

Tribunal Advisory Committee, 31 May 2017

Introduction to Partner Team and Operational Data

Executive summary and recommendations

Introduction

1. The purpose of this paper is to inform the Committee of the Partner team and their activity, provide statistics on Partner numbers and turnover (overall numbers including Panel Members, Panel Chairs and Legal Assessors), provide information on upcoming recruitment and selection activity and provide information on Equality & Diversity Data for Panel Members, Chairs and Legal Assessors.

Partner Team and Activity

2. The Partner team is made up of the HR Manager (Partners), the Partner Co-ordinator and two Partner Administrators. Due to part time and flexible working arrangements the headcount equivalent is 3.1 fte (full time equivalents).
3. The Partner team is responsible for administering the following activities for all 807 HCPC partner roles; recruitment and selection, induction and refresher training, self-assessment for agreement renewal and partner resignations and terminations. In addition the HR Manager (Partners) provides advice and support to both user departments and individual partners on any complaints about partner conduct and/or performance.

Partner Numbers and Turnover

4. Please refer to Appendix 1 Partner Numbers and Turnover. The Partner Numbers provide a breakdown of all partner roles, turnover statistics are for all 660 partners.

Partner Recruitment and Selection Activity

5. The tables below detail the activity for the last quarter of 2016 and the upcoming recruitment campaigns for Panel Members and Chairs.

The recruitment activity is lessening for this year, although we will be undertaking the self-assessment process over the summer for 16 Panel Members and a further 20 in the last quarter of the year which may result in a small amount of further recruitment

Recent Recruitment Activity (last quarter 2016)

Role	Number Appointed
Panel Chair	17
Panel Member (Lay)	16
Panel Member (PO)	2
Panel Member (PYL)	3

We have also appointed a further **15 Panel Chairs** in May and will be offering appointments to **11 Lay Panel Members** at the end of May.

Upcoming Recruitment (Q1 2017) (April – June)

Role	Number Required
Panel Member SLR	2
Panel Member OR	3

Q2 (July – September)

Role	Number Required
Panel Member ODP	2
Panel Member PYL	2

Q3 (October – December)

Role	Number Required
Panel Member BS	3
Panel Member OT	3

Q4 (January - March)

Role	Number Required
Panel Member CH	2
Panel Member PO	3
Panel Member SW	6

Panellist Equality & Diversity Data

6. Please refer to Appendix 2 for equality and diversity data for panel members, panel chairs and legal assessors. This data is as at May 2017.

Decision

The Committee is asked to note the information provided. No decision is required.

Resource Implications

None

Financial Implications

None

Appendices

Appendix 1 – Partner Numbers and turnover 2017 – 2018
Appendix 2 – Panellist equality and diversity data May 2017

Date of Paper

17 May 2017

Partner roles - Numbers

	2016												2017												2017												2018												15/16	16/17	17/18
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	FYE	FYE	Forecast												
Panel Member roles																																					FYE	FYE	Forecast												
Registrant	188	186	185	183	175	183	183	183	182	176	176	176	174	199													213	176	180																						
Lay	43	42	41	40	36	35	35	35	35	33	33	33	33	33													55	33	50																						
Total	231	228	226	223	211	218	218	218	217	209	209	209	207	232													268	209	230																						
Visitor roles																																					FYE	FYE	Forecast												
Registrant	199	198	196	196	196	191	200	198	200	202	202	201	194	191													202	201	202																						
Lay	17	17	17	17	17	17	19	19	19	19	19	19	19	18													16	19	19																						
Total	216	215	213	213	213	208	219	217	219	221	221	220	213	209													218	220	221																						
Registration Assessor roles																																					FYE	FYE	Forecast												
Registrant	171	171	170	170	170	170	168	166	165	164	164	162	160	159													176	162	162																						
CPD Assessor roles																																					FYE	FYE	Forecast												
Registrant	105	105	105	105	106	105	105	104	104	104	104	104	104	104													105	104	104																						
Reg Appeals Panel Member	29	29	30	30	30	30	30	30	30	30	30	30	30	30														30	30																						
Registrant	134	134	135	135	136	135	135	134	134	134	134	134	134	134														134	134																						
Recruitment Partner													1	1	1														1	1																					
																																					FYE	FYE	Forecast												
Legal Assessors	49	49	47	47	47	46	46	46	45	44	44	44	44	44													38	44	44																						
Panel Chairs	33	33	32	32	32	32	32	32	32	32	32	48	48	46													29	48	48																						
Total Number of Roles	834	830	823	820	809	809	818	813	812	804	804	818	807	825													729	818	839																						
Total Number of Partners	670	666	666	661	644	644	664	662	662	662	653	662	660	670													669	662	680																						

Partner turnover

	2016												2017												2017												2018												16/17	17/18
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	FYE	YTD												
Voluntary Resignations*	0	1	3	1	0	1	3	2	0	2	3	4	2	1											2	1											20	2												
Compulsory Leavers*	3	3	2	16	1	0	0	0	0	0	4	0	2	1											2	1											29	2												
Total Leavers (Vol & Comp)	3	4	5	17	1	1	3	2	0	2	7	4	4	2											4	2											49	4												
Total Number of Partners	670	666	661	644	644	664	662	662	660	653	661	660	660																									658	660											
Voluntary Turnover%	0.0%	0.2%	0.5%	0.2%	0.0%	0.2%	0.5%	0.3%	0.0%	0.3%	0.5%	0.6%	3.3%	3.4%																								3.0%	3.3%											
Overall Turnover%	0.4%	0.6%	0.8%	2.6%	0.2%	0.2%	0.5%	0.3%	0.0%	0.3%	1.1%	0.6%	7.6%	7.3%																								7.5%	7.6%											

*Compulsory Leavers includes agreement not renew ed (failed renew al assessment or changed resource requirements, 8 year rule, voluntary de-registrations)

** Voluntary Turnover of Partners: for 2016/17 this is calculated by month, for 2017/18 this is a rolling % calculated over the preceding 12 months

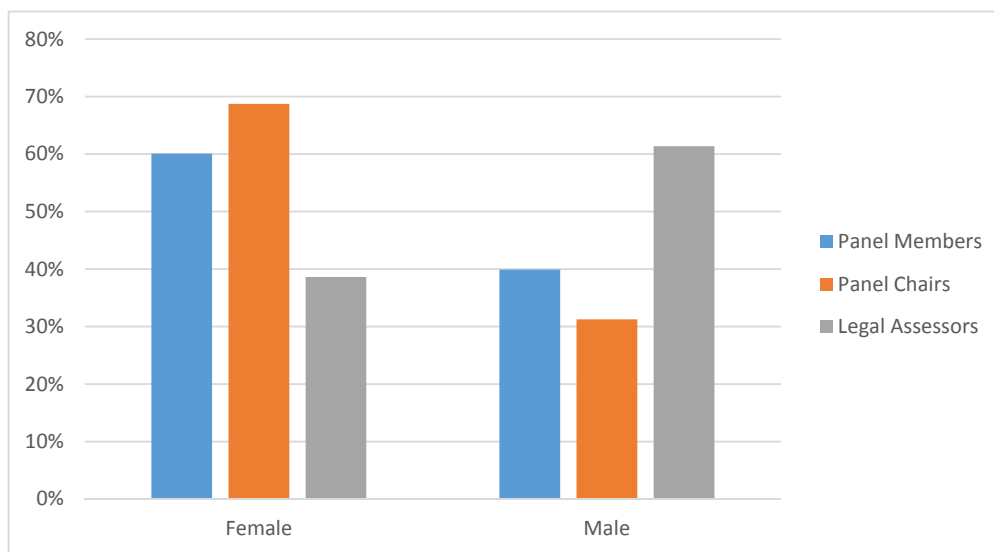
Turnover information does not capture those Partners w ho move from one role to another or those w ho leave one role and remain in another

YTD = Year to date

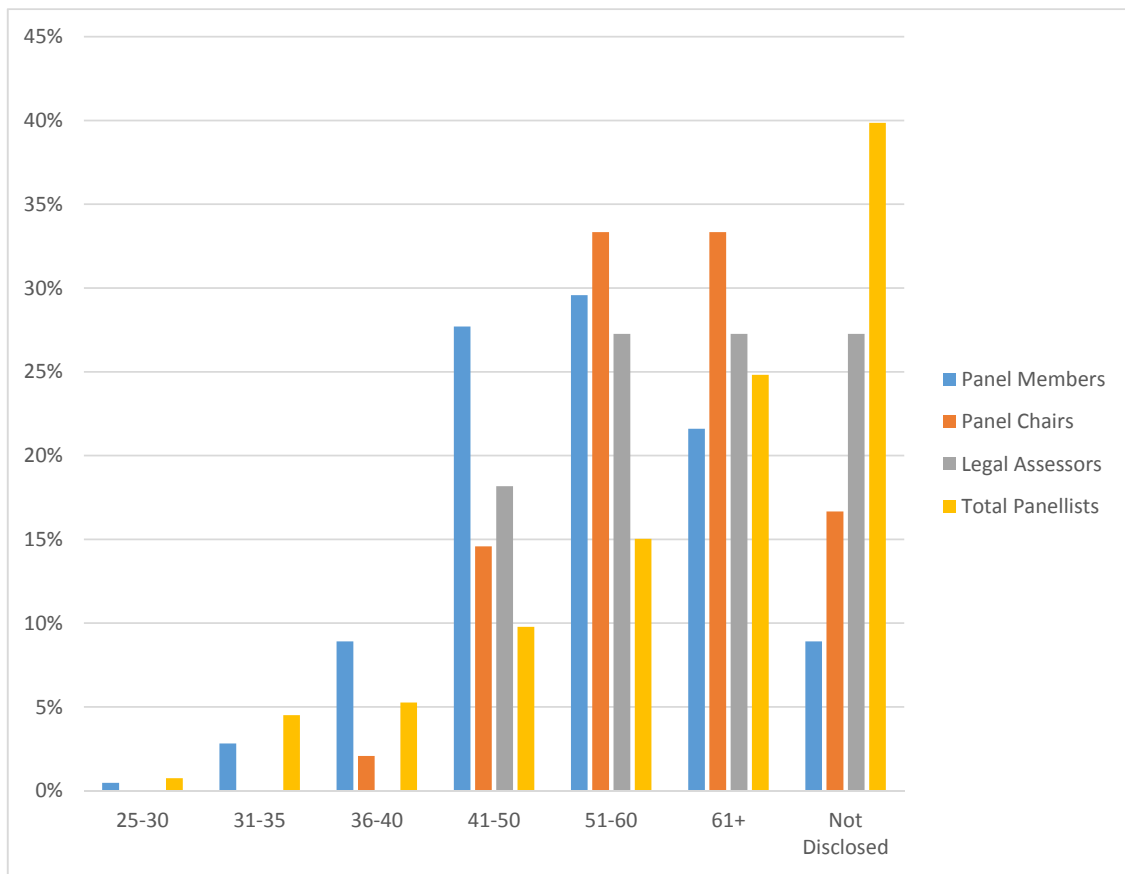
FYE = Final Year End

Panellist Equality & Diversity Data

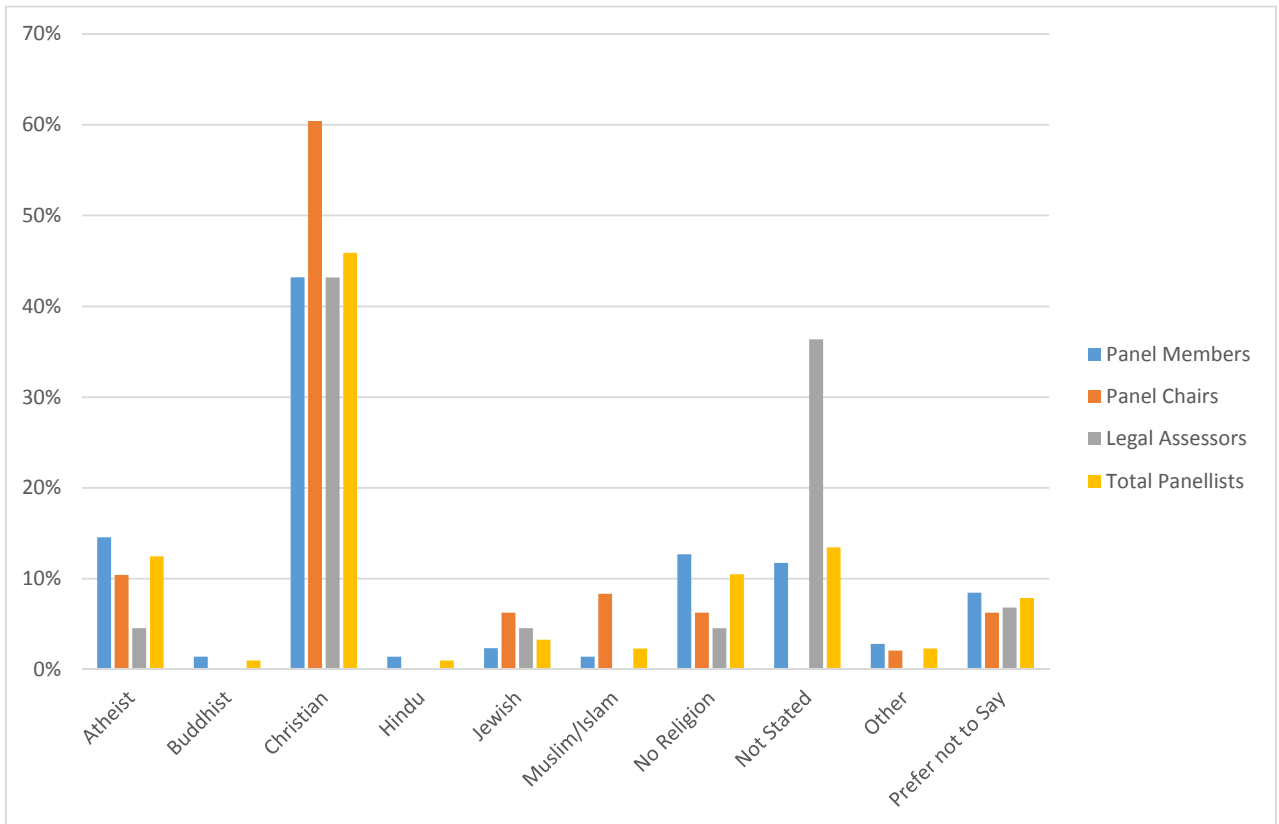
Gender	Panel Members	Panel Chairs	Legal Assessors
Female	60%	69%	39%
Male	40%	31%	61%
Grand Total	100%	100.00%	100.00%



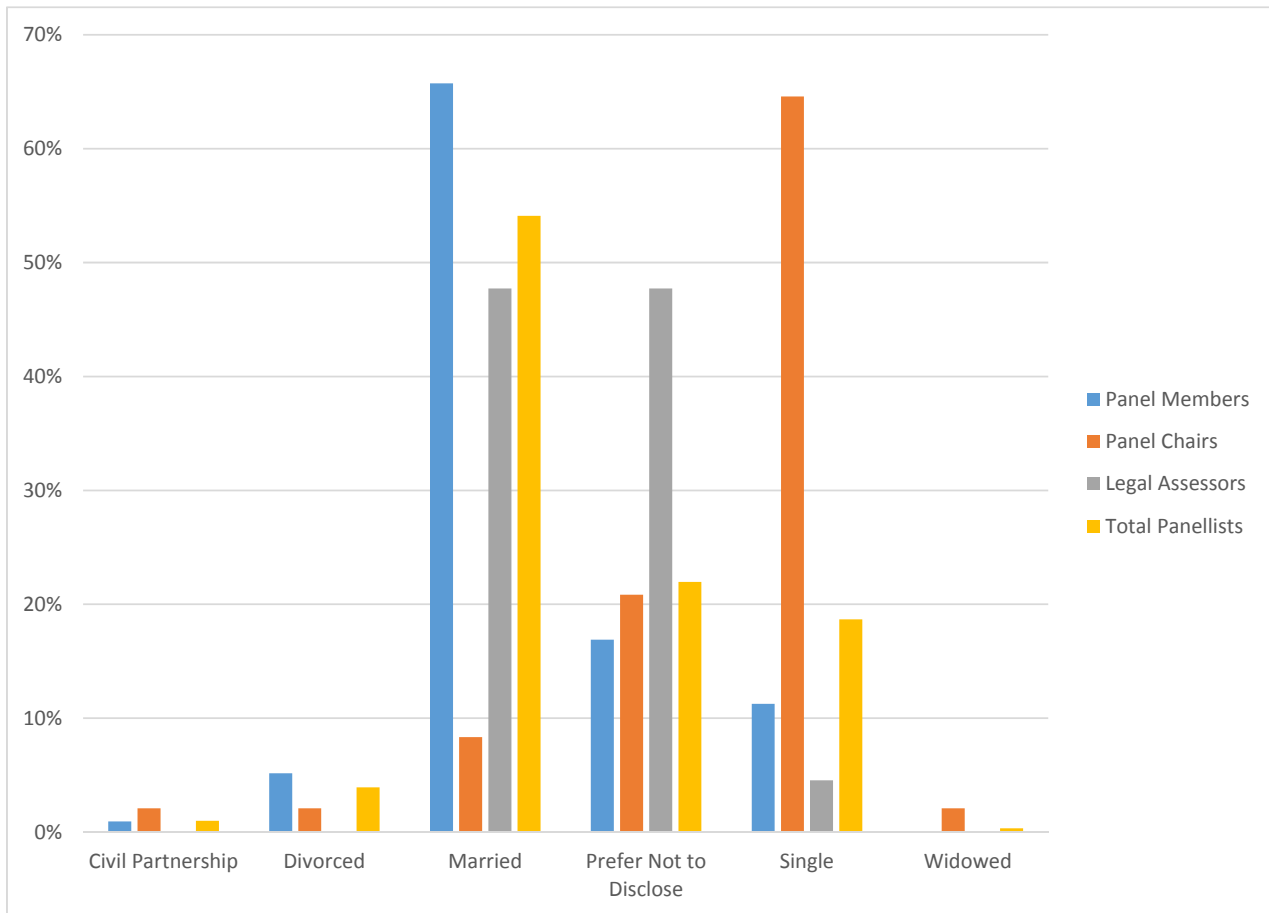
Age Range	Panel Members	Panel Chairs	Legal Assessors
25-30	0%	0%	0%
31-35	3%	0%	0%
36-40	9%	2%	0%
41-50	28%	15%	18%
51-60	30%	33%	27%
61+	22%	33%	27%
Not Disclosed	9%	17%	27%
Grand Total	100.00%	100.00%	100.00%



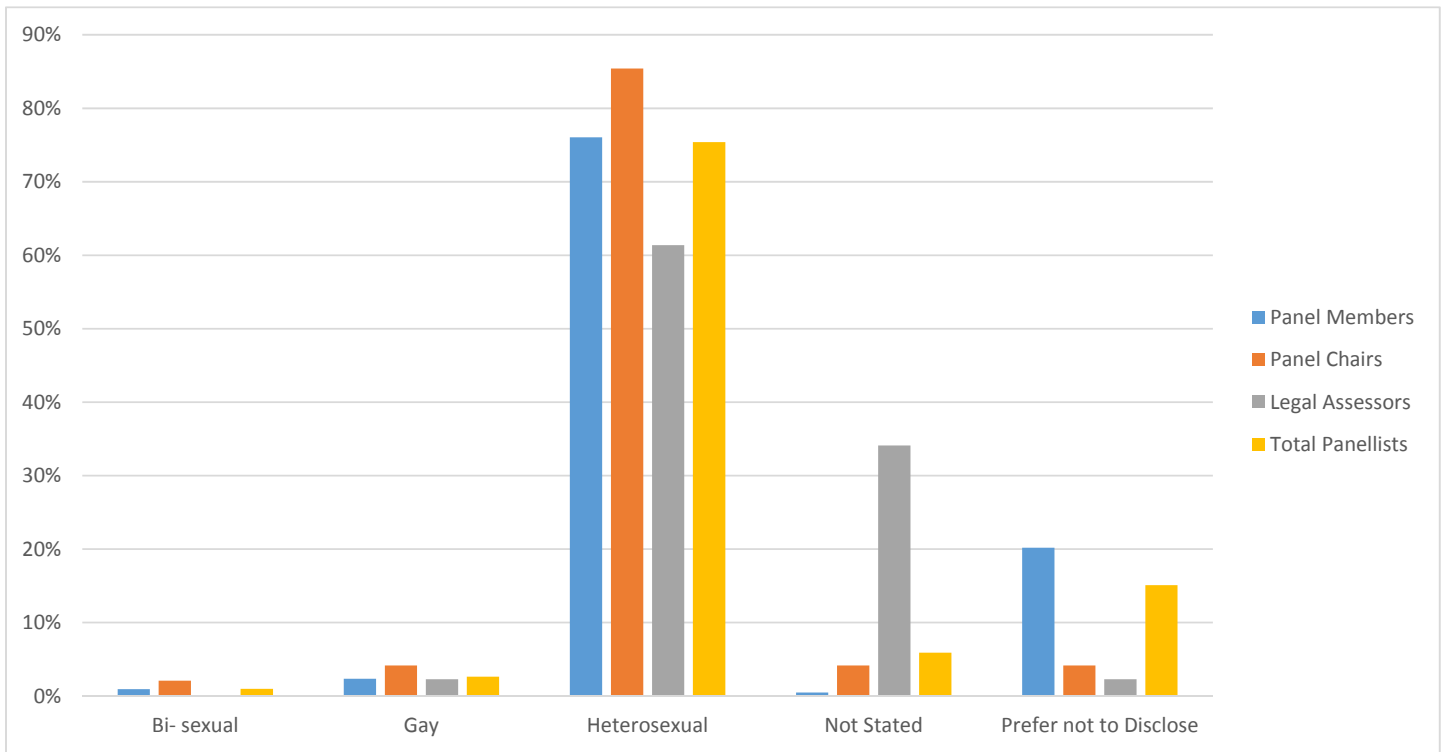
Religion	Panel Members	Panel Chairs	Legal Assessors
Atheist	15%	10%	5%
Buddhist	1%	0%	0%
Christian	43%	60%	43%
Hindu	1%	0%	0%
Jewish	2%	6%	5%
Muslim/Islam	1%	8%	0%
No Religion	13%	6%	5%
Not Stated	12%	0%	36%
Other	3%	2%	0%
Prefer not to Say	8%	6%	7%
Grand Total	100.00%	100.00%	100.00%



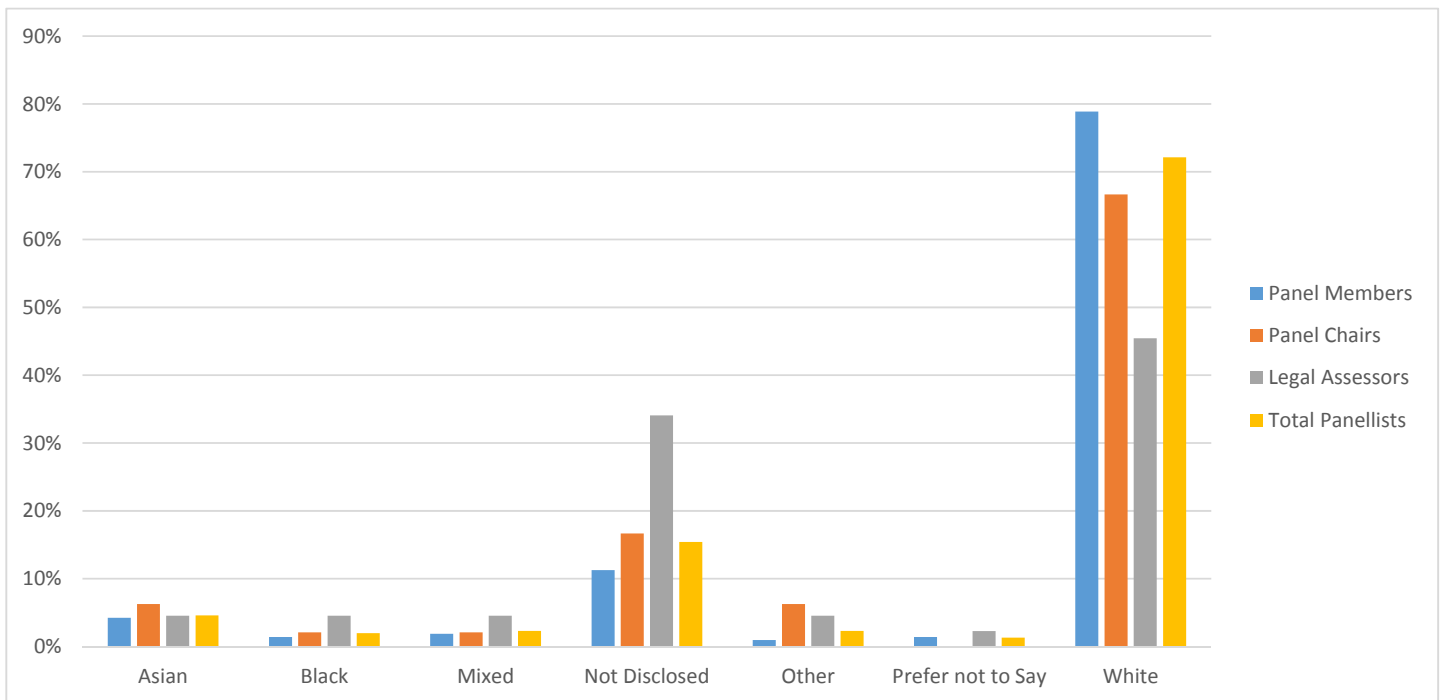
Marital Status	Panel Members	Panel Chairs	Legal Assessors
Civil Partnership	1%	2%	0%
Divorced	5%	2%	0%
Married	66%	8%	48%
Prefer Not to Disclose	17%	21%	48%
Single	11%	65%	5%
Widowed	0%	2%	0%
Grand Total	100%	100%	100%



Sexuality	Panel Members	Panel Chairs	Legal Assessors
Bi- sexual	1%	2%	0%
Gay	2%	4%	2%
Heterosexual	76%	85%	61%
Not Stated	0%	4%	34%
Prefer not to Disclose	20%	4%	2%
Grand Total	100%	100%	100%



Ethnic Group	Panel Members	Panel Chairs	Legal Assessors
Asian	4%	6%	5%
Black	1%	2%	5%
Mixed	2%	2%	5%
Not Disclosed	11%	17%	34%
Other	1%	6%	5%
Prefer not to Say	1%	0%	2%
White	79%	67%	45%
Grand Total	100%	100%	100%



Disability	Panel Members	Panel Chairs	Legal Assessors
% with a disability	0%	0%	0%
Partners with A Disability	4%	19%	5%
Partners without a disability	95%	81%	93%
Prefer Not to Disclose	0%	0%	2%
Grand Total	100.00%	100.00%	100.00%

