



# HOUSE OF LORDS

## Management Board

### Staff in Post

*Responsible Board Member(s)* Simon Burton  
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*Date* 21 July 2010

*Summary of actions requested:*

- Take note

1. Over the last year, the Staff Adviser and the Human Resources Office have been compiling data of staff in post. Heads of Office have been receiving reports relating to their Offices (available to Board members on request). The Table below presents data as at 1 July 2010 (with the usual health warning that the data applies only on that date). The 'Complement' column gives an indication of the number of approved posts in the administration (i.e. those which are occupied or where occupation is actively being sought). It does not include temporary posts (e.g. Hansard freelancers, Refreshment Department casuals).
2. The Staff In Post figure, including full (F/T) and part-time (P/T) posts, increased by 6 (3%) over the April quarter to 472. Compared to 1 October 2009, the total number of staff in post has fallen by 1% from 477 (this follows on from the reduction shown between July and October 2009 which reflects the transfer of posts to the Supreme Court). Between April and July 2010 the total number of vacancies fell 18% from 33 to 27. The vacancy count compared to October last year also shows a small reduction (from 29 to 27). In terms of the notional complement, the total remained at the April level of 499. The proportion of vacancies fell to 5 per cent of the complement – down 2 per cent from April.
3. The data presented in this paper represent the position before the Recruitment Panel began its work. October 2010 data will reflect the Panel's work and will inform the next report to the Board on Corporate Risk: Staffing.

### Communications and Finance

4. No communications or finance issues arise from this information. Staffing costs (and the impact of recruitment restraint) are presented to the Board through the financial planning process and any relevant issues will be raised through the next report on Corporate Risk: Staffing.

21 July 2010

Simon Burton

**QUARTERLY RETURN OF STAFF IN POST: 1 JULY 2010**

	Staff in post		Vacancies		'Complement'	
	F/T	P/T	F/T	P/T	F/T	P/T
<b>1.7.09</b>	410	94	21	2	431	96
<b>1.10.09</b>	392	85	24	5	416	90
<b>1.1.10</b>	386	82	27	10	413	92
<b>1.4.10</b>	386	80	29	4	415	84
<b>1.7.10</b>	391	81	19	8	410	89