

West Suffolk Workforce Development Annual Data

2017/18

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1. Headcount (permanent & temporary)

This data is based on permanent and temporary staff at 31 March 2018 including Apprentices and one zero hours contract.

Service area	Permanent headcount	Temporary headcount	Total	Headcount as % of whole staff	Full time equivalents
Anglia Revenues Partnership (ARP)	57	4	61	9.31%	55.34
Chief Executive including Corporate Directors	3	0	3	0.46%	3.00
Families & Communities including Projects	72	16	88	13.44%	74.90
Growth	26	3	29	4.43%	27.41
HR, Legal & Democratic including core PA's team	54	4	58	8.85%	52.92
Operations	263	11	274	41.83%	258.85
Planning and Regulatory	77	9	86	13.13%	76.84
Resources & Performance	48	8	56	8.55%	54.51
Total	600	55	655	100.00%	603.77

2. Headcount (casuals)

Service area	Casual headcount
Anglia Revenues Partnership (ARP)	0
Chief Executive including Corporate Directors	0
Families & Communities including Projects	8
Growth	0
HR, Legal & Democratic including core PA's team	43
Operations	110
Planning and Regulatory	6
Resources & Performance	0
Total	167

3. Age analysis

This data is based on full, part permanent and temporary staff and also includes one zero hours contract but **does not** include casual staff. It shows the age profile of staff on 31 March 2018.

Service Area	Head count	<20	20-30	31-40	41-50	51-60	61-65	>65	Average age
Anglia Revenues Partnership (ARP)	61	1	5	8	16	25	6	0	48
Chief Executive including Corporate Directors	3	0	0	0	3	0	0	0	49
Families & Communities including Projects	88	2	12	18	29	21	5	1	44
Growth	29	2	0	10	8	9	0	0	43
HR, Legal & Democratic including core PA's team	58	1	10	8	14	24	0	1	44
Operations	274	4	37	44	72	88	26	3	45
Planning and Regulatory	86	2	13	22	16	28	5	0	43
Resources & Performance	56	5	11	11	16	13	0	0	39
Total	655	17	88	121	174	208	42	5	45
Total %	-	2.60%	13.44%	18.47%	26.56%	31.76%	6.41%	0.76%	

4. Gender

This data is based on permanent and temporary staff and also includes one zero hours contract but does not include casuals. It shows the gender profile on 31 March 2018.

Service Area	Headcount	Male	Female	% Male	% Female
Anglia Revenues Partnership (ARP)	61	14	47	22.95%	77.05%
Chief Executive including Corporate Directors	3	2	1	66.67%	33.33%
Families & Communities including Projects	88	8	80	9.09%	90.91%
Growth	29	9	20	31.03%	68.97%
HR, Legal & Democratic including core PA's team	58	11	47	18.97%	81.03%
Operations	274	221	53	80.66%	19.34%
Planning and Regulatory	86	32	54	37.21%	62.79%
Resources & Performance	56	33	23	58.93%	41.07%
Total	655	330	325	50.38%	49.62%

5. Turnover

The figures shown below include permanent staff and temporary staff with 12 months service or more.

Turnover	March 2018
Voluntary	9.03%
All	12.48%

6. Reasons for leaving

Reason for leaving	Number	Percentage of leavers
Resignation	49	55.68%
Redundancy	1	1.14%
Retirement	9	10.23%
Dismissal	8	9.09%
Failed probation period	10	11.36%
Ill health retirement	4	4.55%
End of temporary contract	5	5.68%
Other reason	2	2.27%
Total	88	100.00%

7. Full Time v Part Time

This data is based on permanent and temporary staff and also includes one zero hours contract but does not include casuals. It shows the full and part time profile on 31 March 2018.

Service area	Headcount	Full time	Part time	% Full time	% Part time
Anglia Revenues Partnership (ARP)	61	45	16	73.77%	26.23%
Chief Executive including Corporate Directors	3	3	0	100%	0%
Families & Communities including Projects	88	49	39	55.68%	44.32%
Growth	29	22	7	75.86%	24.14%
HR, Legal & Democratic including core PA's team	58	44	14	75.86%	24.14%
Operations	274	237	37	86.50%	13.50%
Planning and Regulatory	86	60	26	69.77%	30.23%
Resources & Performance	56	51	5	91.07%	8.93%
Total	655	511	144	78.02%	21.98%

8. Full time v Part time by gender

Service area	Headcount	Full time male	Full time female	Part time male	Part time female
Anglia Revenues Partnership (ARP)	61	12	33	2	14
Chief Executive including Corporate Directors	3	2	1	0	0
Families & Communities including Projects	88	7	42	1	38
Growth	29	9	13	0	7
HR, Legal & Democratic including core PA's team	58	9	35	2	12
Operations	274	207	30	14	23
Planning and Regulatory	86	27	33	5	21
Resources & Performance	56	33	18	0	5
Total	655	306	205	24	120

9. Pay Bands by gender

Band	Male	Female	Male %	Female %
Apprentice	8	8	50.00%	50.00%
A	0	1	0.00%	100.00%
B	1	6	14.29%	85.71%
C	102	45	69.39%	30.61%
D	79	100	44.13%	55.87%
E	48	71	40.34%	59.66%
F	35	52	40.23%	59.77%
G	21	12	63.64%	36.36%
H	16	13	55.17%	44.83%
I	14	11	56.00%	44.00%
Assistant Director	2	4	33.33%	66.67%
Director/CEO	2	1	66.67%	33.33%
Other	2	1	66.67%	33.33%
Total	330	325	50.38%	49.62%

10. Disability

The figures below are for full time, part time and temporary staff and are based on data available on 31 March 2018.

Service area	Headcount	Recorded responses	No of staff who declare themselves disabled	% *
Anglia Revenues Partnership (ARP)	61	44	2	4.55%
Chief Executive including Corporate Directors	3	3	0	0.00%
Families & Communities including Projects	88	76	6	7.89%
Growth	29	28	0	0.00%
HR, Legal & Democratic including core PA's team	58	53	2	3.77%
Operations	274	216	8	3.70%
Planning and Regulatory	86	78	2	2.56%
Resources & Performance	56	49	1	2.04%
Total	655	547	21	3.84%

* Percentage of staff declaring a disability where it is known

11. Sickness absence

Reason for absence	Total days
Working days lost due to industrial injury	62.34
Working days lost due to stress/depression/anxiety	396.68
Other	2983.52
Total working days lost	3442.54
Average days lost per FTE	5.84

12. Corporate Training

The figures below are based on permanent and temporary staff and **do not** include casual staff or leavers. It shows the data as at 31 March 2018 for training events attended.

Service area	Total number of events attended	Events per male	Events per female	Events per full Time	Events per part Time
Chief Executive including Corporate Directors	1	1	0	1	0
Families & Communities including Projects	301	26	275	198	103
Growth	26	13	13	23	3
HR, Legal & Democratic including core PA's team	113	16	97	92	21
Operations	270	181	89	246	24
Planning and Regulatory	175	38	137	125	50
Resources & Performance including ARP	160	56	104	139	21
Total	1046	331	715	824	222
%	-	31.64%	68.36%	78.78%	21.22%

13. Apprenticeships

This shows the number of apprentices in the organisation as at 31 March 2018.

Service area	Apprentices
Anglia Revenues Partnership (ARP)	1
Chief Executive including Corporate Directors	0
Families & Communities including Projects	1
Growth	1
HR, Legal & Democratic including core PA's team	2
Operations	6
Planning and Regulatory	3
Resources & Performance	2
Total	16

14. Ethnicity

The figures below are based on full time, part time and temporary staff and are based on date available on 31 March 2018.

Band	British	Black Caribbean /African	Asian	Mixed back ground	Any other white background	Irish	Not declared
Apprentice	6	0	0	0	1	0	9
A	1	0	0	0	0	0	0
B	5	0	0	0	0	0	2
C	115	1	0	2	3	0	26
D	149	0	0	0	6	0	24
E	97	0	1	1	4	0	16
F	70	0	0	1	8	0	8
G	28	0	0	1	0	1	3
H	25	0	0	0	1	0	3
I	25	0	0	0	0	0	0
Assistant Director	5	0	0	0	0	1	0
Director /CEO	3	0	0	0	0	0	0
Other	1	0	0	0	0	0	2
Total	530	1	1	5	23	2	93