



Lancashire
Enterprise Partnership

Data Matrix User Guide

*Part of the 2018 Lancashire Labour
Market Intelligence Toolkit*



European Union
European Social Fund
Investing in jobs and skills



1. Introduction

The 2018 Lancashire Labour Market Information (LMI) Toolkit is designed to support skills planning and those providing advice and guidance about the labour market in Lancashire. The objectives of the toolkit are to provide user-friendly LMI for a range of user groups; update the information which is currently available; provide data at a local level; and provide access to detailed data to enable those who want greater depth.

Along with a Lancashire report, reports on the labour markets of the six Travel to Work Areas and a series of LMI factsheets for each Travel to Work Area, the Data Matrix is a key part of the Toolkit.

The Data Matrix is a publically available, Excel-based tool which holds data on 107 economic and social indicators sorted by theme and geography.

All parts of the 2018 LMI Toolkit can be found here:

<https://www.lancashireskillshub.co.uk/>

The Data Matrix consists of 5 workbooks, as follows:

- Economy and Business
- Residents
- Labour Demand
- Employment Forecasts and Future Demand for Labour
- Performance of the Education, Skills and Employment System

The data within each workbook is presented at four different spatial levels, where possible:

- Travel to Work Areas (TTWAs) (6)
- Preston and South Ribble City Deal Region (1)
- Local Authority (14)
- LEP, Regional and National (4 – Lancashire, North West, England minus London and England)

2. Using the Data Matrix

The first thing to note is that when opening the Matrix you will need to 'enable content' to allow macros. Enabling macros allows the Matrix to work in the way it is designed. The Matrix will still work without macros being enabled, although some formatting may go amiss. In addition, the best way to view the Matrix is in Full Screen view, especially for smaller monitors.

a. Contents Tab

The first tab within each workbook is the contents page. This page contains the following:

- a list of indicators contained within that workbook, each of which is a quick link to that particular datasheet;
- a brief description of the data and sources included in the workbook;
- a brief 'how to use' guide, including an explanation of how the user can enable their macros; and
- a breakdown of the TTWAs by Local Authority.

An example of the contents page for the Labour Demand workbook is shown below.

Labour Market Information Toolkit Data Matrix - Labour Demand

Indicators
The following indicators are included in this workbook:

LD1: Total Employment	LD8: Public/Private Employment
LD2: Total Employees	LD9: Public/Private Employees
LD3: Full-Time Part-Time Split	LD10: Employers Reporting Skills Gaps
LD4: Employment by Section	LD11: Causes of Skills Gaps
LD5: Employees by Section	LD12: Prevalence of Vacancies
LD6: Employment by 2-Digit Sector	LD13: Hard to Fill Vacancies by Occupation
LD7: Employees by 2-Digit Sector	LD14: Skills Shortages Vacancies by Occupation

Matrix Data
The data was the most up to date available data at the time of writing. The data matrix workbook contains data from the Business Register and Employment Survey and the UKCES Employers Skills Survey. All data sources are stated. Please note the data matrix does not reflect any updates to indicators that have been released after February 2018. Please check with the original sources for any updated data releases.

How to use the Matrix
The matrix contains summary pages for the Travel to Work Areas (TTWA) and Local Authority regions. The two summary pages include a drop-down menu (shaded blue at the top of the sheet) for selecting the geography for which summary data will be provided. The relevant indicators can then be selected by clicking the corresponding indicator button. When selecting a geography from the drop-down menu in the Local Authority summary page, the corresponding TTWA will automatically be selected as a comparator geography.

To access a more comprehensive dataset, click the link above each data table to view the full datasheet for that selected indicator. Links can be used to navigate between each summary tab and datasheet.

Please note that to use the summary features of the matrix, macros must be enabled. You can enable macros by selecting 'Enable content' if prompted to do so in the notification box or banner at the top of the sheet. If you are not prompted to enable macros, you may need to change the spreadsheet's macro settings. You can do this in Excel 2013 by accessing the following menu options: **File \ Options \ Trust Centre \ Trust Centre Settings... \ Macro Settings** and selecting 'Disable all macros with notification'.

When you reopen this spreadsheet you will receive a notification stating that Macros have been disabled and will be given the option to accept macros within the spreadsheet. It is not recommended that 'Enable all macros' is selected as this will enable macros in all spreadsheets, not just the Lancashire LMI Toolkit Data Matrix.

Composition of Lancashire Travel to Work Areas	
Lancaster and Morecambe	Lancaster
Blackpool, Fylde and Wyre	Blackpool
	Fylde
	Wyre
Blackburn with Darwen, Hyndburn, Rossendale and Ribble Valley	Blackburn with Darwen
	Hyndburn
	Rossendale
	Ribble Valley
Preston, Chorley, South Ribble	Preston
	Chorley
	South Ribble
Burnley and Pendle	Burnley
	Pendle
West Lancashire	West Lancashire

b. Summary Tabs

The next two tabs within each workbook are the summary pages, one for the Travel to Work Areas and one for the Local Authorities. These summary pages are best used for quickly looking up a figure for a particular geography.

To use the summary pages, first select a geography from the drop-down menu next to "Summary Statistics for" (it is selected just by clicking on it, there is no need press Enter). For example:

Labour Demand Indicators: Travel to Work Area Summary

Summary Statistics for: **Blackburn with Darwen, Hyndburn, Rossendale and Ribble Valley**

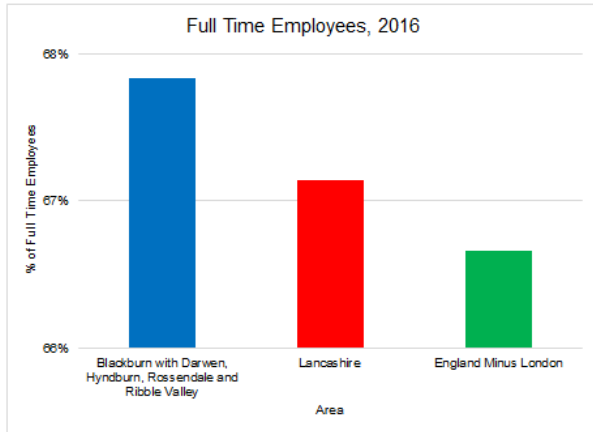
Industrial Structure	Time Split			Public/Private Employment	Public/Private Employees
	Jobs by Sector	Employment by Section	Employees by Section	Employment by 2-Digit	Employees by 2-Digit
Skills and Vacancies	Employers Reporting Skills Gaps	Causes of Skills Gaps	Prevalence of Vacancies	Hard to Fill Vacancies by Occupation	Skills Shortage Vacancies by Occupation

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Once a geography is selected, the user can then select any of the indicator 'buttons' in blue. This will generate a data table and corresponding chart for that indicator. The data will compare the area to the Lancashire LEP region and England Minus London (where applicable). For example:

[LD3. Full-Time Part-Time Split, 2016](#)

	Blackburn with Darwen, Hyndburn, Rossendale and Ribble Valley	Lancashire	England Minus London
Full Time Employees	97,000	423,000	13,670,000
Part Time Employees	46,000	207,000	6,837,000
Total Employees	143,000	630,000	20,507,000
Full Time Employees Share	68%	67%	67%
Part Time Employees Share	32%	33%	33%



c. Datasheet Tabs

In order to find out more about a particular indicator, or compare the area to other areas in Lancashire, click on the table title link provided (in blue and underlined above, e.g. [LD3. Full-Time Part-Time Split, 2016](#)). This will navigate the user to the full datasheet. For example:

LD3. Full-Time/Part-Time Split	Return to Contents	Return to TTWA Summary	Return to LA Summary													
	Blackburn with Darwen, Rossendale and Ribble Valley	Blackpool, Fylde and Wyre	Burnley and Pendle	Lancaster and Morecambe	Preston, Chorley and South Ribble	West Lancashire	Preston and South Ribble City Deal	Blackburn with Darwen	Blackpool	Burnley	Chorley	Fylde	Hyndburn	Lancaster	Pendle	
Number																
2009																
Full Time Employees	99,000	89,000	43,000	33,000	119,000	29,000	95,000	43,000	36,000	22,000	24,000	32,000	19,000	33,000	22,000	
Part Time Employees	39,000	44,000	19,000	19,000	57,000	13,000	41,000	17,000	23,000	11,000	16,000	10,000	9,000	19,000	9,000	
Total Employees	138,000	133,000	62,000	52,000	177,000	42,000	136,000	61,000	59,000	32,000	40,000	42,000	27,000	52,000	30,000	
2010																
Full Time Employees	93,000	87,000	43,000	34,000	116,000	30,000	92,000	39,000	33,000	22,000	24,000	33,000	18,000	34,000	20,000	
Part Time Employees	41,000	45,000	19,000	18,000	80,000	13,000	44,000	20,000	23,000	11,000	16,000	9,000	8,000	18,000	8,000	
Total Employees	134,000	132,000	62,000	52,000	176,000	42,000	136,000	59,000	55,000	33,000	40,000	42,000	26,000	52,000	29,000	
2011																
Full Time Employees	95,000	83,000	45,000	34,000	123,000	30,000	97,000	39,000	33,000	24,000	26,000	30,000	19,000	34,000	21,000	
Part Time Employees	38,000	42,000	19,000	19,000	57,000	13,000	44,000	18,000	22,000	11,000	13,000	9,000	8,000	19,000	8,000	
Total Employees	134,000	125,000	64,000	52,000	181,000	43,000	141,000	57,000	55,000	35,000	40,000	39,000	27,000	52,000	30,000	
2012																
Full Time Employees	93,000	81,000	45,000	33,000	119,000	30,000	95,000	38,000	33,000	23,000	24,000	29,000	19,000	33,000	22,000	
Part Time Employees	42,000	42,000	20,000	19,000	57,000	13,000	42,000	22,000	22,000	11,000	15,000	10,000	8,000	19,000	9,000	
Total Employees	136,000	123,000	65,000	52,000	176,000	43,000	137,000	60,000	55,000	34,000	39,000	39,000	27,000	52,000	31,000	
2013																
Full Time Employees	97,000	84,000	46,000	35,000	121,000	31,000	97,000	41,000	33,000	24,000	24,000	32,000	19,000	35,000	22,000	
Part Time Employees	42,000	42,000	19,000	19,000	56,000	13,000	40,000	22,000	22,000	11,000	15,000	10,000	8,000	19,000	8,000	
Total Employees	139,000	126,000	65,000	53,000	177,000	43,000	138,000	62,000	55,000	34,000	39,000	41,000	27,000	53,000	30,000	
2014																
Full Time Employees	97,000	84,000	47,000	35,000	120,000	32,000	95,000	43,000	32,000	24,000	25,000	32,000	20,000	35,000	23,000	
Part Time Employees	44,000	42,000	20,000	20,000	54,000	13,000	39,000	22,000	23,000	12,000	14,000	11,000	8,000	20,000	8,000	
Total Employees	139,000	128,000	67,000	55,000	174,000	46,000	134,000	65,000	56,000	36,000	39,000	43,000	27,000	55,000	31,000	
2015																
Full Time Employees	96,000	87,000	48,000	36,000	123,000	32,000	97,000	41,000	35,000	26,000	26,000	32,000	20,000	36,000	22,000	
Part Time Employees	44,000	42,000	19,000	19,000	51,000	14,000	39,000	23,000	22,000	11,000	12,000	10,000	7,000	19,000	8,000	
Total Employees	142,000	129,000	68,000	55,000	174,000	46,000	136,000	64,000	57,000	37,000	38,000	42,000	27,000	55,000	30,000	

These full datasheets contain all data for Travel to Work Areas, the City Deal region, Local Authorities and regional and national comparators for the selected indicator. This may include time series data, indexes and percentages, as well as raw data.

A note of the each data source is given at the bottom of each datasheet, along a description of the indicator, the time period reported, a link to the data source, and explanations for missing data, where appropriate.

d. Navigation

The Data Matrix is designed to be as user-friendly and navigable as possible. To return to the contents page or any of the two summary pages from the datasheets, there are links above each of the three different geographies, which look as below. Similarly, there is a table title link on each indicator in the summary pages to take the user to the relevant datasheet.

[Return to Contents](#)
[Return to TTWA Summary](#)
[Return to LA Summary](#)

3. Toolkit Limitations

The Data Matrix does not automatically refresh and update data when new updates are available. In addition to the link to each indicator's data source, the table at the end of this user guide provides a list of indicators, sources, time series used in the Matrix and an indicative date for the next update. It is by going to these sources that the user will find the most up-to-date data, once more recent data is published (at the time of launch all data presented is the most up-to-date available).

The user cannot run reports from the Matrix. They can, however, copy and paste data or charts out of the Matrix for use in their own documents. Once they have been pasted from the Matrix, charts can still be altered by the user to suit their documents.

The user cannot select two geographies to compare against each other. In order to do this, visit the datasheet where the data for all geographies is given.

Indicator	Source	Year(s)	Next Update
Economy and Business			
EB1: Total GVA	ONS Regional Account (Income Approach)	2006-2016	Dec 2018
EB2: GVA by Sector	ONS Regional Account	2013	Dec 2018
EB3: Index of GVA	ONS Regional Account	2006-2016	Dec 2018
EB4: GVA per Head of Population	ONS Regional Account	2006-2016	Dec 2018
EB5: GVA per Worker	ONS Regional Account	2006-2016	Dec 2018
EB6: Number of Enterprises	UK Business Counts	2010-2017	July 2018
EB7: Business Density	UK Business Counts	2017	July 2018
EB8: Businesses by Sector	UK Business Counts	2017	July 2018
EB9: Businesses by Sizeband	UK Business Counts	2017	July 2018
EB10: Business Start-Up Rates	Business Demography (ONS)	2010-2016	Nov 2018
EB11: Business Survival Rates	Business Demography (ONS)	Businesses born in 2011	Nov 2018
Residents			
LS1: Total Population	Mid-Year Population Estimates	2006-2016	June 2018
LS2: Total Population by Age, Gender, Ethnicity, Disability	Mid-Year Population Estimates	2006, 2011, 2016	June 2018
LS3: Population Change by Age	Mid-Year Population Estimates	2006, 2011, 2016	June 2018
LS4: Working Age Population	Mid-Year Population Estimates	2006-2016	June 2018
LS5: Population Aged 65+	Mid-Year Population Estimates	2006-2016	June 2018
LS6: Components of Population Change	ONS	2016	August 2018
LS7: Population Projections – Total	Nomis	2018-2028	June 2018
LS8: Population Projections – Working Age	Nomis	2018-2028	June 2018
LS9: Population Projections – 65+	Nomis	2018-2028	June 2018
LS10: Resident Employment	Annual Population Survey	June 2007-2017	June 2018
LS11: Resident Employment by Age, Gender, Ethnicity	Annual Population Survey	June 2007, 2012, 2017	June 2018
LS12: Self-Employment	Annual Population Survey	June 2007-2017	June 2018
LS13: Hours Worked Weekly	Annual Population Survey	June 2017	June 2018
LS14: Non-Permanent Employment	Annual Population Survey	June 2017	June 2018
LS15: Zero-Hour Contracts	Labour Force Survey	June 2017	TBC
LS16: Unemployment	Annual Population Survey	June 2007-2017	June 2018
LS17: Resident Unemployment by Age, Gender, Ethnicity	Annual Population Survey	June 2007, 2012, 2017	June 2018
LS18: Claimant Count	Nomis	Nov 2013-2017	Dec 2017
LS19: Claimant Count by Age and Gender	Nomis	Nov 2013-2017	Dec 2017
LS20: Economic Inactivity	Annual Population Survey	June 2007-2017	June 2018
LS21: Economic Inactivity by Age, Gender, Ethnicity	Annual Population Survey	June 2007, 2012, 2017	June 2018
LS22: Economic Activity	Annual Population Survey	June 2007-2017	June 2018
LS23: Reason for Inactivity	Annual Population Survey	June 2017	June 2018
LS24: Economic Activity of those with Long Term Conditions	Annual Population Survey	June 2017	March 2016
LS25: Workless Households	Annual Population Survey household datasets	2006, 2011, 2016	July 2018
LS26: Children Living in Workless Households	Annual Population Survey household datasets	2006, 2011, 2016	July 2018
LS27: Resident Based Occupations	Annual Population Survey	June 2007, 2012, 2017	June 2018

Indicator	Source	Year(s)	Next Update
LS28: Resident Based Occupations by Gender	Annual Population Survey	June 2007, 2012, 2017	June 2018
LS29: Qualifications by NVQ Level	Annual Population Survey	Dec 2006, 2011, 2016	Dec 2018
LS30: Qualifications by NVQ Level by Age and Gender	Annual Population Survey	Dec 2006, 2011, 2016	Dec 2018
LS31: Qualifications of those Employed by NVQ Level	Annual Population Survey	Dec 2006, 2011, 2016	Dec 2018
LS32: Travel to Work, Method	2011 Census	2011	2021
LS33: Travel to Work, Distance	2011 Census	2011	2021
LS34: Travel to Work, Destination	2011 Census	2011	2021
LS35: Median and Mean Workplace Earnings	Annual Survey of Hours and Earnings	October 2017	Oct 2018
LS36: Median and Mean Resident Earnings	Annual Survey of Hours and Earnings	October 2017	Oct 2018
Labour Demand			
LD1: Total Employment	Business Register and Employment Survey	2009-2015	Sep 2018
LD2: Total Employees	Business Register and Employment Survey	2009-2016	Sep 2018
LD3: Employees Full-Time/Part-Time	Business Register and Employment Survey	2009-2016	Sep 2018
LD4: Employment by Section	Business Register and Employment Survey	2009-2016	Sep 2018
LD5: Employees by Section	Business Register and Employment Survey	2009-2016	Sep 2018
LD6: Employment by 2-Digit Sector	Business Register and Employment Survey	2016	Sep 2018
LD7: Employees by 2-Digit Sector	Business Register and Employment Survey	2016	Sep 2018
LD8: Public/Private Employment	Business Register and Employment Survey	2009-2016	Sep 2018
LD9: Public/Private Employees	Business Register and Employment Survey	2009-2016	Sep 2018
LD10: Employers Reporting Skills Gaps	UKCES	2015	Late 2018
LD11: Causes of Skills Gaps	UKCES	2015	Late 2018
LD12: Prevalence of Vacancies	UKCES	2015	Late 2018
LD13: Hard to Fill Vacancies by Occupation	UKCES	2015	Late 2018
LD14: Skills Shortage Vacancies by Occupation	UKCES	2015	Late 2018
Employment Forecasts and Future Demand for Labour			
EF1: Employment Forecasts	Oxford Economics	2018-2028	n/a
EF2: Employment Forecasts by Sector	Oxford Economics	2018-2028	n/a
EF3: Employment Forecasts by Occupation	Oxford Economics	2018-2028	n/a
EF4: Employment Forecasts by Skill Level	Oxford Economics	2018-2028	n/a
EF5: Replacement Demand by Occupation	Oxford Economics	2018-2028	n/a
EF6: Expansion Demand by Occupation	Oxford Economics	2018-2028	n/a
EF7: Total Requirement by Occupation	Oxford Economics	2018-2028	n/a
EF8: Replacement Demand by Sector	Oxford Economics	2018-2028	n/a
EF9: Expansion Demand by Sector	Oxford Economics	2018-2028	n/a
EF10: Total Requirement by Sector	Oxford Economics	2018-2028	n/a
Performance of the Education, Skills and Employment System			
ES1: KS1 Phonics Assessment	Department for Education	2012, 2017	Dec 2018
ES2: KS2 Achievement	Department for Education	2017	Dec 2018
ES3: GCSE Results – Attainment 8	Department for Education	2017	Dec 2018
ES4: GCSE Results – Progress 8	Department for Education	2017	Dec 2018

Indicator	Source	Year(s)	Next Update
ES5: GCSE Results – 9-5 in English Baccalaureate	Department for Education	2017	Dec 2018
ES6: Participation of 16 & 17 Year Olds	Department for Education	June 2013-June 2017	Oct 2018
ES7: LS2 Attainment by Age 19	Department for Education	2005-2016	March 2018
ES8: LS2 Attainment Maths & English by Age 19	Department for Education	2005-2016	March 2018
ES9: LS3 Attainment by Age 19	Department for Education	2005-2016	March 2018
ES10: Attainment at Age 19 by FSM Eligibility	Department for Education	2016	March 2018
ES11: Destinations at KS4	Department for Education	2014/15 destinations, 2013/14 cohort	Jan 2018
ES12: Destinations at KS5	Department for Education	2014/15 destinations, 2013/14 cohort	Jan 2018
ES13: % of Pupils by School Effectiveness Rating	Ofsted	As at August 2017	Dec 2018
ES14: NEETs	Lancashire County Council	2016/17	Dec 2018
ES15: Apprenticeship Starts by Age	Department for Education	2016/17	March 2018
ES16: Apprenticeship Starts by Subject Area	Department for Education	2016/17	March 2018
ES17: Apprenticeship Starts by Level	Department for Education	2016/17	March 2018
ES18: Apprenticeship Achievements by Age	Department for Education	2016/17	March 2018
ES19: Apprenticeship Achievements by Subject Area	Department for Education	2016/17	March 2018
ES20: Apprenticeship Achievements by Level	Department for Education	2016/17	March 2018
ES21: Total HE Students	HEFCE Local Growth data	2014/15	Jan 2018
ES22: HEI Students by Level of Study	HESA Students 2015/16	2016/17	Feb 2019
ES23: HEI Students by Level and Mode of Study and Domicile	HESA Students 2015/16	2016/17	Feb 2019
ES24: HE Students by Teaching/Registered Institution	HEFCE Local Growth data	2014/14	Jan 2019
ES25: HE Students Domicile and Institution Type	HEFCE Local Growth data	2014/15	Jan 2019
ES26: HE Students by Home, Study and Employment Geography	HEFCE Student Geographical Mobility	2010/11 to 2014/15	Jan 2019
ES27: HE Students by Home LEP	HEFCE Student Geographical Mobility	52010/11 to 2014/15	Jan 2019
ES28: HE Students by Ethnicity	HEFCE Local Growth data	2014/15	Jan 2019
ES29: HE Students by Age	HEFCE Local Growth data	2014/15	Jan 2019
ES30: HE Students by Gender	HEFCE Local Growth data	2014/15	Jan 2019
ES31: HE Students by Subject	HEFCE Local Growth data	2014/15	Jan 2019
ES32: Participation of Under-Represented Groups in HE	HESA Widening Participation Data	2016/17	Feb 2019
ES33: Graduates by Level	HESA Students 2015/16	2016/17	Feb 2019
ES34: Graduates by Employment LEP	HEFCE Student Geographical Mobility	52010/11 to 2014/15	Jan 2019
ES35: Graduates by Employment 1 Year After Graduation	LEO DATA	Cohorts 2003/2004 to 2012/2013	Unknown
ES36: Graduates by Employment 1, 3 & 5 Years After Graduation	LEO DATA	2014/15	Unknown

Please note, the dates of the next data updates were provisional dates at time of reporting, and may be subject to change.