



CIVIL SERVICE STATISTICS 1997

CIVIL SERVICE STATISTICS 1997



A publication of the Government Statistical Service

GOVERNMENT STATISTICAL SERVICE

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Enquiries about statistics in **CIVIL SERVICE STATISTICS 1997** should be made to Personnel Statistics Branch, Personnel Management and Conditions of Service Division, Cabinet Office (Office of Public Service), Horse Guards Road, LONDON SW1P 3AL.

Telephone 0171-270 4775

Minicom (Textphone) 0171-270 5740

Fax 0171-270 5221 (faxback facility)

E-mail psb.co.hgr@gtnet.gov.uk

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1. INTRODUCTION

- 1.1 This twenty-eighth annual edition of **CIVIL SERVICE STATISTICS** presents facts and figures on staffing in the Civil Service for the financial year 1996-97.
- 1.2 A general commentary on trends and patterns in Civil Service employment is followed, on page 22, by a series of tables showing the numbers of civil servants, where they work, and how they are organised. Definitions, sources and general notes are on page 20 and a selected bibliography is on pages 17 to 19.
- 1.3 The data in **CIVIL SERVICE STATISTICS** and references to the Civil Service relate to the Home Civil Service and Diplomatic Service, but not to the Northern Ireland Civil Service. The Civil Service thus comprises all the government departments and executive agencies in Great Britain listed in Tables 1a and 1b, pages 22 to 25. Certain information relates only to those departments providing data from departmental staff records to the central computer database MANDATE (see **DEFINITIONS AND SOURCES** page 20).

2. COUNTING CIVIL SERVANTS

2.1 Two methods of counting civil servants are used - Headcount and Full-Time Equivalent (FTE). Headcount, in which each civil servant is counted as one whole person, regardless of whether he or she works full-time or part-time, is appropriate for recording such events as recruitment and leaving. Using Headcount to count all civil servants, both full-time staff and part-time, is, however, not appropriate when one wishes to estimate the Civil Service paybill or the number of staff required to carry out Civil Service functions. For these purposes, part-time staff must be treated differently, and a full-time equivalent total is appropriate.

2.2 From 1939 to 1995 part-time staff working 10 hours or more per week were each counted as half a member of staff in arriving at a full-time equivalent figure. From 1 April 1995 the method of counting part-time staff was changed in order to reflect more accurately the resources used. This change was made in recognition of the increase, over recent years, in the number of staff working part-time (see Part-time Working, page 16). From 1 April 1995 **part-time staff are included in the FTE total as a proportion of a full-time employee according to the proportion of full-time hours worked.** In addition to reflecting more closely the number of civil servants employed by departments, this allows departments to estimate staffing costs and plan their requirements more accurately. Part-time staff working fewer than 10 hours per week are now included in Headcount totals. Figures for earlier years in **CIVIL SERVICE STATISTICS** have been recalculated on the basis of the new methodology to enable comparisons over time to be maintained (see Table 11, page 52).

3. NUMBER OF CIVIL SERVANTS

3.1 On 1 April 1997 there were 475,339¹ permanent civil servants (Full-time equivalent), of whom 439,311 were non-industrial staff and 36,028 were industrial staff (see paragraph 4.5). In addition there were 19,316 casual staff. The table shows that over the twelve months to 1 April 1997 the number of permanent staff fell by 19,200 (4 per cent) and the number of casual staff decreased by 700 (3 per cent).

	STAFF IN POST (full time equivalent)			
	NON-INDUSTRIAL PERMANENT STAFF	INDUSTRIAL PERMANENT STAFF	TOTAL	CASUAL STAFF
	1 April 1996 ²	458,660	35,920	494,570
1 April 1997	439,310	36,030	475,340	19,320
Change between April 1996 & April 1997	-19,350	+110	-19,230	-700

3.2 The largest reductions in permanent staff in the year to 1 April occurred in:

- the Department for Education and Employment (6,700 down), reflecting falling unemployment and the transfer of some 4,000 staff from the Employment Services Agency to the Department of Social Security Benefits Agency due to the introduction of the Job Seeker's Allowance in October 1996; and
- the Inland Revenue (2,400 down), reflecting the continued implementation of the **MANAGEMENT CHANGE PROGRAMME**.

3.3 Increases in the year to 1 April include:

- the Driving Standards Agency (400 up), reflecting changes in the driving test; and
- the Department of Social Security (1,500 up), including the 4,000 mentioned above transferred from the Employment Service.

3.4 Other significant changes during the year include:

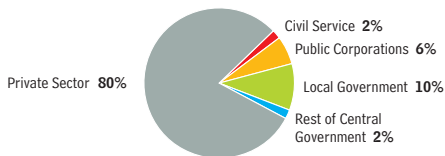
- the sale of HM Stationery Office to the National Publishing Group on 30 September 1996 (2,600 staff).
- the sale of Agricultural and Dairy Advisory Service (ADAS) to ADAS plc on 1 April 1997 (1,190 staff).

For details of other changes and privatisations see Annex B (page 54).

1. The figures for 1 April 1997 of 475,339 permanent civil servants and 439,311 non-industrial staff are 318 fewer, and the figure for casual staff of 19,316 is 290 fewer than previously announced. These changes result from revised information supplied by Inland Revenue and the Central Office of Information.

2. The figures for 1 April 1996 of 494,573 permanent civil servants and 458,656 non-industrial staff are 281 greater than previously announced. These changes result from revised information supplied by the Home Office concerning their absorption of the Metropolitan Police Forensic Science Laboratory into the new Forensic Science Service on 1 April 1996.

FIGURE 1
BREAKDOWN OF THE WORKING POPULATION,
1 JULY 1996



SOURCE: MANDATE, DEPARTMENTAL RETURNS AND ECONOMIC TRENDS

4. CIVIL SERVANTS AS PUBLIC SERVANTS

4.1 Civil servants constitute about 2 per cent of the working population in employment (at 1 July 1996 the working population in employment was estimated to be some 25.9 million)³ and about 10 per cent of all public sector employees (at 1 July 1996 the total number of public sector employees was estimated at 5.2 million)³. There are many community services such as health (1.2 million), education (1.2 million), local government (0.7 million), personal social services (0.4 million), defence (0.2 million) and policing (0.2 million) which are largely provided by other public servants, though civil servants are often involved in the formulation of policy for such services.

4.2 At mid-year 1996 employment in the private sector had risen by 0.20 million over the previous year. Employees in the public sector fell by 0.09 million over the same period, slightly more than in 1995 but much less than in 1993 and 1994.

4.3 Despite falls in public sector employment, between 1986 and 1996 the total workforce rose by 1.2 million (4.7 per cent), with the private sector rising by 2.6 million (14 per cent).

THE WORK OF CIVIL SERVANTS

4.4 Many civil servants are engaged in providing services to the public, such as helping them find work through Jobcentres, paying pensions and benefits, issuing driving licences, and so on. Others provide policy advice, including economic and statistical advice, and internal departmental services and service-wide support functions. Most executive functions are now carried out by executive agencies established under the Next Steps programme for improving management in government, while some self-contained support functions, formerly undertaken in-house, are now purchased from the private sector.

3. Source: Economic Trends: Number 520, March 1997 (Employment in the Public and Private Sectors).

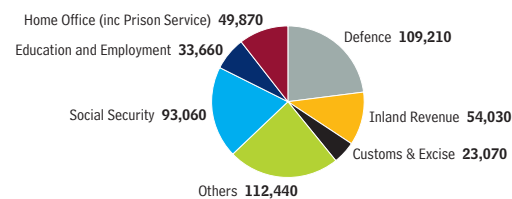
4.5 The distinction between non-industrial and industrial civil servants is, in general, the one which exists in the private sector between white and blue collar workers and is reflected in membership of different trade unions. Thus industrial civil servants working in factories, workshops, etc are represented by the national trade unions which also represent manual workers performing comparable work in outside industry. The largest employer of industrial staff is the Ministry of Defence, which employs about 87 per cent of the total. However, with the delegation of pay and grading to departments (see page 11), some departments are removing the distinction between industrial and non-industrial posts.

THEIR DEPARTMENTS

4.6 Table 1a (page 22) gives a breakdown of permanent staff in post in each Government department. Departments vary greatly in size, the six smallest having fewer than 40 staff each and the six largest together accounting for three-quarters of all civil servants (Figure 2).

FIGURE 2
CIVIL SERVICE STAFFING BY DEPARTMENT,
1 APRIL 1997

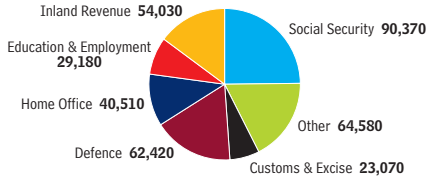
TOTAL NUMBERS : 475,340



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 3
STAFF WORKING IN EXECUTIVE AGENCIES AND ON
NEXT STEPS LINES BY DEPARTMENT, 1 APRIL 1997

TOTAL NUMBERS : 364,160



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

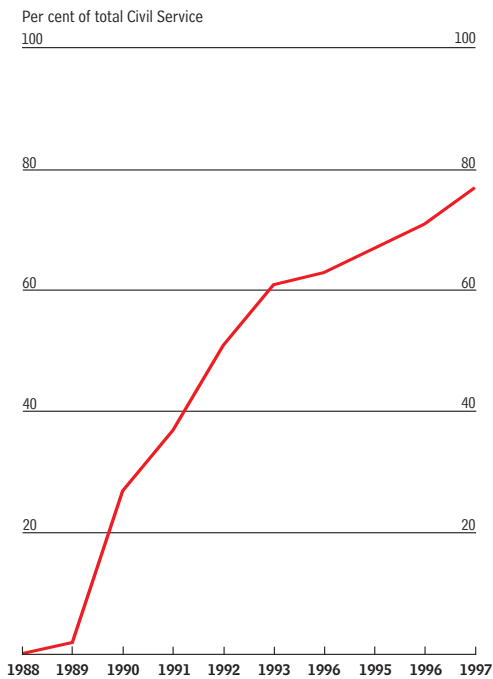
5. EXECUTIVE AGENCIES

5.1 Table 1b (page 24) shows the number of staff in post in executive agencies or departments working on Next Steps lines. The Next Steps initiative was launched in 1988 to improve management in government and to deliver services better within available resources.

5.2 By 1 April 1997 there were 110 agencies in the Home Civil Service. In addition Customs and Excise, Inland Revenue, Crown Prosecution Service and the Serious Fraud Office are operating on Next Steps lines. In total these bodies covered nearly 77 per cent of the Civil Service - 364,163 permanent staff.

5.3 With more than three-quarters of civil servants working in agencies or on Next Steps lines, the main phase of agency establishment is nearing completion. However, a further 10 functions are currently identified as candidates for agency status. There may also be further candidates identified in the future, for example as a result of machinery of government changes.

FIGURE 4
PERCENTAGE OF STAFF IN EXECUTIVE AGENCIES, OR
WORKING ON NEXT STEPS LINES, 1 APRIL EACH YEAR



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

5.4 Each agency is headed by a Chief Executive who in most cases reports direct to the appropriate Minister. The Minister responsible for the agency sets the agency output, financial and quality of service targets each year within a framework of delegated financial and management authority to give them more freedom to do the job better. Performance targets for the agencies are published and each agency publishes an annual report and accounts showing results against these targets.

6. HISTORY OF STAFF NUMBERS

6.1 Figure 5 shows the size of the Civil Service since 1970. The historical series of staff numbers is on page 52 (Table 11). Since its peak of 751,000 in 1976, the number of permanent civil servants fell by 37 per cent to 475,000 at 1 April 1997.

FUNCTIONAL GROUPS

6.2 If the Civil Service is categorised in five functional groups (Figure 6) a comparison of trends across these groups is instructive.

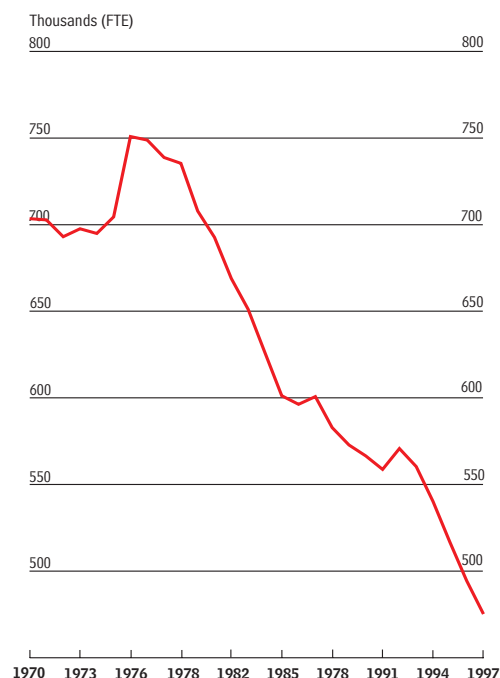
Two factors in particular stand out as having a constraining impact on the downward trend in Civil Service numbers:

- i. policies on law and order, which until 1993 resulted in a substantial increase in the numbers employed in law and order departments. Factors contributing to this were:
 - a rise in the number of prison officers, to eliminate overtime and to staff new prisons;
 - the creation of the Crown Prosecution Service;
 - an increase in the staffing of the Home Office to deal with increased numbers of international travellers and of claims for asylum.
- ii. the economic situation on the staffing of the Department of Social Security and the Employment Services Agency, where the key determinant of workload is the number of benefit claimants and in particular the number of unemployed. This can be seen from Figure 7.

The workload and size of the departments have also been affected by other factors:

- the introduction of new benefits and training schemes, for example the Job Seeker's Allowance;
- policy initiatives (for example the decision to interview all benefit claimants after 13 weeks);
- increased anti-fraud activity;
- and new tasks - for example the Child Support Agency.

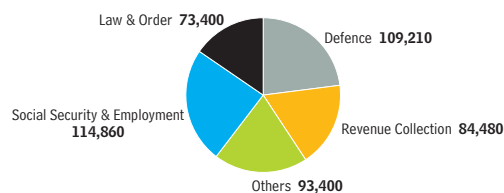
FIGURE 5
CIVIL SERVICE STAFF, 1 APRIL EACH YEAR



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

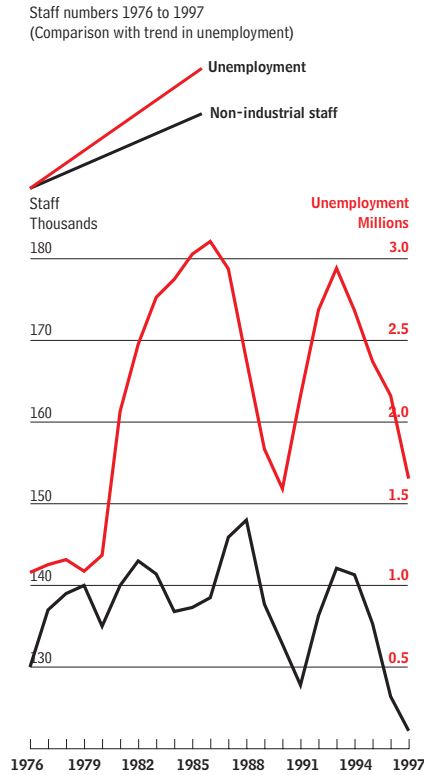
FIGURE 6
CIVIL SERVICE STAFF BY FUNCTION, 1 APRIL 1997

TOTAL NUMBERS : 475,340



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 7
DEPARTMENT OF SOCIAL SECURITY AND DEPARTMENT FOR
EDUCATION AND EMPLOYMENT



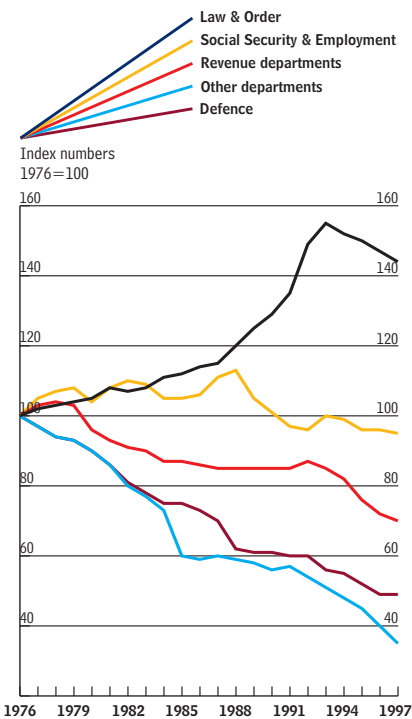
SOURCE: MANDATE, DEPARTMENTAL RETURNS AND LABOUR MARKET TRENDS

Between them these two functional groups account for 39 per cent of Civil Service numbers.

- 6.3 In contrast, numbers in the rest of the Civil Service have fallen consistently:
- i. Defence. Numbers have fallen by 51 per cent since 1976. Much of the decrease has been in industrial staff. However, the number of non-industrial staff has fallen by 40 per cent since 1976 - and would have fallen further but for the impact of civilianisation of military posts, particularly in the early 1990s.
 - ii. Revenue collection. Since 1976, the Inland Revenue and Customs and Excise have reduced staff numbers by 32 and 22 per cent respectively. Computerisation projects in the early 1980s accounted for much of this reduction, together with the privatisation of IT services in Inland Revenue.
 - iii. The remaining departments account for 20 per cent of staff carrying out a wide variety of largely administrative functions. Staff numbers have fallen by 67 per cent, partly through privatisation and contractorisation but also through increased efficiency.

6.4 These varying trends are summarised in Figure 8.

FIGURE 8
TRENDS IN DEPARTMENTAL STAFFING SINCE 1976



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

7. LOCATION

7.1 From 1 April 1997 the Government Statistical Service adopted the boundaries of the **GOVERNMENT OFFICES FOR THE REGIONS** as the standard basis for regional analyses. The new standard replaced the Economic Planning Region - based approach in Civil Service personnel statistical publications from the same date to remain comparable with other regional statistics. Annual estimates of staff location from 1976 to 1997 based on the new boundaries can be found in Table 3B (pages 40 and 41) with a table showing how the old and new regions are related on page 53.

7.2 Figure 9 shows the distribution of staff by Government Office Region. Fewer than one fifth of non-industrial civil servants work in London, with more than two thirds outside London and the South East. (See also Table 3A on pages 38 and 39.)

7.3 The proportion of civil servants who work in London and the South East has fallen from two-fifths in 1976 to less than one-third now. This is in part due to the relocation of departments away from London to other regions, providing cost savings and employment opportunities in areas where needs are greater. An example of Civil Service relocation is the move of the MoD Procurement Executive to Bristol in 1996.

7.4 Although the total number of civil servants has fallen by 37 per cent since 1976, most regions have seen an increase or have maintained their share of Civil Service employment over the period. The only substantial decline in share was experienced by London and the South East. The map highlights the changes brought about by departments' location policies. The colours indicate changes in the regional share of the numbers of non-industrial civil servants between 1976 and 1997.

FIGURE 10
RELOCATION OF NON-INDUSTRIAL CIVIL SERVANTS BY GOVERNMENT OFFICE REGION:
1976 COMPARED TO 1997

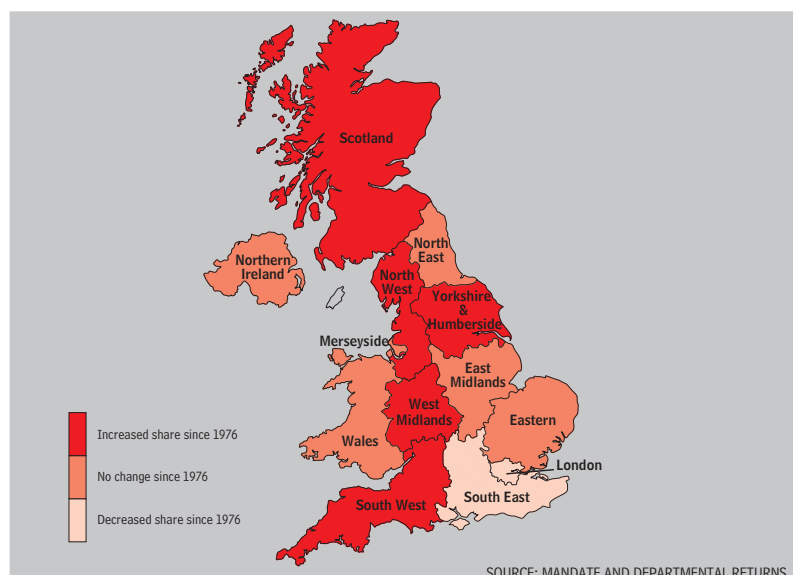
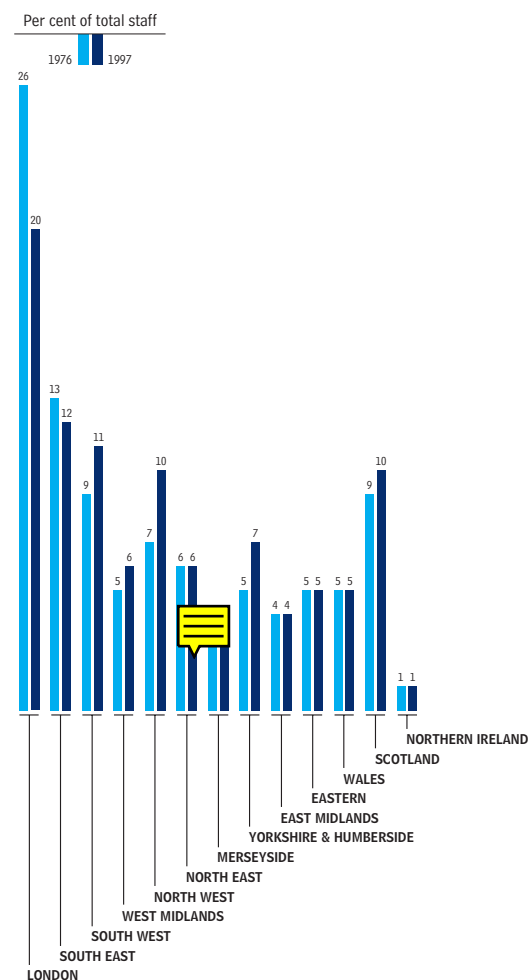
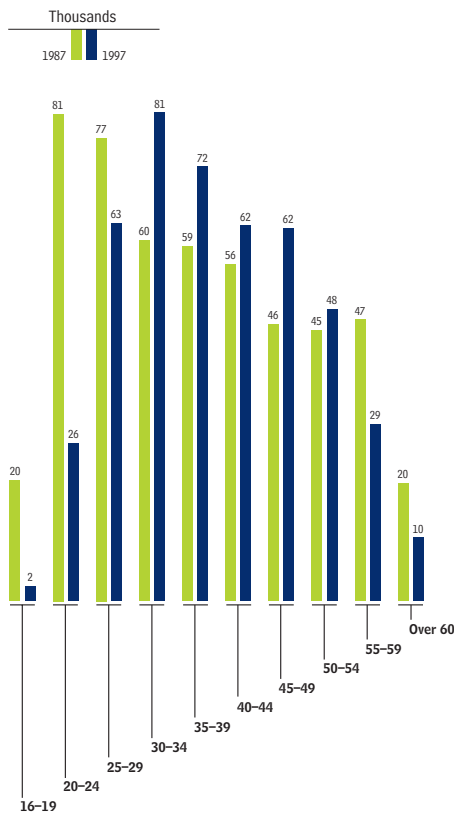


FIGURE 9
NON-INDUSTRIAL STAFF BY GOVERNMENT OFFICE REGION,
1976 AND 1997



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 11
NON-INDUSTRIAL STAFF BY AGE GROUP,
1987 AND 1997



SOURCE: MANDATE

8. STRUCTURE

AGE

8.1 The age structure of the non-industrial Civil Service has changed over the last ten years (Figure 11). The expansion of the Civil Service in the 1960s and 1970s has increased the number now in their 30s and 40s, whilst many others recruited in the early post war period have now retired. But there has been a substantial decline in numbers below age 25. This is due to a higher proportion of staff being recruited at age 25 and over (see paragraph 10.4) in recent years in combination with lower recruitment levels as the size of the Civil Service has declined. Early retirements and smaller numbers staying beyond the minimum retirement age, have brought about large reductions in the numbers aged 55 and over.

INDUSTRIAL AND NON-INDUSTRIAL STAFF

8.2 Since 1976 the number of industrial staff has declined by 144,000 (80 per cent) from 180,000 to 36,000 at 1 April 1997. This reflects a continuing review of their work with an emphasis on transferring work to the private sector. This number is somewhat distorted, however, because the delegation of pay and grading has resulted in the abolition of industrial status in some departments. The majority of the reduction is accounted for by the Ministry of Defence; and a large part of the remainder is explained by the sale of PSA (Property Services Agency) Services. The Ministry of Defence employs 87 per cent (31,000) of the remaining industrial civil servants. The corresponding reduction in the number of non-industrial civil servants since 1976 was over 131,000 (23 per cent), down from 570,000 in 1976 to 439,000 in 1997. For an analysis of trends in the number of non-industrial staff see Section 6 - History of staff numbers.

THE SENIOR CIVIL SERVICE

8.3 The creation of the Senior Civil Service (SCS) in April 1996 brought together some 3,000 staff formerly in Grades 2 to 5 or their equivalents into a single service-wide group, with central personnel management. For the purposes of **CIVIL SERVICE STATISTICS** this group, together with Permanent Secretaries, senior Diplomatic Service personnel and a number of other staff at a similar level, are brigaded under the description **SCS LEVEL**. Like the rest of the Civil Service, the number of staff at this level has fallen since 1994, though the proportion of women in SCS level posts has risen from 12 per cent to 15 per cent (Table 4a, page 42).

9. PAY AND GRADING DELEGATION

9.1 At 1 April 1996 all departments and agencies were given delegated responsibility for the pay and grading of their staff except for those grades in the new Senior Civil Service. This includes all industrial staff, for whom pay responsibility was delegated at 1 July 1994. This delegation meant that it was no longer appropriate or feasible to present numbers of staff in individual grades in Civil Service Statistics, as has been the case hitherto. In Civil Service Statistics 1996 the concept of 'responsibility levels' was therefore introduced. These levels assign personnel to a level of seniority broadly equivalent to the former service-wide grades, based on considerations of salary and other 'job weight' indicators. There are eight responsibility levels in the scale, ranging from AA level up to SCS level.

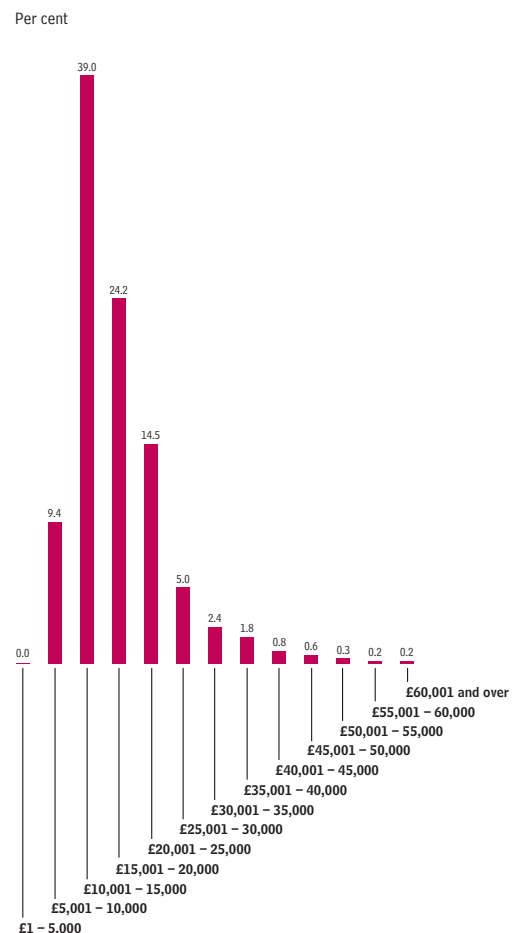
9.2 Table 4a (page 42) shows the number of staff in post at each level in recent years for the whole of the non-industrial Civil Service. The greatest reductions in staff over the period 1994 to 1997 have occurred at AA and HEO levels, while the smallest reduction has occurred at SCS level.

9.3 As departments and agencies develop their own grading structures and pay ranges in future years, comparisons and analyses based on the concept of service-wide grades will become more difficult. Although salary is an imperfect indicator of job weight or seniority, it will increasingly become the main yardstick for these purposes.

9.4 An analysis is provided at Table 4b (page 43) of the number of staff whose gross salary fell in each of 13 bands at 1 April 1995 and 1996. In addition, the table shows the median and upper and lower quartiles of salary, to provide a basis for examination of trends over time, and a means of comparison with other movements in pay and prices. As shown in Figure 12, fewer than 0.1 per cent of civil servants earn less than £5,000 a year, while 0.7 per cent earn more than £50,000 a year. Almost 90 per cent earn between £5,000 and £25,000, with the median salary falling at £15,170, one per cent higher than in April 1996. Over the same period average earnings rose by 4.2 per cent and retail prices by 2.4 per cent. Changes in grading structures and departmental responsibilities, together with the effects of the dates of pay settlements mean that direct comparisons of these changes over the short term can be misleading.

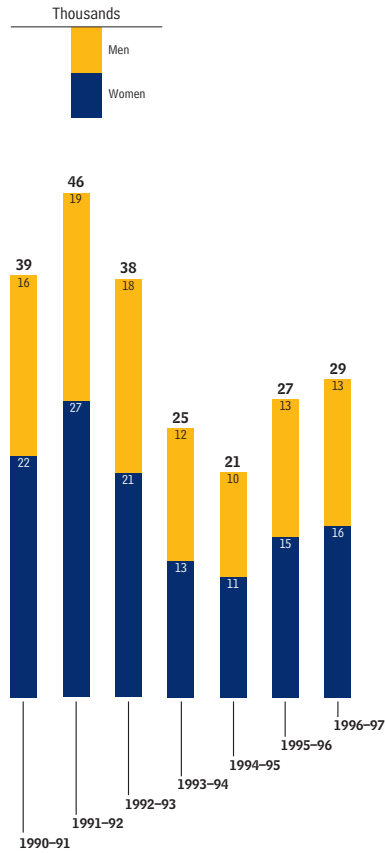
FIGURE 12

NON-INDUSTRIAL STAFF BY GROSS SALARY BAND, 1 APRIL 1997



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

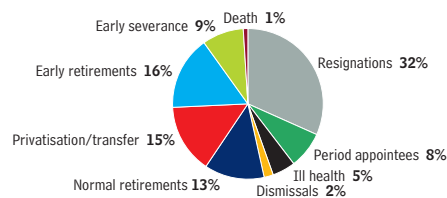
FIGURE 13
ENTRANTS TO NON-INDUSTRIAL GRADES BY SEX



SOURCE: MANDATE AND OPS ESTIMATES

FIGURE 14
LEAVERS BY CAUSE, NON-INDUSTRIAL STAFF, 1996-97

TOTAL LEAVERS : 42,870



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

10. ENTRANTS AND LEAVERS

10.1 The methods of recording entrants to and leavers from the Civil Service population tend to understate their numbers. For the first time in 1996, therefore, an attempt was made to reconcile the figures for entrants and leavers with the changes which occurred from year to year in the total number of non-industrial Civil Service staff. Thus Table 7 (page 47) presents estimates of the total numbers of non-industrial entrants by their method of entry and leavers by their cause of leaving. Other tables analysing entrants and leavers in more detail show only the information reported to MANDATE.

ENTRANTS

10.2 The number of entrants to non-industrial grades in 1996-97 was 29,100, an increase of 1,770 on the previous year. Recruitment was greatest in the Ministry of Defence where there were 3,800 new entrants. In addition to the 27,910 staff who were recruited, some 1,090 former Civil Servants were reinstated and about 100 entered by other routes, for example on secondment or loan.

10.3 Women accounted for 54 per cent of all entrants in 1996-97. Female recruits have for many years outnumbered male recruits. However this overall percentage does not apply equally at all levels. The proportion of women who entered at Administrative Assistant level was 60 per cent (Table 8, page 48), while at SCS level only 12 per cent of entrants were women.

10.4 Table 8 also shows the age distributions of entrants to the main non-industrial recruitment grades. 68 per cent of entrants in 1996-97 were aged 25 or over compared with 56 per cent in 1990-91.

LEAVERS

10.5 Table 7 (page 47) shows estimates of the total number of staff leaving the non-industrial Civil Service by their cause of leaving. From a level of about 42,000 in 1990-91 the number of leavers fell to about 30,000 in 1991-92, increased to a level of about 38,000 for the following three years and then rose sharply to 43,700 in 1995-96 and to 47,900 in 1996-97. Splitting the causes of leaving into three broad categories: early departures, transfers out of the service and natural wastage provides a more informative picture (figure 15).

10.6 **EARLY DEPARTURES.** This category includes voluntary and compulsory early retirements and early severances, including redundancies, but not early departures due to ill health, which are included under wastage. From a level of about 3,000 a year in 1990-91, the figure grew steeply to some 13,500 in 1995-96, reflecting the growing pressure to increase efficiency and reduce staff costs. The level for 1996-97

was slightly lower at 11,870. Early departures accounted for 25 per cent of all non-industrial leavers in 1996-97.

10.7 TRANSFERS OUT OF THE SERVICE. This category includes privatisations, ie transfers of Civil Servants to the private sector to carry out substantially the same work, and other transfers out of the Civil Service, eg on secondment or to other public sector organisations. Most of the significant moves of this type are listed in the Diary of Events (Annex B – page 54). The number of leavers for these reasons varies greatly from year to year, but reached its highest level for many years in 1996-97, when 7,210 non-industrial staff moved out of the Civil Service. These included some 1,200 staff in ADAS, now ADAS plc; 560 staff from Paymaster, now part of EDS; 630 staff of the Building Research Establishment; 2,580 staff of HM Stationery Office, now The Stationery Office; 380 staff of the Teachers Pension Agency, now part of Capita; 370 staff of Chessington Computer Centre and 300 staff of the Natural Resources Institute.

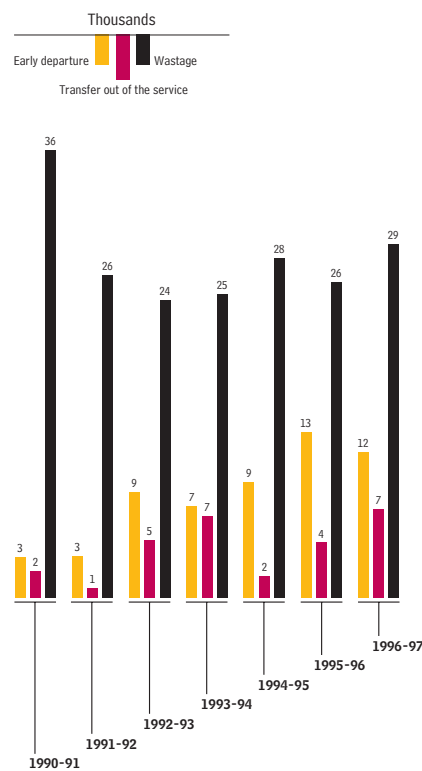
10.8 WASTAGE. This category includes all the more usual causes of leaving, the largest being resignations and normal retirements. While retirements at the minimum age (60 for most civil servants) have remained quite steady at around 3,500, those at greater ages fell by nearly a third in 1995-96 and a little further in 1996-97, reflecting the substantial decline in the number of staff who have stayed beyond the minimum age (see Figure 11, page 10).

10.9 Figure 14 shows that resignations accounted for 32 per cent of all non-industrial leavers in 1996-97, and normal retirements for 13 per cent (see also Table 7, page 47).

10.10 The estimated resignation rate for all non-industrial staff in 1996-97 was 2.6 per cent. Resignation rates have risen slowly from 1.9 per cent in 1992-93, following a steep fall from over 6 per cent in 1989-90. There is generally a link between the movements in resignation rates and economic indicators such as the movement in GDP, unemployment and Jobcentre vacancies. Recent increases in GDP and Jobcentre vacancies, and the fall in unemployment over the year to April 1997 suggest that resignation rates will continue to rise, though some staff will take advantage of early departure schemes rather than resigning.

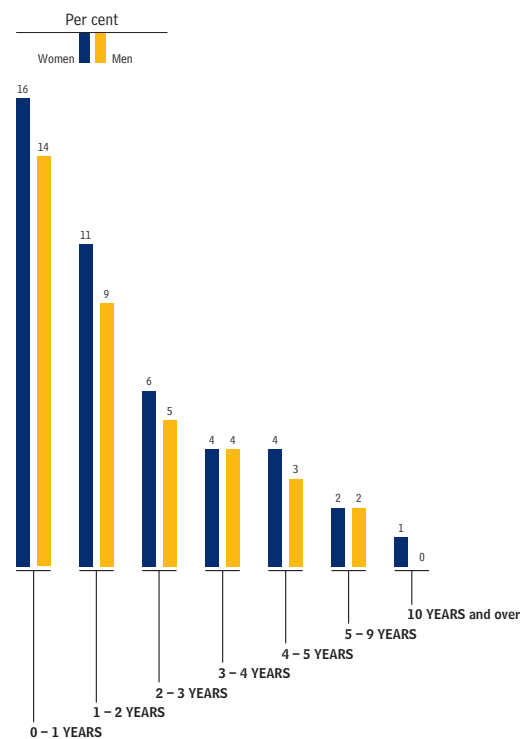
10.11 Resignation rates are associated with many factors, eg age, length of service, responsibility level and location. Table 9 shows the numbers of staff resigning in 1996-97 by length of service and age for each responsibility level. Resignation rates are highest at the more junior responsibility levels (see Table 10, page 51), the rate at AA level being about five times that at HEO level and above. The likelihood of leaving is greatest in the earlier years of service (Figure 16) and younger age groups.

FIGURE 15
LEAVERS - EARLY DEPARTURES, TRANSFERS OUT OF THE SERVICE AND WASTAGE, 1990-91 TO 1996-97



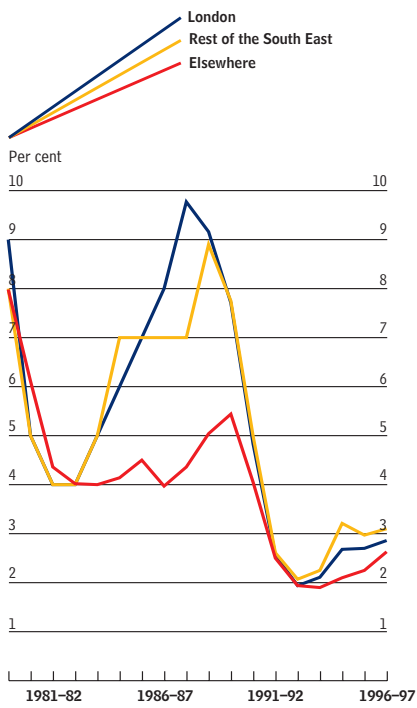
SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 16
RESIGNATION RATES BY LENGTH OF SERVICE 1996-97



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 17
RESIGNATION RATES BY LOCATION - ALL
NON-INDUSTRIAL STAFF



SOURCE: MANDATE

10.12 Figure 17 shows the resignation rates for all grades by region since 1979 in London, the South East and Elsewhere. The large regional differences in resignation rates experienced up to 1991 are no longer apparent although some divergence has appeared between the South East and the rest of the country.

11. EQUAL OPPORTUNITIES

11.1 The Government is committed to providing equality of opportunity for all its staff. In support of this three Programmes for Action have been introduced: for women (introduced in 1984 and revised in 1992), for people of ethnic minority origin (1990) and for disabled people (introduced in 1994 and revised in 1996). The situation in all three areas is monitored and reported on regularly⁴.

DISABLED PEOPLE

11.2 At 1 April 1997, there were 18,740 disabled people employed in the Civil Service⁵ (Figure 18). This represents 3.8 per cent of all staff. Of these nearly 1,600 had multiple disabilities.

ETHNIC MINORITY STAFF

11.3 At 1 April 1997, 5.7 per cent of non-industrial Civil Servants were of ethnic minority⁶ origin. This compares with a figure of 5.3 per cent for the economically active population. The ethnic minorities are more highly represented at administrative levels, with lower representation at more senior levels (Figure 19). This partly reflects differences in the age and length of service of different racial groups.

WOMEN

11.4 Figure 20 shows the distribution by sex of non-industrial Home Civil Servants by responsibility level on a headcount basis. Women represent 51 per cent of the total, around 63 per cent of employees at the levels of AO and AA, and 15 per cent of staff at the level of the Senior Civil Service. This pattern of a lower representation of women at senior levels is changing, and over the last few years there have been increases in the proportion of women at all management levels from EO up to and including SCS level. Women represented 47 per cent of staff at EO level in 1997 compared with 29 per cent in 1984; and 19 per cent of staff at Grade 6 and 7 level in 1997 compared with 7 per cent in 1984.

⁴ An annual data summary and regular progress reports are published. See Bibliography, page 17

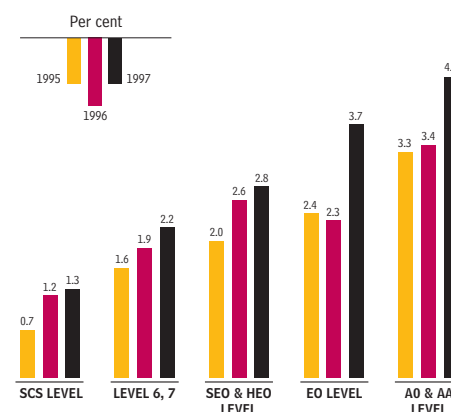
⁵ These figures are based on the response to a voluntary self-classification disability questionnaire. Not all departments and agencies have surveyed their staff. The survey methodology does not provide a response rate.

⁶ These figures are based on the response to a voluntary self-classification ethnic origin questionnaire. The response rate for non-industrial staff was 85 per cent.

⁷ Some figures for 1995 and 1996 have been revised as a result of changes to remove discontinuities in the allocation of departmental grades to responsibility levels.

FIGURE 18

DISABLED STAFF AS A PERCENTAGE OF ALL NON-INDUSTRIAL STAFF BY RESPONSIBILITY LEVEL ⁷
1995, 1996 AND 1997



SOURCE: VOLUNTARY QUESTIONNAIRE

FIGURE 19

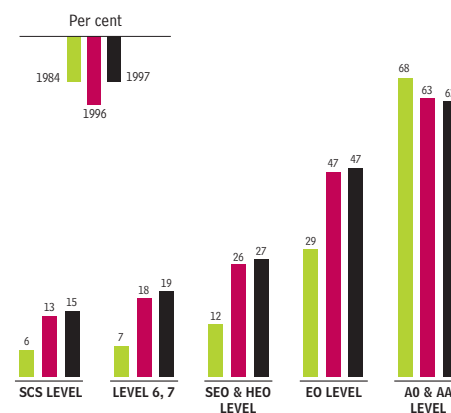
ETHNIC MINORITY RESPONDENTS AS A PERCENTAGE OF TOTAL RESPONDENTS BY RESPONSIBILITY LEVEL ⁷
1989, 1996 AND 1997



SOURCE: VOLUNTARY QUESTIONNAIRE

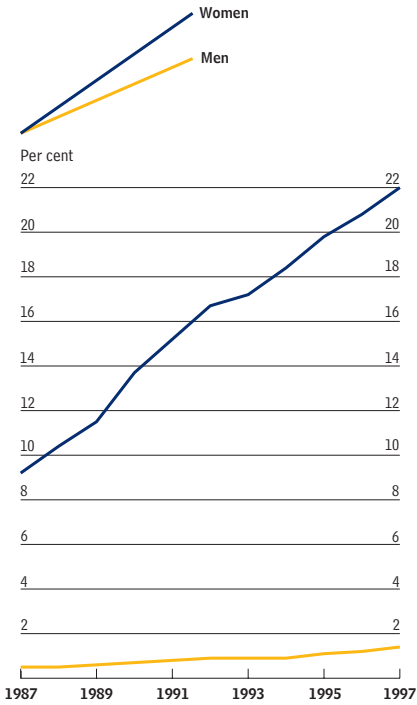
FIGURE 20

FEMALE STAFF AS A PERCENTAGE OF ALL NON-INDUSTRIAL STAFF BY RESPONSIBILITY LEVEL ⁷
1984, 1996 AND 1997



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

FIGURE 21
PART-TIME WORKING AT 1 APRIL EACH YEAR



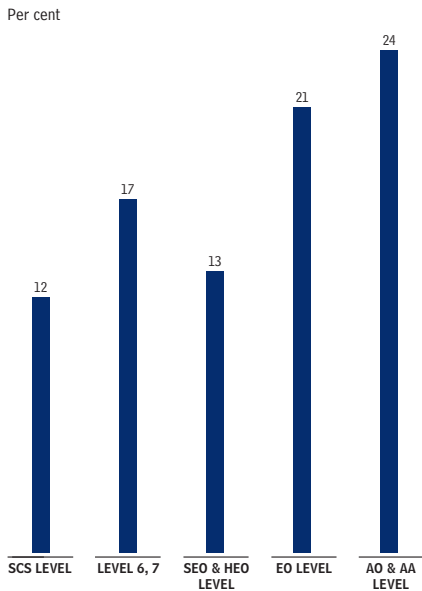
SOURCE: MANDATE AND DEPARTMENTAL RETURNS

12. PART-TIME WORKING

12.1 Between 1987 and 1997 the number of non-industrial part-time staff increased from 24,900 to 55,000. Twenty-two per cent (51,700) of all female non-industrial staff now work part-time (Figure 21). While the proportion of men working part-time is still comparatively low (just over one per cent), their number rose from 1,200 in 1987 to 3,200 in 1997. On average, a part-time employee works 3.2 days per week.

12.2 The number of part-time staff is generally greater at junior responsibility levels, with 12,400 or 25 per cent of female AA level staff working part-time. Increasing numbers of senior staff are also working part-time; 660 or 17 per cent of women at levels 6 and 7, and 70 or 12 per cent of women at SCS level in 1997 (Figure 22).

FIGURE 22
PERCENTAGE OF WOMEN WORKING PART-TIME BY RESPONSIBILITY LEVEL - 1 APRIL 1997



SOURCE: MANDATE AND DEPARTMENTAL RETURNS

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DEFINITIONS AND SOURCES

The **DEFINITIONS** used in **CIVIL SERVICE STATISTICS** are as follows:

The **CIVIL SERVICE** comprises the Home Civil Service and Diplomatic Service but not the Northern Ireland Civil Service, locally engaged staff overseas nor employees of grant aided bodies - other than those in the HSE and ACAS.

A **CIVIL SERVANT** is a servant of the Crown working in a civil capacity who is not: the holder of a political (or judicial) office; the holder of certain other offices in respect of whose tenure of office special provision has been made; a servant of the Crown in a personal capacity paid from the Civil List.

FIGURES ARE ROUNDED to an appropriate level. Numbers ending in .5 are rounded to the nearest **even** integer, for example, 2.5 is rounded to 2, and 3.5 is rounded to 4. Rounding may lead to inconsistencies between the sum of individual cells and the totals in some tables.

The distinction between **NON-INDUSTRIAL** and **INDUSTRIAL** Civil Servants is, in general, the one which exists in outside industry between white and blue collar workers and is reflected in membership of different trade unions. Thus industrial Civil Servants working in factories, workshops, etc are represented by the national trade unions which also represent manual workers performing comparable work in outside industry.

CASUAL STAFF normally engaged for up to 12 months, but exceptionally up to 2 years, are shown separately from permanent staff. (See Table 1c, pages 26-27)

PART-TIME STAFF are those who work less than the normal weekly hours (36 in London, 37 elsewhere). These staff are **INCLUDED** in the staff in post figures, recorded according to the proportion of full-time hours worked, and the totals are described as **FULL-TIME EQUIVALENTS**.

PERIOD APPOINTMENTS are made where the duration of the job is known to be limited or where there are management reasons for appointing someone for only a limited period to an on-going post. They are **INCLUDED** in 'permanent staff'.

GROSS SALARY is the annual salary including basic pay, consolidated performance pay, and pay-related allowances such as regional allowances, skills allowances and recruitment and retention allowances. It does not include bonuses, overtime or

reimbursement-type allowances. The salary of a part-time employee, for the purposes of tables 4b and 5, is that which the employee would receive if working full-time. This is described as **FULL-TIME EQUIVALENT SALARY**.

RESPONSIBILITY LEVELS are an approximate assignment of personnel to a level of seniority broadly equivalent to the former service-wide grades, based on considerations of salary and other 'job weight' indicators. For the purposes of Civil Service Statistics the description **SENIOR CIVIL SERVICE LEVEL** includes not only the Senior Civil Service but also Permanent Secretaries, senior Diplomatic Service personnel and a number of other staff at a similar level.

The main **SOURCES** used in the compilation of the tables are as follows:

- a. **QUARTERLY STAFF RETURNS FROM DEPARTMENTS**
- b. **ANNUAL STAFF IN POST RETURNS FROM DEPARTMENTS** - these show detailed numbers of non-industrial staff in post by responsibility level.
- c. **MANDATE**- a central computer-based record of basic information supplied by departments for almost all non-industrial Civil Servants in the Home Civil Service (98 per cent). Each quarter, data are received from departmental staff records showing each person's sex, age, grade, location etc. The following departments or agencies did not report to **MANDATE** at 1 April 1997:
 - Foreign and Commonwealth Office
 - Meat Hygiene Service
 - Security Facilities Executive
 - Government Car & Despatch Agency
 - Property Advisers Civil Estate
 - Serious Fraud Office
 - Office of Telecommunications
 - The Buying Agency
 - Office of the Rail Regulator
 - Office of Passenger Rail Franchising
 - Office of the National Lottery

The sources are stated at the foot of each table.

Note.

In all tables a dash (-) means nil or negligible and two dots (..) means not applicable or not available.

TABLE 1A : STAFF NUMBERS IN EACH DEPARTMENT - 1996 AND 1997

DEPARTMENT	PERMANENT STAFF ¹			FULL-TIME EQUIVALENTS ²		
	1 APRIL 1996		1 APRIL 1997		OF WHOM IN AGENCIES	
	ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	ALL STAFF ²		
Agriculture, Fisheries and Food	9,993	8,996	97	9,092	3,443	
Cabinet Office (including Office of Public Service)	3,691	1,985	585	2,569	1,542	
Charity Commission	522	530	-	530	-	
Crown Estate Office	26	-	-	-	-	
Crown Prosecution Service	6,216	5,665	-	5,665	-	
Customs & Excise	23,186	23,071	-	23,071	-	
Education and Employment, Department for	40,327	33,662	-	33,662	29,181	
Office for Standards in Education (OFSTED)	468	484	-	484	-	
Environment	4,678	3,687	-	3,687	681	
Health and Safety Commission/Executive	4,023	3,960	9	3,969	-	
Export Credit Guarantee Department	431	407	-	407	-	
Foreign and Commonwealth Office:						
Diplomatic Service	5,815	5,574	-	5,574	35	
Overseas Development Administration	1,312	1,001	-	1,001	-	
Friendly Societies, Registry of	162	170	-	170	-	
Government Actuary	84	77	-	77	-	
Health, Department of	4,795	4,685	11	4,696	1,013	
HM Prison Service	38,009	35,009	2,695	37,704	37,704	
HM Stationery Office	2,705	-	-	-	-	
Home Office	12,220	12,078	88	12,165	2,807	
Information, Central Office of	527	374	-	374	374	
Inland Revenue	56,470	54,029	-	54,029	4,301	
Intervention Board	853	974	-	974	974	
Land Registry	8,149	7,867	-	7,867	7,867	
Legal Secretariat	26	23	-	23	-	
Lord Chancellor's Department	11,227	10,625	-	10,625	9,749	
National Heritage, Department of	1,003	960	44	1,004	666	
National Investment and Loans Office	32	37	-	37	-	
National Savings, Department for	4,674	4,289	-	4,289	4,289	
National Statistics, Office for	3,141	2,894	-	2,894	2,894	
Office of Electricity Regulation	228	228	-	228	-	
Office of Fair Trading	387	396	-	396	-	
Office of Gas Supply	105	108	-	108	-	
Office of the National Lottery	27	31	-	31	-	
Office of Passenger Rail Franchising	103	102	-	102	-	
Office of the Rail Regulator	109	114	-	114	-	
Office of Telecommunications	159	156	-	156	-	
Office of Water Services	182	173	-	173	-	
Ordnance Survey	1,988	1,809	-	1,809	1,809	
Paymaster	615	-	-	-	-	
Privy Council Office	38	33	-	33	-	
Public Record Office	455	429	-	429	429	
Royal Mint	997	355	630	985	985	
Security and Intelligence Services	5,422	4,904	-	4,904	-	
Serious Fraud Office	157	165	-	165	-	
Social Security, Department of	91,516	93,030	25	93,055	90,372	
Trade and Industry, Department of	9,234	8,398	-	8,398	3,897	
Advisory, Conciliation and Arbitration Service	611	585	-	585	-	
Transport, Department of	11,071	10,933	221	11,154	9,494	
Treasury	958	888	-	888	-	
Treasury Solicitor	494	481	-	481	481	

TABLE 1A : STAFF NUMBERS IN EACH DEPARTMENT - 1996 AND 1997 (CONTINUED)

PERMANENT STAFF¹FULL-TIME EQUIVALENTS²

DEPARTMENT	1 APRIL 1996		1 APRIL 1997		OF WHOM IN AGENCIES
	ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	ALL STAFF	
Northern Ireland Office	215	204	-	204	-
Scottish Departments:					
Scottish Office	5,054	4,649	305	4,954	1,442
Crown Office & Procurator Fiscal	1,082	1,104	-	1,104	-
General Register Office - Scotland	213	207	-	207	-
Lord Advocate's Department	20	19	-	19	-
Registers of Scotland	1,073	1,063	-	1,063	1,063
Scottish Courts Administration	-	118	-	118	-
Scottish Courts Service	826	816	-	816	816
Scottish Prison Service	4,439	4,510	-	4,510	4,510
Scottish Record Office	119	119	-	119	119
Welsh Office (incl OHMCIS)	2,139	2,118	62	2,180	179
ALL CIVIL DEPARTMENTS	384,715	361,362	4,771	366,133	³ 223,119
Defence, Ministry of	109,858	77,949	31,257	109,206	62,415
TOTAL FOR ALL DEPARTMENTS	494,573	439,311	36,028	475,339	³ 285,534

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

- 1 The totals relate to permanent industrial and non-industrial staff excluding casual staff.
- 2 Part-time staff are recorded according to the proportion of full-time hours worked.
- 3 This total excludes Inland Revenue (other than the Valuation Office), Customs and Excise, Crown Prosecution Service and the Serious Fraud Office, which operate on Next Steps lines. Taking these departments into account, 364,163 Civil Servants in all were working on Next Steps lines at 1 April 1997.

TABLE 1B : STAFF NUMBERS IN EXECUTIVE AGENCIES¹ - 1996 AND 1997

PERMANENT STAFF ¹		FULL-TIME EQUIVALENTS ²			
AGENCY	DATE ESTABLISHED	1 APRIL 1996	1 APRIL 1997		ALL STAFF
		ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	
ADAS (MAFF/Welsh Office) ³	1.4.92	1,585	-	-	-
Armed Forces Personnel Administration Agency (MOD) ⁴	1.4.97	-	846	1	847
Army Base Repair Organisation (MOD) ⁴	1.4.93	3,139	659	2,292	2,951
Army Base Storage and Distribution Agency (MOD) ⁴	4.4.95	3,814	1,160	2,537	3,696
Army Individual Training Organisation (MOD) ⁴	1.4.96	4,186	-	-	-
Army Personnel Centre (MOD) ⁴	2.12.96	-	1,233	34	1,268
Army Technical Support Agency(MOD) ⁴	19.10.95	807	750	51	801
Army Training and Recruiting Agency (MOD) ⁴	1.7.96	-	3,067	1,344	4,411
Building Research Establishment (DOE)	2.4.90	661	-	-	-
Cadw - Welsh Historic Monuments (Welsh Office)	1.4.91	211	120	59	179
CCTA (Cabinet Office: OPS)	1.4.96	263	176	-	176
Central Science Laboratory (MAFF)	1.4.92	560	521	-	521
Centre for Environment, Fisheries and Aquaculture Science (MAFF)	1.4.97	-	364	46	410
Chessington Computer Centre (Cabinet Office: OPS) ³	1.4.93	380	-	-	-
Civil Service College (Cabinet Office: OPS)	2.4.91	250	231	-	231
Coastguard Agency (DTp)	1.4.94	537	653	-	653
Companies House (DTI) ³	3.10.88	874	800	-	800
Court Service (LCD)	3.4.95	9,829	9,199	-	9,199
Defence Analytical Services Agency (MOD) ⁴	1.7.92	107	115	-	115
Defence Animal Centre (MOD) ⁴	1.6.93	53	22	39	61
Defence Bills Agency (MOD) ⁴	1.1.96	651	652	2	654
Defence Clothing and Textiles (MOD) ⁴	22.11.94	489	477	52	530
Defence Codification Agency (MOD) ⁴	17.6.96	-	146	-	146
Defence Dental Agency (MOD) ⁴	1.3.96	5	105	6	111
Defence Estates Organisation (MOD) ⁴	1.4.97	-	1,028	140	1,168
Defence Evaluation and Research Agency (MOD) ^{3,4}	1.4.95	11,024	10,551	1,667	12,218
Defence Intelligence and Security Agency (MOD) ⁴	1.10.96	-	82	21	103
Defence Medical Training Organisation (MOD) ⁴	1.4.97	-	64	17	81
Defence Postal & Courier Services (MOD) ⁴	17.7.92	296	294	35	329
Defence Secondary Care Agency (MOD) ⁴	30.4.96	-	447	138	585
Defence Transport and Movement Executive (MOD) ⁴	4.4.95	143	90	52	142
Defence Vetting Agency (MOD) ⁴	1.4.97	-	54	-	54
Disposals Sales Agency (MOD) ⁴	1.10.94	60	64	-	64
Driver & Vehicle Licensing Agency (DTp)	2.4.90	3,568	3,502	-	3,502
Driving Standards Agency (DTp)	2.4.90	1,585	1,942	-	1,942
Duke of York's Royal Military School (MOD) ⁴	1.4.92	99	81	17	98
Employment Service Agency (DfEE)	2.4.90	34,912	29,181	-	29,181
Employment Tribunal Service (DTI)	1.4.97	-	547	-	547
Farming and Rural Conservation Agency (MAFF)	1.4.97	-	436	-	436
Fire Service College (Home Office) ³	1.4.92	227	177	38	215
Fisheries Research Agency (Scottish Office)	1.4.97	-	205	-	205
Forensic Science Service (Home Office)	1.4.91	1,038	1,185	-	1,185
Government Car and Despatch Agency (Cabinet Office: OPS)	1.4.97	-	19	205	224
Government Property Lawyers (Attorney General)	1.4.93	113	104	-	104
Highways Agency (DTp)	1.4.94	1,524	1,549	-	1,549
Historic Royal Palaces Agency (DNH)	1.10.89	413	405	41	446
Historic Scotland (Scottish Office)	1.4.91	572	356	231	587
HM Prison Service (Home Office)	1.4.93	38,009	35,009	2,695	37,704
HM Stationery Office ³	14.12.88	2,705	-	-	-
Hydrographic Office (MOD) ^{3,4}	6.4.90	755	746	-	746
Information, Central Office of ³	5.4.90	527	374	-	374
Insolvency Service (DTI)	21.3.90	1,328	1,285	-	1,285
Intervention Board	2.4.90	853	974	-	974
Joint Air Reconnaissance Intelligence Centre (MOD) ⁴	19.4.96	-	134	2	136
Land Registry ³	2.7.90	8,149	7,867	-	7,867
Logistic Information Systems Agency (MOD) ⁴	21.11.94	201	159	4	163
Marine Safety Agency (DTp)	1.4.94	342	315	-	315
Meat Hygiene Service (MAFF)	1.4.95	779	796	-	796
Medical Devices Agency (Health)	27.9.94	141	118	-	118
Medicines Control Agency (Health) ³	11.7.91	359	389	-	389
Medical Supplies Agency (MOD) ⁴	1.3.96	172	116	101	217
Meteorological Office (MOD) ³	2.4.90	2,176	2,087	-	2,087
Military Survey (MOD) ⁴	1.4.91	767	663	44	707
Ministry of Defence Police (MOD)	1.4.96	3,880	3,705	25	3,730
National Statistics, Office for	1.4.96	3,141	2,894	-	2,894
National Weights and Measures Laboratory (DTI)	18.4.89	45	49	-	49
Natural Resources Institute (ODA)	2.4.90	303	-	-	-

TABLE 1B : STAFF NUMBERS IN EXECUTIVE AGENCIES¹ - 1996 AND 1997 (CONTINUED)

PERMANENT STAFF ¹		FULL-TIME EQUIVALENTS ²			
AGENCY	DATE ESTABLISHED	1 APRIL 1996		1 APRIL 1997	
		ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	ALL STAFF
Naval Aircraft Repair Organisation (MOD) ⁴	1.4.92	1,517	487	1,048	1,535
Naval Bases and Supplies Agency (MOD) ⁴	11.12.96	-	4,385	4,785	9,170
Naval Manning Agency (MOD) ⁴	1.7.96	-	85	-	85
Naval Recruitment and Training Agency (MOD) ⁴	1.4.95	1,556	1,156	423	1,579
NHS Estates (Health)	1.4.91	135	144	-	144
NHS Pensions Agency (Health)	20.11.92	428	363	-	363
Occupational Health and Safety Agency (Cabinet Office: OPS)	2.4.90	105	-	-	-
Ordnance Survey	1.5.90	1,988	1,809	-	1,809
Patent Office (DTI) ³	1.3.90	791	708	-	708
Pay and Personnel Agency (MOD) ⁴	1.2.96	913	895	3	898
Paymaster	1.4.93	615	-	-	-
Pesticides Safety Directorate (MAFF)	1.4.93	191	194	-	194
Planning Inspectorate (DOE/Welsh Office)	1.4.92	595	630	-	630
Property Advisers to the Civil Estate (PACE)(Cabinet Office: OPS)	1.4.96	283	201	-	201
Public Record Office	1.4.92	455	429	-	429
Public Trust Office (LCD)	1.7.94	546	550	-	550
QEII Conference Centre (DOE)	6.7.89	67	51	-	51
Queen Victoria School (MOD)	1.4.92	64	53	16	69
Radiocommunications Agency (DTI)	2.4.90	511	508	-	508
RAF Logistics Support Service (MOD) ⁴	9.12.96	-	443	-	443
RAF Maintenance Group Defence Agency (MOD) ⁴	2.4.91	4,521	1,819	2,637	4,456
RAF Personnel Management Agency (MOD) ⁴	2.2.97	-	213	1	214
RAF Signals Engineering Establishment (MOD) ⁴	21.11.94	664	506	59	565
RAF Training Group Defence Agency (MOD) ⁴	1.4.94	2,423	1,588	546	2,134
Recruitment & Assessment Services (Cabinet Office:OPS)	1.4.91	139	-	-	-
Registers of Scotland ³	6.4.90	1,073	1,063	-	1,063
Royal Mint ³	2.4.90	997	355	630	985
Royal Parks Agency (DNH)	1.4.93	253	217	3	220
Scottish Agricultural Science Agency (Scottish Office)	1.4.92	134	113	10	123
Scottish Court Service	3.4.95	826	816	-	816
Scottish Fisheries Protection Agency (Scottish Office)	1.4.91	240	194	60	254
Scottish Office Pensions Agency (Scottish Office)	1.4.93	170	153	-	153
Scottish Prison Service (Scottish Office)	1.4.93	4,439	4,510	-	4,510
Scottish Record Office	1.4.93	119	119	-	119
Security Facilities Executive (SAFE)(Cabinet Office: OPS)	15.10.93	1,088	209	365	574
Service Childrens Education (MOD) ⁴	1.4.96	766	749	-	749
Ship Support Agency (MOD) ⁴	11.12.96	-	2,271	30	2,301
Social Security Benefits Agency (DSS)	10.4.91	71,593	72,003	-	72,003
Social Security Child Support Agency (DSS)	5.4.93	6,528	7,862	-	7,862
Social Security Contributions Agency (DSS)	10.4.91	7,464	7,380	-	7,380
Social Security I.T. Services Agency (DSS)	2.4.90	1,954	1,932	-	1,932
Social Security War Pensions Agency (DSS)	13.4.94	1,226	1,170	25	1,196
Student Awards Agency for Scotland (Scottish Office)	5.4.94	123	120	-	120
Teachers Pension Agency (DfEE)	1.4.92	370	-	-	-
The Buying Agency (Cabinet Office: OPS) ³	31.10.91	122	136	-	136
Treasury Solicitor (Attorney General)	1.4.96	381	377	-	377
UK Passport Agency (Home Office)	2.4.91	1,508	1,407	-	1,407
Valuation Office (Inland Revenue)	30.9.91	4,459	4,301	-	4,301
Vehicle Certification Agency (DTp)	2.4.90	73	74	-	74
Vehicle Inspectorate (DTp) ³	1.8.88	1,471	1,239	221	1,460
Veterinary Laboratories Agency (MAFF)	2.4.90	676	986	-	986
Veterinary Medicines Directorate (MAFF)	2.4.90	100	100	-	100
Wilton Park (FCO)	1.9.91	28	35	-	35
ALL EXECUTIVE AGENCIES		275,210	262,736	22,798	285,534
Crown Prosecution Service ⁵	20.3.97	-	5,665	-	5,665
Customs and Excise ⁵	1.4.91	23,186	23,071	-	23,071
Inland Revenue (Excluding Valuation Office) ⁵	1.4.92	52,011	49,728	-	49,728
Serious Fraud Office ⁵	20.3.97	-	165	-	165
TOTAL ON NEXT STEPS LINES		350,408	341,366	22,798	364,163

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

- The totals relate to permanent industrial and non-industrial staff excluding casual or seasonal staff. Agency staff numbers are included in the totals for their parent departments in Table 1a. Agencies of the Northern Ireland Civil Service are not included.
- Part-time staff are recorded according to the proportion of full-time hours worked.
- Trading Fund.
- Service personnel are not included.
- Departments operating fully on Next Steps lines.

TABLE 1C : CASUAL STAFF IN EACH DEPARTMENT ¹ - 1996 AND 1997

DEPARTMENT	FULL-TIME EQUIVALENTS ²			
	1 APRIL 1996		1 APRIL 1997	
	ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	ALL STAFF
Agriculture, Fisheries and Food	981	1,221	1	1,222
Cabinet Office (including Office of Public Service)	195	43	43	86
Charity Commission	82	21	-	21
Crown Prosecution Service	267	184	-	184
Customs & Excise	477	622	-	622
Education and Employment, Department for	3,639	2,567	-	2,567
Office for Standards in Education (OFSTED)	18	109	-	109
Environment, Department of (including Property Holdings)	232	182	-	182
Health and Safety Commission/Executive	144	191	-	191
Export Credits Guarantee Department	12	8	-	8
Foreign and Commonwealth Office:				
Diplomatic Service	40	56	-	56
Overseas Development Administration	74	38	-	38
Friendly Societies, Registry of	1	-	-	-
Government Actuary	-	7	-	7
Health, Department of	273	122	-	122
HM Prison Service	358	935	108	1,043
HM Stationery Office	105	-	-	-
Home Office	858	591	2	593
Information, Central Office of	19	13	-	13
Inland Revenue	580	296	-	296
Intervention Board	76	188	-	188
Lord Chancellor's Department	564	651	-	651
National Heritage, Department of	92	43	-	43
National Savings, Department for	16	38	-	38
National Statistics, Office for	202	179	-	179
Office of Electricity Regulation	6	8	-	8
Office of Fair Trading	4	5	-	5
Office of Gas Supply	13	11	-	11
Office of Passenger Rail Franchising	-	1	-	1
Office of the Rail Regulator	11	5	-	5
Office of Telecommunications	3	4	-	4
Office of Water Services	6	4	-	4
Ordnance Survey	20	14	-	14
Paymaster	35	-	-	-
Privy Council Office	1	3	-	3
Public Record Office	25	27	-	27
Royal Mint	57	11	39	50
Serious Fraud Office	17	12	-	12
Social Security, Department of	4,501	5,384	-	5,384
Trade and Industry, Department of	412	312	-	312
Advisory, Conciliation and Arbitration Service	24	35	-	35
Transport, Department of	1,194	756	16	772
Treasury	18	26	-	26
Treasury Solicitor	7	15	-	15

TABLE 1C : CASUAL STAFF IN EACH DEPARTMENT¹ - 1996 AND 1997 (CONTINUED)

DEPARTMENT	FULL-TIME EQUIVALENTS ²			
	1 APRIL 1996		1 APRIL 1997	
	ALL STAFF	NON-INDUSTRIAL	INDUSTRIAL	ALL STAFF
Northern Ireland Office	3	2	-	2
Scottish Departments :				
Scottish Office	359	342	16	358
Crown Office & Procurator Fiscal	31	34	-	34
General Register Office, Scotland	5	3	-	3
Registers of Scotland	23	57	-	57
Scottish Courts Administration	-	15	-	15
Scottish Courts Service	29	31	-	31
Scottish Prison Service	48	48	-	48
Scottish Record Office	23	13	-	13
Welsh Office (Including OHMCIS)	192	212	-	212
ALL CIVIL DEPARTMENTS	16,372	15,694	224	15,918
Defence, Ministry of	3,640	2,250	1,148	3,398
TOTAL FOR ALL DEPARTMENTS	20,012	17,944	1,372	19,316

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

- 1 Department totals include all staff in Executive Agencies and those working on Next Steps lines.
 2 Part-time staff are recorded according to the proportion of full-time hours worked.

TABLE 1D : STAFF NUMBERS IN EACH DEPARTMENT - HEADCOUNT: 1 APRIL 1997

PERMANENT STAFF

DEPARTMENT	FULL-TIME			NON-INDUSTRIAL STAFF		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
Agriculture, Fisheries and Food	5,072	3,489	8,561	56	666	722
Cabinet Office (including Office of Public Service)	1,170	721	1,891	11	136	147
Charity Commission	241	262	503	1	42	43
Crown Prosecution Service	2,191	3,031	5,222	32	677	709
Customs & Excise	13,675	8,448	22,123	99	1,538	1,637
Education and Employment, Department for	11,025	17,943	28,968	258	7,171	7,429
Office for Standards in Education (OFSTED)	254	214	468	1	24	25
Environment	2,148	1,359	3,507	28	248	276
Health and Safety Executive	2,242	1,473	3,715	19	375	394
Export Credit Guarantee Department	268	120	388	1	25	26
Foreign and Commonwealth Office:						
Diplomatic Service	3,608	1,912	5,520	18	74	92
Overseas Development Administration	537	426	963	2	69	71
Friendly Societies, Registry of	102	64	166	3	3	6
Government Actuary	50	26	76	1	1	2
Health	2,152	2,336	4,488	26	271	297
Home Office	6,315	5,052	11,367	83	1,038	1,121
HM Prison Service	27,935	6,398	34,333	431	780	1,211
Information, Central Office of	210	149	359	6	17	23
Inland Revenue	22,731	25,205	47,936	292	9,249	9,541
Intervention Board	444	461	905	5	102	107
Land Registry	3,026	3,646	6,672	90	1,699	1,789
Legal Secretariat	15	8	23	-	-	-
Lord Chancellor's Department	3,950	5,559	9,509	133	1,583	1,716
National Heritage	526	406	932	5	33	38
National Investment and Loans Office	20	16	36	-	1	1
National Savings, Department for	1,509	2,299	3,808	19	796	815
National Statistics, Office for	1,222	1,397	2,619	19	415	434
Office of Electricity Regulation	103	115	218	-	17	17
Office of Fair Trading	217	171	388	1	11	12
Office of Gas Supply	71	34	105	-	6	6
Office of the National Lottery	16	15	31	-	1	1
Office of Passenger Rail Franchising	57	43	100	-	3	3
Office of the Rail Regulator	63	49	112	-	3	3
Office of Telecommunications	92	63	155	-	2	2
Office of Water Services	81	86	167	1	9	10
Ordnance Survey	1,410	339	1,749	2	103	105
Privy Council Office	17	15	32	-	2	2
Public Record Office	246	159	405	8	34	42
Royal Mint	218	119	337	-	29	29
Security and Intelligence Services	3,444	1,267	4,711	10	310	320
Serious Fraud Office	93	68	161	-	5	5
Social Security	31,195	49,456	80,651	893	17,674	18,567
Trade and Industry	4,712	3,163	7,875	68	772	840
Advisory, Conciliation and Arbitration Service (ACAS)	301	250	551	3	51	54
Transport	6,295	3,882	10,177	102	1,352	1,454
Treasury	518	344	862	2	37	39
Treasury Solicitor	250	212	462	1	28	29

INDUSTRIAL STAFF						TOTAL STAFF		
FULL-TIME			PART-TIME			MEN	WOMEN	TOTAL
MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL			
81	10	91	-	10	10	5,209	4,175	9,384
561	23	584	-	1	1	1,742	881	2,623
-	-	-	-	-	-	242	304	546
-	-	-	-	-	-	2,223	3,708	5,931
-	-	-	-	-	-	13,774	9,986	23,760
-	-	-	-	-	-	11,283	25,114	36,397
-	-	-	-	-	-	255	238	493
-	-	-	-	-	-	2,176	1,607	3,783
9	-	9	-	-	-	2,270	1,848	4,118
-	-	-	-	-	-	269	145	414
-	-	-	-	-	-	3,626	1,986	5,612
-	-	-	-	-	-	539	495	1,034
-	-	-	-	-	-	105	67	172
-	-	-	-	-	-	51	27	78
11	-	11	-	-	-	2,189	2,607	4,796
83	1	84	6	-	6	6,488	6,092	12,580
2,499	147	2,646	9	68	77	30,874	7,393	38,267
-	-	-	-	-	-	216	166	382
-	-	-	-	-	-	22,023	34,454	57,477
-	-	-	-	-	-	449	563	1,012
-	-	-	-	-	-	3,116	5,345	8,461
-	-	-	-	-	-	15	8	23
-	-	-	-	-	-	4,083	7,142	11,225
38	6	44	-	-	-	569	445	1,014
-	-	-	-	-	-	20	17	37
-	-	-	-	-	-	1,528	3,095	4,623
-	-	-	-	-	-	1,241	1,812	3,053
-	-	-	-	-	-	103	132	235
-	-	-	-	-	-	218	182	400
-	-	-	-	-	-	71	40	111
-	-	-	-	-	-	16	16	32
-	-	-	-	-	-	57	46	103
-	-	-	-	-	-	63	52	115
-	-	-	-	-	-	92	65	157
-	-	-	-	-	-	82	95	177
-	-	-	-	-	-	1,412	442	1,854
-	-	-	-	-	-	17	17	34
-	-	-	-	-	-	254	193	447
600	30	630	-	-	-	818	178	996
-	-	-	-	-	-	3,454	1,577	5,031
-	-	-	-	-	-	93	73	166
9	15	24	-	2	2	32,097	67,147	99,244
-	-	-	-	-	-	4,780	3,935	8,715
-	-	-	-	-	-	304	301	605
205	3	208	11	15	26	6,612	5,252	11,864
-	-	-	-	-	-	520	381	901
-	-	-	-	-	-	251	240	491

TABLE 1D : STAFF NUMBERS IN EACH DEPARTMENT - HEADCOUNT: 1 APRIL 1997 (CONTINUED)**PERMANENT STAFF**

DEPARTMENT	FULL-TIME			NON-INDUSTRIAL STAFF		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
Northern Ireland Office	91	95	186	-	26	26
Scottish Departments:						
Scottish Office	2,600	1,841	4,441	37	325	362
Crown Office & Procurator Fiscal	369	659	1,028	6	129	135
General Register Office - Scotland	103	91	194	1	21	22
Lord Advocates Department	10	9	19	-	-	-
Registers of Scotland	541	438	979	8	131	139
Scottish Courts Administration	60	54	114	1	6	7
Scottish Courts Service	371	355	726	52	102	154
Scottish Prison Service	3,775	673	4,448	118	41	159
Scottish Record Office	74	38	112	1	12	13
Welsh Office (Including OHMCIS)	1,033	902	1,935	16	277	293
TOTAL FOR ALL CIVIL DEPARTMENTS	171,064	157,425	328,489	2,968	48,544	51,522
Defence	50,294	25,532	75,826	268	3,180	3,448
TOTAL FOR ALL DEPARTMENTS	221,358	182,957	404,315	3,236	51,724	54,970

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

			INDUSTRIAL STAFF			TOTAL STAFF		
FULL-TIME			PART-TIME					
MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
-	-	-	-	-	-	91	121	212
305	-	305	-	-	-	2,942	2,166	5,108
-	-	-	-	-	-	375	788	1,163
-	-	-	-	-	-	104	112	216
-	-	-	-	-	-	10	9	19
-	-	-	-	-	-	549	569	1,118
-	-	-	-	-	-	61	60	121
-	-	-	-	-	-	423	457	880
-	-	-	-	-	-	3,893	714	4,607
-	-	-	-	-	-	75	50	125
62	-	62	-	-	-	1,111	1,179	2,290
4,463	235	4,698	26	96	122	178,521	206,300	384,821
26,331	4,228	30,559	126	1,039	1,165	77,019	33,979	110,998
30,794	4,463	35,257	152	1,135	1,287	255,540	240,279	495,829

TABLE 2A : STAFF NUMBERS IN EACH DEPARTMENT : 1992 TO 1997¹**PERMANENT STAFF****AT 1 APRIL : FULL-TIME EQUIVALENTS²**

DEPARTMENT	1992 OLD FTE	1993 OLD FTE	1994 OLD FTE	1994 NEW FTE	1995 NEW FTE	1996 NEW FTE	1997 NEW FTE
Total for all departments	565,319	554,212	533,350	540,290	516,893	494,573	475,339
Agriculture, Fisheries and Food, Ministry of	9,782	10,038	10,183	10,330	10,567	9,993	9,092
Arts and Libraries, Office of	60
Cabinet Office (including Office of Public Service)	1,476	2,324	2,204	2,230	2,406	3,691	2,569
Central Statistical Office	1,159	1,267	1,262	1,280	1,274
Charity Commission	529	577	580	580	509	522	530
Crown Estate Office	33	34	35	40	26	26	..
Crown Prosecution Office	5,698	6,307	6,308	6,490	6,437	6,216	5,665
Customs and Excise	26,398	25,137	25,115	25,420	24,132	23,186	23,071
Defence, Ministry of	139,454	129,225	121,552	122,240	116,139	109,858	109,206
Education, Department for	2,689	1,979	1,931	1,940	2,025
Education and Employment, Department for Office of Standards in Education (OFSTED)	40,327	33,662
	..	514	476	480	482	468	484
Employment, Department of	52,383	52,408	49,289	49,500	44,738
Energy, Department of	910
Environment, Department of (including Property Holdings)	8,172	7,537	7,172	7,240	7,054	4,678	3,687
Health and Safety Commission/Executive	4,145	4,358	4,361	4,400	4,233	4,023	3,969
PSA Services	12,573	7,470	545	550	215
Export Credits Guarantee Department	702	610	522	530	469	431	407
Foreign & Commonwealth Office (including ODA)	9,975	9,745	7,864	7,870	7,451	7,127	6,575
Friendly Societies, Registry of	153	156	180	180	168	162	170
Government Actuary's Department	69	74	75	80	81	84	77
Health, Department of	4,772	4,845	4,671	4,720	4,496	4,795	4,696
HM Prison Service	38,003	38,070	38,936	38,009	37,704
HM Stationery Office	3,220	3,080	2,988	3,010	2,913	2,705	..
Home Office	49,739	12,312	12,368	12,550	11,953	12,220	12,165
Information, Central Office of ³	704	655	564	563	600	527	374
Inland Revenue	68,900	66,521	62,374	63,520	59,093	56,470	54,029
Intervention Board	972	956	915	930	886	853	974
Land Registry	9,557	9,190	8,647	8,920	8,508	8,149	7,867
Legal Secretariat	24	26	27	30	25	26	23
Lord Chancellor's Department	11,598	11,924	11,616	11,730	11,605	11,227	10,625
National Heritage, Department of	..	965	1,030	1,040	1,021	1,003	1,004
National Investment and Loans Office	39	38	38	40	35	32	37
National Savings, Department for	6,270	6,090	5,697	5,750	5,445	4,674	4,289
National Statistics, Office for	3,141	2,894
Office of Electricity Regulation	209	223	220	220	213	228	228
Office of Fair Trading	417	418	410	410	395	387	396
Office of Gas Supply	30	33	43	40	62	105	108
Office of the National Lottery	10	10	24	27	31
Office of Passenger Rail Franchising	31	30	57	103	102
Office of the Rail Regulator	42	40	100	109	114
Office of Telecommunications	147	151	144	150	161	159	156
Office of Water Services	126	140	160	160	157	182	173
Ordnance Survey	2,342	2,261	2,107	2,120	1,989	1,988	1,809
Paymaster	848	838	769	780	600	615	..
Population, Censuses and Surveys, Office of	2,100	1,923	1,842	1,880	1,737
Privy Council Office	32	32	38	40	37	38	33
Public Record Office	430	428	450	460	437	455	429
Royal Mint	1,014	961	955	960	972	997	985
Security and Intelligence Services	6,486	6,530	5,900	5,422	4,904
Serious Fraud Office	125	141	138	140	133	157	165
Social Security, Department of	78,277	84,824	87,122	89,960	89,248	91,516	93,055

TABLE 2A : STAFF NUMBERS IN EACH DEPARTMENT : 1992 TO 1997¹ (CONTINUED)**PERMANENT STAFF****AT 1 APRIL : FULL-TIME EQUIVALENTS²**

DEPARTMENT	1992	1993	1994	1994	1995	1996	1997
	OLD FTE	OLD FTE	OLD FTE	NEW FTE	NEW FTE	NEW FTE	NEW FTE
Trade and Industry, Department of	11,389	11,763	10,886	11,020	10,247	9,234	8,398
Advisory, Conciliation and Arbitration Service	613	618	629	630	596	611	585
Transport, Department of	14,960	14,385	13,727	13,790	12,791	11,071	11,154
Treasury	2,846	1,946	1,385	1,400	1,127	958	888
Treasury Solicitor's Department	474	482	508	510	493	494	481
Northern Ireland Office	206	219	206	210	211	215	204
Scottish Departments:							
Scottish Office	6,172	6,281	6,034	6,090	5,578	5,054	4,954
Crown Office and Procurator Fiscal Service	1,079	1,111	1,086	1,100	1,071	1,082	1,104
General Register Office, Scotland	310	269	247	250	228	213	207
Lord Advocate's Department	20	19	20	20	20	20	19
Registers of Scotland	1,337	1,258	1,188	1,200	1,076	1,073	1,063
Scottish Courts Administration	971	986	977	980	118
Scottish Court Service	831	826	816
Scottish Prison Service	4,228	4,625	4,499	4,530	4,233	4,439	4,510
Scottish Record Office	118	113	115	120	121	119	119
Welsh Office (including HM Chief Inspector of Schools (Wales))	2,411	2,426	2,337	2,350	2,225	2,139	2,180

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

- 1 All figures include industrial and non-industrial staff. Casual staff are excluded.
- 2 Prior to 1995 part-time staff are counted as half units (staff working less than 10 hours were not counted). From 1 April 1995 part-time staff (including those working less than 10 hours) are recorded according to the proportion of full-time hours worked.
- 3 Following a review of the status of certain staff, COI have revised their staff numbers from 1992 onwards. Totals for those years have not been adjusted.

TABLE 2B : STAFF NUMBERS IN EXECUTIVE AGENCIES : 1992 TO 1997¹**PERMANENT STAFF****AT 1 APRIL : FULL-TIME EQUIVALENTS²**

AGENCY	DATE ESTABLISHED	1992 OLD FTE	1993 OLD FTE	1994 OLD FTE	1994 NEW FTE	1995 NEW FTE	1996 NEW FTE	1997 NEW FTE
TOTAL FOR ALL AGENCIES / DEPARTMENTS ON NEXT STEPS LINES		287,453	335,367	334,412	339,620	345,342	350,126	364,163
Accounts Services Agency (DTI) ³	1.10.91	89	89	90	90
ADAS (MAFF/Welsh Office)	1.4.92	1,997	2,327	2,167	2,200	1,851	1,585	..
Army Base Repair Organisation (MOD) ⁴	1.4.93	..	3,540	3,456	3,460	3,257	3,139	2,951
Army Base Storage and Distribution Agency (MOD) ⁴	4.4.95	3,814	3,696
Army Individual Training Organisation (MOD) ⁴	1.4.96	4,186	..
Army Personnel Centre (MOD) ⁴	2.12.96	1,268
Army Technical Support (MOD) ⁴	19.10.95	807	801
Army Training and Recruitment Agency (MOD) ⁴	1.7.96	4,411
Building Research Establishment (DOE)	2.4.90	707	673	676	690	667	661	..
Cadw - Welsh Historic Monuments (Welsh Office)	1.4.91	234	240	234	230	227	211	179
CCTA (Cabinet Office: OPS)	1.4.96	263	176
Central Science Laboratory (MAFF)	1.4.92	373	389	422	430	607	560	521
Central Statistical Office ⁴	19.11.91	1,159	1,267	1,262	1,280	1,274
Centre for Environment, Fisheries and Aquaculture Science (MAFF)	1.4.97	410
Chemical Biological Defence Establishment (MOD) ⁴	1.4.91	587	594	615	620
Chessington Computer Centre (Cabinet Office:OPS) ³	1.4.93	..	441	406	420	397	380	..
Civil Service College (Cabinet Office:OPS)	6.6.89	230	245	251	260	259	250	231
Coastguard Agency (DTp)	1.4.94	545	550	535	537	653
Companies House (DTI) ³	3.10.88	1,092	981	969	980	946	874	800
Court Service (LCD)	3.4.95	9,845	9,829	9,199
Defence Accounts Agency (MOD) ⁴	1.4.91	2,054	2,061	1,989	2,000	1,790
Defence Analytical Services Agency (MOD) ⁴	1.7.92	..	124	118	120	101	107	115
Defence Animal Centre (MOD) ⁴	1.6.93	40	40	41	53	61
Defence Bills Agency (MOD) ⁴	1.1.96	651	654
Defence Clothing and Textiles (MOD) ⁴	22.11.94	494	489	530
Defence Codification Agency (MOD) ⁴	17.6.96	146
Defence Dental Agency (MOD) ⁴	1.3.96	5	111
Defence Estates Organisation (MOD) ⁴	1.4.97	1,168
Defence Evaluation and Research Agency (MOD) ^{3,4}	1.4.95	11,248	11,024	12,218
Defence Operational Analysis Centre (MOD) ⁴	1.7.92	..	147	160	160
Defence Intelligence and Security Agency (MOD) ⁴	1.10.96	103
Defence Medical Training Organisation (MOD) ⁴	1.4.97	81
Defence Postal & Courier Services (MOD) ⁴	17.7.92	..	254	276	270	251	296	329
Defence Research Agency (MOD) ^{3,4}	1.4.91	11,177	10,111	8,751	8,770
Defence Secondary Care Agency (MOD) ⁴	30.4.96	585
Defence Transport and Movement Executive (MOD) ⁴	4.4.95	143	142
Defence Vetting Agency (MOD) ⁴	1.4.97	54
Disposals Sales Agency (MOD) ⁴	1.10.94	67	60	64
Driver & Vehicle Licensing Agency (DTp)	2.4.90	4,568	4,252	4,102	4,140	3,779	3,568	3,502
Driving Standards Agency (DTp)	2.4.90	1,983	1,810	1,821	1,770	1,679	1,585	1,942
Driver Vehicle & Operator Information Technology (DTp)	1.4.92	514	371
Duke of York's Royal Military School (MOD) ⁴	1.4.92	191	97	94	100	95	99	98
Employment Service (DFEE)	2.4.90	42,859	44,488	43,611	43,740	39,852	34,912	29,181
Employment Tribunal Service (DTI)	1.4.97	547
Farming and Rural Conservation Agency (MAFF)	1.4.97	436
Fire Service College (Home Office) ³	1.4.92	268	293	262	260	258	227	215
Fisheries Research Agency (Scottish Office)	1.4.97	205
Flag Officer Naval Training/Reserve (MOD) ⁴	1.4.95	1,474
Forensic Science Service (Home Office)	1.4.91	597	625	651	670	665	1,038	1,185
Government Car and Despatch Agency (Cabinet Office: OPS)	1.4.97	224
Government Property Lawyers (Attorney General)	1.4.93	..	125	125	130	122	113	104

TABLE 2B : STAFF NUMBERS IN EXECUTIVE AGENCIES : 1992 TO 1997¹ (CONTINUED)**PERMANENT STAFF****AT 1 APRIL : FULL-TIME EQUIVALENTS²**

AGENCY	DATE ESTABLISHED	1992 OLD FTE	1993 OLD FTE	1994 OLD FTE	1994 NEW FTE	1995 NEW FTE	1996 NEW FTE	1997 NEW FTE
Highways Agency (DTp)	1.4.94	2,302	2,320	2,129	1,524	1,549
Historic Royal Palaces Agency (DNH)	1.10.89	338	369	460	470	391	413	446
Historic Scotland (Scottish Office)	1.4.91	630	642	636	650	634	572	587
HM Prison Service (Home Office)	1.4.93	..	39,057	38,003	38,070	38,936	38,009	37,704
HM Stationery Office ³	14.12.88	3,220	3,080	2,988	3,010	2,913	2,705	..
Hydrographic Office (MOD) ^{3,4}	6.4.90	830	826	814	820	786	755	746
Information, Central Office of ³	5.4.90	637	573	511	510	507	527	374
Insolvency Service (DTI)	21.3.90	1,549	1,570	1,598	1,620	1,500	1,328	1,285
Intervention Board	2.4.90	972	956	915	930	886	853	974
Joint Air Reconnaissance Intelligence Centre (MOD) ⁴	19.4.96	136
Laboratory of the Government Chemist (DTI)	30.10.89	332	314	298	300	267
Land Registry ³	2.7.90	9,557	9,190	8,647	8,920	8,508	8,149	7,867
Logistic Information Systems Agency (MOD) ⁴	21.11.94	314	201	163
Marine Safety Agency (DTp)	1.4.94	378	380	388	342	315
Meat Hygiene Service (MAFF)	1.4.95	813	779	796
Medical Devices Agency (Health)	27.9.94	162	141	118
Medicines Control Agency (Health) ³	11.7.91	299	327	391	400	343	359	389
Medical Supplies Agency (MOD) ⁴	1.3.96	172	217
Meteorological Office (MOD) ^{3,4}	2.4.90	2,399	2,482	2,397	2,410	2,194	2,176	2,087
Military Survey (MOD) ⁴	1.4.91	844	811	786	800	773	767	707
Ministry of Defence Police (MOD)	1.4.96	3,880	3,730
National Engineering Laboratory (DTI)	5.10.90	385	361	284	280	249
National Physical Laboratory (DTI)	3.7.90	808	769	700	700	670
National Statistics, Office for	1.4.96	3,141	2,894
National Weights and Measures Laboratory (DTI)	18.4.89	48	47	44	50	46	45	49
Natural Resources Institute (ODA)	2.4.90	463	436	412	410	380	303	..
Naval Aircraft Repair Organisation (MOD) ⁴	1.4.92	1,568	1,540	1,529	1,530	1,528	1,517	1,535
Naval Bases and Supplies Agency (MOD) ⁴	11.12.96	9,170
Naval Manning Agency (MOD) ⁴	1.7.96	85
Naval Recruitment and Training Agency (MOD) ⁴	1.4.95	1,556	1,579
NHS Estates (Health)	1.4.91	129	106	98	100	103	135	144
NHS Pensions Agency (Health)	20.11.92	..	524	530	540	450	428	363
Occupational Health Service (Cabinet Office:OPS)	2.4.90	123	123	117	120	99	105	..
Ordnance Survey	1.5.90	2,342	2,261	2,107	2,120	1,989	1,988	1,809
Patent Office (DTI) ³	1.3.90	1,034	1,009	950	950	884	791	708
Pay and Personnel Agency (MOD) ⁴	1.2.96	913	898
Paymaster	1.4.93	..	838	769	780	600	615	..
Pesticides Safety Directorate (MAFF)	1.4.93	..	172	170	170	174	191	194
Planning Inspectorate (DOE/Welsh Office)	1.4.92	604	600	602	600	584	595	630
Property Advisers to the Civil Estate (PACE) (Cabinet Office: OPS)	1.4.96	283	201
Public Record Office	1.4.92	430	428	450	460	437	455	429
Public Trust Office (LCD)	1.7.94	538	546	550
QEII Conference Centre (DOE)	6.7.89	62	57	67	70	60	67	51
Queen Victoria School (MOD) ⁴	1.4.92	217	68	67	70	69	64	69
Radiocommunications Agency (DTI)	2.4.90	521	524	530	530	541	511	508
RAF Logistics Support Service (MOD) ⁴	9.12.96	443
RAF Maintenance Group Defence Agency (MOD) ⁴	2.4.91	6,439	6,191	4,555	4,560	4,486	4,521	4,456
RAF Personnel Management Agency (MOD) ⁴	2.2.97	214
RAF Signals Engineering Establishment (MOD) ⁴	21.11.94	720	664	565
RAF Training Group (MOD) ⁴	1.4.94	2,077	2,423	2,134
Recruitment and Assessment Services (Cabinet Office: OPS)	1.4.91	213	185	142	140	132	139	..
Registers of Scotland ³	6.4.90	1,337	1,258	1,188	1,200	1,076	1,073	1,063
Royal Mint ³	2.4.90	1,014	961	955	960	972	997	985
Royal Parks Agency (DNH)	1.4.93	..	267	250	250	262	253	220

TABLE 2B : STAFF NUMBERS IN EXECUTIVE AGENCIES : 1992 TO 1997¹ (CONTINUED)**PERMANENT STAFF****AT 1 APRIL : FULL-TIME EQUIVALENTS²**

AGENCY	DATE ESTABLISHED	1992 OLD FTE	1993 OLD FTE	1994 OLD FTE	1994 NEW FTE	1995 NEW FTE	1996 NEW FTE	1997 NEW FTE
Scottish Agricultural Science Agency (Scottish Office)	1.4.92	139	142	138	140	142	134	123
Scottish Court Service	3.4.95	831	826	816
Scottish Fisheries Protection Agency (Scottish Office)	1.4.91	216	226	250	250	238	240	254
Scottish Office Pensions Agency (Scottish Office)	1.4.93	..	165	176	180	161	170	153
Scottish Prison Service (Scottish Office)	1.4.93	..	4,625	4,499	4,530	4,232	4,439	4,510
Scottish Record Office	1.4.93	..	113	115	120	121	119	119
Security Facilities Executive (Cabinet Office: OPS)	15.10.93	1,056	1,060	1,117	1,088	574
Service Childrens Education (MOD) ⁴	1.4.96	766	749
Service Childrens Schools (North West Europe) (MOD) ⁴	24.4.91	1,001	1,032	878	880	638
Ship Support Agency (MOD) ⁴	11.12.96	2,301
Social Security Benefits Agency (DSS)	10.4.91	62,764	64,055	65,381	67,860	66,650	71,593	72,003
Social Security Child Support Agency (DSS)	5.4.93	-	-	4,751	4,860	5,984	6,528	7,862
Social Security Contributions Agency (DSS)	10.4.91	8,307	9,370	9,820	10,010	8,899	7,464	7,380
Social Security I.T. Services Agency (DSS)	2.4.90	4,071	4,068	3,998	4,030	3,535	1,954	1,932
Social Security Resettlement Agency (DSS)	24.5.89	462	359	276	280	91
Social Security War Pensions Agency (DSS)	13.4.94	1,296	1,226	1,196
Student Awards Agency for Scotland (Scottish Office)	5.4.94	142	140	135	123	120
Teachers Pension Agency (DFEE)	1.4.92	287	300	331	330	391	370	..
The Buying Agency (Cabinet Office: OPS) ³	31.10.91	85	94	95	100	113	122	136
Transport Research Laboratory (DTp)	1.4.92	630	602	523	530	423
Treasury Solicitor (Attorney General)	1.4.96	381	377
UK Passport Agency (Home Office)	2.4.91	1,271	1,295	1,352	1,370	1,463	1,508	1,407
Valuation Office (Inland Revenue)	30.9.91	5,119	4,965	4,907	4,980	4,531	4,459	4,301
Vehicle Certification Agency (DTp)	2.4.90	75	70	74	70	76	73	74
Vehicle Inspectorate (DTp) ³	1.8.88	1,816	1,726	1,582	1,600	1,483	1,471	1,460
Veterinary Laboratories Agency (MAFF)	2.4.90	1,159	624	636	640	635	676	986
Veterinary Medicines Directorate (MAFF)	2.4.90	81	84	87	90	83	100	100
Warren Spring Laboratory (DTI)	20.4.89	299	267
Wilton Park (FCO)	1.9.91	26	26	30	30	30	28	35

DEPARTMENTS OPERATING FULLY ON NEXT STEPS LINES

Crown Prosecution Service	20.3.97	5,665
Customs and Excise	1.4.91	26,398	25,137	25,115	25,420	24,132	23,186	23,071
Inland Revenue (Excluding Valuation Office)	1.4.92	63,781	61,556	57,467	58,540	54,562	52,011	49,728
Serious Fraud Office	20.3.97	165

SOURCE: MANDATE AND DEPARTMENTAL RETURNS

- The totals relate to permanent industrial and non-industrial staff excluding casual staff. Excludes agencies of the Northern Ireland Civil Service.
- Prior to 1995 part-time staff are counted as half units (staff working fewer than 10 hours were not counted). From 1 April 1995 part-time staff (including those working less than 10 hours) are recorded according to the proportion of full-time hours worked. Estimates for 1 April 1994 on the new basis are shown to facilitate comparisons.
- Trading Fund.
- Figure does not include service personnel.

Certain figures in Table 3A have been revised. 'R' indicates the figures affected by this change.

TABLE 3A : REGIONAL DISTRIBUTION OF STAFF

PERMANENT STAFF : 1 APRIL 1997

DEPARTMENT	GOVERNMENT OFFICE REGION							
	LONDON AND SOUTH EAST			SOUTH WEST	WEST MIDLANDS	NORTH WEST	NORTH EAST	MERSEYSIDE
	LONDON(R)	SOUTH EAST(R)	TOTAL LONDON AND SOUTH EAST					
NON- INDUSTRIAL STAFF								
Agriculture, Fisheries and Food	2,691	995	3,686	1,033	337	465	338	0
Cabinet Office (including OPS)	1,238	292	1,530	41	152	60	0	0
Customs and Excise	4,208	5,949	10,157	836	891	1,433	558	1,113
Defence	9,474	18,034	27,508	19,123	5,078	1,305	269	794
Education and Employment(R)	7,125(R)	3,371(R)	10,496	2,307	2,658	4,115	2,027	38
Environment	2,880	170	3,049	933	267	279	77	1,340
Health	2,448	8	2,456	140	248	428	110	134
Home Office (including Prison Service)	11,508	8,600	20,109	3,136	3,604	4,238	2,683	1,443
Inland Revenue	7,455	6,059	13,514	3,679	3,825	5,549	2,197	2,732
Land Registry	809	515	1,324	1,592	636	1,205	-	459
Lord Chancellor's Department	4,343	866	5,209	569	778	991	301	333
National Savings	127	-	127	-	-	1,217	1,173	-
National Statistics	754	679	1,433	-	-	124	-	542
Ordnance Survey	13	1,357	1,370	56	63	43	23	10
Scottish Office	31	-	31	-	-	-	-	-
Scottish Prison Service	-	-	-	-	-	-	-	-
Social Security	10,539	6,169	16,709	5,301	7,024	17,636	13,361	4,006
Trade and Industry	4,415	575	4,990	296	512	370	240	23
Transport	2,229	1,245	3,474	856	687	510	284	106
Treasury	888	-	888	-	-	-	-	-
Welsh Office	23	-	23	-	-	-	-	-
Other Departments	8,466	2,337	10,803	5,583	788	845	521	208
ALL DEPARTMENTS	81,663(R)	57,222(R)	138,885	45,481	27,549	40,813	24,162	13,281
INDUSTRIAL STAFF								
Agriculture, Fisheries and Food	-	6	6	4	-	-	1	-
Cabinet Office (including OPS)	526	3	529	-	1	41	-	-
Defence	882	7,599	8,481	4,836	3,379	520	311	98
Environment	-	-	-	-	-	-	-	-
Health	-	-	-	-	11	-	-	-
Home Office (including Prison Service)	282	535	817	314	171	350	191	73
National Heritage	3	41	44	-	-	-	-	-
Royal Mint	-	-	-	-	-	-	-	-
Scottish Office	-	-	-	-	-	-	-	-
Social Security	-	-	-	25	-	-	-	-
Transport	19	18	36	16	20	28	4	7
Welsh Office	-	-	-	-	-	-	-	-
ALL DEPARTMENTS	1,712	8,202	9,913	5,195	3,582	939	507	178

1 Part-time staff are recorded according to the proportion of full-time hours worked.

FULL-TIME EQUIVALENTS¹

GOVERNMENT OFFICE REGION

YORKSHIRE & HUMBERSIDE	EAST MIDLANDS	EASTERN	WALES	SCOTLAND	NORTHERN IRELAND	UNREPORTED AND ELSEWHERE	ALL AREAS	DEPARTMENT
NON-INDUSTRIAL STAFF								
1,230	311	943	299	198	-	157	8,996	Agriculture, Fisheries and Food
18	-	159	1	16	-	8	1,985	Cabinet Office (including OPS)
765	1,104	3,641	637	1,355	547	34	23,071	Customs and Excise
2,083	1,634	5,077	2,284	6,193	1,176	5,425	77,949	Defence
5,185	2,728	75	1,559	2,958	-	-	34,146	Education and Employment
609	336	323	122	297	-	15	7,647	Environment
1,035	133	-	-	-	-	-	4,685	Health
4,265	2,729	3,368	1,096	304	98	15	47,087	Home Office (including Prison Service)
4,938	3,714	3,195	3,741	5,689	1,085	170	54,029	Inland Revenue
408	819	863	561	-	-	-	7,867	Land Registry
925	550	522	401	2	-	45	10,625	Lord Chancellor's Department
-	-	-	-	1,773	-	-	4,289	National Savings
-	-	-	794	-	-	-	2,894	National Statistics
54	37	69	23	62	-	-	1,809	Ordnance Survey
-	-	-	-	4,618	-	-	4,649	Scottish Office
-	-	-	-	4,510	-	-	4,510	Scottish Prison Service
7,666	3,993	3,423	4,346	9,374	12	180	93,030	Social Security
327	207	155	1,594	254	5	11	8,983	Trade and Industry
623	463	529	2,753	594	28	25	10,933	Transport
-	-	-	-	-	-	-	888	Treasury
-	-	-	2,095	-	-	-	2,118	Welsh Office
614	426	306	773	3,841	101	2,315	27,124	Other Departments
30,743	19,183	22,649	23,078	42,037	3,051	8,400	439,311	ALL DEPARTMENTS
INDUSTRIAL STAFF								
8	8	16	10	-	-	43	97	Agriculture, Fisheries and Food
3	-	-	11	-	-	-	585	Cabinet Office (including OPS)
1,117	1,091	1,302	2,610	3,431	1,921	2,160	31,257	Defence
3	-	6	-	-	-	-	9	Environment
-	-	-	-	-	-	-	11	Health
362	250	190	65	-	-	-	2,783	Home Office (including Prison Service)
-	-	-	-	-	-	-	44	National Heritage
-	-	-	630	-	-	-	630	Royal Mint
-	-	-	-	305	-	-	305	Scottish Office
-	-	-	-	-	-	-	25	Social Security
28	18	38	8	17	-	-	221	Transport
-	-	-	62	-	-	-	62	Welsh Office
1,522	1,373	1,546	3,396	3,753	1,921	2,203	36,028	ALL DEPARTMENTS

SOURCE: MANDATE AND DEPARTMENTAL RETURNS.

TABLE 3B : ESTIMATED REGIONAL DISTRIBUTION OF STAFF 1976 TO 1997

PERMANENT STAFF : 1 APRIL EACH YEAR

YEAR	GOVERNMENT OFFICE REGION							
	LONDON AND SOUTH EAST			SOUTH WEST	WEST MIDLANDS	NORTH WEST	NORTH EAST	MERSEYSIDE
	LONDON	SOUTH EAST	TOTAL LONDON AND SOUTH EAST					
NON-INDUSTRIAL STAFF								
1976	150,000	74,200	224,200	50,800	28,000	41,600	32,500	16,000
1977	147,600	74,100	221,700	51,800	29,400	42,600	33,200	16,200
1978	143,500	72,700	216,200	52,000	29,200	43,200	33,500	16,400
1979	140,800	71,700	212,500	52,300	29,600	43,200	34,100	16,400
1980	135,800	68,500	204,300	51,400	29,000	41,400	32,900	15,700
1981	131,200	67,800	199,000	50,200	28,800	41,200	33,000	15,600
1982	126,600	66,200	192,800	48,800	28,800	40,600	31,900	15,400
1983	123,200	64,500	187,700	48,200	28,600	40,200	31,000	15,300
1984	118,700	62,600	181,300	47,200	28,300	38,600	29,600	14,700
1985	115,800	62,000	177,800	46,800	28,300	37,800	28,800	14,400
1986	115,400	62,300	177,700	47,200	28,800	37,400	28,600	14,200
1987	116,500	63,400	179,900	47,200	30,200	38,700	29,300	14,800
1988	115,600	63,600	179,200	45,700	30,600	39,400	29,700	15,000
1989	113,600	62,500	176,100	45,700	30,200	39,300	29,400	15,000
1990	111,300	61,400	172,700	45,600	30,100	38,600	29,200	14,700
1991	107,500	61,400	168,900	45,400	29,900	39,100	29,300	14,900
1992	111,900	61,600	173,500	46,600	31,300	40,900	30,400	15,600
1993	109,100	58,800	167,900	46,700	31,900	41,900	30,600	16,000
1994	105,100	58,300	163,400	46,800	30,700	41,300	30,100	15,800
1995	101,500	54,800	156,300	45,800	29,500	39,600	29,300	15,100
1996	95,100	52,600	147,700	43,400	28,600	39,700	27,200	15,200
1997	84,900	54,000	138,900	45,500	27,500	40,800	24,200	13,300
INDUSTRIAL STAFF								
1976	20,700	43,200	63,900	34,000	8,200	10,300	2,900	3,800
1977	20,000	42,100	62,100	33,300	7,900	10,100	2,800	3,700
1978	19,100	40,400	59,500	32,600	7,500	9,900	2,800	3,600
1979	19,300	39,300	58,600	32,300	7,500	9,800	2,900	3,600
1980	15,700	39,000	54,700	30,600	7,300	9,400	2,700	3,400
1981	14,800	36,700	51,500	29,200	7,100	9,000	2,600	3,300
1982	13,300	33,300	46,600	27,700	6,900	8,000	2,300	2,900
1983	12,000	29,500	41,500	27,600	6,700	7,500	2,200	2,700
1984	11,100	24,500	35,600	26,600	6,200	7,200	1,900	2,700
1985	8,600	21,000	29,600	23,200	5,500	5,600	1,600	2,100
1986	8,200	21,700	29,900	23,600	5,800	2,600	1,200	700
1987	7,800	21,100	28,900	20,800	5,700	2,500	1,200	700
1988	6,700	19,000	25,700	12,800	5,300	2,200	1,100	600
1989	6,100	17,700	23,800	12,100	5,100	2,200	1,100	600
1990	6,200	16,900	23,100	11,700	5,100	2,000	1,000	500
1991	6,000	16,300	22,300	11,200	5,000	2,300	1,100	600
1992	5,300	15,600	20,900	10,700	4,800	2,100	1,100	500
1993	3,500	12,200	15,700	9,000	3,900	2,000	1,000	500
1994	3,100	10,500	13,600	8,300	3,900	1,400	800	300
1995	2,300	9,300	11,600	7,200	3,600	1,200	700	200
1996	1,300	8,300	9,600	6,300	3,400	900	600	100
1997	1,700	8,200	9,900	5,200	3,600	900	500	200

1 Part-time staff are recorded according to the proportion of full-time hours worked.

FULL-TIME EQUIVALENTS¹

GOVERNMENT OFFICE REGION

YORKSHIRE & HUMBERSIDE	EAST MIDLANDS	EASTERN	WALES	SCOTLAND	NORTHERN IRELAND	UNREPORTED AND ELSEWHERE	ALL AREAS	YEAR
NON-INDUSTRIAL STAFF								
29,700	20,500	30,200	30,200	51,300	4,600	10,800	570,500	1976
30,500	21,400	30,000	31,300	51,800	4,200	9,200	573,200	1977
31,000	21,500	30,500	31,600	52,000	3,700	8,600	569,200	1978
31,000	21,300	31,600	31,600	52,400	3,700	8,000	567,800	1979
30,500	20,700	30,000	30,500	51,000	3,400	8,700	549,400	1980
30,900	20,800	29,700	30,200	50,800	3,400	8,500	541,800	1981
31,200	20,500	29,200	29,600	50,000	3,300	7,700	529,800	1982
30,800	20,100	28,800	29,400	49,400	3,200	7,500	520,200	1983
30,800	19,800	28,300	28,500	48,800	3,100	7,400	505,900	1984
30,800	19,600	28,600	28,100	48,600	3,000	7,500	499,800	1985
30,600	19,700	29,200	27,500	48,800	3,100	7,900	500,400	1986
31,700	20,400	29,900	27,500	49,800	3,100	7,600	510,100	1987
32,600	20,400	30,300	27,300	48,600	3,100	7,500	509,500	1988
31,400	20,300	29,700	27,500	47,900	3,100	7,800	503,200	1989
31,900	19,100	29,300	28,200	47,900	3,100	8,600	499,100	1990
31,200	18,800	29,400	27,600	47,300	3,200	9,800	494,700	1991
33,000	19,900	30,600	27,900	47,300	3,300	9,100	509,500	1992
34,600	20,600	29,700	27,200	48,300	3,500	9,800	508,800	1993
32,800	19,900	29,300	25,800	46,500	3,200	8,500	494,100	1994
31,400	19,800	28,900	24,300	43,700	3,100	8,100	474,900	1995
30,900	19,500	28,800	23,300	42,800	3,100	8,100	458,400	1996
30,700	19,200	22,600	23,100	42,000	3,100	8,400	439,300	1997
INDUSTRIAL STAFF								
7,400	8,100	6,500	9,300	19,900	4,200	1,900	180,400	1976
7,300	7,900	6,300	9,100	19,400	3,900	1,700	175,700	1977
7,300	7,700	6,000	9,100	18,800	3,200	1,400	169,600	1978
7,200	7,800	5,800	9,200	18,800	2,800	1,600	167,700	1979
6,400	7,400	5,500	8,700	18,300	2,600	1,600	158,500	1980
5,900	6,900	4,900	8,600	17,900	2,500	1,400	150,900	1981
5,500	5,900	4,600	8,000	17,000	2,300	1,300	139,200	1982
5,300	5,200	4,300	7,700	16,700	2,300	1,400	131,000	1983
5,100	4,500	3,800	7,100	15,900	2,200	1,400	120,300	1984
4,100	3,700	3,300	6,000	13,700	1,900	1,200	101,500	1985
3,500	3,300	3,500	5,400	13,200	2,000	1,400	96,000	1986
3,500	3,100	3,500	5,300	11,800	2,100	1,500	90,700	1987
3,200	2,800	3,300	4,800	8,100	2,000	1,600	73,400	1988
2,900	2,500	3,100	4,600	7,800	2,100	1,700	69,700	1989
3,000	2,300	3,000	4,400	7,500	2,100	1,700	67,500	1990
2,400	2,000	2,800	4,000	7,000	1,800	1,700	64,200	1991
2,300	2,100	2,700	4,000	6,700	1,800	1,700	61,400	1992
1,900	1,900	2,300	3,700	5,900	1,800	2,100	51,700	1993
1,800	2,000	2,000	3,300	5,400	1,900	1,600	46,200	1994
1,700	1,900	1,800	3,200	4,800	1,900	2,200	42,000	1995
1,300	1,400	1,500	3,100	3,800	1,900	2,100	35,900	1996
1,500	1,400	1,500	3,400	3,800	1,900	2,200	36,000	1997

SOURCE: MANDATE, DEPARTMENTAL RETURNS AND OPS ESTIMATES.

TABLE 4A : STAFF NUMBERS BY RESPONSIBILITY LEVEL AND SEX - 1994 TO 1997

NON-INDUSTRIAL STAFF¹

1 APRIL 1997	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
All Non-Industrial Staff	221,360	182,960	404,320	3,240	51,720	54,970	223,410	215,890	439,310
SCS level	3,140	490	3,630	40	70	100	3,160	540	3,700
Level 6	3,930	700	4,630	110	150	260	4,000	800	4,800
Level 7	11,960	2,550	14,510	170	510	680	12,060	2,880	14,940
Senior Executive Officer level	18,030	4,040	22,060	260	690	950	18,190	4,480	22,660
Higher Executive Officer level	33,770	12,570	46,340	370	1,840	2,210	33,980	13,780	47,750
Executive Officer level	58,360	41,890	100,250	490	11,080	11,570	58,700	49,130	107,830
Administrative Officer level	67,510	82,960	150,470	900	24,980	25,880	68,120	98,960	167,080
Administrative Assistant level	24,670	37,770	62,430	890	12,420	13,310	25,210	45,330	70,540

1 APRIL 1996	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
All Non-Industrial Staff	231,490	193,320	424,810	2,860	50,700	53,560	233,290	225,360	458,660
SCS level	3,180	430	3,620	40	70	100	3,200	480	3,690
Level 6	4,140	630	4,790	80	130	210	4,200	710	4,930
Level 7	12,380	2,430	14,850	120	450	570	12,460	2,720	15,220
Senior Executive Officer level	18,870	3,870	22,800	200	660	870	19,000	4,290	23,350
Higher Executive Officer level	37,060	13,020	50,240	330	1,790	2,120	37,220	14,180	51,590
Executive Officer level	60,570	42,760	103,410	470	10,540	10,970	60,880	49,550	110,550
Administrative Officer level	69,650	88,920	158,360	830	24,320	25,120	70,200	104,390	174,350
Administrative Assistant level	25,620	41,250	66,740	780	12,750	13,580	26,130	49,040	74,970

1 APRIL 1995	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
All Non-Industrial Staff	241,080	201,000	442,080	2,700	49,660	52,360	242,790	232,090	474,880
SCS level	3,230	380	3,610	40	70	100	3,250	430	3,680
Level 6	4,340	580	4,930	70	100	170	4,390	650	5,040
Level 7	12,780	2,350	15,130	90	390	480	12,840	2,610	15,450
Senior Executive Officer level	19,670	3,750	23,420	180	630	810	19,780	4,150	23,930
Higher Executive Officer level	40,180	13,350	53,530	320	1,730	2,050	40,340	14,470	54,810
Executive Officer level	62,660	43,410	106,070	460	9,990	10,460	62,980	49,850	112,820
Administrative Officer level	71,680	93,340	165,020	800	23,670	24,480	72,210	108,240	180,450
Administrative Assistant level	26,530	43,830	70,360	740	13,070	13,810	27,000	51,690	78,690

1 APRIL 1994	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
All Non-Industrial Staff	248,630	213,600	462,230	2,390	48,320	50,700	250,130	244,020	494,140
SCS level	3,310	400	3,710	30	70	100	3,330	450	3,780
Level 6	4,480	600	5,080	60	70	130	4,520	650	5,170
Level 7	13,290	2,270	15,560	90	390	480	13,350	2,530	15,880
Senior Executive Officer level	20,250	3,580	23,820	170	560	730	20,350	3,940	24,290
Higher Executive Officer level	41,920	14,330	56,250	310	1,670	1,980	42,060	15,440	57,500
Executive Officer level	64,810	45,530	110,350	410	9,520	9,940	65,090	51,720	116,810
Administrative Officer level	72,450	97,980	170,430	660	22,130	22,790	72,900	111,960	184,860
Administrative Assistant level	28,120	48,920	77,040	640	13,900	14,550	28,530	57,340	85,870

SOURCE: MANDATE AND DEPARTMENTAL RETURNS.

1 This table shows staff in their substantive responsibility level unless on temporary promotion in which case staff are recorded at the higher responsibility level.

2 Part-time staff are recorded according to the proportion of full-time hours worked.

3 Estimates for 1994 to 1996 have been revised to remove inconsistencies in the allocation of departmental grades to responsibility levels.

TABLE 4B : STAFF NUMBERS BY GROSS SALARY BAND AND SEX - 1996 AND 1997**STAFF IN POST¹****NON-INDUSTRIAL STAFF¹**

1 APRIL 1997	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
NON-INDUSTRIAL STAFF									
£0-5000	70	90	150	10	20	20	70	100	170
£5001-10000	14,890	22,150	37,040	790	6,130	6,920	15,380	25,730	41,110
£10001-15000	54,920	95,110	150,030	990	32,120	33,110	55,600	115,660	171,260
£15001-20000	56,660	42,680	99,340	530	10,100	10,630	57,010	49,300	106,310
£20001-25000	49,730	12,960	62,690	200	1,630	1,840	49,860	14,040	63,890
£25001-30000	17,840	3,860	21,690	170	500	660	17,940	4,180	22,120
£30001-35000	8,790	1,420	10,210	220	370	600	8,910	1,660	10,570
£35001-40000	6,360	1,170	7,520	110	290	400	6,420	1,360	7,780
£40001-45000	3,050	520	3,570	50	100	150	3,080	590	3,670
£45001-50000	2,120	250	2,370	50	50	100	2,150	290	2,430
£50001-55000	1,250	200	1,450	30	40	60	1,270	220	1,490
£55001-60000	600	100	690	10	10	20	600	100	710
£60001+	660	90	750	20	-	20	670	90	760
Not reported ³	4,430	2,370	6,800	60	390	440	4,460	2,580	7,040
TOTAL	221,360	182,960	404,320	3,240	51,730	54,970	223,410	215,890	439,310
Lower quartile	13,580	11,210	12,070	9,970	11,040	11,010	13,530	11,190	11,950
Median	18,410	13,580	15,580	13,980	13,040	13,070	18,370	13,490	15,170
Upper quartile	23,640	17,120	20,920	21,580	15,120	15,400	23,630	16,880	20,420

1 APRIL 1996	HEADCOUNT WHOLE-TIME STAFF			HEADCOUNT PART-TIME STAFF			FULL-TIME EQUIVALENT ALL STAFF ²		
	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL	MEN	WOMEN	TOTAL
NON-INDUSTRIAL STAFF									
£0-5000	180	320	510	40	210	250	200	440	640
£5001-10000	18,320	28,600	46,920	1,010	13,450	14,450	18,950	36,800	55,750
£10001-15000	54,380	98,080	152,460	820	26,390	27,210	54,910	114,900	169,810
£15001-20000	70,840	44,940	115,780	490	8,110	8,600	71,160	50,270	121,430
£20001-25000	43,810	11,670	55,480	150	1,250	1,400	43,910	12,520	56,440
£25001-30000	17,210	3,240	20,450	110	390	500	17,280	3,500	20,780
£30001-35000	8,850	1,470	10,320	70	330	400	8,900	1,690	10,590
£35001-40000	5,540	1,030	6,570	50	220	270	5,570	1,180	6,750
£40001-45000	2,860	430	3,300	30	50	70	2,880	460	3,350
£45001-50000	2,110	300	2,420	20	40	60	2,130	330	2,460
£50001-55000	1,040	160	1,200	20	30	50	1,050	180	1,230
£55001-60000	320	50	370	10	10	10	320	50	380
£60001+	590	90	680	-	20	20	600	100	690
Not reported ³	5,420	2,940	8,360	50	220	260	5,430	2,930	8,360
TOTAL	231,490	193,320	424,810	2,860	50,700	53,560	233,290	225,360	458,660
Lower quartile	13,500	10,950	11,860	8,300	9,610	9,520	13,440	10,800	11,660
Median	17,830	13,380	15,360	12,210	12,200	12,200	17,800	13,220	14,970
Upper quartile	22,950	16,760	19,860	17,500	14,590	14,640	22,920	16,460	19,590

SOURCE: MANDATE AND DEPARTMENTAL RETURNS.

- 1 Salary in this table is Gross Salary. See Definitions and Sources page 20.
- 2 Part-time staff are assigned to the salary band corresponding to their full-time equivalent salary.
- 3 Mainly FCO who do not report salary data.

TABLE 5 : STAFF NUMBERS IN MAJOR DEPARTMENTS BY SALARY BAND : 1996 AND 1997

NON-INDUSTRIAL STAFF¹

SALARY BAND ^{1,2}	MINISTRY OF AGRICULTURE FISHERIES AND FOOD	CUSTOMS AND EXCISE	MINISTRY OF DEFENCE	DEPARTMENT FOR EDUCATION AND EMPLOYMENT	HOME OFFICE (INCLUDING PRISON SERVICE)	INLAND REVENUE
1 April 1997						
£0-5000	-	-	-	-	20	-
£5001-10000	1,190	2,140	7,730	1,060	1,490	4,940
£10001-15000	2,660	5,420	25,360	21,050	9,990	24,330
£15001-20000	2,310	6,620	18,560	8,820	10,380	13,000
£20001-25000	1,110	4,430	14,140	1,890	21,050	5,820
£25001-30000	600	3,010	6,070	390	2,240	2,560
£30001-35000	360	970	2,750	250	780	890
£35001-40000	320	270	1,550	310	470	1,190
£40001-45000	150	120	650	150	220	480
£45001-50000	60	50	380	130	150	480
£50001-55000	40	30	210	50	130	200
£55001-60000	20	10	70	20	40	80
£60001+	30	20	60	20	60	40
Not reported ³	150	-	430	-	90	10
TOTAL	9,000	23,070	77,950	34,150	47,090	54,030
Lower quartile	£11,920	£13,350	£12,300	£11,780	£15,130	£11,760
Median	£16,250	£18,010	£16,530	£13,800	£20,780	£14,540
Upper quartile	£22,150	£23,540	£22,300	£16,980	£23,180	£19,320
1 April 1996						
£0-5000	10	-	70	120	70	10
£5001-10000	1,070	2,730	7,990	6,730	2,950	6,530
£10001-15000	3,070	5,260	25,320	20,290	9,150	25,190
£15001-20000	2,440	7,400	20,520	10,080	19,230	13,290
£20001-25000	1,280	4,120	13,020	2,030	14,230	5,810
£25001-30000	720	2,410	5,410	620	1,720	2,390
£30001-35000	500	860	2,530	330	810	1,070
£35001-40000	290	230	1,140	230	430	1,010
£40001-45000	120	90	540	210	250	490
£45001-50000	80	60	330	80	160	530
£50001-55000	50	20	150	50	80	110
£55001-60000	20	10	30	10	10	20
£60001+	30	10	50	30	40	20
Not reported ³	130	-	60	-	340	-
TOTAL	9,780	23,190	77,150	40,800	49,480	56,470
Lower quartile	£12,180	£12,920	£12,210	£10,830	£15,030	£11,510
Median	£16,410	£17,440	£16,260	£13,340	£18,230	£14,310
Upper quartile	£22,600	£22,430	£21,500	£16,720	£21,920	£19,000

1 Salary in this table is Gross Salary. See Definitions and Sources page 20.

2 Part-time staff are assigned to the salary band corresponding to their full-time equivalent salary.

3 Mainly FCO who do not report salary data.

FULL-TIME EQUIVALENTS²

LORD CHANCELLOR'S DEPARTMENT (INC LAND REGISTRY AND PUBLIC RECORD OFFICE)	DEPARTMENT OF SOCIAL SECURITY	DEPARTMENT OF TRADE AND INDUSTRY	OTHER DEPARTMENTS	ALL NON- INDUSTRIAL STAFF	SALARY BAND
20	40	-	90	170	£0-5000
870	15,880	570	5,240	41,110	£5001-10000
10,710	48,570	2,530	20,640	171,260	£10001-15000
4,610	22,550	2,210	17,260	106,310	£15001-20000
1,570	4,160	1,410	8,320	63,890	£20001-25000
610	920	770	4,970	22,120	£25001-30000
140	280	380	3,780	10,570	£30001-35000
180	240	350	2,900	7,780	£35001-40000
90	170	200	1,460	3,670	£40001-45000
50	110	160	870	2,430	£45001-50000
50	60	110	610	1,490	£50001-55000
20	20	60	360	710	£55001-60000
20	20	60	440	760	£60001+
-	-	180	6,170	7,040	Not reported ³
18,920	93,030	8,980	73,090	439,310	TOTAL
£11,800	£10,760	£13,230	£12,760	£11,950	Lower quartile
£14,010	£13,150	£17,950	£17,170	£15,170	Median
£17,830	£16,170	£24,600	£24,190	£20,420	Upper quartile
30	40	10	280	640	£0-5000
1,870	19,430	670	5,800	55,750	£5001-10000
10,860	44,080	2,950	23,650	169,810	£10001-15000
4,680	22,620	2,390	18,790	121,430	£15001-20000
1,320	3,520	1,420	9,690	56,440	£20001-25000
460	770	750	5,540	20,780	£25001-30000
180	340	360	3,610	10,590	£30001-35000
160	300	390	2,580	6,750	£35001-40000
80	180	220	1,180	3,350	£40001-45000
50	110	150	900	2,460	£45001-50000
40	40	110	580	1,230	£50001-55000
20	10	30	220	380	£55001-60000
10	20	50	430	690	£60001+
90	20	350	7,380	8,360	Not reported ³
19,830	91,490	9,840	80,630	458,660	TOTAL
£11,400	£10,390	£12,870	£12,590	£11,660	Lower quartile
£13,670	£12,980	£17,340	£16,840	£14,970	Median
£17,190	£16,120	£23,900	£23,320	£19,590	Upper quartile

SOURCE: MANDATE AND DEPARTMENTAL RETURNS.

TABLE 6 : STAFF NUMBERS BY SALARY BAND AND RESPONSIBILITY LEVEL : 1996 AND 1997**1 APRIL 1997****FULL-TIME EQUIVALENTS**

SALARY BAND ^{1,2}	RESPONSIBILITY LEVEL							
	SCS LEVEL	GRADE 6 LEVEL	GRADE 7 LEVEL	SEO LEVEL	HEO LEVEL	EO LEVEL	AO LEVEL	AA LEVEL
£1-5,000	-	-	-	-	-	-	10	150
£5,001-10,000	-	-	-	-	20	130	11,030	29,540
£10,001-15,000	-	-	-	20	280	13,880	116,460	34,930
£15,001-20,000	-	-	10	630	8,750	75,200	19,080	790
£20,001-25,000	-	-	110	5,270	29,710	10,190	17,440	10
£25,001-30,000	-	80	1,560	11,650	4,490	2,750	180	-
£30,001-35,000	10	210	4,420	3,550	1,080	170	-	-
£35,001-40,000	30	770	5,670	520	70	10	-	-
£40,001-45,000	190	1,600	1,360	170	-	-	-	-
£45,001-50,000	570	1,410	220	10	-	-	-	-
£50,001-55,000	930	370	40	-	-	-	-	-
£55,001-60,000	580	20	-	-	-	-	-	-
£60,001+	680	-	-	-	-	-	-	-
Not reported	140	80	520	450	540	1,120	2,160	460
TOTAL	3,130	4,550	13,910	22,280	44,940	103,450	166,370	65,880
Lower quartile	49,500	40,180	31,880	24,550	20,350	15,770	11,290	7,740
Median	53,730	43,660	35,520	27,140	22,210	17,470	13,050	10,430
Upper quartile	59,410	47,430	38,470	29,480	24,080	19,170	14,810	12,770

1 APRIL 1996**FULL-TIME EQUIVALENTS**

SALARY BAND ^{1,2}	RESPONSIBILITY LEVEL							
	SCS LEVEL	GRADE 6 LEVEL	GRADE 7 LEVEL	SEO LEVEL	HEO LEVEL	EO LEVEL	AO LEVEL	AA LEVEL
£1-5,000	-	-	-	-	-	-	-	200
£5,001-10,000	-	-	-	-	-	150	13,360	37,970
£10,001-15,000	-	-	-	10	240	13,470	122,010	34,150
£15,001-20,000	-	-	10	540	12,460	81,150	24,210	660
£20,001-25,000	-	-	90	5,380	27,940	8,690	11,440	10
£25,001-30,000	-	70	1,650	11,390	3,930	2,260	60	-
£30,001-35,000	-	190	5,350	3,040	1,000	120	-	-
£35,001-40,000	50	890	5,130	460	50	-	-	-
£40,001-45,000	290	2,020	680	100	10	-	-	-
£45,001-50,000	930	1,190	160	-	-	-	-	-
£50,001-55,000	970	140	40	-	-	-	-	-
£55,001-60,000	330	20	-	-	-	-	-	-
£60,001+	510	10	-	-	-	-	-	-
Not reported	120	320	1,200	1,770	2,180	2,370	2,770	1,180
TOTAL	3,200	4,840	14,320	22,680	47,820	108,220	173,850	74,170
Lower quartile	47,270	39,910	31,430	24,350	19,480	15,790	11,210	7,380
Median	51,370	42,760	34,490	26,990	21,810	17,420	12,960	9,780
Upper quartile	56,030	45,950	37,670	29,290	23,850	19,050	14,710	12,430

SOURCE: MANDATE

1 Salary in this table is Gross Salary. See Definitions and Sources page 20.

2 Part-time staff are assigned to the salary band corresponding to their full-time equivalent salary.

TABLE 7 : ENTRANTS AND LEAVERS — NON-INDUSTRIAL STAFF 1990-91 TO 1996-97

ESTIMATED TOTALS FOR ALL DEPARTMENTS

HEADCOUNT

	1990-91	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97
TOTAL ENTRANTS	38,670	46,190	38,360	24,560	20,610	27,330	29,100
of whom by sex:							
Male	16,460	19,060	17,840	12,080	9,610	12,640	13,370
Female	22,200	27,130	20,520	12,490	11,000	14,700	15,730
by method of entry:							
Recruitment	35,340	42,040	34,670	23,370	18,810	25,120	27,910
Reinstatement	2,920	3,460	2,680	650	590	640	1,090
Inward loans and transfers	410	680	1,010	540	1,200	1,570	100
TOTAL LEAVERS	41,920	30,460	37,510	38,800	38,820	43,680	47,900
of whom by sex:							
Male	18,930	11,640	21,610	21,580	16,700	22,360	22,980
Female	22,980	18,820	15,900	17,220	22,130	21,330	24,920
by cause of leaving:							
Early departure	3,280	3,410	8,560	7,440	9,430	13,480	11,870
of whom:							
Early retirement	1,850	1,740	5,240	4,920	6,460	9,090	7,580
Early severance	1,430	1,670	3,320	2,510	2,970	4,380	4,290
Transfers out of the service	2,180	740	4,670	6,660	1,750	4,490	7,210
of whom:							
Privatisation	1,910	460	4,260	4,000	1,560	3,990	7,040
Outward loans and transfers	260	280	410	2,650	180	500	170
Wastage	36,460	26,310	24,270	24,710	27,650	25,720	28,820
of whom:							
Retirement at minimum age	3,460	3,130	2,940	3,370	3,510	3,570	3,550
Retirement above minimum age	4,430	4,610	4,880	4,310	4,440	3,010	2,780
Resignation	22,880	12,650	10,250	10,890	13,000	13,140	15,150
End of fixed term appointment	1,430	1,530	1,880	1,150	2,060	2,270	3,740
Dismissals and discharges	1,020	1,050	1,030	1,000	880	750	870
Ill health	2,420	2,620	2,680	3,260	3,090	2,480	2,270
Death	820	740	620	740	670	490	460

SOURCE: MANDATE AND OPS ESTIMATES.

TABLE 8 : ENTRANTS BY RESPONSIBILITY LEVEL, AGE AND SEX - 1990-91 TO 1996-97

NON-INDUSTRIAL STAFF IN MANDATE DEPARTMENTS : 1990-91 TO 1996-97

HEADCOUNT

RESPONSIBILITY LEVEL	YEAR	AGE DISTRIBUTION									OF WHOM :		
		16-17	18-19	20-24	25-29	30-34	35-39	40-44	45-49	50 AND OVER	TOTAL ¹	MEN	WOMEN
All non-industrial staff ¹	1990-91	1,990	5,040	9,880	5,550	3,710	3,180	3,380	2,080	2,930	37,850	16,100	21,740
	1991-92	1,460	5,380	12,110	6,690	4,390	3,370	3,390	2,360	2,850	42,060	17,430	24,630
	1992-93	790	3,450	8,960	5,180	3,400	2,680	2,540	2,060	2,190	31,280	13,740	17,480
	1993-94	260	1,580	6,080	3,660	2,330	1,920	1,800	1,510	1,720	20,890	10,100	10,780
	1994-95	240	1,370	5,480	3,430	2,320	1,950	1,800	1,570	1,880	20,070	9,350	10,720
	1995-96	420	1,940	7,460	4,570	2,980	2,240	2,130	1,960	2,390	26,120	12,090	14,030
	1996-97	440	1,640	6,290	4,520	3,460	2,650	2,390	2,150	2,500	26,070	12,160	13,910
SCS level ²	1990-91	-	-	-	-	10	10	10	20	30	80	70	10
	1991-92	-	-	-	-	-	10	20	10	30	80	60	20
	1992-93	-	-	-	-	10	10	20	20	20	80	60	20
	1993-94	-	-	-	-	-	10	10	20	30	80	60	10
	1994-95	-	-	-	-	10	10	20	20	30	90	70	10
	1995-96	-	-	-	-	10	10	20	10	20	70	50	20
	1996-97	-	-	-	-	-	10	20	20	30	80	80	10
Level 6	1990-91	-	-	-	-	10	10	50	50	30	160	130	40
	1991-92	-	-	-	-	20	30	40	40	30	160	120	50
	1992-93	-	-	-	-	20	20	30	30	20	120	90	30
	1993-94	-	-	-	-	10	10	20	20	20	80	70	10
	1994-95	-	-	-	-	10	40	30	20	30	130	100	30
	1995-96	-	-	-	-	20	40	40	40	60	200	130	70
	1996-97	-	-	-	-	-	10	10	10	10	60	50	10
Level 7	1990-91	-	-	-	20	90	60	80	50	60	330	250	90
	1991-92	-	-	-	30	120	100	90	70	80	440	340	100
	1992-93	-	-	-	30	130	90	80	50	50	380	270	120
	1993-94	-	-	-	40	70	70	60	50	60	330	240	90
	1994-95	-	-	-	40	60	50	40	50	50	280	200	80
	1995-96	-	-	-	20	60	60	50	60	40	300	210	90
	1996-97	-	-	-	30	60	50	90	80	80	390	300	90
Senior Executive Officer level	1990-91	-	-	20	100	110	90	110	70	110	610	480	130
	1991-92	-	-	10	90	140	120	110	80	100	640	510	130
	1992-93	-	-	10	90	110	120	90	100	80	610	480	130
	1993-94	-	-	10	100	110	120	80	80	100	610	500	110
	1994-95	-	-	10	60	80	80	70	50	60	420	330	90
	1995-96	-	-	20	80	60	60	50	50	60	390	280	110
	1996-97	-	-	20	90	100	90	80	90	80	550	460	90
Higher Executive Officer level	1990-91	-	-	110	390	220	190	160	100	250	1,420	910	510
	1991-92	-	-	180	490	260	140	140	90	200	1,490	990	500
	1992-93	-	-	240	560	270	130	120	110	180	1,600	1,010	590
	1993-94	-	-	110	320	160	120	90	90	240	1,130	840	290
	1994-95	-	-	90	250	150	100	90	90	210	980	690	290
	1995-96	-	-	90	230	150	100	70	120	250	1,000	720	290
	1996-97	-	-	130	260	180	110	110	120	240	1,150	920	240

TABLE 8 : ENTRANTS BY RESPONSIBILITY LEVEL, AGE AND SEX - 1990-91 TO 1996-97
(CONTINUED)

NON-INDUSTRIAL STAFF IN MANDATE DEPARTMENTS : 1990-91 TO 1996-97

HEADCOUNT

RESPONSIBILITY LEVEL	YEAR	AGE DISTRIBUTION									OF WHOM :		
		16-17	18-19	20-24	25-29	30-34	35-39	40-44	45-49	50 AND OVER	TOTAL ¹	MEN	WOMEN
Executive Officer level	1990-91	-	140	1,820	930	470	360	440	260	280	4,710	3,070	1,640
	1991-92	-	70	1,670	820	480	320	370	210	300	4,240	2,600	1,640
	1992-93	-	10	1,210	600	310	260	260	200	190	3,050	1,900	1,150
	1993-94	-	10	1,270	590	290	210	220	170	170	2,940	1,830	1,100
	1994-95	-	-	800	450	300	210	250	190	200	2,390	1,500	900
	1995-96	-	-	720	490	350	230	260	210	230	2,490	1,530	950
	1996-97	-	10	660	490	390	380	360	270	320	2,900	1,960	940
Administrative Officer level	1990-91	240	1,220	3,250	1,830	1,160	830	820	420	510	10,310	4,550	5,760
	1991-92	210	1,680	4,750	2,680	1,590	1,170	1,070	690	640	14,490	5,480	9,010
	1992-93	80	980	3,550	2,050	1,280	910	820	550	460	10,670	4,420	6,250
	1993-94	50	450	2,300	1,410	830	600	520	410	330	6,910	2,900	4,010
	1994-95	30	340	1,950	1,340	840	640	500	410	360	6,420	2,720	3,700
	1995-96	40	380	2,680	1,940	1,130	720	610	480	400	8,400	3,930	4,470
	1996-97	40	340	2,250	2,070	1,590	1,030	760	650	580	9,320	3,560	5,770
Administrative Assistant level	1990-91	1,720	3,600	4,300	1,940	1,480	1,470	1,590	1,020	1,540	18,730	5,720	13,010
	1991-92	1,250	3,620	4,920	2,100	1,520	1,340	1,410	1,120	1,470	18,760	5,900	12,860
	1992-93	690	2,420	3,780	1,710	1,250	1,090	1,060	930	1,120	14,070	5,100	8,970
	1993-94	200	1,070	2,260	1,100	820	750	770	640	730	8,370	3,450	4,910
	1994-95	200	1,020	2,550	1,210	830	790	760	720	890	8,990	3,550	5,440
	1995-96	380	1,560	3,870	1,750	1,170	1,000	1,000	960	1,290	12,960	5,030	7,390
	1996-97	360	1,160	2,840	1,330	950	830	790	770	990	10,010	4,010	6,010

SOURCE : MANDATE

1 Totals include responsibility levels and ages not reported to MANDATE.

2 Includes level 1.

TABLE 9 : RESIGNATIONS BY RESPONSIBILITY LEVEL, LENGTH OF SERVICE AND AGE 1996-97

NON-INDUSTRIAL STAFF IN MANDATE DEPARTMENTS : 1996-97

HEADCOUNT

RESPONSIBILITY LEVEL	LENGTH OF SERVICE IN YEARS							AGE					TOTAL ²
	LESS THAN 1	1-2	2-3	3-4	4-5	5-9	10 AND OVER	UNDER 20	20-24	25-29	30-39	40 AND OVER	
NUMBERS													
SCS level ¹	-	-	-	-	-	10	30	-	-	-	10	50	60
Level 6	-	-	-	-	10	20	10	-	-	-	20	40	60
Level 7	10	10	20	10	10	30	40	-	-	10	60	60	130
Senior Executive Officer level	30	30	30	30	30	90	70	-	-	40	130	120	310
Higher Executive Officer level	80	80	50	50	50	130	180	-	30	160	260	170	620
Executive Officer level	230	130	150	120	110	410	380	-	150	470	550	350	1,530
Administrative Officer level	1,240	560	390	440	530	1,140	590	60	1,250	1,510	1,250	820	4,890
Administrative Assistant level	1,930	790	380	290	300	640	150	290	1,570	940	790	890	4,480
TOTAL²	3,570	1,640	1,040	950	1,040	2,490	1,500	360	3,040	3,160	3,110	2,550	12,240

RESIGNATION RATES³

NON-INDUSTRIAL STAFF IN MANDATE DEPARTMENTS : 1996-97

PER CENT

RESPONSIBILITY LEVEL	LENGTH OF SERVICE IN YEARS							AGE					TOTAL ²
	LESS THAN 1	1-2	2-3	3-4	4-5	5-9	10 AND OVER	UNDER 20	20-24	25-29	30-39	40 AND OVER	
RATES													
SCS level ¹	-	-	-	-	-	3.8	1.1	-	-	-	5.3	1.6	1.8
Level 6	-	-	-	-	5.8	2.7	0.3	-	-	-	4.0	0.9	1.2
Level 7	3.6	3.7	6.8	3.2	2.5	1.3	0.4	-	-	3.8	2.0	0.5	0.9
Senior Executive Officer level	7.9	6.3	4.8	4.3	3.6	2.5	0.4	-	-	5.1	2.2	0.7	1.3
Higher Executive Officer level	7.8	6.1	4.8	4.3	4.3	1.9	0.5	-	9.4	4.8	1.7	0.6	1.3
Executive Officer level	10.2	6.4	5.4	4.2	3.2	1.8	0.5	-	6.6	3.6	1.2	0.7	1.4
Administrative Officer level	15.7	9.2	4.9	3.8	3.5	1.9	0.8	14.0	8.2	3.9	2.0	1.3	2.7
Administrative Assistant level	17.7	13.0	7.2	4.4	3.7	2.5	0.9	17.4	12.4	7.5	4.6	2.5	5.6
TOTAL²	15.4	9.9	5.7	4.1	3.5	2.0	0.6	17.1	9.9	4.6	2.0	1.2	2.6

SOURCE: MANDATE

- 1 Includes level 1.
- 2 Totals include responsibility levels and ages not reported to MANDATE.
- 3 Resignations during the year as a percentage of the number of staff at that responsibility level at the start of the year.

TABLE 10 : RESIGNATIONS BY RESPONSIBILITY LEVEL : 1991-92 TO 1996-97**NON-INDUSTRIAL STAFF IN MANDATE DEPARTMENTS****HEADCOUNT**

RESPONSIBILITY LEVEL	NUMBERS					
	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97
SCS level ¹	60	40	40	50	40	60
Level 6	50	30	30	30	60	60
Level 7	210	160	160	150	140	130
Senior Executive Officer level	260	200	240	240	240	310
Higher Executive Officer level	870	740	770	790	700	620
Executive Officer level	1,810	1,450	1,490	1,620	1,590	1,530
Administrative Officer level	4,590	3,760	4,040	4,820	4,820	4,890
Administrative Assistant level	4,980	3,770	3,530	4,340	4,200	4,480
ALL NON-INDUSTRIAL STAFF ²	12,860	10,250	10,350	12,170	11,810	12,240

RESPONSIBILITY LEVEL	RESIGNATION RATES (PERCENTAGES) ³					
	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97
SCS level ¹	1.3	1.0	1.1	1.3	1.0	1.8
Level 6	0.9	0.6	0.6	0.7	1.1	1.2
Level 7	1.3	0.9	1.0	1.0	0.9	0.9
Senior Executive Officer level	1.1	0.8	1.0	1.0	1.0	1.3
Higher Executive Officer level	1.1	0.9	1.3	1.4	1.3	1.3
Executive Officer level	1.5	1.2	1.2	1.4	1.4	1.4
Administrative Officer level	2.8	2.2	2.1	2.5	2.6	2.7
Administrative Assistant level	5.3	4.0	3.8	4.8	5.0	5.6
ALL NON-INDUSTRIAL STAFF ²	2.5	1.9	2.0	2.4	2.4	2.6

SOURCE : MANDATE

- 1 Includes level 1.
- 2 Totals include responsibility levels not reported to MANDATE.
- 3 Resignations during the year as a percentage of the number of staff at that responsibility level at the start of the year.

TABLE 11 : ESTIMATED HISTORICAL SERIES : 1970 TO 1997

NON-INDUSTRIAL AND INDUSTRIAL STAFF — FULL-TIME EQUIVALENTS

YEAR	THOUSANDS AS AT 1 APRIL EACH YEAR				
	PERMANENT STAFF			CASUAL STAFF	ALL STAFF
	NON-INDUSTRIAL	INDUSTRIAL	TOTAL		
1970	495	209	704
1971	500	202	703
1972	498	195	693	14	708
1973	509	188	698	14	712
1974	514	181	695	17	712
1975	526	178	705	17	721
1976	571	180	751	11	762
1977	573	176	749	7	756
1978	569	170	739	6	745
1979	568	168	735	8	743
1980	549	159	708	6	714
1981	542	151	693	6	699
1982	530	139	669	7	676
1983	520	131	651	9	660
1984	506	120	626	7	634
1985	500	102	601	11	612
1986	500	96	596	11	607
1987	510	91	601	12	613
1988	510	73	583	10	593
1989	503	70	573	11	584
1990	499	67	567	13	580
1991	495	64	559	14	572
1992	509	61	571	17	588
1993	509	52	560	18	579
1994	494	46	540	21	561
1995	475	42	517	18	535
1996	459	36	495	20	515
1997	439	36	475	19	495

NOTES:

.. Not available.

1. Changes in the scope of the Civil Service between 1970 and 1992 had the following effects on the numbers:-
 - a. Staff of the Manpower Services Commission and its agencies (18,600 at 1 January 1985) were excluded from the manpower count up to 1975; following the Employment Protection Act of 1975 they were counted as Civil Servants with effect from 1 January 1976.
 - b. 5,600 non-industrial and 13,400 industrial staff in Royal Ordnance Factories are excluded from 1985 onwards.
 - c. Around 4,100 non-industrial and 12,500 industrial staff in the Devonport and Rosyth Dockyards are excluded from 1988.
 - d. Around 3,300 non-industrial staff in the Department of Health Special Hospitals are excluded from 1990.
 - e. Some 460 non-industrial staff in the Insurance Services Group of ECGD are excluded from 1991.
2. For changes after 1992 see Annex B (page 54).

ANNEX A: MAPPING BETWEEN OLD AND NEW REGIONAL CLASSIFICATIONS

The table shows how the Economic Planning Regions map against the Government Office Regions expressed in terms of the pre-April 1996 county structure. The new regional structure took effect in April 1997 in Civil Service personnel statistics publications.

Economic Planning Region	County	Government Office Region
North	Cleveland	North East
	Durham	
	Northumberland	
North West	Cumbria	North West
	Cheshire	
	Greater Manchester	
	Lancashire	
Yorkshire and Humberside	Merseyside	Merseyside
	Humberside	Yorkshire and Humberside
	North Yorkshire	
	South Yorkshire	
	West Yorkshire	
East Midlands	Derbyshire	East Midlands
	Leicestershire	
	Lincolnshire	
	Northamptonshire	
	Nottinghamshire	
West Midlands	Hereford and Worcester	West Midlands
	Shropshire	
	Staffordshire	
	Warwickshire	
	West Midlands	
South West	Avon	South West
	Cornwall	
	Devon	
	Dorset	
	Gloucestershire	
	Somerset	
	Wiltshire	
East Anglia	Cambridgeshire	Eastern
	Norfolk	
	Suffolk	
South East	Bedfordshire	Eastern
	Essex	
	Hertfordshire	
	Greater London	London
	Berkshire	South East
	Buckinghamshire	
	East Sussex	
	Hampshire	
	Isle of Wight	
	Kent	
	Oxfordshire	
Surrey		
West Sussex		

ANNEX B: DIARY OF EVENTS - CHANGES 1992 TO 1997

1997

- 1 April 1997** ADAS, an executive agency of the Ministry of Agriculture, Fisheries and Food (1,190 staff), became ADAS plc on moving to private sector.
- 1 April 1997** Farming and Rural Conservation Agency (440 permanent staff), formerly part of ADAS, an executive agency of the Ministry of Agriculture, Fisheries and Food, formed to take over functions that remain in the public sector.
- 1 April 1997** Paymaster (an executive agency of HM Treasury) (560 staff) sold to EDS.
- 1 April 1997** Department for Education and Employment Information Services Division (150 permanent staff), transferred F1 Group plc.
- 20 March 1997** Crown Prosecution Service (5665 permanent staff and 184 casual staff) and Serious Fraud Office (165 permanent staff and 12 casual staff) now operating on Next Steps Lines.
- 19 March 1997** Building Research Establishment (BRE) agency (630 staff) (Department of the Environment) sold to the BRE Management Bid team.
- 16 January 1997** Office of Public Service IT support staff (6 permanent staff) transferred to Digital.

1996

- 30 September 1996** HM Stationery Office, (executive agency of the Office of Public Service) sold to National Publishing Group (2,580 permanent staff).
- 30 September 1996** Occupational Health and Safety Agency, (executive agency of the Office of Public Service) sold to BMI Health Services (100 permanent staff).
- 30 September 1996** Teachers Pension Agency (an executive agency of the Department for Education and Employment) transferred to Capita Managed Services Ltd (380 permanent staff).
- 5 September 1996** Recruitment and Assessment Services Agency, (executive agency of the Office of Public Service) sold to Capita Group plc (140 permanent staff).
- 1 August 1996** Chessington Computer Centre, (executive agency of the Office of Public Service) sold to a consortium made up of a Management and Employee Buyout team, Integris UK and Close Brothers (370 permanent staff).
- 1 July 1996** Companies House (executive agency of DTI) transferred 47 permanent staff to Capita, a private sector company.
- 1 May 1996** Voluntary and Community Division staff transferred from Home Office to Department of National Heritage (26 permanent staff).
- 1 May 1996** Natural Resources Institute (executive agency of ODA) transferred to University of Greenwich (303 permanent staff).
- 1 April 1996** OFGAS took on responsibility for the Gas and Oil Measurement Branch of the Department of Trade and Industry.
- 1 April 1996** Some 870 staff transferred from Regional Health Authorities to the Department of Health.
- 1 April 1996** Property Advisors to the Civil Estate (PACE) Agency formed out of Property Holdings (DOE). As a result 355 permanent staff transferred from DOE to PACE which became an Agency of OPS.
- 1 April 1996** The CSO (1,376 permanent staff and 85 casual staff at 1 January 1996) and OPCS (1,772 permanent staff and 121 casual staff at 1 January 1996) merged to form the Office for National Statistics.
- 1 April 1996** PSA: Remaining 43 permanent staff transferred to DOE.
- 1 April 1996** Service Children's Schools (NW Europe) merged with Service Children's Education Authority to become Service Children's Education. Increase of 180 staff.
- 1 April 1996** Eight permanent staff dealing with Pay and Grading Delegation transferred from HM Treasury to Cabinet Office (OPS).
- 1 April 1996** The Metropolitan Police Forensic Science Laboratory (361 permanent staff) merged with the Forensic Science Service (executive agency of the Home Office).
- 1 April 1996** HM Inspectorate of Pollution (DoE) (340 permanent staff) transferred to the Environment Protection Agency (Non-Departmental Public Body).
- 31 March 1996** Laboratory of the Government Chemist privatised (268 permanent staff and 11 casual staff at 1 January 1996).
- 31 March 1996** Transport Research Laboratory privatised (450 permanent staff and 1 casual staff at 1 January 1996).
- 1 February 1996** Pay and Personnel Agency was formed (Ministry of Defence) from remainder of staff (1,048 permanent staff and 10 casual staff at 1 January 1996) in the Defence Accounts Agency. The Defence Accounts Agency ceased to exist.

ANNEX B: DIARY OF EVENTS - CHANGES 1992 TO 1997 (CONTINUED)

1 January 1996 Responsibility for the Security Facilities Agency (1,088 permanent staff and 110 casual staff) and the Buying Agency (117 permanent staff and 2 casual staff) transferred from DOE to OPS.

January 1996 Further 800 staff transferred from Inland Revenue IT Services to EDS in the private sector.

1995

1 November 1995 National Engineering Laboratory was privatised. 217 staff transferred to the private sector.

1 October 1995 The Central Veterinary Laboratory became the Veterinary Laboratories Agency. 400 staff transferred from MAFF's Veterinary Investigation Service.

October 1995 IT Services at Health and Safety Executive (HSE) sold to Integris (76 staff transferred to the private sector).

30 September 1995 National Physical Laboratory was privatised. 533 staff transferred to the private sector.

5 July 1995 Employment (ED) Group abolished:

- Employment Main (3,863 permanent and 399 casual staff) and Employment Service Agency (38,495 permanent and 1,922 casual staff) merged with the Department for Education (DFE) (2,027 permanent and 68 casual staff) to become the Department for Education and Employment (DfEE) (44,246 permanent and 2,389 casual staff).
- Health and Safety Executive (HSE) went to Department of the Environment (DoE) (4,127 permanent and 147 casual staff).
- Advisory Conciliation and Arbitration Service (ACAS) went to DTI (602 staff).
- Labour Market Statistics Group went to CSO (192 permanent staff).
- Industrial Relations Division of ED moved to DTI (746 permanent staff).
- Office of Science and Technology moved from OPSS (now OPS) to DTI (96 permanent staff).
- Competitiveness Division and Deregulation Unit moved from DTI to OPS (69 permanent staff).
- Office for Manpower Economics moved from Employment (Main) to DTI.

3 April 1995 The Court Service was established (LCD).

3 April 1995 The Scottish Court Service was established.

1 April 1995 Part-time staff (including those working less than 10 hours) are recorded according to the proportion of full-time hours worked.

1 April 1995 Three Divisions moved from HM Treasury to Cabinet Office (OPS): Civil Service Pensions Division - 34 permanent staff; Personnel Management & Conditions of Service Division - 77 permanent staff; Senior Pay & Contracts Division - 14 permanent staff.

1 April 1995 The Meat Hygiene Service Executive Agency was formed (MAFF). It was staffed by personnel transferred from Local Authorities resulting in 813 permanent and 114 casual staff joining the Civil Service.

1 April 1995 The Defence Evaluation and Research Agency was formed from former Defence Research Agency, the Chemical and Biological Defence Establishment and the Defence Operational Analysis Centre, all three of which were formerly Executive Agencies; and the Directorate General of Test and Evaluation; the Institute of Aviation Medicine and small parts of the Army Personnel Research Establishment.

1 April 1995 The Accounts Services Agency (DTI) was privatised. 84 staff transferred to the private sector.

1994

1993/94 The sale of the PSA Services Building Management businesses during 1993-94 resulted in the transfer of some 8,500 staff to the private sector.

1 October 1994 Fuel Suppliers Branch moved from DOE (Main) to The Buying Agency (14 permanent staff).

1 September 1994 The Public Trust Office was established (LCD).

July 1994 Some 1,000 staff of Inland Revenue IT Services transferred to EDS.

1 April 1994 Security and Intelligence Services staff were placed under the Cabinet Office. Previously they had been included in the Ministry of Defence (4900 permanent staff) and Foreign and Commonwealth Office (1630 permanent staff).

31 March 1994 Warren Springs Laboratory merged with AEA Technology and 80 staff were transferred to the private sector.

28 February 1994 The Directorate of Telecommunications Bureau (HO) was privatised and 500 staff were transferred to the private sector.

14 February 1994 FORWARD was privatised, 400 staff were transferred from HM Treasury to the private sector.

ANNEX B: DIARY OF EVENTS - CHANGES 1992 TO 1997 (CONTINUED)

1993

- 1 December 1993** The Office of the Rail Regulator was formed.
- 1 December 1993** Driver Vehicle and Operator Information Technology (DVOIT) (DTp) sold to EDS. 319 permanent staff and 19 casual staff transferred to EDS.
- 8 November 1993** The Office of Passenger Rail Franchising was formed.
- 21 October 1993** The Office of the National Lottery was formed.
- 1 September 1993**
- and 1 October 1993** The sale of the Business Management businesses of PSAS resulted in 2,730 staff being transferred to the private sector.
- 1 April 1993** Commercial management was introduced at the Atomic Weapons Establishment (AWE), 3,620 non-industrial and 2,700 industrial staff moved into the private sector.

1992

- December 1992** The Projects Division of PSAS was sold to Tarmac and 3,400 staff (700 to private sector; the remainder lost by compulsory redundancy and early retirement) moved out of the Civil Service.
- 1 September 1992** The Office of Her Majesty's Inspector of Schools in Wales was established.
- 1 September 1992** The Office of Standards in Education, previously part of the DES, was established.
- 6 August 1992** Ministerial responsibility for the Government Centre for Information Systems (CCTA) passed from the Chancellor of the Exchequer to the Chancellor of the Duchy of Lancaster (OPS) (390 permanent staff and 25 casual staff).
- 16 July 1992** Ministerial responsibility for the Chessington Computer Centre passed from the Chancellor of the Exchequer to the Chancellor of the Duchy of Lancaster (Minister of Public Service and Science). (450 permanent staff).
- 6 July 1992** Responsibility for Science transferred from the Department for Education to the Cabinet Office/OPS (44 permanent staff).
- 5 July 1992** Ministerial responsibility for the Office of Electricity Regulation (213 permanent and 9 casual staff) and Office of Gas Supply (34 permanent staff) transferred from Energy to DTI.
- 5 July 1992** The core functions of the Department of Energy were transferred to the Department of Trade and Industry (750 permanent and 30 casual staff). Responsibility for energy efficiency and the Energy Efficiency Office was moved to the Department of the Environment (150 permanent staff).
- 3 July 1992** The Department of National Heritage was formed. It was staffed by personnel on transfer from DOE, (774 permanent and 80 casual staff), ED (27 permanent staff), DTI (7 permanent staff), the Home Office (24 permanent staff), the Department for Education (22 permanent staff) and the Office of Arts and Libraries (60 permanent staff).
- 1 July 1992** DES became known as the Department for Education (DFE).
- 29 May 1992** The Office of the Minister for the Civil Service (OMCS) became the Office of Public Service and Science (OPSS).
- 9 April 1992** Following the General Election:
- Responsibility for co-ordinating government policy on Women's issues was transferred from the Home Office to the Department of Employment (5 permanent staff).
 - Responsibility for overseeing financial services was transferred from the Department of Trade and Industry to the Treasury (40 permanent staff).
 - Responsibility for the Inner City Task Forces was transferred from the Department of Trade and Industry to the Department of the Environment (80 permanent staff).
 - Responsibility for small businesses was transferred from the Department of Employment to the Department of Trade and Industry (55 permanent staff).
- 1 April 1992** Responsibility for the Central Office of Information (688 permanent and 21 casual staff) and HM Stationery Office (3,270 permanent staff and 90 casual staff) moved from the Chancellor of the Exchequer to the Cabinet Office.

CIVIL SERVICE STATISTICS 1997

CIVIL SERVICE STATISTICS presents facts and figures on staffing in the Civil Service for the financial year 1996–97. It highlights the key trends, covering staff numbers, the progress in establishing Executive Agencies, age structure, entrants, leavers and resignations. **CIVIL SERVICE STATISTICS** also provides additional details of numbers by location, by responsibility level and by salary band.