

Equality and Diversity Workforce Report 2011- 2012

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Part 1: Introduction

This report provides information on the diversity profile of workforce of the Legal Services Commission (LSC) for the period 1 April 2011 to 31 March 2012¹.

It has been produced using our Human Resources Information System (HRIS) that invites staff to complete and update their personal diversity information on a confidential system. Employees are also invited to complete equal opportunity monitoring forms at other points in the employment process, including application for posts.

Previous workforce diversity reports can be found on the LSC archive at http://webarchive.nationalarchives.gov.uk/*/http://www.legalservices.gov.uk/

About the Legal Services Commission (LSC)

The LSC is a non-departmental public body sponsored by the Ministry of Justice.

The core purpose of the LSC is to work with providers and the justice system to commission and administer legal aid in England and Wales. Our work is essential to the fair, effective and efficient operation of the civil and criminal justice systems. It is also critical in helping to provide access to legal advice for some of the most vulnerable members of society.

The LSC's staff work from our offices across England and Wales. We also run a small Public Defender Service (PDS) that provides criminal defence services directly to the public.

Information about the LSC is available on <http://www.justice.gov.uk/about/lsc>

Equality Act 2010

This report is set within the framework of transparency obligations outlined in the public sector equality duty of the Equality Act 2010. The equality duty requires the LSC to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the 2010 Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons those who do not share it; and

¹ A board of independent Commissioners oversees our work. Their role is similar to the directors of a public company. As Commissioners are appointed by the Lord Chancellor, we have not included them in this report.

- Foster good relations between persons who share a relevant protected characteristic and persons those who do not share it.

The relevant protected characteristics are: age; disability; gender reassignment (people undergoing/ have undergone gender reassignment); pregnancy and maternity; race; religion or belief; sex and sexual orientation.

Explanatory Notes

Diversity: We use the term 'diversity' in a broad sense that goes beyond the characteristics protected under the Equality Act 2010. We collect and report information about age, disability, race, religion and belief, sex and sexual orientation. In addition, we have included monitoring information about working patterns (part time and full time working hours) and staff who have caring responsibilities.

We record information about employees who share the protected characteristic of pregnancy and maternity. Currently 48 employees are recorded as protected under this characteristic. To maintain confidentiality of the individuals, however, further breakdown has not been included in this report.

We are aware that information in relation to gender reassignment must be handled with the strictest confidentiality in order avoid breaching the privacy of any individuals affected. Therefore we have decided not to ask employees to provide information relating to gender reassignment but will be steered by Equality and Human Rights Commission guidance.

We monitor ethnic group data under the main 2011 Census classifications: Asian (including Chinese), Black, Mixed, Other and White. We use the abbreviation BAME for those who describe their ethnicity as Black, Asian (including Chinese) or Mixed Ethnic group.

Indicators reported: The information in this report provides as full a picture as is currently available of the LSC's employment policies and practices as they affect staff who share the above protected characteristics. It covers:

- Staff in post across the organisation and by regional office
- Staff at different levels
- Staff involved in grievance procedures
- Promotions – permanent and temporary
- Staff leaving the LSC
- Reasons for Leaving
- Redundancy

- Performance Review Rating

LSC grade/pay bands: the current LSC pay structure is grouped into Bands as follows:

- SCS includes our senior directors and executive directors
- Band D covers heads of departments
- Band C includes more senior managers and highly skilled technical specialists
- Bands B1-B2 are lower to middle management roles
- Band A1-A3 covers entry level processing workers through to senior administrators and case workers
- Level 7 covers filing and data entry clerks

Comparison: we have provided data from previous years for comparison, where it is available.

Small numbers: Where the number of employees being considered is small, we combine equal opportunity categories in order to avoid the likelihood of individuals being identified. For example, we may use the aggregated category BAME (Black, Asian and Mixed Ethnic) and LGB (Lesbian/Gay Man/Bisexual).

Rounding up: due to rounding up or down of figures, percentages may not always add up 100.

Prefer Not to Say: providing equal opportunity information is voluntary. For some categories we offer staff the choice of selecting 'prefer not to say'. This is reported in the tables as 'PNS'.

Unknown: as well as PNS, there is a group of staff for whom we hold no equal opportunity data. For the year under report the percentage of staff for whom we have no data has increased to approximately 21%. We have included this rate in this report under the category 'Unknown'.

We have investigated the reasons for this increase and we are taking action that we hope will reduce the percentage of 'Unknown'. A sizeable percentage of the 'Unknown' were employees at bands A1 and A2, and we are exploring ways of improving our data.

To improve our data in relation to senior managers, the Diversity Champion and the Equality and Diversity Team recently undertook an exercise targeting staff at Bands C, D and SCS. In an email communication, all staff at these bands were asked to

update their equal opportunities information through e-HR. To widen our knowledge further, secondees at these bands were also asked to give equal opportunities information, with the option to do so via e-HR if they had access or to complete an equal opportunities monitoring form and return to Shared Services.

Part 2: Key Outcomes of Workforce Monitoring

During 2011-2012, the LSC employed a total of 1689 people. This figure includes the total number of people who were on the LSC payroll at some point during the year. It is therefore **greater** than the number of people employed by the LSC at any particular point in time. The tables below show the key outcomes from the implementation of our employment policies and practices on employees who share different protected characteristics.

LSC Workforce Diversity Profiles 2011-2012

Disability

52 employees described themselves as having a disability compared to 57 in 2010-2011. However, the overall, percentage remained unchanged at 3%. We have no data on disability status for 21% of employees, an increase from previous years.

Table 1: Number and Percentage of Employees by Disability 2008-2012

Disability	Yes	No	PNS	Unknown
No of Employees 2011/12	52	1255	22	360
% of Employees 2011/12	3	74	1	21
% of Employees 2010/11	3	84	2	11
% of Employees 2009/10	4	86	2	8
% of Employees 2008/09	4	89	2	6

The distribution of staff who considered themselves to have a disability was relatively evenly spread across pay bands.

Table 2: Employees by Grade and Disability 2011-2012

Pay Band	Are you Disabled?				
	Yes Number	Yes %	No %	PNS %	Unknown %
Level 7	0	0	100	0	0
A1	20	3	50	1	46
A2	8	3	78	3	16
A3	8	3	100	0	5
B1	4	3	90	1	7
B2	8	3	91	2	4
C	3	3	89	4	3
D	0	0	92	0	8
SCS	1	8	83	0	8

Ethnicity

Of the 1689 employees, 1116 described their ethnic group as 'White' (66%) and 174 (9%) as from BAME backgrounds.

Table 3: Number and Percentage of Employees by Ethnic Group, 2011-2012

Ethnic Group	Number of Employees 2011-2012	% 2011-2012	Number of Employees 2010-2011	% 2010-2011	Number of Employees 2009-2010	% 2009-2010
BAME	174	10	182	11	216	12
White	1116	66	1223	75	1335	76
Other	11	1	10	1	10	1
PNS	37	2	44	3	51	3
Unknown	351	21	175	11	156	9

There are higher percentages of BAME employees in Birmingham and London.

Table 4: Distribution of employees by ethnic group across LSC offices 2011-2012

Office	BAME %	White %	Other %	PNS %	Unknown %	Total Number of employees at Office
Birmingham	16	60	0	4	20	75
Brighton	11	66	3	5	16	38
Bristol	5	73	1	2	19	88
Cambridge	5	95	0	0	0	20
Cardiff	2	89	0	0	9	46
Chester	1	59	0	6	34	71
Leeds	7	93	0	0	0	57
Liverpool	3	65	1	1	31	187
Manchester	4	67	0	0	29	98
Nottingham	5	59	0	1	34	204
PDS ²	0	82	3	5	10	39
London HQ (Petty France)	16	68	1	4	11	250
Reading	13	88	0	0	0	8
South Tyneside	4	64	0	0	30	233
Exchange Tower	27	59	1	3	10	275

² Public Defender Service (PDS) offices are located in Cheltenham, Darlington, Pontypridd and Swansea.

The majority of BAME employees are employed at, Bands B2, B1, A3 and A2.

Table 5: Percentage of Employees by Grade and Ethnic Group - 2011- 2012

Grade	BAME %	White %	PNS %	Other %	Unknown %
Level 7	60	40	0	0	0
A1	8	45	1	0	45
A2	12	71	2	1	14
A3	12	80	2	1	5
B1	12	78	2	1	7
B2	11	80	3	0	5
C	7	84	8	0	2
D	0	76	4	0	20
SCS	17	40	0	0	8

Table 6: Number of Employees by Grade and Ethnic Group - 2011- 2012

Grade	BAME	White	PNS	Other	Unknown	Total
Level 7	3	2	0	0	0	5
A1	49	267	7	2	267	592
A2	33	192	5	3	38	271
A3	32	215	5	4	14	270
B1	18	119	3	1	11	152
B2	31	217	9	1	13	271
C	6	76	7	0	2	91
D	0	19	1	0	5	25
SCS	2	9	0	0	1	12
Total	174	1116	37	11	351	1689

Gender

The gender split in the workforce has remained largely unchanged since reporting began. During 2011-2012, the LSC workforce was made up of 976 (58%) females and 713 (42%) males, with higher percentages of male employees at senior grades, in particularly Band C and up.

Table 7: Number/percentage of employees by Gender 2011-2012

Gender	Female	Male
Number of Employees 2011/2012	976	713
% of Employees 2011/2012	58	42
% of Employees 2010/2011	59	41
% of Employees 2009/2010	60	40
% of Employees 2008/2009	61	39

Table 8: Distribution of employees by Gender across LSC offices 2011-2012

LSC Office	Female %	Male %
Birmingham	79	21
Brighton	61	39
Bristol	53	47
Cambridge	45	55
Cardiff	54	46
Chester	58	42
Leeds	72	28
Liverpool	58	42
Manchester	71	29
Nottingham	64	36
PDS	54	46
London HQ (Petty France)	50	50
Reading	63	38
South Tyneside	53	47
Exchange Tower	53	47

Table 9: Number of Employees by Grade and Gender 2011-2012

Pay Band	Females in pay band 2011-2012	Males in pay band 2011-2012	Total
Level 7	2	3	5
A1	365	227	592
A2	167	104	271
A3	150	120	270
B1	87	65	152
B2	144	127	271
C	45	46	91
D	10	15	25
SCS	6	6	12
Total	976	713	1689

Table 10: Percentage of Employees by Grade and Gender - 2009-2012

Pay Band	2011/12		2010/11		2009/10	
	% Females in pay band	% Males in pay band	% Females in pay band	% Males in pay band	% Females in pay band	% Males in pay band
Level 7	40	60	50	50	62	38
A1	62	38	62	38	62	38
A2	62	38	62	38	66	34
A3	56	44	60	40	57	43
B1	57	43	58	42	60	40
B2	53	47	57	43	57	43
C	49	51	57	43	55	45
D	40	60	42	58	45	55
SCS	50	50	53	47	47	53

Sexual Orientation

Two percent of LSC employees described themselves as Lesbian, Gay or Bisexual (LGB), 69% as heterosexual, and 8% preferred not to say. 21% of employees for whom we hold no information for the protected characteristic sexual orientation are recorded as 'Unknown'.

Table 11: Number/Percentage of Employees by Sexual Orientation 2008/9-2011/12

Sexual Orientation	Lesbian/ Gay Man/ Bisexual	Hetero-sexual	Other	PNS	Unknown
Number of Employees 2011/12	26	1160	6	135	362
% of Employees 2011/12	2	69	0	8	21
% of Employees 2010/11	2	77	0	9	12
% of Employees 2009/10	2	79	1	9	9
% of Employees 2008/09	0	79	2	9	10

Due to the very small numbers involved, a breakdown of the distribution of employees across LSC offices by sexual orientation has not been included in this report in order to protect confidentiality and meet data protection regulations.

Age

Employees aged between 30 and 49 formed 57% of the LSC workforce. Similar to 2010-2011, those within the 30-39 age band formed the single largest group at 32% of the total workforce. The proportion of employees at age bands 25-29 and 40-49 decreased by 1% from 2010-2011 whilst those in age band 50-59 remained the same at 15%.

Table 12: Number/Percentage of Employees by Age 2011-2012

Age Band	No. of Employees		% of Employees	
	2011-12	2010-11	2011-12	2010-11
16-24	144	106	8	6
25-29	266	270	16	17
30-39	543	528	32	32
40-49	425	433	25	26
50-59	256	252	15	15
60-74	54	44	3	3

Religion and Belief

Approximately 42% of LSC employees described their religion as Christian, with 2% each describing themselves as Muslim, Hindu or Other. Employees who described their religion as Sikh, Jewish and Buddhist accounted for 1% or less.

28% of employees described themselves as having no religion and 4% preferred not to say. Nearly 20% of employees had no information recorded with regards to religion or belief.

Table 13: Number/Percentage of Employees by Religion and Belief 2011-2012

Religion	No. of Employees 2011/2012	% of Employees 2011/2012	% of Employees 2010/11	% of Employees 2009/10
Christian	704	42	47	49
Muslim	34	2	2	2
Hindu	25	2	2	2
Sikh	14	1	1	1
Jewish	10	1	1	1
Buddhist	1	0	0	0
Other	35	2	2	2
None	464	28	31	31
PNS	64	4	4	4
Unknown	338	20	10	8

Working Pattern: Full Time/Part Time

The LSC offers a range of flexible working options including compressed hours, home working, job-share including part time hours. 245 (155) of LSC employees worked part-time hours during 2011-2012. The majority of employees who worked part-time were at Bands B2 and below.

Table 14: Full Time/Part Time 2011-2012

FT/PT	Number of Employees	% of Employees 2011-2012	% of Employees 2010-2011
Full-time	1444	85	84
Part-time	245	15	16

Table 15: Number and Percentage of Employees by Grade and Full Time/Part Time 2011-2012

Grade	Total Employees in Band	Number of employees working Full Time hours	Number of employees working Part Time hours	Employees working Part Time hours as % of total Employees within band
Level 7	5	5	0	0
A1	592	501	91	15
A2	271	221	50	18
A3	270	234	36	13
B1	152	128	24	16
B2	271	235	36	13
C	91	86	5	5
D	25	22	3	12
SCS	12	12	0	0
Total	1689	1444	245	0

Caring Responsibilities

338 employees described themselves as having caring responsibilities, approximately 20% of the workforce. This was a 3% decrease from 2010-2011.

Employees described as having caring responsibilities include those with a child under the age of 17, or under the age of 18 in the case of a child with a disability as defined under the Equality Act 2010, as well as those who are, or expect to be caring for an adult to whom they are married, or who is a partner or civil partner, a relative, or someone who falls into none of these categories but lives at the same address as the employee.

Table 16: Caring Responsibilities 2011-2012

Caring Responsibilities?	Number of employees	% of employees
No	921	55
Yes	338	20
Prefer Not To Say	7	0
Unknown	423	25

Grievance Proceedings

The LSC’s Grievance Policy provides employees with a formal process to follow when raising a complaint relating to either their employment or unfair treatment within the workplace.

A total of 12 employees raised grievance proceedings during 2011-2012. Of these, 75% were female and 25% male.

Table 17: Percentage of Grievance Proceedings by Gender 2011-2012

Gender	% of employees involved in grievance proceedings 2011-2012	% of employees involved in grievance proceedings 2010-2011
Female	75	46
Male	25	54
Total	100	100

Of the information available 42% of employees involved in grievance proceedings were white ethnic group (compared with 85% in 2010-2011) and 33% were BAME (compared with 15% in 2010-2011). We had no information for the remaining 25% (3 employees).

Table 18: Percentage of Grievance Proceedings by Ethnic Group 2011-2012

Ethnic Group	% of employees involved in grievance proceedings
BAME	33
White	42
Unknown	25
Total	100

At 58%, employees aged 30 to 39 seem disproportionately represented in grievance proceedings compared to their overall representation of 32% in the LSC.

Table 19: Percentage of Grievance Proceedings by Age Group 2011-2012

Age Group	% of employees involved in grievance proceedings
30-39	58
40-49	25
50-59	17
Total	100

All of the grievances involved staff in Bands B2 and below.

Table 20: Percentage of Grievance Proceedings by Grade 2011-2012

Grade	% of employees involved in grievance proceedings
A1	42
A3	25
B1	17
B2	17
Total	100

In terms of sexual orientation, 67% of employees involved in grievance procedures described themselves as heterosexual compared and 7% preferred not to say, proportions similar to their overall representation in the workforce.

Table 21: Percentage of Grievance Proceedings by Sexual Orientation 2011-2012

Sexual Orientation	% of employees involved in grievance proceedings
Heterosexual	67
Prefer not to say	8
Unknown	25
Total	100

The majority of employees involved in grievance procedures described themselves as Christian. This forms 67% compared to 46% in 2010-2011. One employee, 8%, described themselves as having no religion compared to 31% in the previous year. We hold no information for 3 employees (25%).

Table 22: Percentage of Grievance Proceedings by Religion or Belief 2011-2012

Religion or Belief	% of employees involved in grievance proceedings
Christian	67
None	8
Unknown	25
Total	100

Leaving the LSC and Reasons for Leaving

During 2011-2012, 150 employees left the LSC for reasons listed in Table 23 including resignation, retirement, voluntary redundancy, travelling, pursuing other job opportunities, moving home pursuing further studies and end of contract. 5 employees were dismissed and 8 were made redundant. Resignation and voluntary redundancy were the two main reasons for staff leaving.

Table 23: Number of Employees and Reasons for leaving the LSC

Reason for Leaving	Number of Employees
Dismissal	5
Early Retirement Redundancy	3
Redundancy	8
Voluntary Redundancy	21
End of Contract	4
Full Time Education	3
Ill Health Retirement	1
Moving Home	2
Mutual Termination	1
Resigned	94
Retirement	7
Travelling	1
Grand Total	150

53% of employees who left were female and 47% male.

Table 24: Number and Percentage of Leavers by Gender 2011-2012

Leavers by Gender	Female	Male
No. of Employees	79	71
% of Leavers	53	47
% of staff in LSC	58	42

Approximately 49% of leavers were White and 8% were BAME.

Table 25: Number and Percentage of Leavers by Ethnic Group 2011-2012

Leavers by Ethnic Group	BAME	White	Other	PNS	Unknown
No. of Leavers	12	74	2	1	61
% of Leavers	8	49	1	1	41
% of staff in LSC	10	66	1	2	21

The 2% leavers who were disabled is 1% lower than the proportion of disabled employees in the LSC workforce.

Table 26: Number and Percentage of Leavers by Disability 2011-2012

Leavers by Disability	No	Yes	PNS	Unknown
No. of Leavers	72	3	3	72
% of Leavers	48	2	2	48
% of staff in LSC	74	3	1	21

Employees who left the LSC fell into all age ranges, with those aged 30-39 and 25-29 forming the two largest proportions at 31% and 25% respectively.

Table 27: Number and Percentage of Leavers by Age

Age	16-24	25-29	30-39	40-49	50-59	60-74	Total
No. of Leavers	17	38	47	18	21	9	150
% of Leavers	11	25	31	12	14	6	-
% of staff in LSC	8	16	32	25	15	3	-

51% of leavers described themselves as heterosexual and 3% as Lesbian/Gay/Bisexual.

11% of leavers worked part time.

Table 28: Number and Percentage of Leavers by Working hours

Full/Part Time	Full Time	Part Time	Total
No. of Leavers	133	17	150
% of Leavers	89	11	
% of staff in LSC	85	15	

Approximately 16% of leavers had caring responsibilities.

Table 29: Number and Percentage of Leavers by Caring Responsibilities

Caring Responsibilities	Yes	No	PNS	Unknown
No. of Leavers	24	63	0	63
% of Leavers	16	42	0	42
% of staff in LSC	20	55	0	25

Redundancy

The redundancy figures suggest that for certain groups a disproportionate percentage of employees left the LSC than were employed overall. However, it must be noted that only 32 employees left the LSC due to redundancy, including early retirement, voluntary redundancy and compulsory redundancy combined..

Table 30: Redundancy by Gender 2011-2012

Redundancy by Gender	Number of Employees	As a % of Redundancies	% in the workforce
Female	17	53	58
Male	15	47	42

24 employees of White ethnic group, 75% of employees total redundancies, left the LSC. This is a higher proportion compared to their 66% representation in the LSC workforce. Employees of BAME background formed 16% of redundancies, 6% higher than their overall representation in the LSC workforce. At 9%, the proportion of employees for whom no ethnic group is recorded is considerably lower than the roughly 21% 'Unknown' levels showing in the overall diversity data for the workforce.

Table 31: Redundancy by Ethnic Group 2011-2012

Redundancy by Ethnic Group	Number of Employees	Ethnic Group as % of Redundancies	Ethnic Group as % in Workforce
BAME	5	16	10
PNS	0	0	2
Unknown	3	9	21
White	24	75	66

Most redundancies involved employees aged 30 to 59. Employees aged 50 to 59 represented the biggest percentage disparity compared to their proportion in the LSC workforce. Whilst making up 15% of the LSC workforce, they made up 41% of redundancies

Table 32: Redundancy by Age Bands 2011-2012

Age Band	Number of Employees	% of Redundancies	% in the Workforce
16-24	0	0	8
25-29	1	3	16
30-39	7	22	32
40-49	10	31	25
50-59	13	41	15
60-74	1	3	3
Total Redundancies	32	100	

The data on redundancies show different outcomes for employees from certain protected characteristics. Employees from White and from BAME backgrounds, employees who are Male, and employees in age groups 40 to 59 are over represented compared with their overall representation in the LSC workforce.

Whilst voluntary redundancy and early retirement redundancy accounted for the majority of the over representation in the case of White employees, male employees and employees aged 40-49, compulsory redundancy accounted for 4 of the 5 BAME employees who left the LSC for reasons of redundancy.

Table 33: Over-representation of specific groups

Protected Characteristic		% of Redundancies	% in LSC Workforce
Ethnic Group:	BAME	16	10
	White	75	66
Gender:	Male	47	42
Age Groups	40-49	31	25
	50-59	41	15

Although 19% of employees who left the LSC for reasons of redundancy worked part time hours compared to a 15% overall representation of part time workers in the LSC, the majority left on the grounds of voluntary redundancy.

At 38%, employees with caring responsibilities also seemed disproportionately represented compared to their proportion in the workforce. However the majority, 9 out of 12, were voluntary

Performance Development Review (PDR)

There are three performance ratings in the LSC:

- ‘Contributes Exceptionally’ is awarded to individuals who consistently exceed performance objectives and contribute exceptionally to achieving team and organisational success, including meeting all competency expectations to a high level. They are able to evidence real business benefits to the team and/or organisational performance.
- ‘Contributes Successfully’ is awarded where the individual consistently meets performance objectives and competency expectations. They demonstrate an effective contribution to achieving team and/or organisational success
- ‘Development Required’ is awarded where the individual has not always met their performance objectives and there are a number of areas that require improvement, including key competencies to perform in their role. Contribution to team and wider organisational objectives is limited. This rating reflects that performance is not at the required standard.

The data relates to PDR information for the November 2011 PDR round. Approximately 1385 PDRs were carried out at of which 5% were rated ‘Contributes Exceptionally’, 91% rated ‘Contributes Successfully’ and 3% as ‘Development Required’.

There was no PDR information recorded for 311 employees at that round. Of these, 124 were on probation at the time of the November 2011 PDR round and thus were exempt from the review. As PDR ratings for some employees were entered into the system fairly late in the year, no data was available for a further 187 employees at February 2012 when the data report was put together for this Annual Report

Table 34: Percentage of PDR Ratings 2011-2012

PDR Rating	Number of Employees Awarded Rating	% of Employees Awarded Rating
Contributes Exceptionally	75	5
Contributes Successfully	1266	91
Development Required	44	3

Of the 75 employees rated as ‘Contributes Exceptionally’, 88% were White and 4% were BAME. Of employees rated as ‘Development Required’, 45% were White and 25% were BAME.

Table 35: Percentage of PDR Ratings by Ethnic Group 2011-2012

Ethnicity	BAME	White	Other	PNS	Unknown
Contributes Exceptionally	4	88	0	4	4
Contributes Successfully	11	72	0	3	14
Development Required	25	45	0	0	30

Table 36: Number of PDR Ratings by Ethnic Group 2011-2012

Ethnicity	BAME	White	Other	PNS	Unknown
Contributes Exceptionally	3	66	0	3	3
Contributes Successfully	136	915	6	33	176
Development Required	11	20	0	0	13

Disabled employees formed 7% of all employees awarded 'Contributes Exceptionally' although making up 3% of the overall LSC workforce. Disabled employees formed a further 3% of employees awarded Contributes Successfully.

Table 37: Percentage of PDR Ratings by Disability 2011-2012

Disability	No	Yes	PNS	Unknown
Contributes Exceptionally	85	7	1	7
Contributes Successfully	81	3	1	15
Development Required	70	0	0	30

Table 38: Number of PDR Ratings by Disability 2011-2012

Disability	No	Yes	PNS	Unknown
Contributes Exceptionally	64	5	1	5
Contributes Successfully	1023	41	17	185
Development Required	31	0	0	13

Female employees formed 56% and male employees formed 44% of all employees rated 'Contributes Exceptionally', compared to 58% and 42% respectively in the

overall workforce. The proportions of female and male employees awarded 'Contributes Successfully' was similar to their representation in the workforce. 55% of female employees and 45% of male employees were rated 'Development required'.

Table 39: Number/ Percentage of PDR Ratings by Gender - 2011-2012

Gender	Number of Female Employees	% of Female Employees	Number of Male Employees	% of Male Employees
Contributes Exceptionally	42	56	33	44
Contributes Successfully	740	58	526	42
Development Required	24	55	20	45

Promotions

A total of 60 employees were promoted during 2011-2012.

The proportion of female to male employees who achieved promotion closely match their proportions in the overall workforce.

Table 40: Percentage of Employees Promoted - Gender - 2011-2012

Gender	Percentage of Promotions	Percentage of Employees in LSC
Female	57	58
Male	43	42

BAME employees made up 5% of total promotions compared to 10% in the overall workforce. Employees of White ethnic group made up 68% of promotions, just slightly more than their representation in the workforce.

Table 41: Percentage of Employees Promoted - Ethnic Group - 2011-2012

Ethnic Group	Percentage of Promotions	Percentage of Employees in LSC
BAME	5	10
Unknown	18	21
PNS	8	2
White	68	66

The proportion of disabled employees who achieved promotion was similar to their profile in the workforce. Slightly more non-disabled employees achieved promotion than their overall representation in the workforce

Table 42: Percentage of Employees Promoted - Disability - 2011-2012

Disability	Percentage of Promotions	Percentage of Employees in LSC
No	72	74
Unknown	18	21
PNS	7	1
Yes	3	3

Employees working part-time hours achieved considerably less promotion at 5% compared to their proportion in the LSC which could generate concern about career progression for employees who may wish to work more flexibly.

Table 43: Percentage of Employees Promoted by Part-time/Full-time - 2011-2012

Full/Part -time	Percentage of Promotions	Percentage of Employees in LSC
Full-time	95	85
Part-time	5	15

Table 44: Percentage of Employees Promoted - Caring Responsibilities - 2011-2012

Caring Responsibilities	Percentage of Promotions	Percentage of Employees in LSC
No	57	55
Unknown	27	25
PNS	3	0
Yes	13	20

82% of the promotions were achieved by employees aged 16 and 39. The single largest age group, those aged 30 to 39 also achieved the highest proportion of promotions. Employees aged 40-49, a quarter of the LSC workforce, achieved slightly less promotion whilst those aged 50 to 59, a sixth of the workforce achieved considerably less promotion.

Table 45: Percentage of Employees Promoted - Age Band - 2011-2012

Age Group	Percentage of Promotions	Percentage of Employees in LSC
16-24	12	8
25-29	30	16
30-39	40	32
40-49	17	25
50-59	2	15
60-74	0	3

Contact Us

Copies of this report are available on the Corporate Equality Information page of the Justice website:

<http://www.justice.gov.uk/information-access-rights/transparency-data/ministry-of-justice-equality-information-and-objectives/corporate-equality-information>

If you require a copy in an alternative format, this will be considered on request by the:

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