or types of allegations that led to formal disciplinary action being initiated in each calendar year. (Please provide general categories rather than specific details that could identify individuals).

2020	2021	2022	2023	2024
Inappropriate / unprofessional behaviour Breach of information governance Bullying & Harassment Sexual Misconduct Dishonesty/ fraud	Sexual misconduct, driving standards, Bullying & Harassment, clinical practice, assault/ threatening behaviour	Dishonesty/ fraud, bullying & harassment, sexual misconduct, inappropriate/ unprofessional behaviour, driving standards	Inappropriate/ unprofessional behaviour, dishonesty/ fraud, bullying & harassment, driving standards, external investigations, sexual misconduct	Inappropriate/ unprofessional behaviour, driving standards, external investigations, sexual misconduct, bring the Trust into disrepute

Staff Turnover related to Disciplinary Process:

The number of employees who resigned or left the organisation voluntarily during a live formal disciplinary process, broken down by calendar year.

2020	2021	2022	2023	2024
Less than 10	Less than 10	10	Less than 10	Less than 10

* Data blurring at less-than-10: The Trust can confirm that this information exists. However, where an output represents fewer than 10 individuals or incidents in the period requested, we have not provided exact figures. This practice is known as data blurring, which serves to mitigate against the risk of possible re-identification of individual data subjects via data recombination (sometimes referred to as jigsawing). This risk is assessed in accordance with the Information Commissioner's Office (ICO) *Anonymisation Code of Practice*, in relation to Section 40(2) of the FOIA 2000



Next steps

We hope you find the information provided to be of some assistance.

Should you be dissatisfied with our response then in the first instance please contact Richard Banks, Head of Corporate Governance, via the following email address: FOI@secamb.nhs.uk

You can ask us to review our original response. If you would like us to carry out an internal review, please let us know within 40 working days of you receiving our original response. This review will be conducted by an individual who was not directly involved in reviewing the original response, ordinarily, the Trust Data Protection Officer.

We will endeavour to complete this request within 20 working days.

Should you remain dissatisfied then you can contact the [Information Commissioner's Office](#) (ICO). Complaints to the ICO should be made within six weeks of receiving the outcome of an internal review. The easiest way to lodge a complaint is through their website: www.ico.org.uk/foicomplaints.

Alternatively, the ICO's postal address is:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely,

Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust



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Chair: Michael Whitehouse CEO: Simon Weldon