

## Key Details

- 1 Please carefully complete every entry within the following tabs provided.
- 2 Information that has been requested, is based on that which is available on the Business Information (BI) Tool on ESR.
- 3 Headcounts should only include Fixed-term and Permanent Staff including VSMS, but should not include Office Holders or Bank Staff
- 4 Where requested data should record the correct figure for the previous rolling 12 months from that particular Month

### Workforce Data

	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16
Total He	117	118	122	124	125	124	129	135	144	146	151	153
Full-time	113.47	114.27	118.27	120	120.8	119.48	123.39	129.99	138.59	141.19	145.61	148.15
Leavers	0	0	0	1	4	1	0	3	1	2	0	2
Starters	1	1	4	3	2	3	5	9	9	3	7	4
Leavers	7	7	6	7	10	10	10	13	13	14	14	14
Starters	26	27	28	28	28	31	32	33	38	41	43	50
Turnove	6.43%	6.33%	5.34%	6.12%	8.60%	8.47%	8.35%	10.69%	10.48%	11.07%	10.82%	1.31%

- \* Headcounts should only include Fixed-term and Permanent Staff including VSMS, but should not include Office Holders or Bank Staff
- \*\* Data should record the correct figure for the previous rolling 12 months from that particular Month

### Breakdown by band

	Headcount *	FTE *
Band 4	13	12.20
Band 7	20	19.24

Band 8 - Range A	31	29.13
Band 8 - Range B	19	18.89
Band 8 - Range D	6	6.00
Band 9	0	0.00

Please can you ensure that the numbers provided are based on Headcounts as of the 31st March 2016.

**\*Fewer than five- where numbers are low, we have not been able to disclose the exact figure as this could potentially identify individuals**

### Sickness Absence

	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16
Absence Estimate	2.21%	1.64%	2.79%	1.58%	0.80%	1.93%	1.97%	1.51%	2.25%	2.32%	3.17%	2.29%
Cost	£11,197	£8,770	£11,810	£6,943	£6,650	£8,600	£9,946	£7,653	£12,431	£10,897	£15,479	£12,357

	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16
Short-term Days Lost	38	7	52	20	30	28	22	29	36	45	59	37
Long-term Days Lost	41	55	54	41	0	47	61	36	62	60	74	68

### Breakdown by sex

	Female	Male
Part Time	16	3

<b>Full Time</b>	99	35
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### Age

	Headcount
Age Band	Headcount
31-35	24
36-40	27
41-45	26
46-50	21
51-55	23

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### Leavers

#### Top Ten Reasons for Absence (12)

	Reason	Percentage
1	S17 Benign and malignant tumours, cancer	17.5
2	S28 Injury, fracture	15.4
3	S98 Other known causes - not elsewhere classified	12.5
4	S10 Anxiety/stress/depression/other psychological	11.8
5	S25 Gastrointestinal problems	8.7

6	S15 Chest & respiratory problems	8.2
7	S19 Heart, cardiac & circulatory problems	6.9
8	S13 Cold, Cough, Flu - Influenza	6.4
9	S21 Ear, nose, throat (ENT)	3.4
10	S23 Eye problems	2.4

last 12 months to 31st March 2016.