

For further details on the data contained within this report please see the supplementary notes sheet

STAFF IN POST<sup>1</sup>

Staff in Post by Job Group

Table 1 – Staff in Post by Job Group

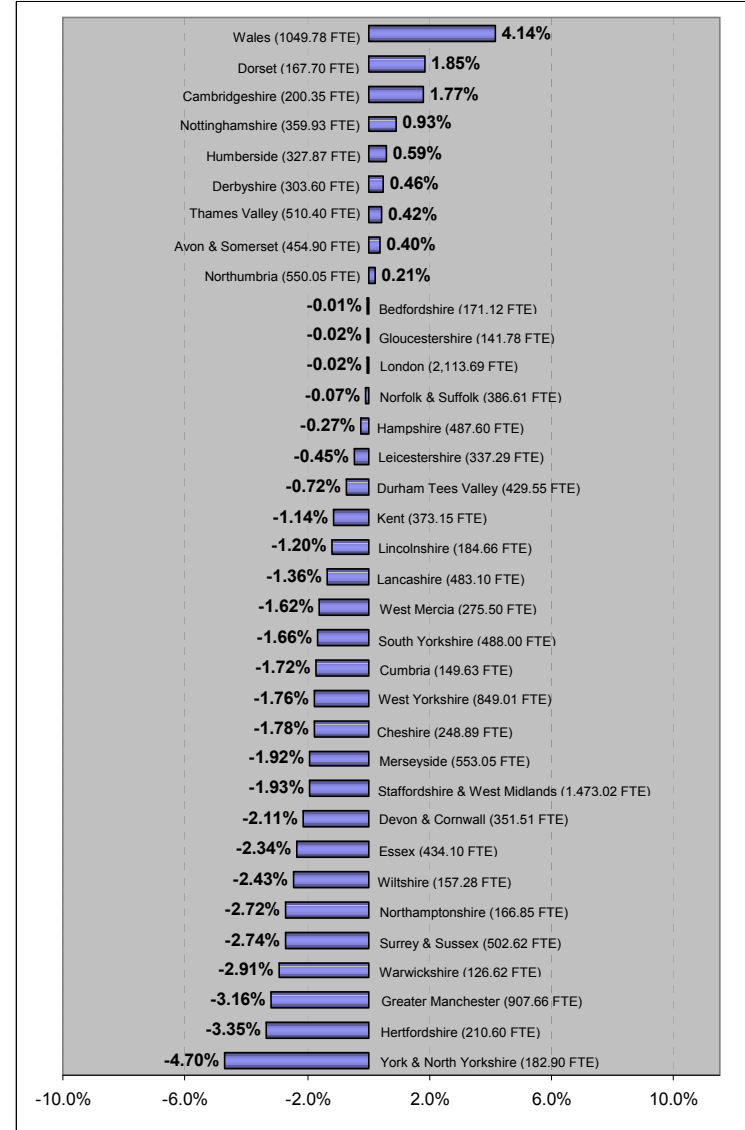
- On 31<sup>st</sup> March 2014 there was a total of 16,110.37 FTE staff employed and funded by the Probation Service (including Chief Executives); a decrease of 125.40 FTE on the figure at the end of Quarter 3 2013/14 (down 0.77%).
- When compared to Quarter 3 2013/14, 8 of the 15 job groups have shown an increase in staff in post, whilst 6 groups have decreased. The Psychologist job group remained the same.
- The largest increases were in the Other Operational Staff job group; increasing by 23.99 FTE (up 2.34%), and the Middle Manager job group, which increased by 7.67 FTE (up 0.62%).
- The largest decrease was in the Probation Officer job group; decreasing by 76.66 FTE (down 1.76%). The next largest decrease came in the Probation Services Officer job group which fell by 35.71 FTE (down 0.83%).
- The percentage of staff working in an offender related function at the end of Q4 was 88.95% (14,330.65 FTE), with 11.03% of staff working in Corporate Services (1,776.45 FTE). Those with a not recorded function accounted for 0.02% (3.27 FTE).
- The ratio of staff in offender services to corporate services was 8.07:1, up from 7.99:1 in Q3 13/14.
- The ratio of Probation Officers to Probation Services Officers was 1.01:1, down from 1.02:1 when compared to the previous quarter.
- The ratio of non-management to management staff was 8.58:1, down from 8.62:1 in the last quarter.
- Staff working in management roles accounted for 10.44% of the total workforce (1,682.34 FTE), an increase from 10.40% in Q3; 89.56% of staff were in a non-management role (14,428.03 FTE) - a decrease from 89.60% in Q3.

| Probation Service              | Staff in Post by Job Group Quarter 4 2013/14 |                |                           |                    |                       |                  | Change on Quarter |
|--------------------------------|--|----------------|---------------------------|--------------------|-----------------------|------------------|-------------------|
|                                | Offender Management                          | Interventions  | Other Agencies / Services | Corporate Services | Not Recorded Function | Total            |                   |
| Chief Executive                | 0.00   | 0.00           | 0.00                      | 35.26              | 0.00                  | 35.26            | 1.40              |
| Deputy Chief Officer           | 7.00   | 1.00           | 0.00                      | 23.15              | 0.00                  | 31.15            | 1.05              |
| Assistant Chief Officer        | 111.40                                       | 21.82          | 5.76                      | 95.89              | 0.00                  | 234.87           | 2.50              |
| Area/District Manager          | 48.51  | 23.86          | 6.11                      | 51.43              | 0.00                  | 129.91           | 18.21             |
| Middle Manager                 | 144.94                                       | 46.89          | 24.50                     | 5.32               | 0.00                  | 221.65           | 4.03              |
| Senior Practitioner            | 65.99  | 21.15          | 11.05                     | 2.40               | 0.00                  | 23               | 1.85              |
| Probation Officer              | 3,884.60                                     | 186.85         | 359.22                    | 51.90              | 0.00                  | 4,282.57         | 76.66             |
| Practice Development Assessor  | 7.00   | 1.00           | 4.00                      | 53.80              | 0.00                  | 65.80            | 6.89              |
| Treatment Manager              | 8.00   | 135.52         | 1.00                      | 0.00               | 0.00                  | 142.52           | 1.07              |
| Probation Services Officer     | 2,355.59                                     | 1,421.74       | 446.67                    | 20.84              | 0.00                  | 4,244.84         | 35.71             |
| Psychologist                   | 1.00   | 3.00           | 2.02                      | 2.00               | 0.00                  | 8.02             | 0.00              |
| Other Operational Staff        | 244.50                                       | 735.54         | 65.89                     | 3.81               | 0.00                  | 1,049.74         | 23.99             |
| Support Staff - Administration | 2,257.72                                     | 439.00         | 241.56                    | 483.79             | 0.00                  | 3,422.07         | 33.25             |
| Support Staff - Other          | 76.13  | 98.34          | 12.11                     | 542.54             | 3.27                  | 732.39           | 2.33              |
| Other Staff                    | 89.16  | 24.81          | 13.77                     | 150.89             | 0.00                  | 258.63           | 3.42              |
| Not Recorded Job Group         | 0.00   | 0.00           | 0.00                      | 0.00               | 0.00                  | 0.00             | 0.00              |
| <b>Probation Service Total</b> | <b>9658.22</b>                               | <b>3403.93</b> | <b>1268.50</b>            | <b>1776.45</b>     | <b>3.27</b>           | <b>16,110.37</b> | <b>125.39</b>     |

*-Italicised figures in the 'Total' column represent headcount figures.*  
*-Percentage figures in red in the 'Change on Quarter' column indicate the proportionate change represented by the FTE figures above them.*  
*-Red and green arrows indicate the direction of change (green – increase, red – decrease).*  
*-Percentage figures in blue represent the proportion of total staff in each job group allocated to the relevant function.*

Staff in Post by Trust

Chart 2 – Change in Staff in Post by Trust

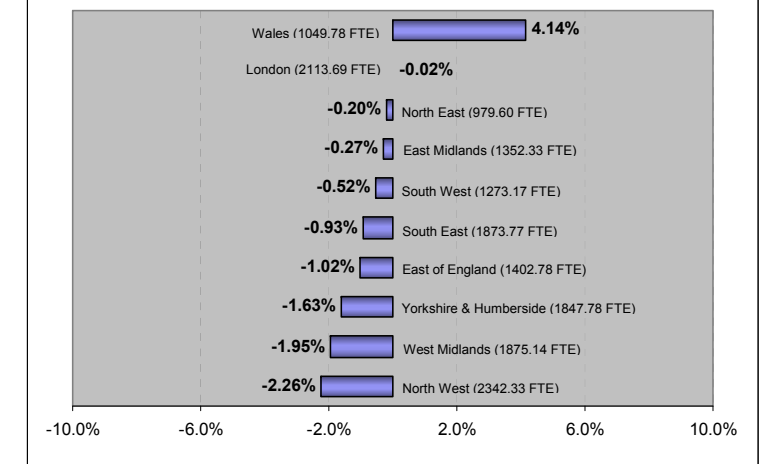


*-Percentage figures represent the proportionate change in staff in post FTE compared to Quarter 3 13/14.*  
*-Figures provided in brackets alongside each trust represent the FTE as it stands at the end of Quarter 4 13/14.*

- At the end of Quarter 4 2013/14, 26 of the 35 probation trusts reported a decrease in staff from the previous quarter (74%); whilst 9 reported an increase (26%).
- York & North Yorkshire reported the largest decrease in percentage terms when compared to the previous quarter, with a fall of 4.70% (9.03 FTE). The next largest decrease was in Hertfordshire with a fall of 3.35% (7.29 FTE) respectively; followed by Greater Manchester who saw a fall of 3.16% (29.59 FTE).
- The largest quarterly FTE fall came in Greater Manchester, with a drop of 29.59 FTE (3.16%); followed by Staffordshire & West Midlands and West Yorkshire, with falls of 29.02 FTE (1.93%) and 15.25 FTE (1.76%) respectively.
- Wales and Dorset reported the largest quarterly increases in percentage terms with increases of 4.14% (41.74 FTE) and 1.85% (3.04 FTE) respectively; followed by Cambridgeshire who saw an increase of 1.77% (3.49 FTE).
- The largest quarterly FTE increase came in Wales, with a rise of 41.74 FTE (4.14%); followed by Cambridgeshire, with an increase of 3.49 FTE (1.77%). Following these, Nottinghamshire was next with a rise of 3.31 FTE (0.93%).

Staff in Post by Region

Chart 3 – Change in Staff in Post by Region

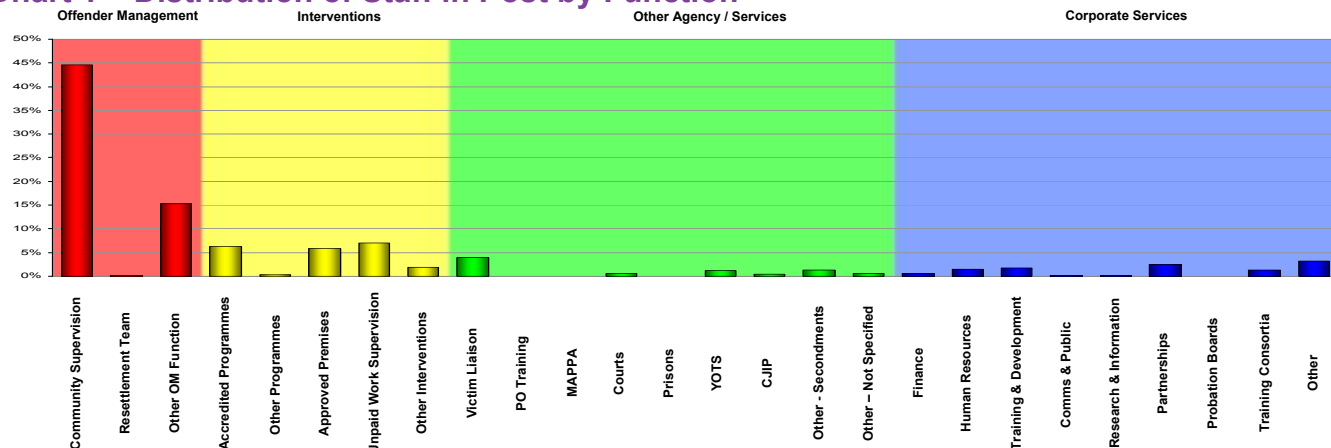


*-Percentage figures represent the proportionate change in staff in post FTE compared to Quarter 3 13/14.*  
*-Figures provided in brackets alongside each region represent the FTE as it stands at the end of Quarter 4 13/14.*

- At the end of Quarter 4 2013/14, 9 of the 10 probation regions reported a decrease in staff from the previous quarter (90%); whilst 1 reported an increase (10%).
- North West region reported the largest decreases in both percentage and FTE terms when compared to the previous quarter, with falls of 2.26% and 54.20 FTE respectively. The next largest decreases were in West Midlands region with falls of 1.95% and 37.36 FTE.
- Wales was the only region reporting a quarterly increase in percentage and FTE terms with increases of 4.14% and 41.74 FTE, respectively.

Staff in Post by Function

Chart 1 – Distribution of Staff in Post by Function



- The job group with the largest number of staff working in an 'Offender Management' function in Quarter 4 2013/14 was the Probation Officer group with 3,684.60 FTE (86.04% of the group).
- The Probation Services Officer job group had the largest number of staff working in an 'Interventions' function with 1,421.74 FTE (33.49% of the group).
- The Probation Services Officer job group also had the largest number working in an 'Other Agency/Services' function with 446.67 FTE (10.52% of the group).
- The Support Staff - Other job group had the largest number of staff working in a 'Corporate Services' function with 542.54 FTE (74.08% of the group).
- London region had the largest number of staff working in an 'Offender Management' function (1,491.69 FTE); whereas North West region had the largest number in an 'Interventions' function (506.80 FTE); West Midlands region had the largest number in an 'Other Agency/Services' function (198.62 FTE) and North West region had the largest number in a 'Corporate Services' function (239.59 FTE).

Externally Funded Staff

Table 2 – Externally Funded Staff

The table below outlines the number of staff employed by the probation trusts but are funded by external organisations.

| Funded By    | FTE             | Headcount    |
|--------------|-----------------|--------------|
| CJIP         | 87.86           | 97           |
| MAPPA        | 19.74           | 18           |
| HMPS         | 558.1           | 594          |
| NOMS         | 82.11           | 82           |
| YOTS         | 34.06           | 30           |
| Other        | 258.09          | 273          |
| <b>Total</b> | <b>1,039.96</b> | <b>1,094</b> |

- At the end of Q4 2013/14, 6.06% of staff employed by the Probation Service were funded by external organisations (1,039.96 FTE).
- The largest group of staff employed by the probation trusts but funded by external organisations were those funded by HMPS; accounting for 558.1 FTE.

<sup>1</sup>The information within this report was provided by the probation trusts and is subject to the expected level of inaccuracy inherent in any large-scale administrative system. The trusts have the ability to resubmit historical data which may result in occasional variations in subsequent reports.