



# Statistical Bulletin

## Social Work Series

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### STAFF OF SCOTTISH LOCAL AUTHORITY SOCIAL WORK SERVICES, 2001

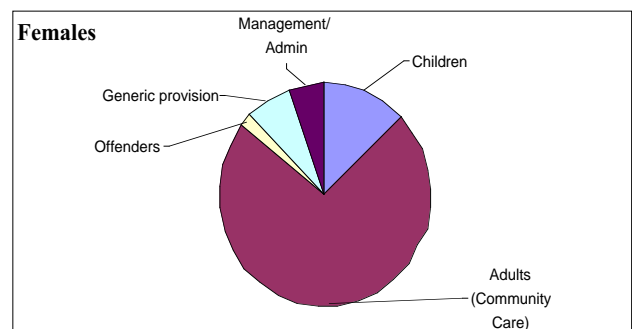
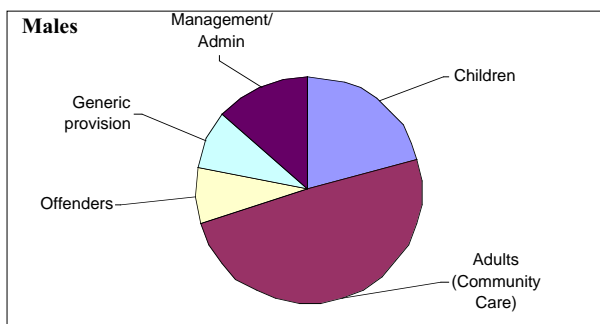
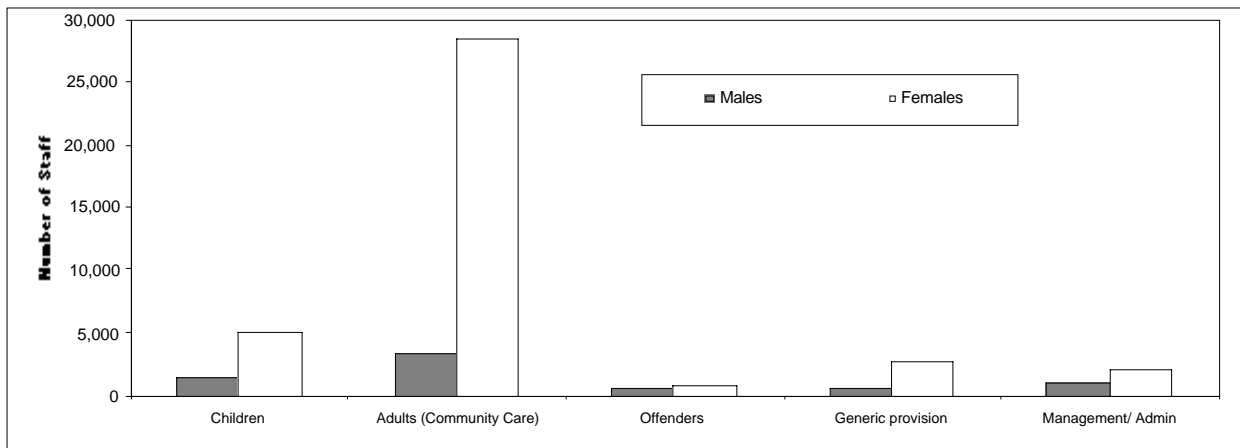
#### 1. Introduction

1.1 This bulletin forms part of a series of publications which provides information on staffing of Scottish Local Authority Social Work Services. It contains the results of a staffing census which was held across all Scottish local authorities on 1 October 2001.

1.2 The arrangements used by local authorities to provide social work services are changing. In addition to changes in the organisational structure of services (resulting in the merging of social work with other local authority departments in some areas), many councils are increasingly contracting out services and/or developing partnerships with neighbouring councils and other organisations. The staff numbers in this bulletin, therefore, should not be taken as a strict measure of the full services provided by each authority.

Staff of Scottish Social Work Services by Client Group and Gender, 2001

Chart 1



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## **2. Summary**

- There were 34,683 Whole Time Equivalent (WTE) staff employed by Scottish Local Authority Social Work Services in October 2001. This represented a slight increase (2%) from the 2000 total (table 1).
- The 34,683 WTE staff in October 2001 corresponded to 6.8 staff per 1,000 population. The number of staff per 1,000 population was highest in the island councils (14.8 in Orkney Islands, 14.1 in Shetland Islands and 13.7 in Eileanan Siar) and lowest in Dumfries and Galloway (3.6) and Perth & Kinross (4.5) (table 2).
- Over one quarter of staff employed by Scottish Local Authority Social Work Services in October 2001 were domiciliary staff (mainly home carers) and just over one quarter were fieldwork staff. A further 17% worked in residential establishments for adults and 10% were located in day centres for adults (table 3).
- Almost two thirds of staff (64%) provided services for adults, a further 16% provided services for children and 4% provided services for offenders. Eight percent of staff were attributed to generic provision, providing services for more than one client group (table 4).
- The majority (85%) of all staff in 2001 were female. This proportion was highest for staff providing services for adults, where 90% were female, and lowest for staff providing services for offenders (59%) (table 4).
- There were a reported 2,425 vacancies in Scottish Local Authority Social Work Services in October 2001. Of these, 471 were for qualified social workers (table 10).

### 3. All Staff in Scottish Local Authority Social Work Services

3.1 There were 45,796 staff employed by Scottish Local Authority Social Work Services in October 2001. This comprised 21,162 full-time staff and a further 24,634 staff who were employed on a part-time basis. The Whole Time Equivalent (WTE) number of staff was 34,683 (see Annex, paragraph 8.5). This represented a slight increase (2%) from the 2000 total.

**Staff of Scottish Social Work Services, 1996 to 2001  
Numbers and WTEs by Mode <sup>(1)</sup>**

**Table 1**

	1996	1997	1998	1999	2000	2001
Full-time staff	22,173	20,913	20,038	20,077	20,496	21,162
Part-time staff						
Number	28,768	28,626	27,691	25,027	24,413	24,634
WTE	16,157	15,685	15,159	13,751	13,665	13,521
<b>Total staff</b>						
<b>Number</b>	<b>50,941</b>	<b>49,539</b>	<b>47,729</b>	<b>45,104</b>	<b>44,909</b>	<b>45,796</b>
<b>WTE</b>	<b>38,330</b>	<b>36,598</b>	<b>35,197</b>	<b>33,828</b>	<b>34,161</b>	<b>34,683</b>

Note:

(1) Staff numbers may fluctuate over time as a result of various factors, including changes in the way services are provided and changes in the numbers of vacancies.

3.2 The 34,683 WTE staff in October 2001 corresponded to 6.8 staff per 1,000 population. This represented a small increase from 6.7 staff per 1,000 population in October 2000.

3.3 The level of staffing in each council is influenced to some extent by the level of social work involvement required which, in turn, may be affected by a range of factors, including deprivation and urban/ rural issues. Other factors affecting the level of staffing include the extent to which services are contracted out and the extent to which services are provided in partnership with neighbouring councils and other organisations. The number of staff per 1,000 population was highest in the island councils (14.8 in Orkney Islands, 14.1 in Shetland Islands and 13.7 in Eileanan Siar) and lowest in Dumfries and Galloway (3.6) and Perth & Kinross (4.5).

**Staff (WTE) of Scottish Social Work Services, 1996 to 2001**  
**Number of Staff and Staff per 1,000 Population <sup>(1)</sup> by Local Authority <sup>(2)(3)</sup>**

**Table 2**

Local Authority	Number of Staff (WTE)						Staff (WTE) per 1,000 population					
	1996	1997	1998	1999	2000	2001	1996	1997	1998	1999	2000	2001
Aberdeen City	1,829	1,699	1,680	1,717	1,596	1,397	8.4	7.9	7.9	8.1	7.6	6.7
Aberdeenshire	1,299	1,239	1,222	1,274	1,326	1,345	5.7	5.5	5.4	5.6	5.8	5.9
Angus	799	842	795	769	767	805	7.2	7.6	7.2	7.0	7.0	7.3
Argyll & Bute	436	650	640	637	700	799	4.8	7.2	7.1	7.1	7.8	9.0
Clackmannanshire	260	281	266	293	285	299	5.3	5.8	5.5	6.0	5.9	6.2
Dumfries & Galloway <sup>(4)</sup>	951	949	744	733	453	523	6.4	6.4	5.1	5.0	3.1	3.6
Dundee City	1,560	1,557	1,310	1,242	1,190	1,220	10.4	10.5	8.9	8.6	8.3	8.6
East Ayrshire	600	817	841	823	782	722	4.9	6.7	6.9	6.8	6.5	6.0
East Dunbartonshire	427	453	496	513	494	549	3.9	4.1	4.5	4.7	4.5	5.0
East Lothian	584	578	556	486	483	484	6.6	6.5	6.2	5.4	5.3	5.3
East Renfrewshire	343	414	409	371	428	466	3.9	4.7	4.6	4.2	4.8	5.2
Edinburgh, City of	3,772	3,667	3,639	3,649	3,763	3,832	8.4	8.1	8.1	8.1	8.3	8.5
Eileanan Siar	370	383	408	384	368	374	12.8	13.6	14.6	13.9	13.4	13.7
Falkirk	1,053	1,024	922	884	935	945	7.4	7.2	6.4	6.1	6.5	6.5
Fife	3,174	2,771	2,593	2,622	2,589	2,684	9.1	8.0	7.4	7.5	7.4	7.7
Glasgow City <sup>(4)</sup>	7,206	6,034	5,406	4,008	4,275	4,164	11.7	9.9	8.7	6.5	7.0	6.8
Highland	1,263	1,262	1,126	1,233	1,052	1,331	6.1	6.0	5.4	5.9	5.0	6.4
Inverclyde	729	691	630	641	684	732	8.4	8.0	7.4	7.6	8.2	8.8
Midlothian	474	437	455	478	476	474	5.9	5.4	5.6	5.9	5.9	5.8
Moray	541	557	513	412	472	439	6.3	6.5	6.0	4.8	5.5	5.1
North Ayrshire	870	921	945	906	973	930	6.2	6.6	6.8	6.5	7.0	6.7
North Lanarkshire	1,990	1,835	1,997	1,930	2,223	2,394	6.1	5.6	6.1	5.9	6.8	7.3
Orkney Islands <sup>(5)</sup>	235	252	260	336	285	288	11.9	12.7	13.3	17.2	14.6	14.8
Perth & Kinross	767	703	712	724	676	610	5.8	5.3	5.4	5.4	5.1	4.5
Renfrewshire	1,130	1,074	1,139	1,123	1,280	1,281	6.3	6.0	6.4	6.3	7.2	7.2
Scottish Borders	741	647	633	803	702	771	7.0	6.1	6.0	7.6	6.6	7.2
Shetland Islands	243	271	259	280	308	322	10.6	11.8	11.3	12.2	13.5	14.1
South Ayrshire	758	766	770	771	712	573	6.6	6.7	6.7	6.7	6.2	5.0
South Lanarkshire	1,803	1,739	1,762	1,723	1,735	1,742	5.9	5.7	5.7	5.6	5.7	5.7
Stirling	507	457	478	501	509	523	6.1	5.5	5.8	6.0	6.1	6.3
West Dunbartonshire	807	788	790	834	878	913	8.4	8.2	8.3	8.8	9.3	9.8
West Lothian	811	841	801	729	764	756	5.4	5.5	5.2	4.7	4.9	4.8
<b>TOTAL</b>	<b>38330</b>	<b>36598</b>	<b>35197</b>	<b>33828</b>	<b>34161</b>	<b>34683</b>	<b>7.5</b>	<b>7.1</b>	<b>6.9</b>	<b>6.6</b>	<b>6.7</b>	<b>6.8</b>

Note:

(1) Staff per 1,000 population are based on GROS mid-year population estimates.

(2) Staff numbers may fluctuate over time as a result of various factors, including changes in the way services are provided and changes in the numbers of vacancies.

(3) Staffing levels may vary between councils as a result of differences in the way services are provided. Factors which may have an influence on staffing numbers include contracting out or commissioning of services and partnership arrangements with neighbouring councils.

(4) Major recent changes in staffing numbers include changes in the arrangements for home care services in Glasgow City (between 1998 and 1999) and Dumfries & Galloway (between 1999 and 2000).

(5) Improved recording practices in Orkney Islands Council since 2000 have led to an increase in data accuracy. Trends should therefore be interpreted with caution.

#### 4. Staff by Type of Activity/ Location

4.1 This section provides information on the number (WTE) of staff by type of activity/ location (see Annex, paragraph 8.7).

4.2 Over one quarter of staff employed by Scottish Local Authority Social Work Services in October 2001 were domiciliary staff (mainly home carers) and just over one quarter were fieldwork staff. A further 17% worked in residential establishments for adults and 10% were located in day centres for adults.

4.3 It should be noted that changes in the number of staff by type of activity/ location may have resulted from changes in the organisational structures of Social Work Services and from differences in the forms used to collect data. Care should therefore be taken in the interpretation of trends.

**Staff (WTE) of Scottish Social Work Services, 1996 to 2001  
by Type of Activity/ Location <sup>(1)</sup>**

**Table 3**

<b>Type of Activity/ Location</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>
Strategic/ Central Staff	4,681	3,280	2,383	3,126	3,035	2,739
Criminal Justice Staff	998	1,099	1,187	1,160	1,182	1,241
Fieldwork Staff	7,411	8,798	9,530	8,479	8,377	8,979
Residential Staff: Services for Children	1,941	1,823	1,883	1,924	2,009	2,003
Residential Staff: Services for Adults	7,228	6,484	5,912	6,161	5,866	5,891
Day Care Staff: Services for Children	703	674	547	556	675	600
Day Care Staff: Services for Adults	3,628	3,272	3,180	3,276	3,471	3,570
Domiciliary	11,681	11,093	10,539	9,138	9,482	9,594
Full-time secondments	60	75	36	8	66	67
<b>Total</b>	<b>38,330</b>	<b>36,598</b>	<b>35,197</b>	<b>33,828</b>	<b>34,161</b>	<b>34,683</b>

Note:

(1) Staff numbers may fluctuate over time as a result of various factors, including changes in the way services are provided and changes in the numbers of vacancies.

## 5. Staff by Client Group

5.1 This section provides information on the number of staff by client group. Information on the gender of staff is also provided.

5.2 Almost two thirds (64%) of staff provided services for adults, a further 16% provided services for children and 4% provided services for offenders. Eight percent of staff were attributed to generic provision, providing services for more than one client group.

5.3 The majority (85%) of all staff in 2001 were female. This proportion was highest for staff providing services for adults, where 90% were female, and lowest for staff providing services for offenders (59%).

**Staff of Scottish Social Work Services, 2001  
Numbers and WTEs by Client Group and Gender**

**Table 4**

Client Group	Number of staff				% of staff		% by client group WTE
	Males	Females	Total	WTE	Males	Females	
Children	1,445	4,975	6,420	5,686	22.5	77.5	16.4
Adults (Community Care)	3,311	28,330	31,641	22,050	10.5	89.5	63.6
Older People <sup>(1)</sup>	783	6,147	6,930	5,559	11.3	88.7	16.0
People with Physical Disabilities <sup>(1)</sup>	176	343	519	425	33.9	66.1	1.2
People with Mental Health Problems <sup>(1)</sup>	107	190	297	251	36.0	64.0	0.7
People with Learning Disabilities <sup>(1)</sup>	1,062	2,913	3,975	3,226	26.7	73.3	9.3
Adults (not separately identified) <sup>(2)</sup>	1,183	18,737	19,920	12,589	5.9	94.1	36.3
Offenders	567	806	1,373	1,241	41.3	58.7	3.6
Generic provision	585	2,732	3,317	2,900	17.6	82.4	8.4
Management/ Administration	904	2,141	3,045	2,806	29.7	70.3	8.1
<b>Total</b>	<b>6,812</b>	<b>38,984</b>	<b>45,796</b>	<b>34,683</b>	<b>14.9</b>	<b>85.1</b>	<b>100.0</b>

Note:

(1) Staff in day centres and residential establishments providing services for specific client groups.

(2) Fieldwork staff providing services to adults and domiciliary staff.

5.4 The 22,050 staff (WTE) who provided services for adults corresponded to 5.5 per 1,000 population aged 18 and over (table 5). This proportion was highest for the island authorities (16.4 in Eileanan Siar, 14.6 in Orkney Islands and 14.2 in Shetland Islands). There were 5.1 staff per 1,000 population aged under 18 providing services for children, although this rate varied from 10.2 in Dundee City to 1.3 in Eileanan Siar. (The 0% for Perth & Kinross arises because services for children have been combined with education.)

Staff of Scottish Social Work Services, 2001  
WTEs per 1,000 Population <sup>(1)</sup> by Client Group and Local Authority <sup>(2)</sup>

Table 5

Local Authority	Services for Children	Services for Adults (Community Care)	Services for Offenders	Generic Provision	Management/ Administration	Total
Aberdeen City	6.1	5.5	0.5	0.0	0.7	6.7
Aberdeenshire	3.8	5.3	0.3	0.4	0.4	5.9
Angus	5.1	6.6	0.4	0.3	0.5	7.3
Argyll & Bute	3.1	7.5	0.3	1.3	1.0	9.0
Clackmannanshire	4.2	5.4	0.7	0.2	0.5	6.2
Dumfries & Galloway	4.9	1.6	0.4	0.2	0.8	3.6
Dundee City	10.2	6.6	0.6	0.3	0.5	8.6
East Ayrshire	4.4	5.0	0.5	0.6	0.3	6.0
East Dunbartonshire	3.7	4.2	0.2	0.4	0.4	5.0
East Lothian	3.8	5.1	0.1	0.1	0.3	5.3
East Renfrewshire	1.6	4.8	0.2	0.3	0.8	5.2
Edinburgh, City of	9.1	5.8	0.3	0.8	1.1	8.5
Eileanan Siar	1.3	16.4	0.1	0.3	0.4	13.7
Falkirk	4.0	6.6	0.3	0.1	0.2	6.5
Fife	3.2	7.1	0.5	0.3	0.8	7.7
Glasgow City	8.2	3.8	0.7	1.2	0.4	6.8
Highland	3.9	5.8	0.3	0.5	0.3	6.4
Inverclyde	8.3	7.0	0.6	0.5	0.7	8.8
Midlothian	4.4	5.1	0.2	0.4	0.4	5.8
Moray	3.1	4.8	0.3	0.2	0.4	5.1
North Ayrshire	4.9	5.1	0.4	0.6	0.7	6.7
North Lanarkshire	4.5	6.4	0.4	0.8	0.3	7.3
Orkney Islands	7.0	14.6	0.5	0.4	1.2	14.8
Perth & Kinross	0.0	4.7	0.0	0.4	0.5	4.5
Renfrewshire	3.7	5.7	0.3	1.2	0.6	7.2
Scottish Borders	2.4	7.1	0.3	0.2	0.8	7.2
Shetland Islands	6.8	14.2	0.4	0.8	0.7	14.1
South Ayrshire	3.6	4.3	0.3	0.1	0.6	5.0
South Lanarkshire	3.9	4.9	0.3	0.5	0.4	5.7
Stirling	4.1	5.7	0.4	0.2	0.4	6.3
West Dunbartonshire	5.9	8.5	0.5	1.0	0.6	9.8
West Lothian	4.5	3.5	0.2	0.6	0.4	4.8
<b>Scotland</b>	<b>5.1</b>	<b>5.5</b>	<b>0.4</b>	<b>0.6</b>	<b>0.5</b>	<b>6.8</b>

Note:

(1) Staff per 1,000 population are based on GROS mid-year population estimates for under 18 year olds (services for children), 18 year olds and over (services for adults), 18-64 year olds (services for offenders) and all ages (generic provision, management/ administration and total).

(2) For some councils, certain services are provided by other departments (e.g. some services for children may be provided by Education Departments). This will result in some differences in the level of staffing between Councils.

## 6. Numbers and WTE by Staff Group

6.1 This section provides information on numbers and WTEs by staff group for 2000 and 2001. See Annex, paragraph 8.8 for further details on the staff groups used.

6.2 Over a quarter of staff (WTE) are Home Care staff and managers, while over a fifth are support staff. Residential Managers & Qualified Care Staff, and Social Workers, each account for just over 11% of staff.

6.3 While overall numbers and WTEs have increased, WTEs have decreased for Social Workers, Other Qualified Fieldwork Staff, Other Domiciliary Staff, Day Care and Residential Care Staff.

**Staff of Scottish Social Work Services, 2000 and 2001  
Numbers and WTEs by Staff Group**

**Table 6**

Staff Group	2000			2001		
	Number	WTE	% WTE	Number	WTE	% WTE
Senior Managers etc	1,469	1,416	4.1	1,537	1,479	4.3
Social Workers	4,286	3,894	11.4	4,251	3,873	11.2
Other Qualified Fieldwork Staff	1,802	1,592	4.7	1,762	1,568	4.5
Social Work Assistants	1,147	999	2.9	1,270	1,086	3.1
Home Care Staff & Managers	15,311	8,837	25.9	15,817	9,031	26.0
Other Domiciliary Staff	625	472	1.4	544	413	1.2
Day Care - Managers & Qualified Care Staff	1,465	1,337	3.9	1,622	1,447	4.2
Day Care - Care Staff	2,240	1,902	5.6	2,153	1,797	5.2
Residential - Managers & Qualified Care Staff	4,095	3,631	10.6	4,614	4,023	11.6
Residential - Care Staff	3,755	3,011	8.8	3,279	2,607	7.5
Support Staff	8,647	7,004	20.5	8,880	7,294	21.0
Secondments	66	66	0.2	67	67	0.2
<b>Total</b>	<b>44,090</b>	<b>34,161</b>	<b>100.0</b>	<b>45,796</b>	<b>34,683</b>	<b>100.0</b>

## 7. Vacancies in Scottish Local Authority Social Work Services

7.1 Information on vacancies was collected from all local authorities in the October 2001 survey. Information was less complete for 2000, so comparisons over time should be treated with care. Vacancy figures exclude home care staff, given the different employment conditions which apply for such staff in many councils. The tables in this section therefore show the total (WTE) staff which relate to the vacancy figures supplied. These figures may differ from the total WTE figures given elsewhere in this bulletin, especially for 2000 when not all local authorities could supply complete figures for vacancies.

**Staff and Vacancies in Scottish Social Work Services, 2000 and 2001  
WTEs by Local Authority**

**Table 7**

Local Authority	2000			2001		
	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>
Aberdeen City	1116	70	5.9	1044	70	6.3
Aberdeenshire	-	-	-	983	5	0.5
Angus	584	32	5.2	604	52	7.9
Argyll & Bute	451	20	4.2	480	23	4.6
Clackmannanshire	254	9	3.4	260	9	3.3
Dumfries & Galloway	448	23	4.9	520	65	11.1
Dundee City	909	24	2.6	914	19	2.0
East Ayrshire	635	44	6.5	548	86	13.6
East Dunbartonshire	332	12	3.5	384	12	3.0
East Lothian	291	5	1.7	316	13	4.0
East Renfrewshire	305	12	3.8	315	11	3.4
Edinburgh, City of <sup>(3)</sup>	-	-	-	2,804	315	10.1
Eileanan Siar	234	5	2.1	240	4	1.6
Falkirk	266	10	3.6	613	19	3.0
Fife	1,808	56	3.0	1,943	170	8.0
Glasgow City	4,161	396	8.7	4,164	531	11.3
Highland	1,052	122	10.4	1,085	84	7.2
Inverclyde	491	14	2.8	536	32	5.6
Midlothian	333	50	13.1	334	50	13.0
Moray	309	3	1.0	273	3	1.1
North Ayrshire	685	37	5.1	658	54	7.6
North Lanarkshire	1,415	118	7.7	1,532	205	11.8
Orkney Islands	226	12	5.0	226	12	5.0
Perth & Kinross	588	34	5.5	458	56	10.9
Renfrewshire	825	103	11.1	823	106	11.4
Scottish Borders	530	26	4.7	573	120	17.3
Shetland Islands	246	9	3.5	247	42	14.5
South Ayrshire	493	20	3.9	396	15	3.6
South Lanarkshire	1,275	117	8.4	1,319	101	7.1
Stirling	-	-	-	376	27	6.7
West Dunbartonshire	636	60	8.6	644	64	9.0
West Lothian	587	84	12.5	625	50	7.4
<b>Scotland</b>	<b>21,487</b>	<b>1,526</b>	<b>6.6</b>	<b>26,234</b>	<b>2,425</b>	<b>8.5</b>

Note:

(1) Total staff (WTE) on which vacancy figures are based. Excludes staff where vacancy figures were unavailable.

(2) Percent vacancies = vacancies as a percentage of the staff complement (i.e. relevant WTE + vacancies).

(3) 'Negative vacancies' reported by Edinburgh have been set to zero.

7.2 The City of Edinburgh reported 'negative vacancies', or above complement numbers of staff, in some areas. In order not to distort aggregate analyses, these have been set to zero for this bulletin.

7.3 A total of 2,425 WTE vacancies were reported in October 2001. Vacancy rates were highest in the Borders (17%), the Shetland Islands (15%) and East Ayrshire (14%). Rates were lowest in Aberdeenshire (1%), Moray (1%) and Eileanan Siar (2%). It should be noted that changes in vacancy rates from 2000 to 2001 are likely to be affected by incorporating more complete data, as well as by any underlying changes. Imputing for missing values, it is estimated that total vacancies in 2000 amounted to around 1800.

7.4 In terms of client groups, vacancies were highest for staff providing services for people with mental health problems (13%), children and offenders (both 10%) and lowest for people with learning disabilities (5%).

**Staff and Vacancies in Scottish Social Work Services, 2000 and 2001  
WTEs by Client Group**

**Table 8**

Client Group	2000			2001		
	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>
Children	4,318	367	7.8	5,686	636	10.1
Adults (Community Care)	10,909	696	6.0	13,667	1,065	7.2
Older People <sup>(3)</sup>	4,454	279	5.9	5,559	401	6.7
People with Physical Disabilities <sup>(3)</sup>	426	47	9.9	425	30	6.6
People with Mental Health Problems <sup>(3)</sup>	145	17	10.5	251	38	13.1
People with Learning Disabilities <sup>(3)</sup>	2,592	120	4.4	3,226	165	4.9
Adults (not separately identified) <sup>(4)</sup>	3,292	233	6.6	4,206	431	9.3
Offenders	1,020	94	8.4	1,241	137	9.9
Generic provision	2,811	219	7.2	2,900	291	9.1
Management/ Administration	2,429	150	5.8	2,739	296	9.8
<b>Total</b>	<b>21,487</b>	<b>1,526</b>	<b>6.6</b>	<b>26,234</b>	<b>2,425</b>	<b>8.5</b>

Note:

(1) Total staff (WTE) on which vacancy figures are based. Excludes staff where vacancy figures were unavailable.

(2) Percent vacancies = vacancies as a percentage of the staff complement (i.e. relevant WTE + vacancies).

(3) Staff in day centres and residential establishments providing services for specific client groups.

(4) Fieldwork staff providing services to adults and domiciliary staff.

7.5 Looking at type of activity/ location (table 9), vacancies were higher amongst residential staff providing services for children (12%) and criminal justice staff (10%), and lower amongst domiciliary staff, day care staff providing services for adults, and residential staff providing services for adults (all 6%).

**Staff and Vacancies in Scottish Social Work Services, 2000 and 2001  
WTEs by Type of Activity/ Location**

**Table 9**

Type of Activity/ Location	2000			2001		
	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>
Strategic/ Central Staff	2,429	150	5.8	2,739	296	9.8
Criminal Justice Staff	1,020	94	8.4	1,241	137	9.9
Fieldwork Staff	7,295	576	7.3	8,979	962	9.7
Residential Staff: Services for Children	1,600	159	9.0	2,003	266	11.7
Residential Staff: Services for Adults	4,752	272	5.4	5,891	389	6.2
Day Care Staff: Services for Children	416	29	6.5	600	49	7.6
Day Care Staff: Services for Adults	2,865	191	6.3	3,570	245	6.4
Domiciliary	1,109	55	4.7	1,211	80	6.2
<b>Total</b>	<b>21,487</b>	<b>1,526</b>	<b>6.6</b>	<b>26,234</b>	<b>2,425</b>	<b>8.5</b>

Note:

(1) Total staff (WTE) on which vacancy figures are based. Excludes staff where vacancy figures were unavailable.

(2) Percent vacancies = vacancies as a percentage of the staff complement (i.e. relevant WTE + vacancies).

7.5 The vacancy figures can also be expressed in terms of staff groups, with staff classified by function.

7.6 Table 10 shows that vacancies were relatively high amongst social workers and other qualified fieldwork staff (both 11%) and support staff (10%). Support staff accounted for almost one third of all vacancies reported and social workers accounted for a further 20%.

**Staff and Vacancies in Scottish Social Work Services, 2000 and 2001  
WTEs by Staff Group**

**Table 10**

Staff Group	2000			2001		
	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>	Relevant WTE <sup>(1)</sup>	Vacancies	Percent Vacancies <sup>(2)</sup>
Senior Managers, etc	1,274	51	3.8	1,479	119	7.4
Social Workers	3,210	268	7.7	3,873	471	10.8
Other Qualified Fieldwork Staff	1,385	139	9.1	1,568	197	11.2
Social Work Assistants	936	59	5.9	1,086	76	6.5
Home Care Staff & Managers	521	28	5.1	648	41	6.0
Other Domiciliary Staff	427	17	3.8	413	24	5.5
Day Care - Managers & Qualified Care Staff	844	56	6.2	1,447	69	4.6
Day Care - Care Staff	1,729	96	5.3	1,797	137	7.1
Residential - Managers & Qualified Care Staff	2,675	201	7.0	4,023	351	8.0
Residential - Care Staff	2,786	144	4.9	2,607	155	5.6
Support Staff	5,699	467	7.6	7,294	784	9.7
<b>Total</b>	<b>21,487</b>	<b>1,526</b>	<b>6.6</b>	<b>26,234</b>	<b>2,425</b>	<b>8.5</b>

Note:

(1) Total staff (WTE) on which vacancy figures are based. Excludes staff where vacancy figures were unavailable.

(2) Percent vacancies = vacancies as a percentage of the staff complement (i.e. relevant WTE + vacancies).

Staff of Scottish Local Authority Social Work Services, 2001

ANNEX

Type of post

Full Time	Part Time		Total		Number of persons		Number of vacancies WTE
	Number	WTE	WTE	Number of persons	Male	Female	
a	b	c	a+c	a+b			

**SECTION A: STRATEGIC/ CENTRAL & FIELDWORK STAFF**

**1. Strategic/ Central Staff**

- 1.01 Directors/Heads of Service
- 1.02 Service Managers (not elsewhere specified)
- 1.03 Other Senior Staff
- 1.04 Planning, Commissioning and Contracting Staff
- 1.05 Registration/Inspection Officers
- 1.06 Research & Information Officers
- 1.07 Human Resources Staff, including Training
- 1.08 Finance Staff
- 1.09 Support Services (including Admin/ Clerical)

116	7	3	119	123	84	39	6
177	9	5	182	186	89	97	10
161	12	6	167	173	73	100	23
195	18	11	206	213	72	141	28
146	25	13	159	171	43	128	13
95	21	10	105	116	43	73	5
232	61	33	265	293	65	228	32
201	49	26	227	250	64	186	21
1,138	315	170	1,308	1,453	349	1,104	159
<b>2,461</b>	<b>517</b>	<b>278</b>	<b>2,739</b>	<b>2,978</b>	<b>882</b>	<b>2,096</b>	<b>296</b>

**1.10 Total**

**2. Fieldwork Staff**

- 2.01 Area Managers

27	0	0	27	27	19	8	2
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**2a. Fieldwork Staff - Services for Children**

- 2.02 Service Managers
- 2.03 Team Leaders/Managers
- 2.04 Senior Social Workers
- 2.05 Main Grade Social Workers
- 2.06 Advocacy/ Rights Staff
- 2.07 Other Qualified Fieldwork Staff
- 2.08 SW Assistants
- 2.09 Support Services (including Admin/ Clerical)

45	1	1	46	46	23	23	1
151	12	6	157	163	56	107	11
289	44	24	313	333	108	225	29
1,262	317	174	1,436	1,579	306	1,273	183
5	5	3	8	10	1	9	0
155	27	15	170	182	56	126	21
262	81	43	305	343	45	298	17
552	186	97	649	738	72	666	60
<b>2,721</b>	<b>673</b>	<b>363</b>	<b>3,084</b>	<b>3,394</b>	<b>667</b>	<b>2,727</b>	<b>320</b>

**2.10 Total**

**2b. Fieldwork Staff - Services for Adults**

- 2.11 Service Managers
- 2.12 Team Leaders/Managers
- 2.13 Senior Social Workers
- 2.14 Main Grade Social Workers
- 2.15 Care Managers
- 2.16 Other Qualified Fieldwork Staff
- 2.17 SW Assistants
- 2.18 Support Services (including Admin/ Clerical)

58	1	1	59	59	26	33	0
179	18	9	188	197	63	134	13
163	18	10	173	181	55	126	21
789	243	134	923	1,032	259	773	128
231	67	38	269	298	52	246	27
209	53	30	239	262	70	192	73
330	132	61	391	462	65	397	19
632	232	120	752	864	125	739	71
<b>2,591</b>	<b>764</b>	<b>404</b>	<b>2,995</b>	<b>3,355</b>	<b>715</b>	<b>2,640</b>	<b>351</b>

**2.19 Total**

Type of post

Type of post	Full Time	Part Time		Total		Number of persons		Number of vacancies WTE
		Number	WTE	WTE	Number of persons	Male	Female	
	a	b	c	a+c	a+b			
<b>2c. Fieldwork Staff - Services for Offenders</b>								
2.20 Service Managers	21	1	0	21	22	15	7	0
2.21 Team Leaders/Managers	39	1	1	40	40	29	11	5
2.22 Senior Social Workers	70	11	6	76	81	42	39	6
2.23 Main Grade Social Workers	450	81	43	493	531	198	333	42
2.24 Community Service Staff	140	120	87	227	260	205	55	16
2.25 Supervised Attendance Staff	35	17	12	47	52	33	19	6
2.26 SW Assistants	21	6	3	24	27	8	19	9
2.27 Support Services (including Admin/ Clerical)	245	85	43	288	330	28	302	51
<b>2.28 Total</b>	<b>1,021</b>	<b>322</b>	<b>193</b>	<b>1,214</b>	<b>1,343</b>	<b>558</b>	<b>785</b>	<b>134</b>
<b>2d. Fieldwork Staff - Generic Provision</b>								
2.29 Team Leaders/Managers	100	17	8	108	117	35	82	8
2.30 Senior Social Workers	98	16	9	107	114	37	77	15
2.31 Main Grade Social Workers	289	111	63	352	401	102	298	49
2.32 Welfare Rights Officers	171	25	14	185	196	75	121	10
2.33 Senior Occupational Therapists	36	7	4	40	43	2	41	4
2.34 Occupational Therapists	225	144	74	299	369	21	348	28
2.35 Other Qualified Fieldwork Staff	79	11	5	84	90	20	70	14
2.36 SW Assistants	141	66	28	169	207	39	168	22
2.37 OT Assistants	161	70	35	196	231	37	194	9
2.38 Support Services (including Admin/ Clerical)	1,112	411	221	1,333	1,523	198	1,325	131
<b>2.39 Total</b>	<b>2,412</b>	<b>878</b>	<b>461</b>	<b>2,873</b>	<b>3,290</b>	<b>566</b>	<b>2,724</b>	<b>289</b>
<b>SECTION A: STRATEGIC/ CENTRAL &amp; FIELDWORK STAFF</b>								
<b>2.40 SECTION A TOTAL</b>	<b>11,233</b>	<b>3,154</b>	<b>1,700</b>	<b>12,933</b>	<b>14,387</b>	<b>3,407</b>	<b>10,980</b>	<b>1,392</b>

Type of post

Full Time	Part Time		Total		Number of persons		Vacancies Estimated number WTE
	Number	WTE	WTE	Number of persons	Male	Female	
a	b	c	a+c	a+b			

**SECTION B: DAY CARE & DOMICILIARY STAFF**

**3a. Day Care Staff - Services for Children & Families**

- 3.01 Unit Managers
- 3.02 Assistant Unit Managers
- 3.03 Other Qualified Care Staff
- 3.04 Care Staff
- 3.05 Support Services (including Admin/ Clerical)
- 3.06 Ancillary Staff
- 3.07 Total**

38	1	1	39	39	6	33	3
42	9	4	46	51	2	49	0
226	84	40	266	310	13	297	13
104	82	35	139	186	15	171	18
11	37	19	30	48	0	48	3
33	88	48	81	121	25	96	13
<b>454</b>	<b>301</b>	<b>146</b>	<b>600</b>	<b>755</b>	<b>61</b>	<b>694</b>	<b>49</b>

**3b. Day Care Staff - Services for Older People**

- 3.08 Unit Managers
- 3.09 Assistant Unit Managers
- 3.10 Other Qualified Care Staff
- 3.11 Care Staff
- 3.12 Support Services (including Admin/ Clerical)
- 3.13 Ancillary Staff
- 3.14 Total**

47	5	3	50	52	7	45	3
31	4	2	33	35	4	31	4
71	43	24	95	114	10	104	10
254	328	202	456	582	82	500	46
21	28	15	36	49	3	46	5
64	130	67	131	194	70	124	18
<b>488</b>	<b>538</b>	<b>312</b>	<b>800</b>	<b>1,026</b>	<b>176</b>	<b>850</b>	<b>86</b>

**3c. Day Care Staff - Services for People with Mental Health Problems**

- 3.15 Unit Managers
- 3.16 Assistant Unit Managers
- 3.17 Other Qualified Care Staff
- 3.18 Care Staff
- 3.19 Support Services (including Admin/ Clerical)
- 3.20 Ancillary Staff
- 3.21 Total**

19	2	1	20	21	8	13	1
7	1	0	7	8	3	5	0
28	9	5	33	37	10	27	4
48	26	13	61	74	22	52	18
17	6	4	21	23	3	20	1
36	12	6	42	48	37	11	2
<b>155</b>	<b>56</b>	<b>29</b>	<b>184</b>	<b>211</b>	<b>83</b>	<b>128</b>	<b>25</b>

Type of post	Full Time	Part Time		Total		Number of persons		Vacancies Estimated number WTE
		Number	WTE	WTE	Number of persons	Male	Female	
	a	b	c	a+c	a+b			
<b>3d. Day Care Staff - Services for People with Learning Disabilities</b>								
3.22 Unit Managers	95	10	6	101	105	49	56	9
3.23 Assistant Unit Managers	105	8	4	109	113	32	81	4
3.24 Other Qualified Care Staff	433	135	69	502	568	184	384	13
3.25 Care Staff	820	354	208	1,028	1,174	357	817	46
3.26 Support Services (including Admin/ Clerical)	68	86	45	113	154	18	136	11
3.27 Ancillary Staff	111	399	218	329	510	141	369	22
<b>3.28 Total</b>	<b>1,632</b>	<b>992</b>	<b>550</b>	<b>2,182</b>	<b>2,624</b>	<b>781</b>	<b>1,843</b>	<b>105</b>
<b>3e. Day Care Staff - Services for People with Physical Disabilities</b>								
3.29 Unit Managers	23	5	2	25	28	12	16	0
3.30 Assistant Unit Managers	17	5	2	19	22	9	13	3
3.31 Other Qualified Care Staff	83	36	20	103	119	24	95	3
3.32 Care Staff	87	50	26	113	137	41	96	9
3.33 Support Services (including Admin/ Clerical)	30	27	15	45	57	16	41	10
3.34 Ancillary Staff	67	59	31	98	126	69	57	4
<b>3.35 Total</b>	<b>307</b>	<b>182</b>	<b>96</b>	<b>403</b>	<b>489</b>	<b>171</b>	<b>318</b>	<b>29</b>
<b>3f. Domiciliary Staff</b>								
3.36 Home Care Managers	125	18	12	137	143	11	132	6
3.37 Assistant Home Care Managers/ Supervisors	467	81	44	511	548	29	519	35
3.38 Home Care Staff: Generic	684	12,656	6,675	7,359	13,340	301	13,039	193
3.39 Home Care Staff: Personal Care only	77	1,237	699	776	1,314	34	1,280	39
3.40 Home Care Staff: Domestic Care only	0	472	247	247	472	6	466	3
3.41 Sheltered Housing Wardens	132	132	57	189	264	20	244	14
3.42 Community Alarms Staff	131	129	88	219	260	46	214	10
3.43 Respite Staff	1	19	4	5	20	0	20	0
3.44 Support Services (including Admin/ Clerical)	105	99	45	150	204	21	183	15
<b>3.45 Total</b>	<b>1,722</b>	<b>14,843</b>	<b>7,872</b>	<b>9,594</b>	<b>16,565</b>	<b>468</b>	<b>16,097</b>	<b>315</b>
<b>SECTION B: DAY CARE &amp; DOMICILIARY STAFF</b>								
<b>3.46 SECTION B TOTAL</b>	<b>4,758</b>	<b>16,912</b>	<b>9,005</b>	<b>13,763</b>	<b>21,670</b>	<b>1,740</b>	<b>19,930</b>	<b>609</b>

Type of post

Type of post	Full Time	Part Time		Total		Number of persons		Vacancies
	Number	WTE	WTE	Number of persons	Male	Female	Estimated number WTE	
	a	b	c	a+c	a+b			

**SECTION C: RESIDENTIAL STAFF**

**4a. Residential Staff - Services for Children & Young People**

- 4.01 Unit Managers
- 4.02 Assistant Unit Managers
- 4.03 Residential Resource Worker
- 4.04 Other Qualified Care Staff
- 4.05 Care Staff
- 4.06 Support Services (including Admin/ Clerical)
- 4.07 Ancillary Staff
- 4.08 Total**

122	0	0	122	122	58	64	16
126	6	4	130	132	58	74	23
111	30	15	126	141	45	96	18
720	266	181	901	986	359	627	124
437	191	111	548	628	175	453	43
24	48	22	46	72	0	72	8
56	134	75	131	190	22	168	36
<b>1,596</b>	<b>675</b>	<b>407</b>	<b>2,003</b>	<b>2,271</b>	<b>717</b>	<b>1,554</b>	<b>266</b>

**4b. Residential Staff - Services for Older People**

- 4.09 Unit Managers
- 4.10 Assistant Unit Managers
- 4.11 Residential Resource Worker
- 4.12 Other Qualified Care Staff
- 4.13 Care Staff
- 4.14 Support Services (including Admin/ Clerical)
- 4.15 Ancillary Staff
- 4.16 Total**

178	6	3	181	184	35	149	9
231	20	9	240	251	47	204	30
24	11	5	29	35	2	33	1
987	965	630	1,617	1,952	174	1,778	91
829	1,286	845	1,674	2,115	166	1,949	91
49	85	46	95	134	11	123	12
481	752	442	923	1,233	172	1,061	81
<b>2,779</b>	<b>3,125</b>	<b>1,979</b>	<b>4,758</b>	<b>5,904</b>	<b>607</b>	<b>5,297</b>	<b>315</b>

**4c. Residential Staff - Services for People with Mental Health Problems**

- 4.17 Unit Managers
- 4.18 Assistant Unit Managers
- 4.19 Residential Resource Worker
- 4.20 Other Qualified Care Staff
- 4.21 Care Staff
- 4.22 Support Services (including Admin/ Clerical)
- 4.23 Ancillary Staff
- 4.24 Total**

6	0	0	6	6	2	4	2
13	4	2	15	17	6	11	4
2	3	3	5	5	1	4	0
25	8	5	30	33	12	21	3
2	10	2	4	12	2	10	0
1	4	1	2	5	0	5	1
3	5	2	5	8	1	7	4
<b>52</b>	<b>34</b>	<b>15</b>	<b>67</b>	<b>86</b>	<b>24</b>	<b>62</b>	<b>13</b>

Type of post	Full Time	Part Time		Total		Number of persons		Vacancies Estimated number WTE
		Number	WTE	WTE	Number of persons	Male	Female	
	a	b	c	a+c	a+b			
<b>4d. Residential Staff - Services for People with Learning Disabilities</b>								
4.25 Unit Managers	63	4	2	65	67	21	46	4
4.26 Assistant Unit Managers	118	44	27	145	162	32	130	6
4.27 Residential Resource Worker	4	13	6	10	17	4	13	3
4.28 Other Qualified Care Staff	243	209	117	360	452	117	335	16
4.29 Care Staff	179	343	199	378	522	90	432	22
4.30 Support Services (including Admin/ Clerical)	5	22	10	15	27	5	22	1
4.31 Ancillary Staff	28	76	41	69	104	12	92	9
<b>4.32 Total</b>	<b>640</b>	<b>711</b>	<b>404</b>	<b>1,044</b>	<b>1,351</b>	<b>281</b>	<b>1,070</b>	<b>60</b>
<b>4e. Residential Staff - Services for People with Physical Disabilities</b>								
4.33 Unit Managers	0	1	0	0	1	1	0	0
4.34 Assistant Unit Managers	1	0	0	1	1	0	1	0
4.35 Residential Resource Worker	0	0	0	0	0	0	0	2
4.36 Other Qualified Care Staff	13	12	6	19	25	4	21	0
4.37 Care Staff	2	0	0	2	2	0	2	0
4.38 Support Services (including Admin/ Clerical)	0	1	0	0	1	0	1	0
4.39 Ancillary Staff	0	0	0	0	0	0	0	0
<b>4.40 Total</b>	<b>16</b>	<b>14</b>	<b>6</b>	<b>22</b>	<b>30</b>	<b>5</b>	<b>25</b>	<b>2</b>
<b>4f. Residential Staff - Services for Offenders</b>								
4.41 Unit Managers	3	0	0	3	3	2	1	2
4.42 Qualified Care Staff	16	6	3	19	22	7	15	0
4.43 Care Staff	0	0	0	0	0	0	0	0
4.44 Support Services (including Admin/ Clerical)	0	2	1	1	2	0	2	0
4.45 Ancillary Staff	3	0	0	3	3	0	3	1
<b>4.46 Total</b>	<b>22</b>	<b>8</b>	<b>4</b>	<b>26</b>	<b>30</b>	<b>9</b>	<b>21</b>	<b>3</b>
<b>SECTION C: RESIDENTIAL STAFF</b>								
<b>4.47 SECTION C TOTAL</b>	<b>5,105</b>	<b>4,567</b>	<b>2,815</b>	<b>7,920</b>	<b>9,672</b>	<b>1,643</b>	<b>8,029</b>	<b>658</b>

Type of post

Type of post	Full Time	Part Time		Total		Number of persons		Vacancies Estimated number WTE
		Number	WTE	WTE	Number of persons	Male	Female	
	a	b	c	a+c	a+b			
<b>GRAND TOTAL (Active Complement)</b>								
5.01 SECTION A TOTAL	11,233	3,154	1,700	12,933	14,387	3,407	10,980	1,392
5.02 SECTION B TOTAL	4,758	16,912	9,005	13,763	21,670	1,740	19,930	609
5.03 SECTION C TOTAL	5,105	4,567	2,815	7,920	9,672	1,643	8,029	658
5.04 GRAND TOTAL (Active Complement)	21,096	24,633	13,520	34,616	45,729	6,790	38,939	2,660

**GRAND TOTAL (Inactive Complement)**

6.01 Full time secondments to Scottish Executive  
 6.02 Full time secondments to Health Boards  
 6.03 Full time secondments to Other Councils  
 6.04 Full time secondments to elsewhere in same Council  
 6.05 Full time secondments: Other (including training)  
 6.06 GRAND TOTAL (Inactive Complement)

11	0	0	11	11	6	5
8	0	0	8	8	2	6
1	0	0	1	1	0	1
23	0	0	23	23	6	17
23	1	1	24	24	8	16
<b>21,162</b>	<b>24,634</b>	<b>13,521</b>	<b>34,683</b>	<b>45,796</b>	<b>6,812</b>	<b>38,984</b>

## **8. Notes and Definitions**

### **Method of Collection**

8.1 Each Local Authority is asked to submit an annual census form detailing the staff employed by their Social Work/ Social Services Department, whether free-standing or part of a larger Department. The census date is the first Monday in October. Full details on terms of employment, grade, type of activity/ location, gender of staff and number of vacancies were collected in 2001.

### **Organisation of Social Work Services**

8.2 Social Work services can be organised in a number of different ways, and this may impact on the results reported in this bulletin. For further details, see the Annex to last year's statistical bulletin, 'Staff of Scottish Local Authority Social Work Services, 2001'.

### **Estimates and Revisions**

8.3 Figures for 1996 and 1997 include estimates for The Scottish Borders, where actual figures were not available.

### **Changes Over Time**

8.4 As a result of changes in the classifications used on census forms, breakdowns into different activities, locations or grades are not always strictly comparable across years. It should also be noted that different local authorities may classify staff differently, according to the way work is organised in their area. Social Workers, for example, may be classified either under Generic Provision, or by the nature or location of their work (adult services, children's services etc.). In addition, an increase in care management services has resulted in many staff (previously designated as Social Workers or Occupational Therapists) being assigned to care manager roles.

### **Whole Time Equivalent (WTE)**

8.5 Whole Time Equivalent (WTE), where used, is an addition of i) the number of Full Time staff, and ii) the total number of hours worked by all the Part Time staff in a week, divided by the number of hours considered to be the standard Full Time week for a member of staff in each category. A reduction to a 37 hour working week is currently at various stages within councils. This reduction however only affects a proportion of council staff, as some are already working less than 37 hours per week. Therefore, it should be borne in mind that WTE figures may be calculated using different weekly hours in different categories and also between councils. This can have the effect of WTE figures being slightly higher in councils who have reduced their standard Full Time working week, but the number of Part Time hours worked remains the same.

8.6 WTE figures have been rounded independently. As a result, WTE totals in tables may not equal the sum of the categories shown.

## **Type of Activity/ Location**

8.7 The following terms are used in the tables:

Strategic/ Central Staff	Staff with a strategic and/ or central role, including senior management, administrators and support staff;
Criminal Justice Staff	All staff providing services for offenders, regardless of location;
Fieldwork Staff	Fieldwork staff in divisional and area offices;
Residential Staff: Services for Children	Staff based in residential establishments for children (e.g. local authority children's homes and residential nurseries);
Residential Staff: Services for Adults	Staff based in residential establishments which are not primarily for children. This covers local authority homes for older people (including sheltered housing) and residential establishments for other client groups (e.g. people with learning disabilities);
Day Centre Staff: Services for Children	Staff based in day care establishments for children. This includes local authority children's centres, family centres, day nurseries and playgroups, together with any childminders or day carers regularly employed by the local authority;
Day Centre Staff: Services for Adults	Staff based in day care establishments which are not primarily for children. This includes staff in adult training centres, day centres for people with learning or physical disabilities, and day centres for older people;
Domiciliary Staff	Home care staff and managers, and other domiciliary staff (e.g. community alarms staff and respite staff);
Staff on Secondment	Staff who, on 1 October 2001, were on full time secondment for professional training or to the Scottish Executive, Health Boards or other organisations.

## Staff Groups

8.8 The following terms are used in the tables:

Senior Managers, etc	Directors/ Heads of Service, Service Managers, Other Senior Staff, Area Managers, Team Leaders/ Managers, Planning, Commissioning and Contracting Staff, Registration/ Inspection Officers;
Social Workers	Senior Social Workers and Main Grade Social Workers;
Other Qualified Fieldwork Staff	Care Managers, Senior Occupational Therapists, Occupational Therapists, Welfare Rights Officers, Community Service Staff, Supervised Attendance Staff, Other Qualified Fieldwork Staff;
Fieldwork Assistants	Social Work Assistants and Occupational Therapy Assistants;
Home Care Staff & Managers	Home Care Managers, Assistant Home Care Managers/ Supervisors, Home Care Staff;
Other Domiciliary Staff	Sheltered Housing Wardens, Community Alarms Staff, Respite Staff;
Day Care – Managers & Qualified Care Staff	Unit Managers, Assistant Unit Managers, Other Qualified Care Staff;
Day Care – Care Staff	Care Staff
Residential – Managers & Qualified Care Staff	Unit Managers, Assistant Unit Managers, Residential Resource Workers, Other Qualified Care Staff;
Residential – Care Staff	Care Staff
Support Staff	Research & Information Officers, Human Resources Staff, Finance Staff, Ancillary Staff, Support Services;
Secondments	Full-time Secondments

## Additional Analyses

8.9 Additional analyses are available on request.

# SCOTTISH EXECUTIVE STATISTICAL SERVICES

## Our role

The aim of the Statistical Service is to provide relevant and reliable statistical information, analysis and advice that meet the needs of government, business and the people of Scotland.

## Our Objectives

### 1. To ensure that all statistics work is relevant to meeting user needs by

- Continuing development of new and improved statistics in key areas, including the economy, social justice, equality and rural issues.
- In each statistics branch, continuing to improve the relevance and timeliness of work, to meet user needs.
- Developing more data for small areas through the Neighbourhood Statistics project.
- Developing the contribution of statistics to broader initiatives, including performance information, measurement of government targets, better policy making and other modernising government objectives.
- Improving the involvement of users and providers, working on a partnership basis wherever possible.

### 2. To ensure the reliability of our statistics by

- Implementing a systematic and transparent approach to quality assurance in line with National Statistics.
- Maintaining and promoting integrity through implementation of National Statistics standards and protocols.
- Developing statistical expertise and use of integrated statistical methods and classifications

### 3. To ensure the efficient and effective delivery of statistics products and services by

- Improving access to data and analysis, through better use of the Web, improved publications and improved systems for holding and accessing background data.
- Producing and implementing an annual Scottish Executive Statistics Plan
- Maintaining comparability of statistics across the UK and developing collaboration with the other administrations.
- Minimising the burden on data providers.
- Ensuring value for money in our activities
- Promoting the statistical service, its outputs and standards.

### 4. To ensure that the statistician group is equipped to meet its objectives by

- Ensuring as far as possible that all Departments/ Divisions have statistical staff required to meet their needs at all times.
- Improving the development and support arrangements for statistical staff and supporting implementation of Civil Service Reform
- Ensuring effective management of the statistics group
- Ensuring effective use of Information and Communications Technology

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Compendia & Reference	Labour Market
Crime and Justice	Population & Migration
The Economy	Social & Welfare
Education & Training	Transport, Travel & Tourism
The Natural and Built Environment	

This publication belongs to the Health & Care theme.

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### Other contacts for Scottish statistics

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The Scottish Funding Councils for Higher and Further Education	(0131) 313 6575
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For **general enquiries about National Statistics** contact the National Statistics Public Enquiry Service on **020 7533 5888**  
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Fax: 01633 652747  
Letters: room DG/18, 1 Drummond Gate,  
LONDON SW1V 2QQ

Current staff names, e-mail addresses and the publications listed below as well as a range of other statistical publications can be found on the Scottish Executive Web site at [www.scotland.gov.uk/stats](http://www.scotland.gov.uk/stats).

Further information on the General Register Office for Scotland is available on the website: [www.gro-scotland.gov.uk](http://www.gro-scotland.gov.uk)

### Most recent Social Work Statistical Publications relating to the Health & Care theme

Ref no.	Title	Last published	Price
-	Scottish Community Care Statistics 2001	August 2002	£15.00
-	Home Care Services, Scotland 2001	November 2001	-
SWK/S/20012/23	Staff of Scottish Local Authority Social Work Services, 2000	August 2001	£2.00
SEHD/RCC/2000	Residential Care Homes, Scotland 2001	December 2001	-
-	Vacancy Monitoring in Residential Care Homes and Nursing Homes, Scotland 2001	December 2001	-
-	Financial provision and direct payments, Scotland 2001	November 2001	-
-	Registered Blind and partially sighted persons, Scotland 2001	November 2001	-
-	Day Care Services, Scotland 2001	May 2002	-

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### Complaints and suggestions

If you are not satisfied with our service, please write to the Chief Statistician, Mr Rob Wishart, Room 4F.02, S Andrew's House, Edinburgh, EH1 3DG, Telephone: (0131) 244 0302, e-mail [rob.wishart@scotland.gsi.gov.uk](mailto:rob.wishart@scotland.gsi.gov.uk). We also welcome any comments or suggestions that would help us to improve our standards of service.

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