

## **FREEDOM OF INFORMATION ACT 2000**

Your request for information has now been considered and the Council's response to your questions is shown below.

### **You asked:**

**For each of the last five years, the total headcount of staff at the beginning of the calendar year (or fiscal year if you cannot provide this) and the total number of posts that were vacant at that date. By 'vacant' we mean including posts which would be filled if a suitable candidate were available (even if cover was being provided by temporary staff or agency workers).**

**We would be grateful if you could insert your data to answer this request into the attached spreadsheet in the cells highlighted in BLUE.**

**For each of the last five years, at the beginning of the calendar year (or fiscal year if you cannot provide this), the total headcount of staff and the number of posts that were vacant split by the following National Joint Council for Local Government Service salary scale categories (or the Council's equivalent – the relevant pay ranges for 2011/12 are given in brackets):**

- a. Below grade 4**
- b. 4-17 (£12,145 - £16,830)**
- c. 18-33 (£17,161 - £27,849)**
- d. 34-49 (£28,636 - £41,616)**
- e. 50-65 (£42,605 - £57,455)**
- f. Above grade 65 (including Chief/Senior Officers not on (or whose remuneration exceeds) the Local Government salary scales).**

### **ANSWER:**

Due to the way our system is set up we will not be able to provide vacancies in each year. Our establishment records i.e. FTE, current posts, obsolete posts etc are not recorded on our system as it was not set up to record vacancies in this way. A new establishment control policy is being written and once approved will record this information in future.

The Council does not hold this information, therefore this letter acts as a refusal notice under section 17.1 of the Freedom of Information Act 2000 because, in accordance with section 1.1 of the Act, this information is not held by Leicester City Council. However, we are able to provide the following head counts for each year.

Head count at beginning of calendar year 2008 was 13973  
Head count at beginning of calendar year 2009 was 14313  
Head count at beginning of calendar year 2010 was 14868  
Head count at beginning of calendar year 2011 was 15123  
Head count at beginning of calendar year 2012 was 14621

The legislation allows you to use the information supplied for your own personal use. Please be aware that any commercial or other use, for example publication, sale, or redistribution may be a breach of copyright under the Copyright, Designs and Patents Act 1988 as amended unless you obtain the copyright holder's prior permission.

Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager**  
**Information and Support**  
**Leicester City Council**  
**FREEPOST (LE985/33)**  
**New Walk Centre**  
**LEICESTER LE1 6ZG**  
e-mail: [FOIA@leicester.gov.uk](mailto:FOIA@leicester.gov.uk)

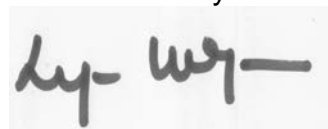
Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

**Information Commissioner's Office**  
**Wycliffe House**  
**Water Lane**  
**Wilmslow SK9 5AF**  
**Telephone: 01625 545 700**  
[www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.

Yours sincerely



**Lynn Wyeth**  
**Information Governance Manager**