



Her Majesty's Prison and Probation Service (HMPPS) Workforce Statistics Bulletin, as at 31 March 2018

Main points

46,535 full time equivalent (FTE) staff in post		This represents increases in staff in post of 3,047 (7.0%) since 31 March 2017 and 1,828 (4.2%) since 31 December 2017. This consists of 9,310 FTE staff in the National Probation Service (NPS), 32,161 in Public Sector Prisons (PSPs), 1,463 in the Youth Custody Service (YCS) and 3,601 in HQ and Area Services.
21,041 FTE band 3-5 prison officers in post		As at 31 March 2018, there were 21,041 FTE officers in post, representing increases of 2,638 (14.3%) compared to 31 March 2017 and 1,116 (5.6%) since 31 December 2017. This is the highest number of officers in post since 31 May 2013. Over the last year, 5,244 band 3 officers were appointed which represents an increase of 125.8% compared to the 12 months to 31 March 2017.
4,495 FTE band 2 operational support staff in post		This corresponds to a decrease of 49 (1.1%) against the previous year and an increase of 132 (3.0%) compared to the previous quarter.
3,405 FTE band 4 probation officers in post		This figure represents a decrease of 189 (5.2%) compared to 31 March 2017 but an increase of 36 (1.1%) since 31 December 2017. In contrast, there were 2,357 FTE band 3 probation services officers, an increase of 663 (39.2%) FTE probation service officers since 31 March 2017 and 196 (9.1%) FTE since 31 December 2017.
Leaving rate of 10.3% amongst band 3-5 prison officers		This represents an increase of 0.6 percentage points compared to the year ending 31 March 2017. The overall leaving rate across HMPPS over the last year stood at 9.0%, an increase of 0.3 percentage points compared to the year ending 31 March 2017.

This publication provides details of staffing levels, staff inflows and outflows, sickness absence rates and protected characteristics for the directly employed workforce of the HMPPS. Information presented covers PSP, the NPS, the YCS and HMPPS headquarters, including Area services which provide direct operational support to prisons. Technical details and explanatory notes can be found in the accompanying Guide to HMPPS Workforce Statistics and an annex presents data on prison officer recruitment from job offer to staff in post.

We are changing how our quarterly bulletins look, and would welcome any feedback to
commentary.champions@justice.gsi.gov.uk

For other feedback related to the content of this publication, please let us know at
statistics.enquiries@justice.gsi.gov.uk

Points to note

Her Majesty's Prison and Probation Service

On 1 April 2017, Her Majesty's Prison and Probation Service (HMPPS) replaced the National Offender Management Service (NOMS), an agency of the Ministry of Justice. HMPPS is focussed on supporting operational delivery and the effective running of prison and probation services across the public and private sectors. HMPPS works with a number of partners to carry out the sentences given by the courts, either in custody or the community. This publication covers the reporting period up to 31 March 2018 and therefore considers in detail, quarterly staffing levels and staff inflows and outflows for both NOMS and HMPPS since April 2010.

For ease, the statistics in this publication will be referred to as those of the HMPPS workforce (i.e. staff working in HMPPS and with a contract of employment with HMPPS, excluding those on career breaks and those on secondment or loan outside of HMPPS but including staff on secondment or loan into HMPPS).

In April 2017, the Youth Custody Service (YCS) was launched and forms another distinct arm of HMPPS. In terms of how these particular staffing figures appear in the statistics, central YCS units are categorised within HQ and Area Services whilst the Youth Custody Estate element of this new YCS category are now included separately in the publication tables. This covers staffing figures relating to Cookham Wood, Feltham, Werrington, and Wetherby Youth Offending Institutions (YOIs) as well as Medway Secure Training Centre (STC). Historically these figures would have been included within the wider Public Sector Prisons (PSP) category. However, in this edition, we have separated out the historical and latest figures for the Youth Custody Estate to allow comparisons to be made and to establish the trends over time for these YOIs and Medway STC.

Further information on the introduction of the YCS has been set out in the accompanying Guide to Workforce Statistics. Only staff in PSP, YCS, HMPPS HQ and Area Services as well as the National Probation Service (NPS) are directly employed by HMPPS and therefore staffing in private sector establishments, community rehabilitation companies and other contractors are excluded.

Protected characteristics of new HMPPS staff

Due to particularly low declaration rates, figures on the protected characteristics of HMPPS joiners have not been fully presented in this publication. The age, gender and working pattern of new HMPPS staff are presented in this publication; however data relating to self-declared protected characteristics (race, disability, religion/belief, and sexual orientation) are currently being investigated and this information will be included again in future workforce statistics publications.

Headcount management

Governors now have the freedom to plan the workforce at their establishments by determining the number of staff in each role within their budget. This means that figures on staffing requirements are therefore continuously evolving. As a result, we are currently assessing the feasibility of presenting them in future HMPPS official workforce statistics publications.

1. Total staff in post

46,535 full time equivalent (FTE) staff in post

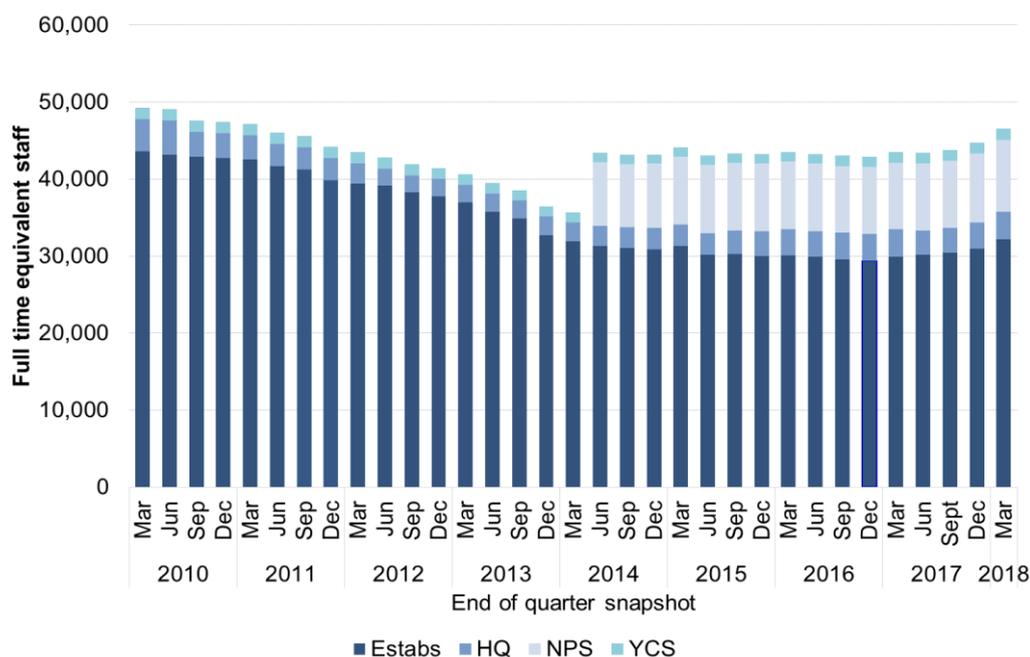
This represents increases in staff in post of 3,047 (7.0%) since 31 March 2017 and 1,828 (4.2%) since 31 December 2017. This consists of 9,310 FTE staff in the NPS, 32,161 in PSP, 1,463 in YCS and 3,601 in HQ and Area Services.

As at 31 March 2018, there were **46,535** staff in post in HMPPS on a full time equivalent (FTE) basis (Figure 1). This includes **9,310** FTE staff in the NPS (making up 20.0% of all HMPPS staff), **32,161** (69.1% of HMPPS staff) in PSP, **1,463** in YCS (3.1% of HMPPS staff) and **3,601** (7.7% of HMPPS staff) in HMPPS HQ and Area Services.

Compared to 31 March 2017, the overall FTE increased by **3,047** (7.0%); FTE in the NPS increased by **617** (7.1%), FTE in PSP increased by **2,274** (7.6%), FTE in the YCS increased by **118** (8.7%) and FTE in HQ and Area Services increased by **38** (1.1%).

There have been recent structural changes within HMPPS HQ and Area Services¹ over the last year. Excluding these changes, the like-for-like comparison would have shown overall increases at HMPPS of **3,514** FTE (8.2%) compared to the previous year. Since 31 March 2010, additional organisational changes have occurred, such as the creation of the NPS, movements to and from the private sector, and transfers into MoJ. Excluding all these changes, the number of staff in post has decreased by 6,680 FTE (15.1%) between 31 March 2010 and 31 March 2018.

Figure 1: Number of HMPPS staff in post on a FTE basis, 31 March 2010 to 31 March 2018
(Source: Table 1)



Note: Figures for the YCS up until March 2017 shown in the chart above refer to staff who worked in the Youth Custody Estate in NOMS.

¹ Whereby 526 FTE staff based at HMPPS HQ and Area Services transferred over to the Ministry of Justice as of 1 April 2017, and 59 FTE staff transferred into HMPPS as of 1 September 2017 due to the creation of the Youth Custody Service. Refer to the accompanying Guide to Workforce Statistics for further details.

As at 31 March 2018, there were **26,423** FTE (56.8% of HMPPS staff) operational prison service staff (including YCS staff). This is an increase of **2,257** FTE staff (10.7%) compared to 31 March 2017. Non-operational roles across PSPs, YCS and HMPPS HQ accounted for **10,648** FTE posts (22.9% of HMPPS staff), a decrease of **154** FTE (1.4%) since 31 March 2017. In the NPS there were **9,465** FTE (20.3% of all HMPPS staff), an increase of **644** (7.3%) against the previous year.

2. Band 3-5 prison officers and band 2 operational support staff

21,041 FTE band 3-5 prison officers in post

As at 31 March 2018, there were 21,041 FTE officers in post, representing increases of 2,638 (14.3%) compared to 31 March 2017 and 1,116 (5.6%) since 31 December 2017. This is the highest number of officers in post since 31 May 2013. Over the last year, 5,244 band 3 officers were appointed which represents an increase of 125.8% compared to the 12 months to 31 March 2017.

4,495 FTE band 2 operational support staff in post

This corresponds to a decrease of 49 (1.1%) against the previous year and an increase of 132 (3.0%) compared to the previous quarter.

The key operational grades in public sector prisons are the band 3 to 5 prison officers. They consist of band 3 prison officers, band 4 officer specialists, band 4 supervising officers and band 5 custodial managers.

As at 31 March 2018, there were **21,041** FTE band 3 to 5 officers, increases of **2,638** (14.3%) compared to the last year and 1,116 (5.6%) since the previous quarter (Figure 2). This is the highest number of officers in post since 31 May 2013.

In contrast, the number of band 2 operational support group (OSG) FTE staff decreased by **49** (1.1%) against the previous year to stand at **4,495** at 31 March 2018 but increased by 132 (3.0%) compared to the previous quarter.

Figure 2: Number of band 3-5 prison officers in post on a FTE basis, 31 March 2010 to 31 December 2017 (Source: Table 3)

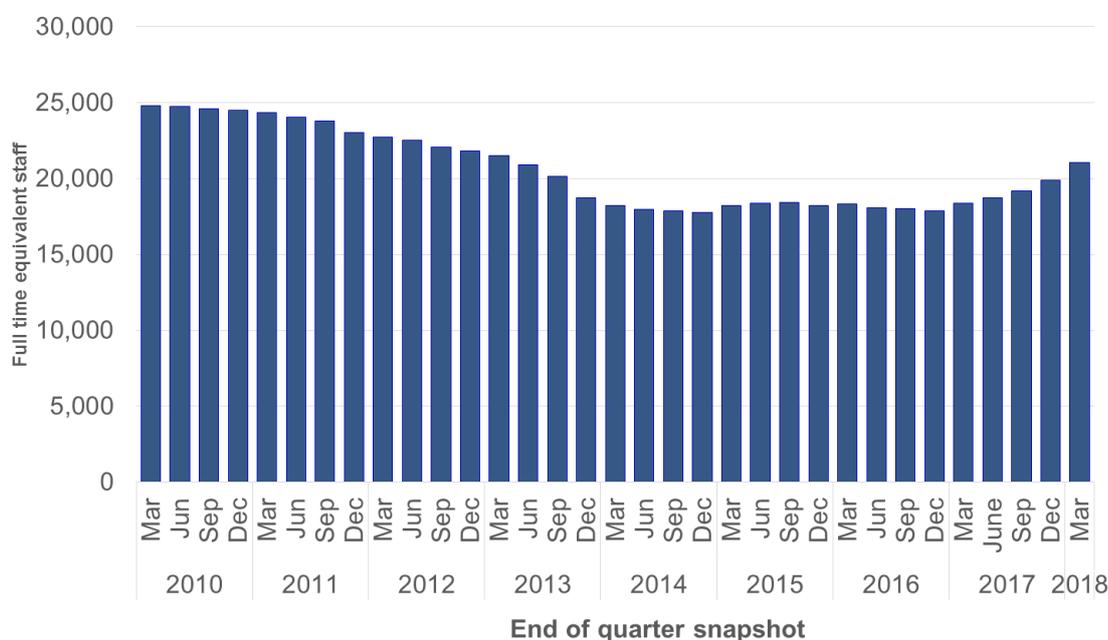
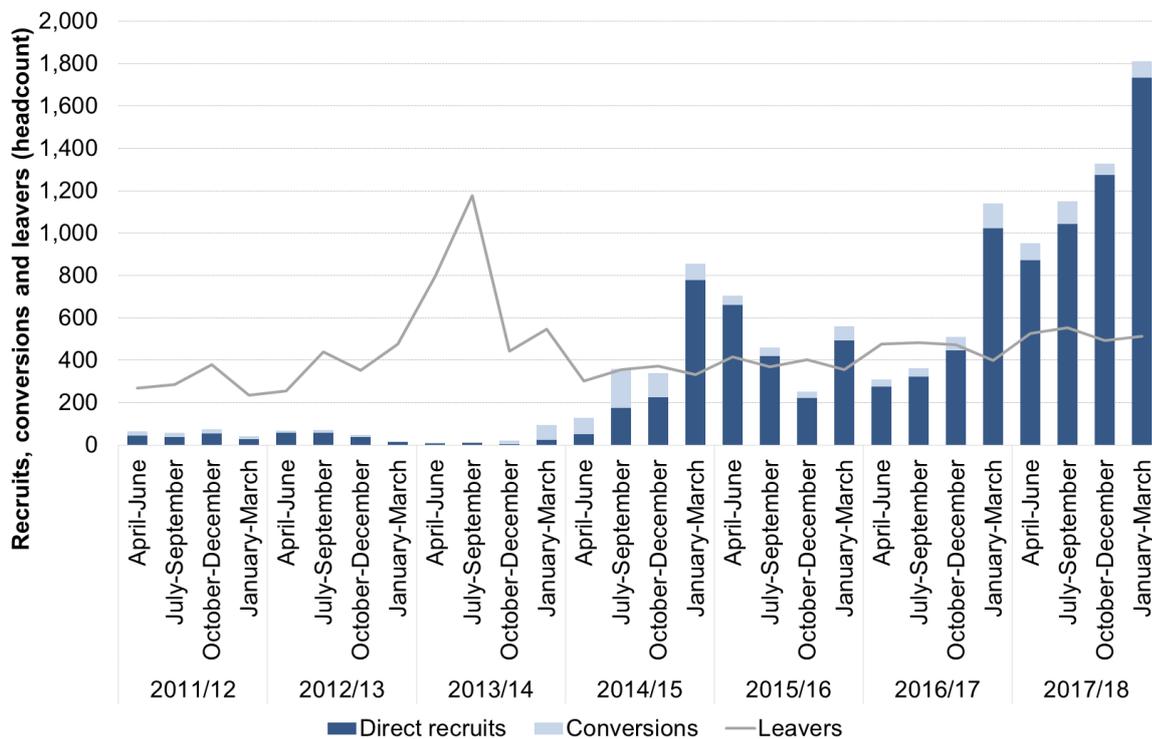


Figure 3 provides a quarterly breakdown of the number of band 3 to 5 officers newly recruited and leaving since 2011/12. Over the year to 31 March 2018, **5,244** band 3 officers were appointed (consisting of direct new recruits and existing staff who converted to a band 3 officer grade), an increase of **2,922** (125.8%) compared to 2,322 in the previous year. The headcount number of new

band 3 officer appointments increased by 484 (36.4%) from 1,328 between October and December 2017 to **1,812** between January and March 2018.

The headcount number of band 3 to 5 prison officers who left HMPPS in the year ending 31 March 2018 was **2,088**, an increase of **254** (13.8%) compared to the year ending 31 March 2017 and an increase of 114 (5.8%) compared to the year ending 31 December 2017. Examining reasons for leaving, **59.6%** of prison officers who left, resigned from their roles in the year ending 31 March 2018 (up from 46.8% in the year ending 31 March 2017). Meanwhile **14.3%** were dismissed and **14.2%** retired in the year ending 31 March 2018, down from 23.8% and 15.3% respectively compared to the previous year.

Figure 3: Newly appointed band 3 prison officers and band 3 to 5 prison officer leavers, April 2011 to March 2018 (Source: Table 14)



The number of band 2 OSG staff who joined HMPPS in the year ending 31 March 2018 was **778**, an increase of **171** (28.2%) compared to the previous year and an increase of 83 (11.9%) since the year ending 31 December 2017. The headcount number of band 2 OSG staff who left HMPPS was **478**, a decrease of **29** (5.7%) compared to the year ending 31 March 2017 and 27 (5.3%) compared to the year ending 31 December 2017.

2.1 Prison officer recruitment target

As part of the Prison Safety and Reform White Paper published in November 2016, the Government committed to an increase of 2,500 prison officers by the end of 2018. The accompanying annex sets out progress on prison officer recruitment. Between the end of October 2016 (the closest data point in time to when the commitment was made) and the end of March 2018, the number of Band 3 to 5 prison officers (FTE) has increased from 17,955 to **21,041**, a net increase of **3,086** FTE officers. The figures therefore show that the target to recruit an additional 2,500 prison officers by the end of 2018 has been met.

At the end of March 2018, there were also **1,543** candidates who had received a job offer and been booked onto future Prison Officer Entry Level Training (POELT) places between April 2018 and November 2018. This data is provided to give an idea of the quantity of candidates in the recruitment pipeline as at the end of March 2018. Given the dynamic nature of the data, these numbers will change as more individuals are booked onto POELT spaces over time and existing individuals drop out of the system. The POELT booking data is also a gross figure that does not account for leavers amongst existing officer staff that will happen between April 2018 and November 2018.

1. Probation practitioners and senior probation officers

3,405 FTE band 4 probation officers in post

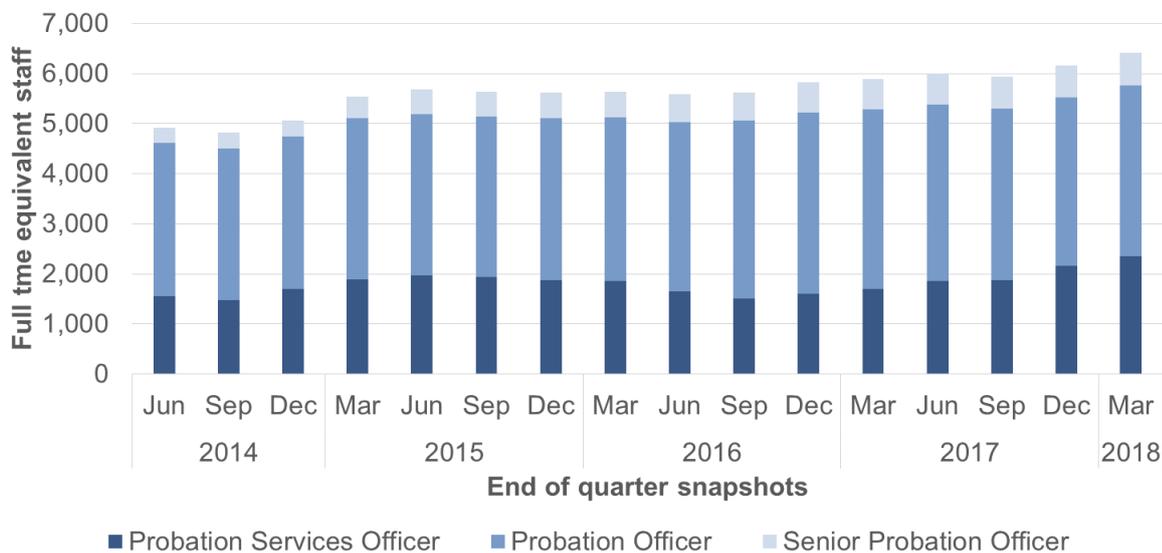
This figure represents a decrease of 189 (5.2%) compared to 31 March 2017 but an increase of 36 (1.1%) since 31 December 2017. In contrast, there were 2,357 FTE band 3 probation services officers, an increase of 663 (39.2%) FTE probation service officers since 31 March 2017 and 196 (9.1%) FTE since 31 December 2017.

Key grades in the NPS include band 3 probation services officers, band 4 probation officers (collectively known as probation practitioners) as well as band 5 senior probation officers. Staff training to be probation officers work as probation services officers during their training so a proportion of the probation services officers in post will be working towards the professional probation officer qualification.

As at 31 March 2018, there were **2,357** FTE band 3 probation services officers in post, an increase of **663** (39.2%) over the last year and 196 (9.1%) on the quarter; **3,405** FTE band 4 probation officers, representing a decrease **189** (5.2%) compared to the previous year and an increase of 36 (1.1%) over the quarter; and **648** FTE band 5 senior probation officers, showing increases of **38** (6.3%) over the last year and 13 (2.1%) since the last quarter (Figure 4).

Figure 4: Number of probation officers, probation services officers and senior probation officers in post on a FTE basis, 30 June 2014 to 31 March 2018

(Source: Table 3)



In the last year, **756** probation services officers were appointed, some of whom will be training to become qualified probation officers. This was an increase of **436** (136.3%) compared to the year ending 31 March 2017 and 169 (28.8%) compared to the year ending 31 December 2017. In the last year, **186** probation services officers left the service. This is an increase of **36** (24.0%) compared to the previous year, but no change compared to the year ending 31 December 2017.

2. Joiners and Leavers

Leaving rate of 10.3% amongst band 3-5 prison officers

This represents an increase of 0.6 percentage points compared to the year ending 31 March 2017. The overall leaving rate across HMPPS over the last year stood at 9.0%, an increase of 0.3 percentage points compared to the year ending 31 March 2017.

In the last year, **7,888** staff joined HMPPS, an increase of **3,830** (94.4%) compared to the year ending 31 March 2017. These joiners consisted of **6,047** across PSPs, **310** in YCS, **1,328** in the NPS and **203** in HMPPS HQ and Area Services. Compared to the year ending 31 March 2017, these represent increases of **92.9%**, **144.1%**, **123.2%**, **1.0%** in PSPs, YCS, NPS and HMPPS HQ and Area Services respectively.

There were **4,319** leavers in the year ending 31 March 2018, an increase of **283** (7.0%) compared to the year ending 31 March 2017. This includes **3,174** leavers from PSPs (an increase of 7.4%), **148** from YCS (a decrease of 0.7%), **742** from the NPS (an increase of 6.2%) and **255** from HMPPS HQ and Area Services (an increase of 9.9%).

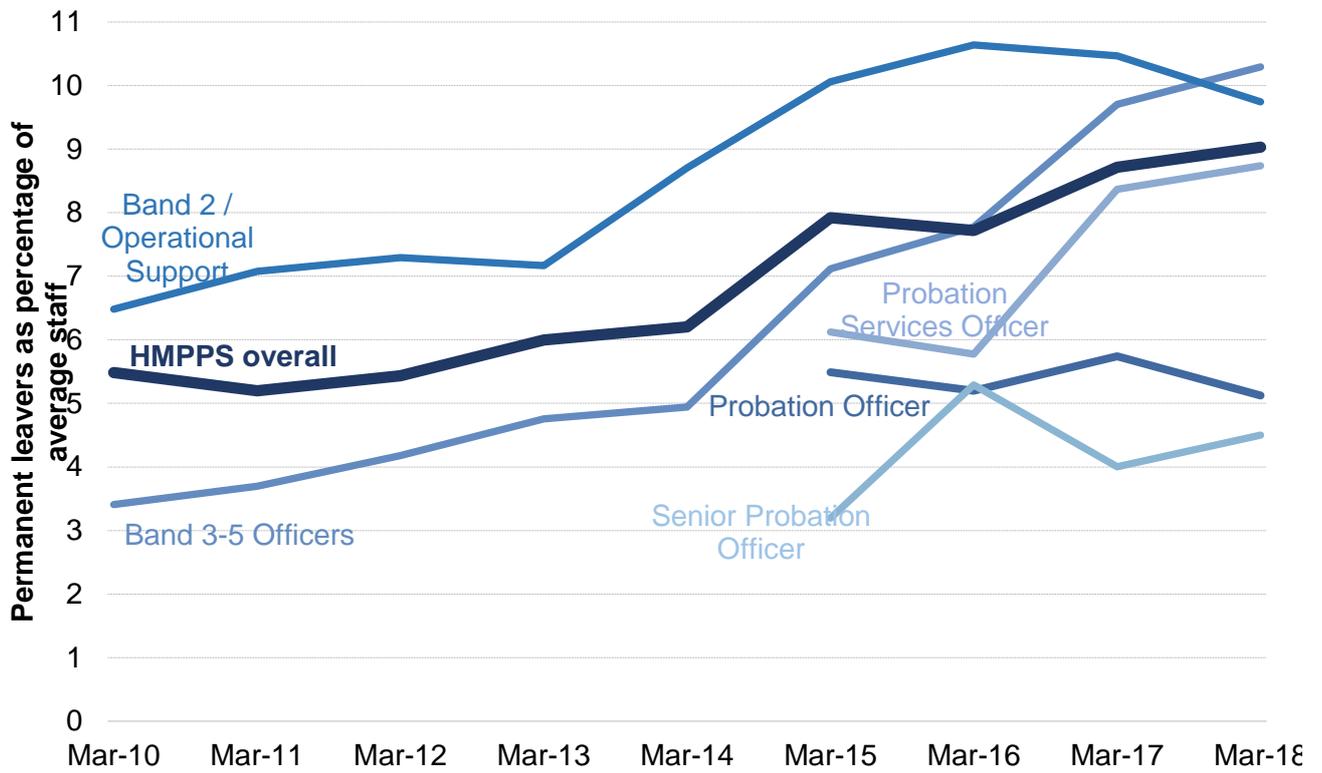
4.1 Leaving rates²

The overall HMPPS leaving rate for the year to 31 March 2018 was **9.0%** compared to 8.7% for the year to 31 March 2017 (Figure 5). Specifically, for band 3 to 5 prison officers, the leaving rate of **10.3%** in the year ending 31 March 2018 represented an increase of **0.6 percentage points** since the year ending 31 March 2017. The leaving rate for band 2 OSG staff was **9.7%** in the year ending 31 March 2018; a decrease of **0.7 percentage points** compared to the year ending 31 March 2017.

The leaving rate for staff at the NPS overall in the year ending 31 March 2018 was **7.4%**, a **0.1 percentage point** decrease compared to the year ending 31 March 2017. In the operational grades within the NPS, the leaving rate was highest amongst probation service officers at **8.7%**, increasing by **0.3 percentage points** from the year ending 31 March 2017. Leaving rates for probation officers and senior probation officers stood at **5.1%** (a decrease of **0.6 percentage points** compared to the previous year) and **4.5%** (an increase of **0.5 percentage points** compared to the previous year) respectively in the year ending 31 March 2018.

² Percentage of staff with a permanent contract of employment who left HMPPS, including individuals who have retired early, but excluding staff who left due to voluntary early departure schemes and redundancy (VEDSR).

Figure 5: Annual leaving rates of permanent staff in key operational grades (excluding VEDSR), 12 months to 31 March 2010 to 12 months to 31 March 2018 (Source: Table 8d)



5. Length of Service

Length of service information has been calculated for HMPPS staff from the most recent hire date. Where staff have transferred in from another Government Department or have transferred in through HMPPS taking over a function, length of service is calculated from entry to HMPPS.

Across HMPPS overall, **29.2%** of FTE staff in post had less than 3 years' service. This is a decrease from 39.7% at 31 March 2017 but an increase from 27.9% at 31 December 2017. Meanwhile, **42.0%** of HMPPS FTE staff in post overall had 10 years or more experience, representing decreases from 44.6% at 31 March 2017 and 43.5% at 31 December 2017.

However, it must be noted that the NPS was created on 1 June 2014 and the service of NPS staff in Probation Trusts prior to the creation of the NPS is not included. Therefore, the figures relating to the length of service of NPS staff, and which are included in the HMPPS overall figures, do not necessarily represent their full experience but rather the length of service from entry to HMPPS.

Excluding the NPS, **30.7%** of FTE staff in post across HMPPS had less than 3 years' service as at 31 March 2018. This is an increase of **5.9 percentage points** compared to 31 March 2017. Those with 10 years' experience or more made up **52.4%** of the workforce a **3.4 percentage points** decrease since the previous year.

The proportion of band 3-5 prison officers with less than 3 years' service rose to **36.4%** compared to 24.0% at 31 March 2017 and 33.8% at 31 December 2017. In contrast, the proportion of officers in post with 10 years or more experience decreased by **9.7 percentage points** compared to the previous year and 3.4 percentage points from the previous quarter to stand at **51.3%** at 31 March 2018. The change in experience levels is largely due to staff reductions in 2013/14 and the current recruitment drive for additional prison officers.

As at 31 March 2018, the proportion of band 2 OSG staff with less than 3 years' service increased to **33.4%** compared to 31.3% at 31 March 2017; those with 10 years of more experience also increased from 45.4% at 31 March 2017 to **49.2%** at 31 March 2018.

In the 12 months to 31 March 2018, of those band 3-5 prison officers who left the service, **30.6%** of them had less than 1 years' service and **38.7%** had less than 2 years' service. Compared to the year ending 31 March 2017, this represents a substantial increase from 13.5% of leavers with less than 1 years' service and from 27.4% for those with less than 2 years' service.

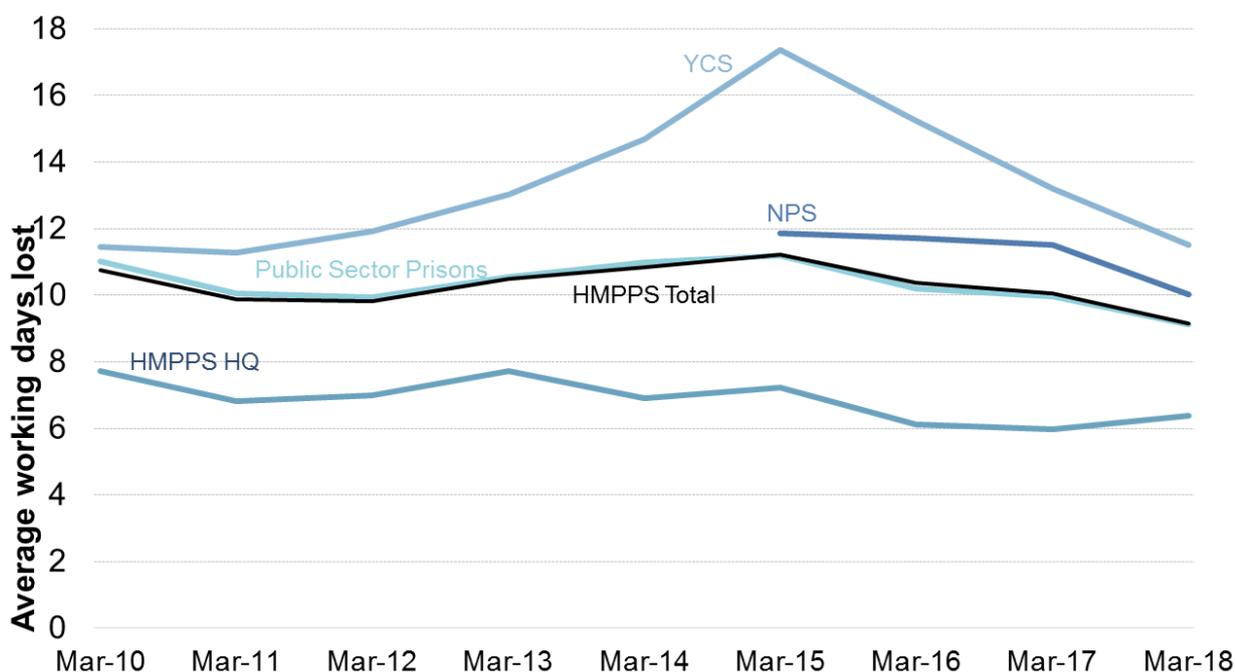
6. Sickness absence

In the year ending 31 March 2018, HMPPS staff lost an average of **9.2 working days** to sickness absence. This is the lowest sickness absence rate in the time series. Compared to the year ending 31 March 2017, this is a decrease of **0.9 working days lost**.

YCS staff had the highest sickness absence rate at **11.5 AWDL**, followed by NPS (**10.0 AWDL**), PSPs (**9.1 AWDL**) and HMPPS HQ & Area services (**6.4 AWDL**) (Figure 6). Compared to the year ending 31 March 2017, these represent decreases of **1.7 days**, **1.5 days** and **0.9 days** for the YCS, NPS, and PSP staff respectively, whereas the sickness absence rate in HMPPS HQ & Area services has increased by **0.4 days**.

The rate for all of HMPPS has varied between 9.2 and 11.2 in the years since 2009/10.

Figure 6: Average working days lost to sickness absence, 12 months to 31 March 2010 to 12 months to 31 March 2018 (Source: Table 17)



Note: Figures for the YCS up until March 2017 shown in the chart above refer to staff who worked in the Youth Custody Estate in NOMS.

The most common category of sickness absence in terms of days lost is mental and behavioural disorders, which includes stress related absences. In the last year, **32.5%** of absences were for mental and behavioural disorders. This category was most prevalent for probation officers where **41.9%** of working days lost were attributed to mental and behavioural disorders.

Musculoskeletal absences accounted for the second largest proportion of working days lost (**25.2%**). Together the top two categories accounted for **57.7%** of all working days lost.

7. Equality and Diversity

Data on the protected characteristics of race, disability, sexual orientation and religion/belief are collected from self-declared, non-compulsory fields. Consequently, only figures for which declaration rates have reached a threshold of 60% or above have been reported in the following section.

7.1 Age

The largest individual age group across all of HMPPS at 31 March 2018 was 50-59 year olds with **14,002 staff** (28.5%). The number of staff aged under 30 increased by **2,304** in the 12 months to 31 March 2018 compared to the previous year and made up **17.8%** of the HMPPS workforce. HMPPS HQ & Area Services had a slightly older workforce which consisted of **60.3%** of staff who were aged 40 or over. This is compared to **59.8%** among PSP staff, **59.3%** among NPS staff and **44.9%** among YCS staff.

Those aged under 30 make up the highest proportion of joiners (**54.0%**) and leavers (**23.4%**) overall.

7.2 Gender

As at 31 March 2018, **47.2%** of HMPPS staff overall were female, similar to the previous year. Female representation was substantially higher within the NPS at **76.0%** compared to **59.2%** in HMPPS HQ & Area services, **41.3%** in the YCS and **37.5%** in PSPs.

Across all of HMPPS, over the 12 months to 31 March 2018, **43.6%** of joiners and **42.0%** of leavers were female.

7.3 Full time/part time status

Full time/part time is a status which may fluctuate across an individual's career. Part time as a grouping covers a wide range of working patterns and working hours. Within HMPPS overall, **13.7%** of the workforce were identified as working part time, representing a decrease of **0.7 percentage points** compared to the previous year. Working on a part time basis is more common amongst staff in the NPS. As at 31 March 2018, **24.2%** of NPS staff were working part time, compared to **11.1%** of staff within PSP, **8.4%** of staff within YCS and **10.3%** of staff in HQ & Area services.

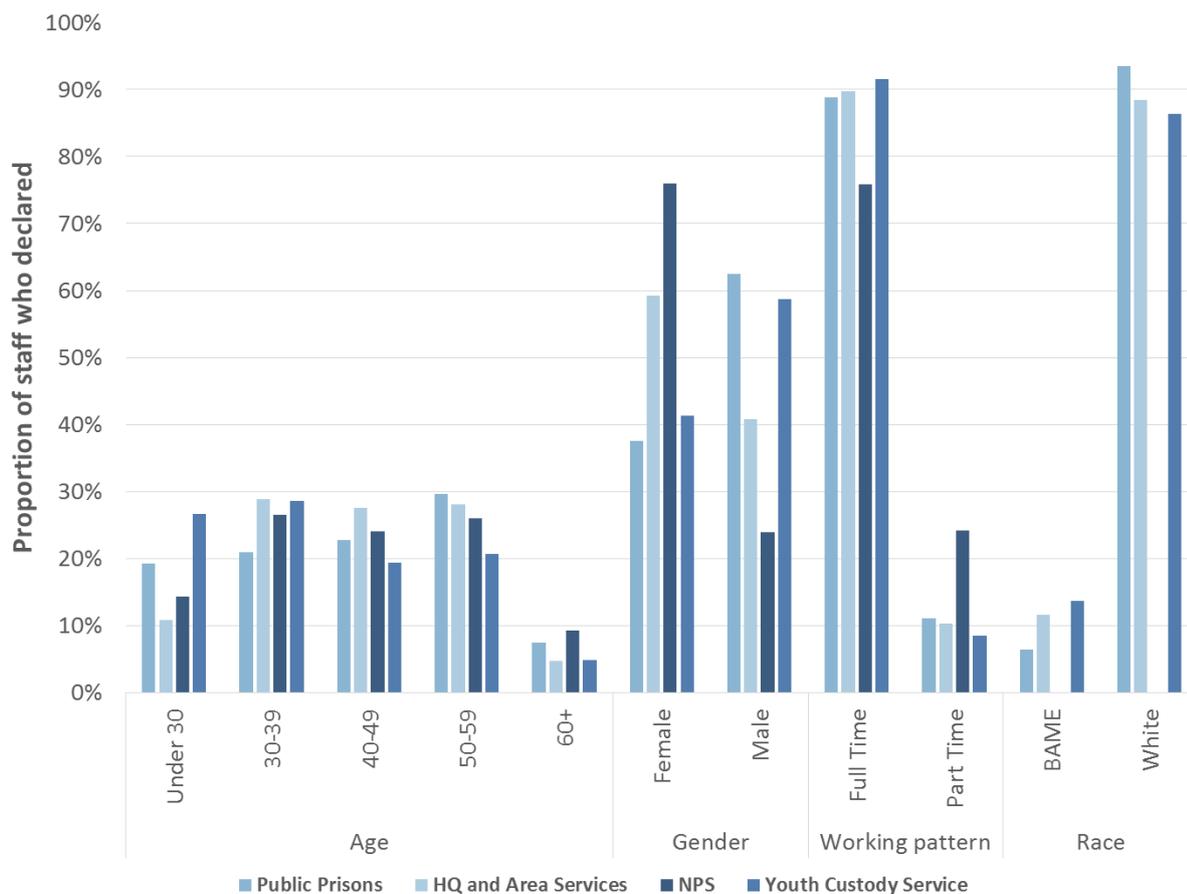
Only **3.6%** of joiners identified as working part time, which is to be expected given this period usually marks the start of an individual's career, whilst **17.7%** of leavers were recognised as having part time status.

7.4 Race

As at 31 March 2018, **8.2%** of HMPPS staff who had declared their race were classified as Black, Asian and Minority Ethnic (BAME) which is the same as the previous year. PSP had the lowest representation rates with **6.4%** of staff who declared their race as BAME (a small decrease of **0.1 percentage points** compared to 31 March 2017), compared to **13.7%** of staff in YCS (an increase of **0.4 percentage points** compared to 31 March 2017) and **11.6%** of staff in HMPPS HQ & Area services (a decrease of **1.4 percentage points** compared to 31 March 2017). The proportion of NPS staff who had declared their race was deemed too low to derive the representation rate of NPS BAME staff.

In the 12 months to 31 March 2018, **8.7%** of leavers across all of HMPPS who had declared their race were classified as BAME.

Figure 7: Protected characteristics of HMPPS staff, as at 31 March 2018 (Source: Table 5)



Note: Results shown in Figure 7 for race represent proportions based on those who declared their race status only.

7.5 Other Protected Characteristics

Declaration rates of disability, religion/belief and sexual orientation for HMPPS overall, PSP, YCS, HQ & area services, and NPS as well as joiners and leavers were all deemed too low for any meaningful consideration of the representation rate.

No data are currently available for the other protected characteristics of Marriage and Civil Partnership, Pregnancy and Maternity.

Data are not collected for Gender Reassignment as those in receipt of gender recognition certificates are recorded as their legal gender, and are not identified as being transgender in accordance with the Gender Recognition Act 2004 and the Equality Act 2010.

Further Information

Accompanying files

As well as this bulletin, the following products are published as part of this release:

- A technical guide providing details of the HMPPS workforce structure as well as how the data are collected and processed. Information on the revisions policy and disclosure relevant to HMPPS staffing data is also included.
- A set of summary tables for the latest quarter and year as well as over time.
- A supplementary annex presenting data on prison officer recruitment from job offer to staff in post.

Official Statistics

The statistics in this bulletin are classified as official statistics. The Statistics and Registration Service Act 2007 defines 'official statistics' as all those statistical outputs produced by the UK Statistics Authority's executive office (the Office for National Statistics), by central Government departments and agencies, by the devolved administrations in Northern Ireland, Scotland and Wales, and by other Crown bodies (over 200 bodies in total). The statistics in this bulletin comply with all aspects of the Code of Practice for Official Statistics. The Code encourages and supports producers of statistics to maintain their independence and to ensure adequate resourcing for statistical production. It helps producers and users of statistics by setting out the necessary principles and practices to produce statistics that are trustworthy, high quality and of public value.

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