

Introduction

Welcome to the new employment profile which outlines the changes to the make up of Lewisham's workforce over the last 12 months.

It contains information on the make up of the workforce as well as shows the effect of many of the Council's HR policies and the People Management Strategy.

The profile also provides year on year comparisons as well as some commentary on trends, further explanations are also offered in the accompanying report to Executive Committee.

The four directorates – Education and Culture, Social Care and Health, Regeneration and Resources have now been established for almost 2 years and the most significant change is again the reduction in workforce numbers. This is largely as a result of the transfer of Council staff to other employers.

It is hoped that members, managers and staff continue to find the annual employment profile useful.

If you have any queries on its content or have suggestions on how it might be improved then please contact Valerie Wickenden in Personnel and Development (020 8314 7581 or by email).

Many thanks to all colleagues who helped compile the data contained herein.

Personnel and Development
May 2001

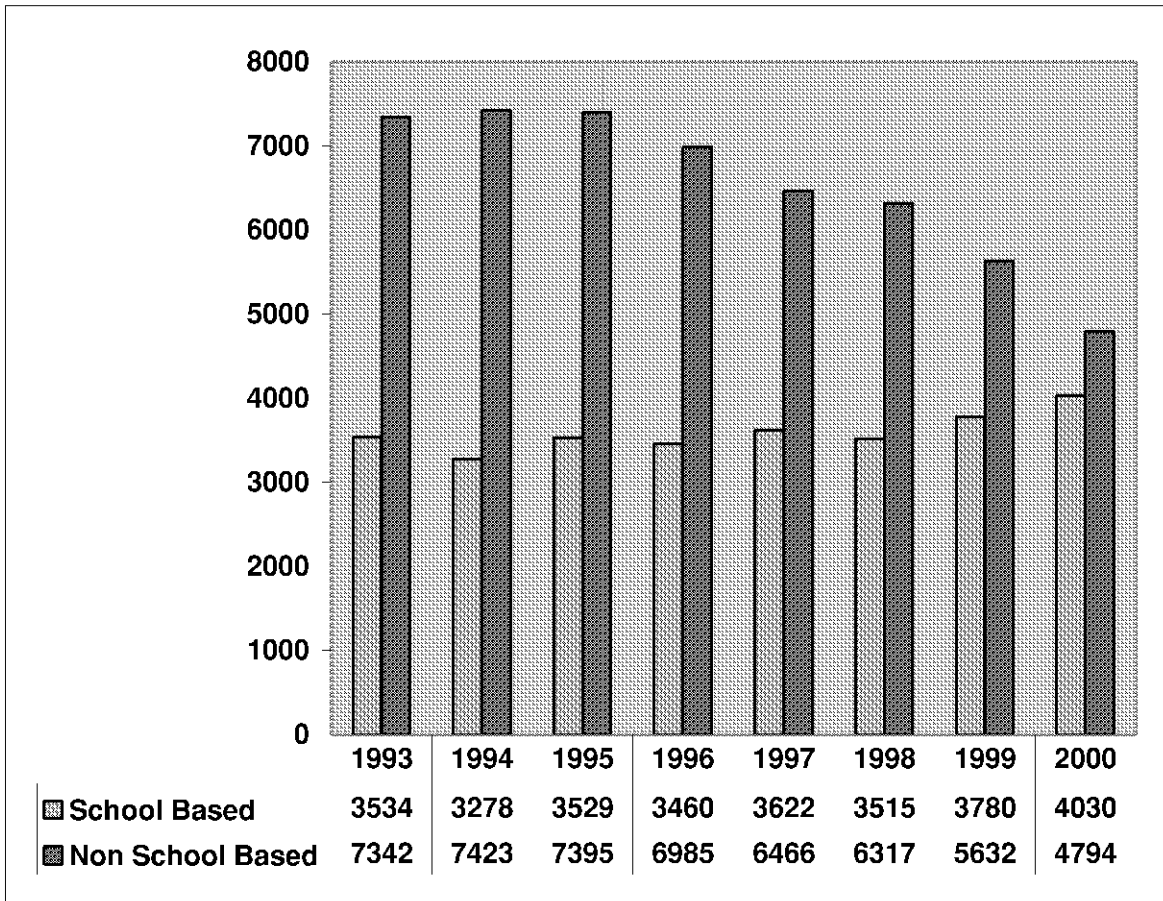
CONTENTS

Total Employees	1
Analyses of the Workforce by Ethnic Origins	4
Analyses of the Workforce by Gender	8
Part-Time Employees	9
Disabled Employees	11
Age Profile	13
Length of Service Profile	14
Temporary Employees	15
Early Retirement/Redundancy	16
Employees' Bases within the Borough	18
Pay	19
Agency Staff Expenditure	20
Recruitment	21
Flexible Working	27

**TOTAL EMPLOYEES 1993-2000
(including Schools)**

	Manual	Craft	Officers	Teachers	School support	Total
1993	3259	507	3576	2055	1479	10876
1994	3333	426	3664	2048	1230	10701
1995	3038	372	3985	2077	1452	10924
1996	2987	326	3672	1992	1468	10445
1997	2592	289	3585	2053	1569	10088
1998	2479	261	3577	1987	1528	9832
1999	1886	260	3486	2076	1704	9412
2000	1294	238	3262	2122	1908	8824

**TOTAL EMPLOYEES 1993-2000
(including Schools)**



TOTAL EMPLOYEES AND JOBS BY DIRECTORATE 2000

Headcount refers to the actual number of employees in post on 10th January 2001, each person whether full time or part time counts as one. The full time equivalent figure (FTE) describes part time employees' contracted hours as a ratio of the standard weekly hours for the job.

	Headcount	FTE
Education and Culture	706	595
Schools	4030	2870
Regeneration	1816	1712
Resources	840	759
Social Care and Health	1432	1164
TOTAL	8824	7100

COMMENTARY

At the end of 2000 the council employed 8,824 people representing a full time equivalent (FTE) of 7,100 of these 4,030 (2,870 FTE) were employed in schools.

Since 1995 the number of non-school based employees has fallen from 7,395 to 4,794. School based employees have remained roughly constant in number until 1998.

Employee numbers continue to decline. The most significant contributor to this trend has been the transfer of services to other employers.

TOTAL EMPLOYEES BY GRADE BAND AND BY DIRECTORATE 2000
(excluding Schools)

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
Education and Culture	73	0	82	228	117	126	75	5	706
Regeneration	577	238	63	207	326	295	105	5	1816
Resources	75	0	28	212	183	182	148	12	840
Social Care and Health	569	0	16	250	202	330	62	3	1432
TOTAL	1294	238	189	897	828	933	390	25	4794

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
Education and Culture	10%	0%	12%	32%	17%	18%	11%	1%	100%
Regeneration	32%	13%	3%	11%	18%	16%	6%	0%	100%
Resources	9%	0%	3%	25%	22%	22%	18%	1%	100%
Social Care and Health	40%	0%	1%	17%	14%	23%	4%	0%	100%
TOTAL	27%	5%	4%	19%	17%	19%	8%	1%	100%

STAFFING BY GRADE BAND 1999-2000
(excluding Schools)

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
1999	1886	260	253	961	1047	847	351	27	5632
2000	1294	238	189	897	828	933	390	25	4794
1999	33%	5%	4%	17%	19%	15%	6%	0%	100%
2000	27%	5%	4%	19%	17%	19%	8%	1%	100%

COMMENTARY

Staff numbers have reduced overall with the greatest drop being amongst former manual workers. This is largely accounted for by the outsourcing of services. The number of school-based staff has increased in the last year (2% increase in number of teachers, 12% increase in schools support staff). This increase translates into a 6% increase overall in the FTE staffing in schools.

Of the 4,794 employees, 1,294 are former-manual workers. Under 10% of the workforce is graded PO4 or above.

There has been an increase in the number and proportion of staff in the PO1 – PO3 grade band. The proportion of staff below PO1 has dropped over the past year.

**EMPLOYEES BY WORK AREA AND ALL ETHNIC ORIGINS 2000
(including Schools)**

	Manual	Craft	Officer	Teacher	School Support	Total
White	734	198	2172	1730	1528	6362
Black Caribbean	279	23	522	133	146	1103
Black African	127	3	208	50	81	469
Black Other	45	4	116	36	33	234
Indian	9	1	56	28	10	104
Pakistani	2	0	4	7	6	19
Bangladeshi	2	0	4	2	1	9
Chinese	3	0	10	5	3	21
Vietnamese	3	0	3	1	1	8
Turkish	0	0	2	0	3	5
Turkish Cypriot	4	0	15	7	16	42
Irish	15	4	44	43	25	131
Any Other	71	5	106	80	55	317
	1294	238	3262	2122	1908	8824

**EMPLOYEES BY WORK AREAS AND ALL ETHNIC ORIGINS 2000
(including Schools)**

	Manual	Craft	Officer	Teacher	School Support	Total
White	57%	83%	67%	82%	80%	72%
Black Caribbean	22%	10%	16%	6%	8%	13%
Black African	10%	1%	6%	2%	4%	5%
Black Other	3%	2%	4%	2%	2%	3%
Indian	1%	0%	2%	1%	1%	1%
Pakistani	0%	0%	0%	0%	0%	0%
Bangladeshi	0%	0%	0%	0%	0%	0%
Chinese	0%	0%	0%	0%	0%	0%
Vietnamese	0%	0%	0%	0%	0%	0%
Turkish	0%	0%	0%	0%	0%	0%
Turkish Cypriot	0%	0%	0%	0%	1%	0%
Irish	1%	2%	1%	2%	1%	1%
Any Other	5%	2%	3%	4%	3%	4%
TOTAL	100%	100%	100%	100%	100%	100%

**EMPLOYEES BY DIRECTORATE AND ALL ETHNIC ORIGINS 2000
(excluding Schools)**

	Education & Culture	Regeneration	Resources	Social Care & Health	Total
White	483	1273	516	832	3104
Black Caribbean	115	257	120	332	824
Black African	41	91	100	106	338
Black Other	17	62	30	56	165
Indian	10	14	25	17	66
Pakistani	0	0	3	3	6
Bangladeshi	1	1	2	2	6
Chinese	3	1	2	7	13
Vietnamese	0	1	2	3	6
Turkish	0	1	1	0	2
Turkish Cypriot	3	6	5	5	19
Irish	11	24	6	22	63
Any Other	22	85	28	47	182
TOTAL	706	1816	840	1432	4794

**EMPLOYEES BY DIRECTORATE AND ALL ETHNIC ORIGINS 2000
(excluding Schools)**

	Education & Culture	Regeneration	Resources	Social Care & Health	Total
White	68%	70%	61%	58%	65%
Black Caribbean	16%	14%	14%	23%	17%
Black African	6%	5%	12%	7%	7%
Black Other	2%	3%	4%	4%	3%
Indian	1%	1%	3%	1%	1%
Pakistani	0%	0%	0%	0%	0%
Bangladeshi	0%	0%	0%	0%	0%
Chinese	0%	0%	0%	0%	0%
Vietnamese	0%	0%	0%	0%	0%
Turkish	0%	0%	0%	0%	0%
Turkish Cypriot	0%	0%	1%	0%	0%
Irish	2%	1%	1%	2%	1%
Any Other	3%	5%	3%	3%	4%
TOTAL	100%	100%	100%	100%	100%

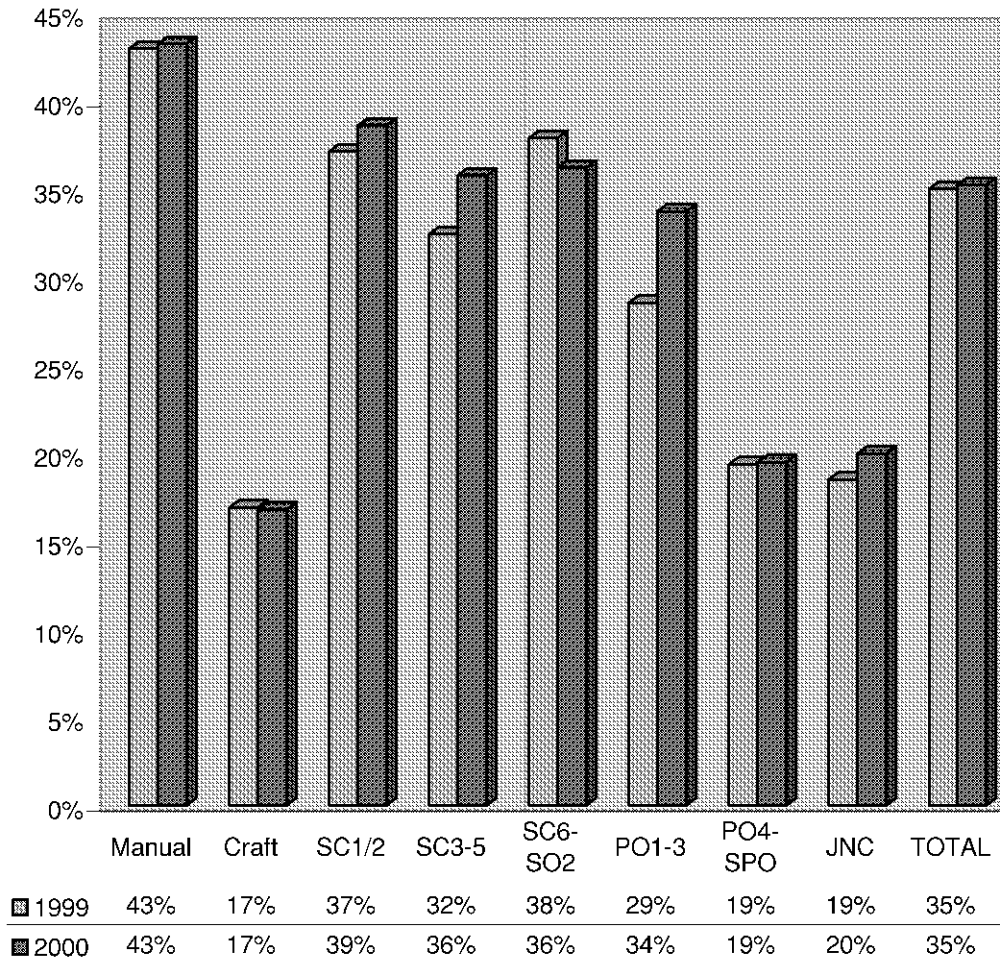
BLACK AND ALL OTHER ETHNIC MINORITY EMPLOYEES 1999-2000
(excluding Schools)

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
1999	811	44	94	312	397	242	68	5	1973
2000	560	40	73	321	300	315	76	5	1690

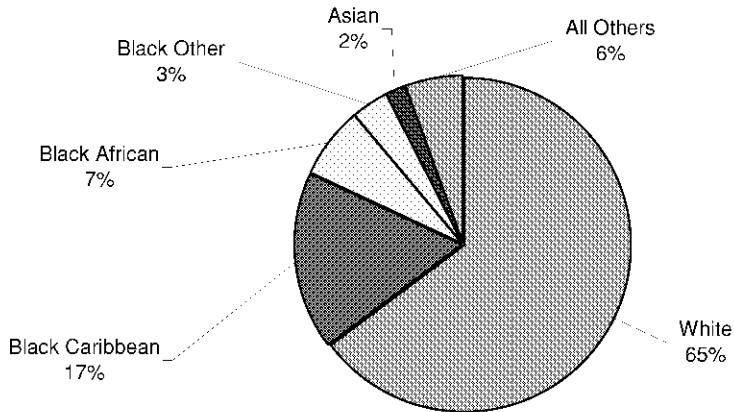
CARIBBEAN, AFRICAN, ASIAN, BLACK OTHER EMPLOYEES 1999-2000
(excluding Schools)

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
1999	740	33	83	258	359	203	50	5	1731
2000	470	31	55	271	265	271	57	4	1424

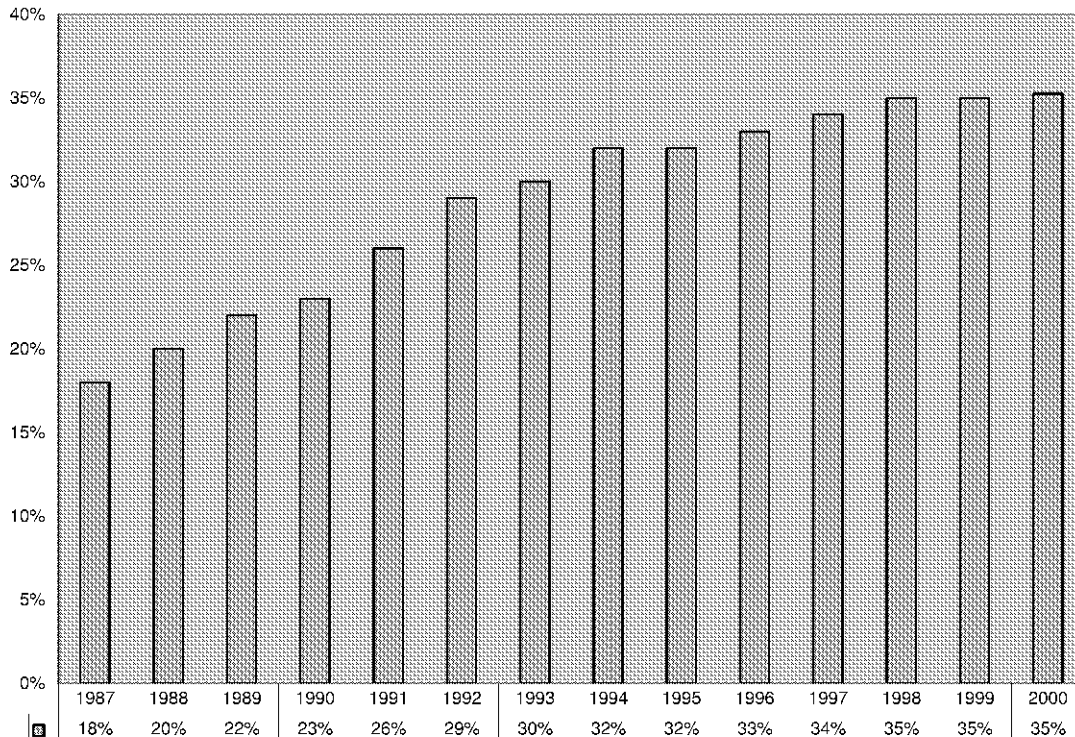
ALL MINORITY EMPLOYEES AS % OF TOTAL EMPLOYEES 1999-2000
(excluding Schools)



**ETHNIC ORIGIN OF EMPLOYEES 2000
(excluding Schools)**



**ALL MINORITY EMPLOYEES AS A % OF TOTAL EMPLOYEES 1987-2000
(excluding Schools)**



COMMENTARY

The proportion of ethnic minority employees has remained constant at 35% throughout the council over the course of the past year. There has been a 5% raise in the number of black and ethnic minority staff in the PO1-3 band. The level for the two higher bands remain fairly stable.

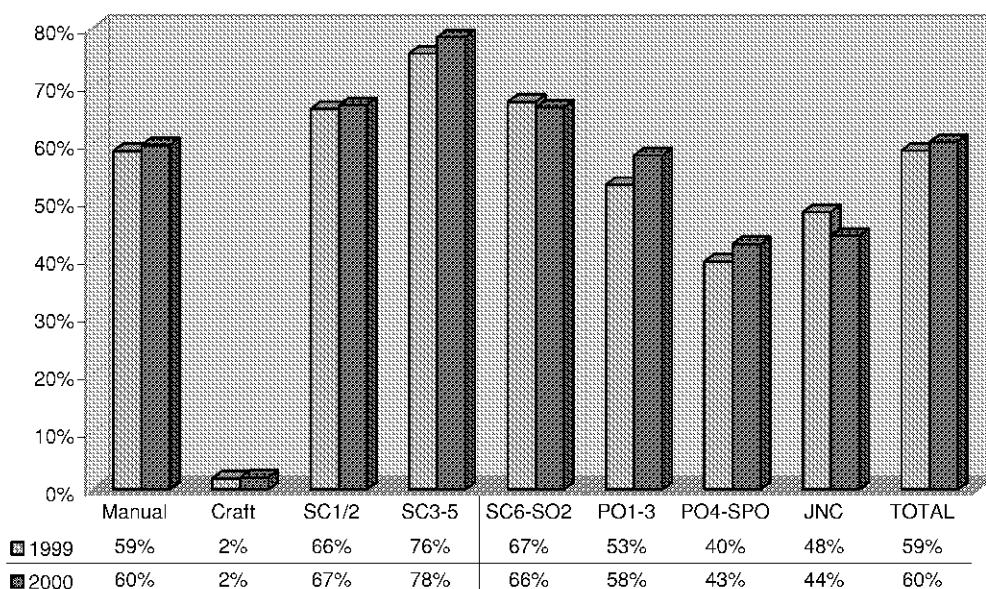
WOMEN EMPLOYEES BY DIRECTORATE 2000
(excluding Schools)

Education & Culture	Regeneration	Resources	Social Care & Health	TOTAL
552 77%	664 34%	500 43%	1159 78%	2875 60%

WOMEN EMPLOYEES BY GRADE 1999-2000
(excluding Schools)

	Manual	Craft	SC1/2	SC3-5	SC6-SO2	PO1-3	PO4-SPO	JNC	TOTAL
1999	1108	5	167	727	704	448	139	13	3311
2000	773	5	126	704	549	541	166	11	2875

WOMEN AS A % OF ALL EMPLOYEES 1999-2000
(excluding Schools)



COMMENTARY

The overall proportion of women in the workforce has increased slightly. There is also a significant rise of women in higher grade bands (PO1-3 and PO4-SPO). There is a slight drop at JNC level from 48% to 44%.

**PART-TIME EMPLOYEES 1995 - 2000
(excluding Schools)**

	Manual	Craft	Officer	Total
1995	1,965	8	671	2,644
1996	2,033	4	598	2,635
1997	1,584	0	514	2,098
1998	1,618	0	528	2,146
1999	1,103	0	517	1,620
2000	690	0	538	1,228

**PART-TIME EMPLOYEES BY DIRECTORATE 2000
(excluding Schools)**

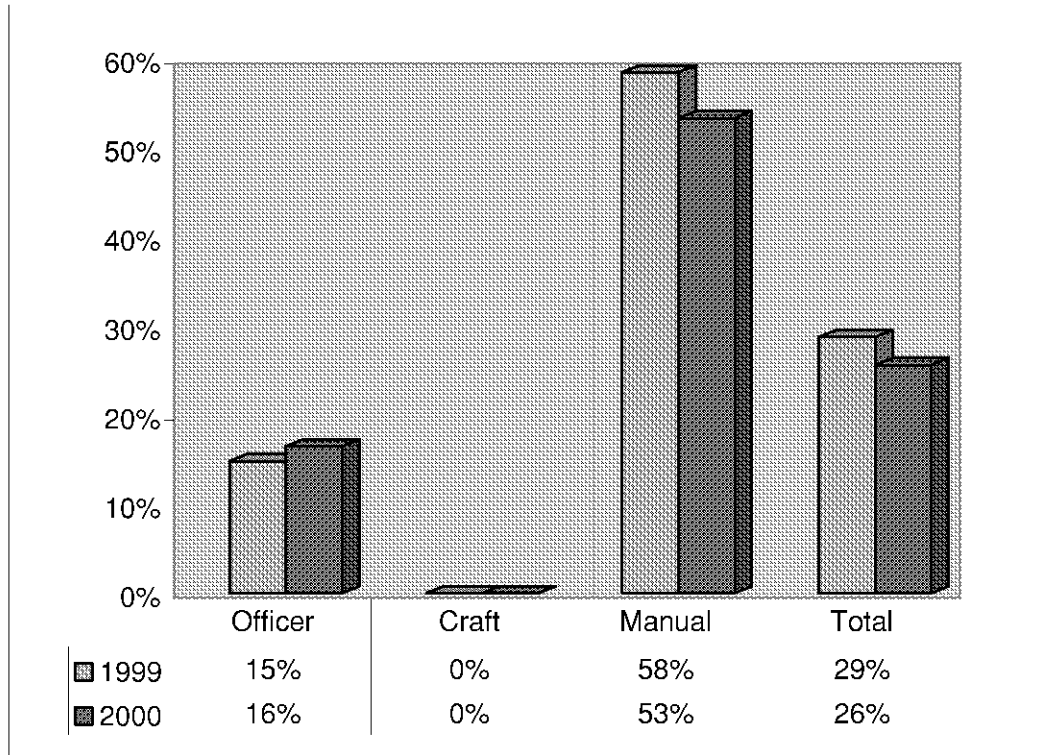
Education & Culture	Regeneration	Resources	Social Care & Health	Total
240	243	162	583	1228
20%	20%	13%	47%	100%

**PART-TIME EMPLOYEES BY DIRECTORATE 2000
(excluding Schools)**

	Education & Culture	Regeneration	Resources	Social Care & Health	Total
Female	222	181	124	545	1072
Male	18	62	38	38	156
TOTAL	240	243	162	583	1228

	Education & Culture	Regeneration	Resources	Social Care & Health	Total
Female	93%	74%	77%	93%	87%
Male	8%	26%	23%	7%	13%
TOTAL	100%	100%	100%	100%	100%

**PART TIME EMPLOYEES AS A % OF ALL EMPLOYEES 1999-2000
(excluding Schools)**



COMMENTARY

The proportion of part-time employees has fallen. This is again largely attributable to the outsourcing of services.

The part-time workforce is still predominantly female (87%). 37% of all the Council's female employees are employed on a part-time basis. 8% of the Council's male employees are employed on a part-time basis.

DISABLED EMPLOYEES BY DIRECTORATE 2000

	Number	% of Workforce
Education & Culture	22	3%
Regeneration	66	4%
Resources	39	5%
Social Care & Health	51	4%
TOTAL	178	4%

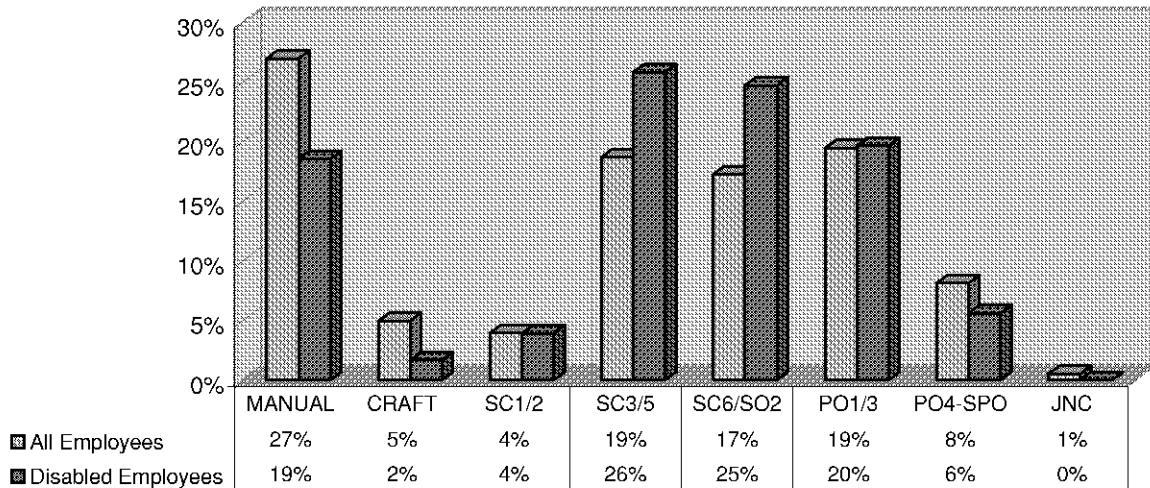
**DISABLED EMPLOYEES BY ETHNIC ORIGIN 2000
(excluding Schools)**

	Number	% of Disabled Employees
White	142	80%
Black Caribbean	15	8%
Black African	5	3%
Black Other	6	3%
Bangladeshi	1	1%
Chinese	0	0%
Turkish	1	1%
Turkish Cypriot	1	1%
Irish	2	1%
Other	5	3%
TOTAL	178	100%

**DISABLED EMPLOYEES BY GENDER 2000
(excluding Schools)**

	Number	% of Disabled employees
Female	91	51%
Male	87	49%
TOTAL	178	100%

**Proportion of all Employees and Disabled Employees
(excluding Schools)**



COMMENTARY

The number of disabled employees has reduced in proportion to the reduction in the numbers of the workforce and therefore remains at 4%.

The actual numbers of disabled employees is likely to be significantly higher; experience from other organisations and research indicates that some employees do not declare their disability as a) it does not impact on their ability to do the job or b) they believe that by declaring their disability, it may affect their job security or promotion prospects.

A further survey of all employees to try and collect more accurate data will form part of the next employee records data cleansing exercise.

**AGE PROFILE OF EMPLOYEES 2000
(excluding Schools)**

	16-17	18-20	21-24	25-34	35-44	45-54	55+	TOTAL
Officer	2	30	106	650	1248	944	282	3262
Craft and Manual	5	18	35	231	486	394	363	1532
TOTAL	7	48	141	881	1734	1338	645	4794

	16-17	18-20	21-24	25-34	35-44	45-54	55+	TOTAL
Officer	0%	1%	3%	20%	38%	29%	9%	100%
Craft and Manual	0%	1%	2%	15%	32%	26%	24%	100%
TOTAL	0%	1%	3%	18%	36%	28%	13%	100%

	16-17	18-20	21-24	25-34	35-44	45-54	55+	TOTAL
Education & Culture	0	5	33	138	231	223	76	706
Regeneration	6	25	67	346	678	469	225	1816
Resources	1	15	34	201	323	201	65	840
Social Care & Health	0	3	7	196	502	445	279	1432
TOTAL	7	48	141	881	1734	1338	645	4794

	16-17	18-20	21-24	25-34	35-44	45-54	55+	TOTAL
Education & Culture	0%	1%	5%	20%	33%	32%	11%	100%
Regeneration	0%	1%	4%	19%	37%	26%	12%	100%
Resources	0%	2%	4%	24%	38%	24%	8%	100%
Social Care & Health	0%	0%	0%	14%	35%	31%	19%	100%
TOTAL	0%	1%	3%	18%	36%	28%	13%	100%

**AGE PROFILE 1999-2000
(excluding Schools)**

	16-17	18-20	21-24	25-34	35-44	45-54	55+	TOTAL
1999	0%	1%	3%	20%	35%	27%	13%	100%
2000	0%	1%	3%	18%	36%	28%	13%	100%

COMMENTARY

The proportion of 16-24 year olds has remained constant over the past year, in spite of successful recruitment of under 25s (see pages 25 and 26).

This suggests that although the Council has become more successful in recruiting young employees, many of these posts are temporary and there are issues around retaining younger employees.

**LENGTH OF SERVICE WITH LONDON BOROUGH OF LEWISHAM 2000
(excluding Schools)**

OFFICERS

	0-4.99 Years	5-9.99 Years	10 years +	TOTAL
Education & Culture	223	108	302	633
Regeneration	259	176	566	1001
Resources	293	128	344	765
Social Care & Health	309	127	427	863
TOTAL	1084	539	1639	3262

	0-4.99 Years	5-9.99 Years	10 years +	TOTAL
Education & Culture	35%	17%	48%	100%
Regeneration	26%	18%	57%	100%
Resources	38%	17%	45%	100%
Social Care & Health	36%	15%	49%	100%
TOTAL	33%	17%	50%	100%

MANUAL/CRAFT

	0-4.99 Years	5-9.99 Years	10 years +	TOTAL
Education & Culture	52	13	8	73
Regeneration	302	170	343	815
Resources	51	17	7	75
Social Care & Health	137	125	307	569
TOTAL	542	325	665	1532

	0-4.99 Years	5-9.99 Years	10 years +	TOTAL
Education & Culture	71%	18%	11%	100%
Regeneration	37%	21%	42%	100%
Resources	68%	23%	9%	100%
Social Care & Health	24%	22%	54%	100%
TOTAL	35%	21%	43%	100%

COMMENTARY

The officer (white collar) workforce tends to be longer serving than the manual/craft (blue collar) workforce and this is in line with national trends.

**TEMPORARY EMPLOYEES BY DIRECTORATE 2000
(excluding Schools)**

	Number	%
Education & Culture	134	19%
Regeneration	152	8%
Resources	59	7%
Social Care & Health	135	9%
TOTAL	480	10%

**TEMPORARY EMPLOYEES BY GRADE 2000
(excluding Schools)**

	MANUAL	CRAFT	SC1/2	SC3-5	SC6- SO2	PO1-3	PO4-SPO	JNC	TOTAL
Number	135	10	51	76	110	72	26	0	480
%	28%	2%	11%	16%	23%	15%	5%	0%	100%

COMMENTARY

The proportion of temporary employees has increased from 8% to 10% over the course of the past year.

There is little variation between directorates. There is, however, a marked variation in the proportion of employees in various grade bands who are employed on a temporary basis. As a rule, temporary employment is more prevalent among junior officers and manual workers.

**EARLY RETIREMENT/REDUNDANCY 2000
(excluding Schools)**

The early retirement figures below relate to those employees aged 50 or over who have left the Council's service on efficiency grounds. Redundancy figures relate to those employees aged under 50 who have been declared redundant following the deletion of their jobs and for whom no alternative work has been available.

**All Directorates 1999
(excluding Schools)**

	Early Retirement			Redundancy			TOTAL
	Men	Women	TOTAL	Men	Women	TOTAL	
White	12	4	16	41	48	89	105
Black	1	1	2	13	11	24	26
TOTAL	13	5	18	54	59	113	131

**All Directorates 2000
(excluding Schools)**

	Early Retirement			Redundancy			TOTAL
	Men	Women	TOTAL	Men	Women	TOTAL	
White	6	2	8	38	37	75	83
Black		1	1	14	27	41	42
TOTAL	6	3	9	52	64	116	125

EARLY RETIREMENT/ REDUNDANCY 1994-2000

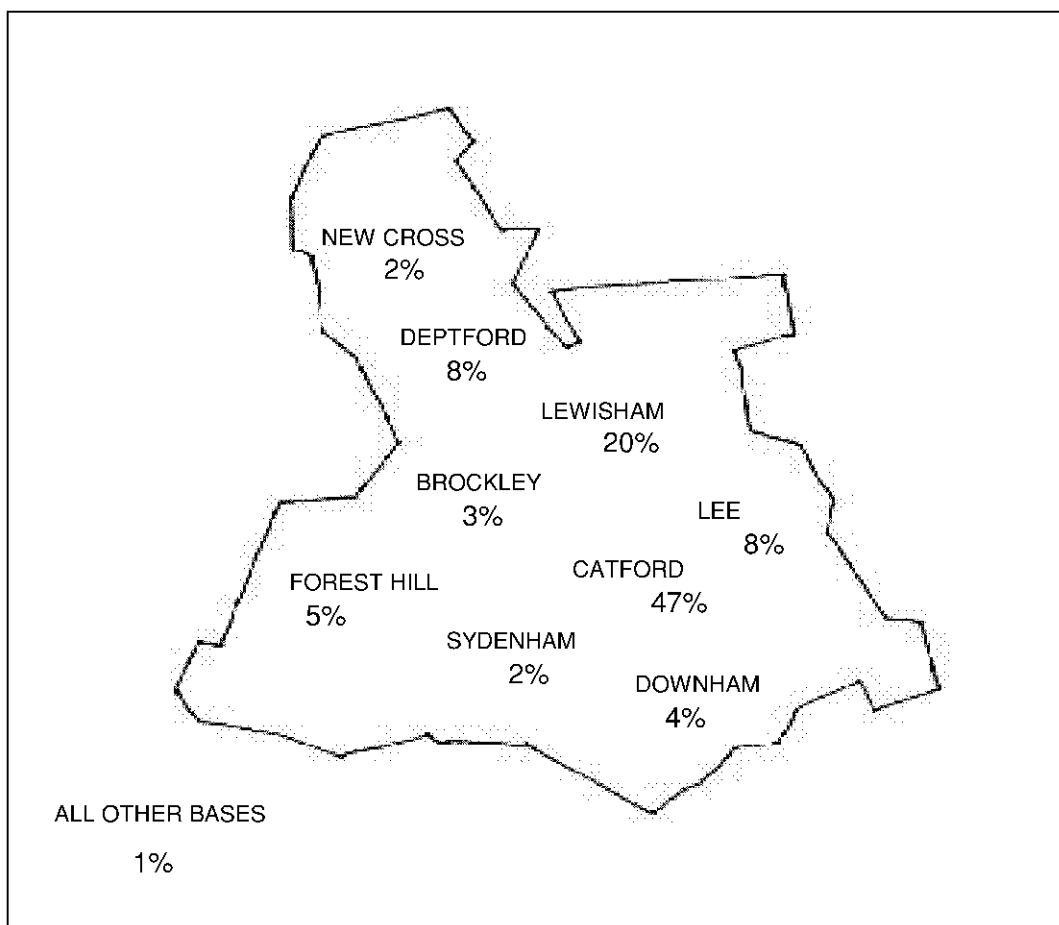
	Early Retirement	Redundancy	TOTAL
1994	28	151	179
1995	83	157	240
1996	76	161	237
1997	25	69	94
1998	35	148	183
1999	18	113	131
2000	9	116	125
TOTAL 1994-2000	274	915	1189

COMMENTARY

In 1998 the Council introduced strategies to address the problem of spiralling costs of early retirements on departmental budgets and the pension fund (including the employer's contribution rate). This included revisions to the added years provisions and the introduction of a recharge on directorates to compensate the pension fund for the hidden costs resulting from early retirements. A procedure was also established within each directorate for determining early retirements/redundancies in order to monitor costs and maintain consistency of approach across directorates.

The Employment Profile shows that there is a continuing decrease in the total number of employees leaving the service on early retirement. The average age of early retirees has increased and now stands at 55. Significant savings continue to be made for the Council/pension fund.

**EMPLOYEES' BASES WITHIN THE BOROUGH 2000
(excluding Schools)**



COMMENTARY

The majority of staff (67%) work in the Lewisham/Catford area. Staff bases are concentrated in the south of the borough.

PAY

**ESTIMATED ANNUAL PAYBILL FOR 2000/2001
All Staff Projected to 31st March 2001
(excluding Schools)**

	Basic Pay (including London Weighting and other continuing entitlements) (£000)	Overtime (£000)	Casual Staff Payments (£'000)	TOTAL (£'000)
Education & Culture	11,936	41	3,925	15,901
Regeneration	33,382	1,094	3,783	38,259
Resources	25,510	424	500	26,433
Social Care & Health	24,414	475	437	25,325
TOTAL	95,241	2,033	8,644	105,918

**2000/2001 OVERTIME AS A % OF TOTAL PAY BY DIRECTORATE
(excluding Schools)**

Education & Culture	0%
Regeneration	3%
Resources	2%
Social Care & Health	2%
TOTAL	2%

**2000/2001 OVERTIME AS A % OF TOTAL PAY BY GRADE
(excluding Schools)**

Grade Band	%
Manual	5%
Craft	0%
SC1/2	0%
SC3-5	1%
SC6-SO2	2%
PO1-3	1%
PO4-SPO	1%
JNC	0%
TOTAL	2%

COMMENTARY

The Council's estimated pay bill has remained constant over the past year. However there has been a decrease in the proportion of the paybill attributable to overtime from 3% to 1%. Former manual employees receive, on average 5% of their basic salary in overtime payments, this is a decrease of 4% on last year.

AGENCY STAFF EXPENDITURE
January 2000 to December 2000

ANNUAL SPEND ON AGENCY STAFF BY DIRECTORATE

	£'000	%
Education & Culture	334	7%
Regeneration	685	15%
Resources	1094	24%
Social Care & Health	2462	54%
TOTAL	4575	100%

COMMENTARY

There has been a 7% increase in the use of agency staff from £4.28m to £4.57m in 2000. This reflects the ongoing move towards a more flexible workforce in meeting service needs.

A preferred supplier contract for the supply of administration agency staff will be implemented in 2001 and will enable best value for money in this area, including reduced commission charges.

RECRUITMENT

**CHANGES IN RECRUITMENT 1994-2000
(OFFICER APPOINTMENTS)
(excluding Schools)**

**PO1-3 & PO4-SPO APPOINTMENTS 1994-2000
ALL DIRECTORATES**

	PO1-3		PO4-SPO	
	Black/Other	Female	Black/Other	Female
1994	31%	68%	33%	52%
1995	39%	51%	26%	50%
1996	35%	49%	19%	46%
1997	35%	53%	39%	49%
1998	27%	51%	33%	52%
1999	31%	55%	22%	69%
2000	48%	69%	45%	45%

**RECRUITMENT ACTIVITY
TOTAL OFFICER APPOINTMENTS 1994-2000**

	SC1-SO2		PO		JNC		TOTAL	
	No	%	No	%	No	%	No	%
1994	310	64%	166	34%	7	1%	483	100%
1995	262	61%	157	37%	9	2%	428	100%
1996	247	61%	150	37%	7	2%	404	100%
1997	287	64%	159	35%	2	0%	448	100%
1998	359	71%	143	29%	1	0%	503	100%
1999	312	64%	174	35%	3	1%	489	100%
2000	311	64%	152	31%	22	5%	485	100%

RECRUITMENT

RECRUITMENT ADVERTISING EXPENDITURE BY DIRECTORATE 2000 (including Schools)

	£' 000	%
Schools	24	3%
Education & Culture	229	29%
Regeneration	223	28%
Resources	185	23%
Social Care & Health	127	16%
TOTAL	788	100%

RECRUITMENT ADVERTISING EXPENDITURE BY MEDIUM 2000 (Including Schools)

	£' 000	%	Number of Adverts	Average Cost per Advert £
The Guardian	314	40%	104	3019
South London Press/Mercury	80	10%	102	784
Community Care	29	4%	10	2900
Times Educational Supplement	66	8%	104	635
The Voice	37	5%	27	1370
Evening Standard	27	3%	10	2700
News Shopper	13	2%	11	1182
All others	222	28%	95	2337
TOTAL	788	100%	463	1702

COMMENTARY

Media advertising has increased by 24% from £635k in 1999 to £788k in 2000. This is partly due to an increase in vacancies but also the need for greater advertising due to labour market pressures and increasing numbers of 'hard to fill' and senior vacancies.

RECRUITMENT

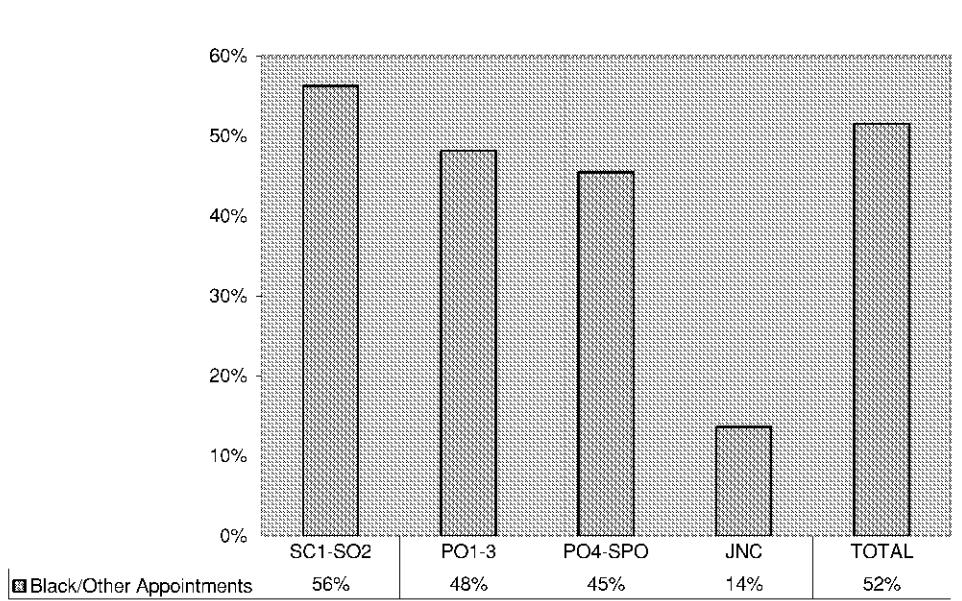
BLACK/OTHER APPOINTMENTS 2000
(officers only; excluding Schools)

APPLICANTS	TOTAL	BLK/OTH	%BLK/OTH	FEMALE	%FEMALE	DISABLED	%DISABLED
SC1-SO2	6458	3972	62%	4448	69%	196	3%
PO1-3	1512	960	63%	796	53%	60	4%
PO4-SPO	424	220	52%	187	44%	19	4%
JNC	184	56	30%	84	46%	3	2%
TOTAL	8578	5208	61%	5515	64%	278	3%

SHORTLISTED	TOTAL	BLK/OTH	%BLK/OTH	FEMALE	%FEMALE	DISABLED	%DISABLED
SC1-SO2	1117	650	58%	778	70%	40	4%
PO1-3	417	234	56%	243	58%	16	4%
PO4-SPO	139	71	51%	74	53%	4	3%
JNC	69	17	25%	35	51%	1	1%
TOTAL	1742	972	56%	1130	65%	61	4%

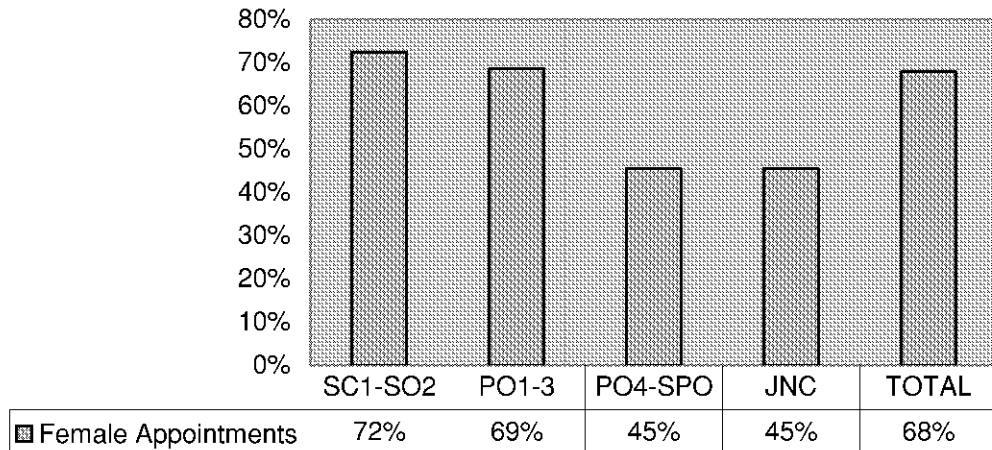
APPOINTED	TOTAL	BLK/OTH	%BLK/OTH	FEMALE	%FEMALE	DISABLED	%DISABLED
SC1-SO2	311	175	56%	225	72%	13	4%
PO1-3	108	52	48%	74	69%	4	4%
PO4-SPO	44	20	45%	20	45%	1	2%
JNC	22	3	14%	10	45%	1	5%
TOTAL	485	250	52%	329	68%	19	4%

BLACK/OTHER APPOINTMENTS 2000
(officers only; excluding schools)



RECRUITMENT

FEMALE APPOINTMENTS 2000 (officers only; excluding Schools)



COMMENTARY

The overall level of recruitment activity is very similar to previous years. In terms of equalities, the overall number of ethnic minority appointments has increased from 48% in 1999 to 52% in 2000. Significantly at PO4-SPO and JNC level, this has increased from 22% and 0% to 45% and 14% respectively over the same period. Female appointments overall are up to 68% from 64% in 1999 and are currently running at 45% of all appointments at both PO4-SPO and JNC levels. Disabled appointees have also increased from 1% in 1999 to 4% in 2000.

RECRUITMENT

**RECRUITMENT BY AGE 2000
(officers only; excluding Schools)**

Applicants

	16-17	18-20	21-24	25-34	35-44	45-54	55-65	TOTAL
SC1-SC5	110	302	653	1457	1144	436	84	4186
SC6- SO2	19	28	178	960	821	303	39	2348
PO1- PO3	12	6	63	491	657	239	44	1512
PO4- SPO	2	1	9	104	189	106	13	424
JNC	0	1	0	20	76	81	6	184
Total	143	338	903	3032	2887	1165	186	8654

SC1-SC5	3%	7%	16%	35%	27%	10%	2%	100%
SC6- SO2	1%	1%	8%	41%	35%	13%	2%	100%
PO1- PO3	1%	0%	4%	32%	43%	16%	3%	100%
PO4- SPO	0%	0%	2%	25%	45%	25%	3%	100%
JNC	0%	1%	0%	11%	41%	44%	3%	100%
Total	2%	4%	10%	35%	33%	13%	2%	100%

Shortlisted

	16-17	18-20	21-24	25-34	35-44	45-54	55-65	TOTAL
SC1-SC5	17	80	98	229	207	74	14	719
SC6- SO2	4	2	31	203	167	60	7	474
PO1- PO3	0	1	17	138	179	68	14	417
PO4- SPO	0	0	5	37	58	34	5	139
JNC	0	0	0	7	28	32	2	69
Total	21	83	151	614	639	268	42	1818

SC1-SC5	2%	11%	14%	32%	29%	10%	2%	100%
SC6- SO2	1%	0%	7%	43%	35%	13%	1%	100%
PO1- PO3	0%	0%	4%	33%	43%	16%	3%	100%
PO4- SPO	0%	0%	4%	27%	42%	24%	4%	100%
JNC	0%	0%	0%	10%	41%	46%	3%	100%
Total	1%	5%	8%	34%	35%	15%	2%	100%

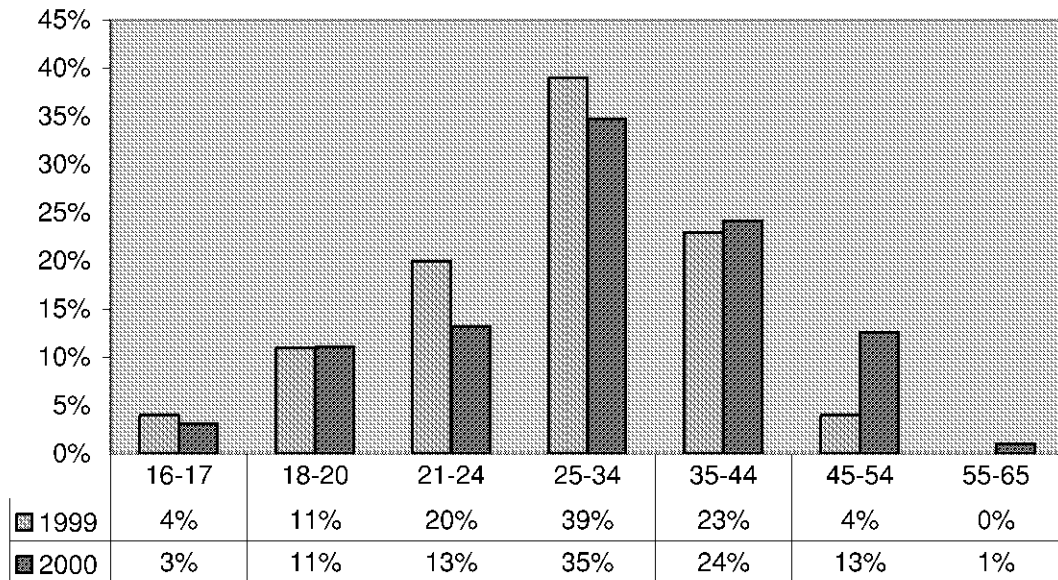
Appointed

	16-17	18-20	21-24	25-34	35-44	45-54	55-65	TOTAL
SC1-SC5	6	21	25	66	46	24	2	190
SC6- SO2	0	1	12	67	37	21	2	140
PO1- PO3	0	0	4	33	53	15	3	108
PO4- SPO	0	0	0	10	23	11	0	44
JNC	0	0	0	2	6	13	1	22
Total	6	22	41	178	165	84	8	504

SC1-SC5	3%	11%	13%	35%	24%	13%	1%	100%
SC6- SO2	0%	1%	9%	48%	26%	15%	1%	100%
PO1- PO3	0%	0%	4%	31%	49%	14%	3%	100%
PO4- SPO	0%	0%	0%	23%	52%	25%	0%	100%
JNC	0%	0%	0%	9%	27%	59%	5%	100%
Total	1%	4%	8%	35%	33%	17%	2%	100%

RECRUITMENT

RECRUITMENT BY AGE TO SCALE 1-5 POSTS 1999-2000 (officers only; excluding Schools)



COMMENTARY

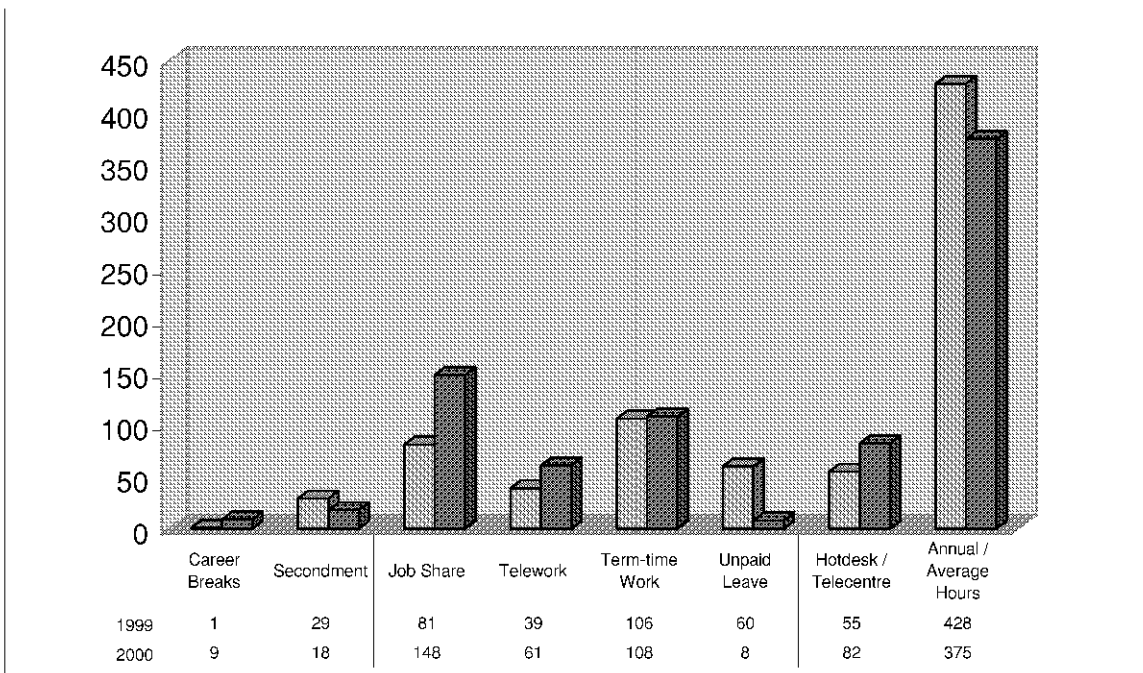
The Council is continuing to concentrate efforts on recruiting more under 25 year olds to ensure a representative workforce. Figures illustrate that 27% of recruits to junior level posts (scale 5 and below) were aged under 25. This compares to 35% last year and reflects a need to continue to support trainee programmes targeted at young people.

The proportion of older employees (45+) recruited represents 19% of all recruitment - compared to only 10% last year. 2% of those recruited during 2000 were over 55 years old and were recruited to posts across the grade bands.

**FLEXIBLE WORKING 2000
(excluding Schools)**

	Male	Female	TOTAL
Career Breaks	1	8	9
Secondments	6	12	18
Job Share	17	131	148
Teleworkers (full or part time)	5	56	61
Term-time Working (excluding School-based staff)	5	103	108
Unpaid Leave	2	6	8
Hot desk/Telecentre Workers	7	75	82
Annual/Average Hours Contracts	92	283	375

**FLEXIBLE WORKING 1999-2000
(excluding Schools)**



COMMENTARY

A total of 809 employees are now working on the flexible contracts which have been developed. This compares with a figure of 270 employees in 1998, an increase at a time of reduced workforce numbers.