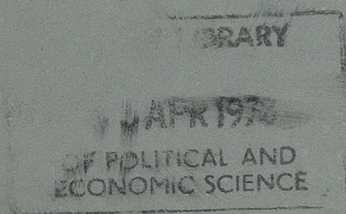




Department of

# Employment Gazette

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**March 1978**

**Measures to alleviate unemployment in the  
medium term: early retirement**

**Time off for trade union duties**

**The Work Experience Programme**

**Retail prices in 1977**

**Volume 86 No. 3**

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## DEPARTMENT OF EMPLOYMENT GAZETTE

March 1978 (pages 273-392)

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## News and Notes

# New job package wins EEC agreement

## Job Release Scheme for whole country

A £300 million programme of new and expanded job measures was announced on March 15 by Mr Albert Booth, the Secretary of State for Employment. The measures are to run from April 1 and aim to counter the effect of changes to the Temporary Employment Subsidy and to raise the number of people supported by the special employment measures from 320,000 to over 400,000 by March 1979.

Mr Booth told MPs that the Government had decided to continue the TES but with important modifications which had been agreed with the EEC Commission.

Recipients of TES would have to submit plans showing how jobs supported by TES would be made viable.

An important addition to the jobs programme is that from July 1 the Small Firms Employment Subsidy is to be widened in scope and extended to take in a greater part of the country. "In fact," said Mr Booth, "for someone who starts up a firm now, every member of their workforce will be covered by this scheme. Indeed, I hope that some of the giants of the next decade will be small companies who will have taken their first steps under this scheme." Another important change announced by Mr Booth is that from April 1 the Job Release Scheme (JRS) will apply to the whole country.

### Textiles, clothing and footwear

Other changes mainly affect the textiles, clothing and footwear industries where changes in the level of support by TES are to be offset by new arrangements for the support for short-time working which would ensure that there need be no increase in unemployment in these industries. These should be introduced before the end of May. In addition such arrangements would be open to firms in these industries who had exhausted TES.

### Attractive feature

"One of the most attractive features of the subsidy," commented Mr Booth, "is that many firms will be able to use it for up to a year to help their cash flow and so restructure accordingly."

Other important additions to the jobs programme are that from April 1 the Job Release Scheme will apply to the whole country and from July 1 the Small Firms Employment Subsidy is to be extended to take in many more areas and expanded in scope.

### Increase number helped

Mr Booth said that these measures together with the already announced Youth Opportunities Programme, Special Temporary Employment Programme and special training measures, would increase the number helped from the current 320,000 to an estimated 400,000 by March 1979. The gross cost of the measures announced including the special training measures, is £300 million. The net cost will be much less.

### Temporary Employment Subsidy

Under the new rules recipients will have to show how they plan to make the jobs supported by TES viable by the end of a 12-month period of subsidy, or earlier. Such plans will also be required from firms who have entered TES this year.

Textiles, clothing and footwear firms applying for TES under the main scheme will be limited to 70 per cent of the total labour force in any establishment for the first six months, reduced to 50 per cent for the second six months.

At the same time that these modifications are made to TES, arrangements for the support of short-time working will be introduced for the textiles, clothing and footwear industries which provide support for those workers threatened by redundancy who would otherwise have been covered by TES.

Those workers who in consequence are put on short-time will receive 75 per cent of their gross pay for each work day lost. Employers will be fully compensated for these costs.

In addition, textiles, clothing and footwear firms who have exhausted TES will be able to apply for this support for up to six months. And it will be available for up to six months for those who exhaust TES in the period up to March 31, 1979.

Textiles, clothing and footwear firms applying for the Supplement scheme in the period up to September 30, 1978 will be limited to 70 per cent of the total work force in any establishment. From October 1 applications for the Supplement from all sectors of industry, including textiles, clothing and footwear, will be limited to 50 per cent of the work force in any establishment. There will be no commitment to provide the Supplement to anyone entering the main scheme from April 1.

### Small Firms and Job Release

At present SFES applies to Special Development Areas employing less than 50. From July 1 it will be extended to include establishments within the Assisted Areas and Inner City Partnership Areas of manufacturing firms employing less than 200. This will support an extra 70,000 jobs. Since inception in July 1977 it has supported 5,784 extra jobs in small firms through payment of a £20 per week subsidy for 26 weeks for every extra job.

Applications will be accepted on the new basis from July 1, until the end of March 1979. Until July 1 it will continue on the present basis.

The Job Release Scheme will be extended nationally from April 1 to provide an extra 21,000 jobs. A higher £35 allowance for some married people will be paid from July 1.

The Job Release Scheme enables people in their final year at work before reaching statutory pensionable age (65 for men, 60 for women) to give up their job to someone on the unemployment register. Those doing so receive a £26.50 weekly tax free allowance. So far over 23,800 people have taken advantage of this scheme.

At present restricted to Assisted Areas, from April 1 JRS will be extended to the whole of Great Britain. From July 1 the allowance for a married person with a dependant husband or wife will be increased to £35 a week with the present allowance of £26.50 continuing for a single person or for a married person whose spouse has an income of more than £8.50 a week.

## News and Notes

## Permanent schemes to help unemployed from September

At the end of last month the Manpower Services Commission (MSC) unveiled its plans for two special programmes to provide an alternative to unemployment for those young people and adults who could be without jobs for many months. The new schemes differ from those introduced in the last two years to alleviate unemployment because for the first time they have been guaranteed a permanent existence and funds for at least five years by the Government.

### Opportunity

The Youth Opportunities Programme (YOP) will provide 234,000 young people aged from 16 to 18 with an opportunity of training and work experience in a full year. In addition, it will ensure jobs for 8,000 adults as supervisors on the programme. The Government, which has already pledged up to £160 million a year for YOP, has asked the MSC to plan the build-up of programme places and recruitment, so that no summer or Easter school leavers who are still unemployed by the following Easter should be without the offer of a place on the programme. Places will be available much sooner than that if necessary—young people under 19 without jobs for six weeks will be eligible and unemployed summer school leavers could have immediate places from September.

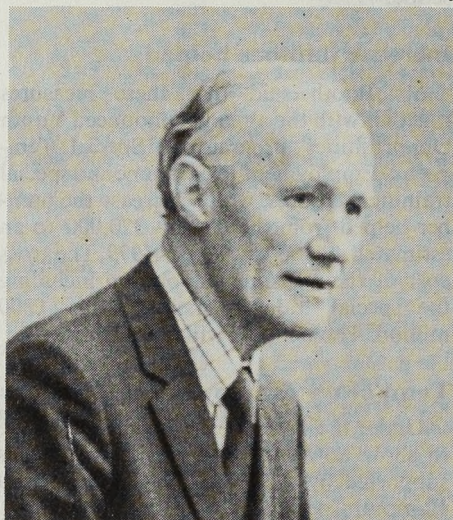
The second programme is the Special Temporary Employment Programme (STEP), which in a full year will provide 25,000 temporary jobs for those aged 19 and over, with preference going to those under 25 and people without jobs for more than a year.

Announcing both programmes which are expected to be fully operational by September this year, Mr Richard O'Brien, chairman of the MSC, said: "The Youth Opportunities Programme will provide work preparation courses on many different kinds of work experience for unemployed young people. This will give them a chance to acquire just those skills and experience they need to improve their chances of finding a job."

On the Special Temporary Employment Programme Mr O'Brien said: "We now have over 300,000 adults who have been without a job for 12 months or more. Most of them are unskilled. They are in

danger of losing their confidence and sense of purpose. STEP's aim is to preserve these by giving them a chance of a temporary job on a project."

Both programmes, which have the full support of the TUC, CBI, local authorities, and education services, will replace the existing Job Creation and Work Experience Programmes. Mr O'Brien stressed that sponsors operating existing schemes need have no fears that they would suddenly



Richard O'Brien—"no one excluded"

## "Unemployment grip to be broken by Youth Programme"

The Youth Opportunities Programme which will be fully under way in September this year is clearly timed to get to grips with "the huge numbers of young people unemployed this summer" anticipated by Mr Geoffrey Holland, director of special programmes at the Manpower Services Commission, whose report last year laid the foundation for the new schemes. The programme, according to MSC chairman Richard O'Brien, is the only way "we are going to break the grip of unemployment on our young people", who cannot get jobs unless they have work experience and some basic skills, but cannot get that experience and those skills without a job.

The main elements of YOP, which will pay a standard flat rate allowance to each

be cut off and he added that he had been in touch with them to reassure them that existing projects would be allowed to run their full course.

### No-one excluded

Planning and management of both programmes will be in the hands of 28 area boards, each consisting of representatives of trade unions, employers, local authorities, the education service, voluntary organisations and district manpower committees. Mr O'Brien emphasised that although the scale of the total operation was large it would be detailed at local level. "No one can be excluded from the programmes, no matter how well or how badly qualified they are, or if they are disabled," he said. The programmes would have to meet the needs of individuals as well as the geographical needs of an area and there was no question of all the money going to the most prosperous areas, or people in rural areas being any worse off than others.

At national level the MSC has set up a Special Programmes Board to oversee the operation of both programmes and to advise on their development and future direction.

young person of £19.50 per week, free of tax and national insurance, are:

- assessment or employment induction courses lasting about two weeks to improve employability by helping to assess the type of work preferred and suited to; to improve awareness of the requirements of working life and to improve social skills.
- short industrial courses to introduce young people to a fairly specific occupational area as a basis for employment at operator or semi-skilled level and the demands of adult working life. These courses have already been

(Continued on opposite page)

## News and Notes

## "Job libraries" trial in three towns



Experimental job library in Edinburgh

People of all ages looking for information about jobs, and careers teachers will benefit from new job libraries. The first were opened in Eastbourne, Edinburgh and Wrexham last month.

They provide information on a wide range of jobs or careers and service not only the town in which they are situated but the whole of the surrounding area. Operating on the lines of a reference library, they have binders containing information about careers and occupations and material on further and higher education displayed on library-style shelves.

Members of the public will be able to study leaflets at their leisure and if necessary buy a wide range of careers publications. Job library staff will be on hand to assist.

### Pilot project

This is a pilot project by the Employment Service of the Manpower Services Commission and the job libraries will have their performance monitored before a decision is taken on whether to expand the scheme to other parts of the country.

## Shop floor is key for school leavers

The key to work for unemployed school leavers can be found on the shop floor of Britain's factories and offices, junior Employment Minister, John Golding told careers officers in Manchester and Salford recently at the start of a new series of visits to find out how they are dealing with the problem of high unemployment.

"I am convinced that it is the workers and managers who keep the wheels turning in our factories and offices that decide whether there is a place in their workshop or office for a youngster to gain work experience," he said.

"Where employers are willing to help unemployed school leavers, they deserve full support from local union officials and shop stewards. Where the employers are reluctant then it's up to trade unions to waken their consciences and ensure that the door is open to unemployed school leavers."

(Continued from preceding page)

successfully run at skillcentres, colleges of further education and employers' establishments.

- work experience on employers' premises continuing the role of the existing Work Experience Programme which has already achieved a total of 40,000 places. A work experience placement normally lasts six months and provides first-hand experience of different types of work on employers' premises
- training workshops to provide training and work experience for a group of young people on a number of different tasks under supervision. The group produces goods or services but the main purpose is to give those who may not be attracted by a formal course, experience in a variety of skills
- community service to provide an

opportunity for different kinds of work, to exercise responsibility and for young people to acquire a range of basic skills including communicating with people. Experience shows that participation in community service often leads to longer term goals through further education or formal vocational training

- other work experience projects of varying length.

### Special Temporary Employment Programme

STEP will provide temporary jobs for up to 25,000 adults a year on schemes of benefit to the community, funded on a broadly similar basis to those under the Job Creation Programme which is being discontinued. Preference will be given to providing jobs for people aged 19 to 24 who have been continuously unemployed for more than six months and people over 25 who have not had a job for at least 12 months.

## News and Notes

## Fortnightly signing preferred by claimants

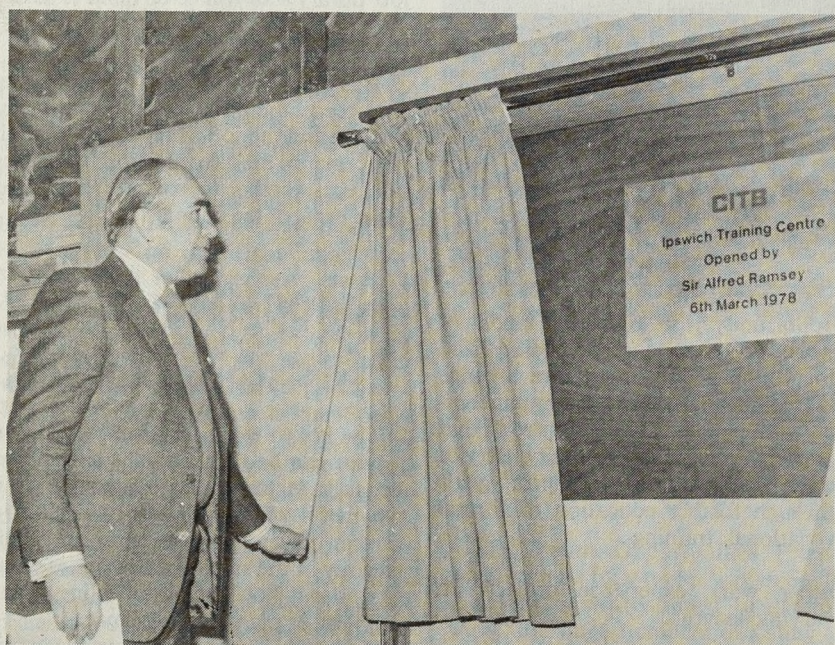
Exhaustive trials have shown that more than 70 per cent of people drawing unemployment benefit would prefer only having to sign at benefit offices once a fortnight. This is one of the reasons the Employment Secretary Albert Booth gave for deciding to press ahead for the system to be introduced nationwide. His decision follows a report on a three months' pilot scheme covering 36 offices and nearly 60,000 claimants.

Mr Booth said at a press conference earlier this month in London, "Fortnightly signing makes good sense for the public and for its purse. Most claimants prefer it and it will save the country at least £5 million a year. I regard this change as a major social breakthrough," he continued, "It will save people time and money; they will have less travelling, less fares, less

queueing and our staff welcome the chance to serve their customers better."

Questioned about the possibility of increased fraud and overpayment, Mr Booth said, "I do not accept that the majority of claimants are scroungers. On the contrary, the experience with the pilot scheme was that of those who were over-paid many sent their giro cheques back."

Mr Booth said that he would first be consulting with his cabinet colleagues on the proposal to extend fortnightly signing to the whole country. Before draft regulations enabling the changes to be made could be laid in Parliament they had first to be considered by the National Insurance Advisory Committee. He made it clear, too, that people who found it difficult to budget for two weeks would have the option to continue with weekly signing.



Former England manager, Sir Alf Ramsey, unveils a plaque at the official opening of the Construction Industry Training Board's Ipswich Training Centre. The centre has made it possible for local employers to send apprentices on the best form of off-site training and, in fact, much of the work on the building was carried out as a training exercise by a total of 25 redundant apprentices pending their transfer to new employers.

The centre, one of the very few operated by the Board, now has 73 trainees on brickwork, carpentry and joinery, painting and decorating, and electrical installation courses. At the opening, Sir Alf said, "The centre is now a focal point for the local industry and also presents a very good opportunity for prospective school leavers to see for themselves just what it means to be a building craft apprentice."

## Holland denies dustbin ad charge

Mr Geoffrey Holland, the Manpower Services Commission's special programmes director, has denied charges levelled by the director of Youth Aid that the Commission had undertaken not to use the controversial "dustbin kid" advertisement.

Interviewed on BBC radio, Mr Holland said that it was not correct that a guarantee had been given to Youth Aid and other youth organisations not to use this particular advertisement in newspapers.

## Consultation

"We have had some quite extended consultation and discussion with Youth Aid and other youth organisations", said Mr Holland. "We have talked to them about our plans for advertising and said that if they would like to talk with our advertising agency and with the creative team developing these advertisements, they are very welcome to do so. So far they have not taken that up."

Asked if the "dustbin kid" advertisement was ever specifically discussed with Youth Aid, Mr Holland replied, "What was discussed was an advertising campaign, the purpose of the campaign and the kinds of approaches that would be adopted. This particular advertisement was not discussed as such with the organisations."

## Final quarter's redundancy total

Redundancy fund transactions between October 1 and December 31, 1977 affected 65,249 employees, including 638 government employees. Payments totalling £39,507,000 were made. Employers contributed £20,354,000 net of rebate, and the cost to the fund in rebates to employers and direct payments to employees was £19,153,000. The Fund is financed by contributions from employers in general.

Analysis of the figures for all payments made during the quarter shows that industries in which highest numbers of redundancies were recorded (figures to the nearest 100) were construction (12,500); distributive trades (6,700); electrical engineering (5,000); mechanical engineering (4,200); clothing and footwear (3,700); textiles (3,600); miscellaneous services (3,400).

## Railway and construction advisory committees announced

The Health and Safety Commission has announced the formation of two more industry advisory committees. One covers the railways and the other the construction industry. This brings the number of special advisory committees formed to study the health and safety problems of specific industries to four—committees for agriculture and ceramics being the first two to be created.

## Railways chairman

The railways industry advisory committee will be chaired by Lt. Col. I. K. A. McNaughton, Chief Inspecting Officer of Railways, Department of Transport.

The members are Mr R. Arnott, chief operations manager, British Railways Board, Mr R. W. Buckton, general secretary, Associated Society of Locomotive Engineers and Firemen, Mr J. Cameron, board member for personnel, London Transport, Mr I. M. Campbell, board member for engineering and research, British Railways Board, Mr T. H. Jenkins, general secretary, Transport Salaried Staffs

Association, Mr W. John, member of the executive council of the Amalgamated Union of Engineering Workers, representing the Confederation of Shipbuilding and Engineering Unions, Mr C. A. Rose, board member for personnel, British Railways Board, Mr R. J. Tuck, assistant general secretary, National Union of Railwaymen.

## Construction members

The construction industry advisory committee will be chaired by Mr Douglas Sill, the Health and Safety Executive's Senior Area Director—London South.

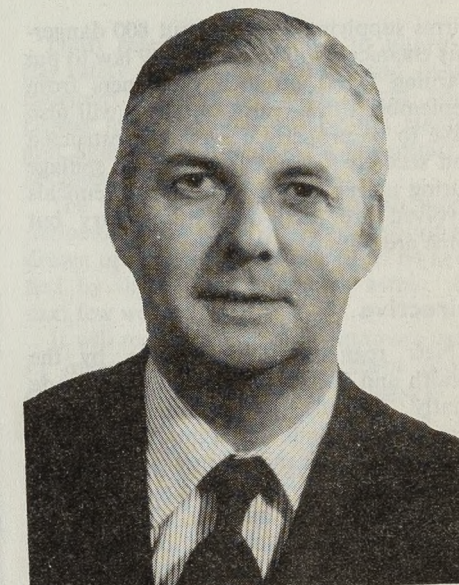
The members are: Mr E. H. Boot, chairman, Henry Boot Construction Ltd, Mr B. Cox, national liaison officer, Transport and General Workers Union, Mr D. Crawford, member of executive council, Union of Construction Allied Trades and Technicians, Mr D. N. Devenish, director, Rosser and Russell, Mr J. H. Doran, personnel director, Head Wrightson and Co. Ltd, Mr F. R. Gibb, managing director, Taylor Woodrow Construction Ltd, Mr D. D. Hainstock, director, John Laing Construction Ltd, Mr C. Lovell, national secretary, plumbing section, Electrical Electronic Telecommunications and Plumbing Union, Mr J. D. N. Pumfrey, director, The Bernard Pumfrey Group Ltd, Mr C. F. Spackman, assistant general secretary, construction section, Amalgamated Union of Engineering Workers, Mr J. E. Tester, regional officer, General and Municipal Workers Union, Mr A. W. Williams, member of executive council, Union of Construction Allied Trades and Technicians.

## Unemployment adjustments

Seasonal adjustments for unemployment and notified vacancies have been recalculated, taking into account the figures for the latest year, 1977 and for January 1978. Such periodic updating is a normal feature of the seasonal adjustment procedure. The new adjustments will be used during 1978. Revisions have been made to the seasonally adjusted figures from January 1975 onwards.

The Census Method II Variant X-11, additive version, is used to seasonally adjust the unemployment and vacancy series. The quarterly (rather than the standard monthly) programme is used to seasonally adjust the industrial analysis of unemployment. In order to pick up more quickly any changing seasonal pattern which might arise in the summer months in the unemployment series for GB and the regions (including Northern Ireland), it has been decided to use a shorter run of years to estimate the seasonal factors for July, August and September.

## Dock Board appointment



Mr James Fitzpatrick has been appointed to the National Dock Labour Board. The appointment runs from February 1, 1978 to July 31, 1979.

Mr Fitzpatrick, replacing Mr A. G. Robinson who has resigned, is managing director of the Mersey Dock and Harbour Company. He has been with the company since 1952 and is a qualified solicitor in addition to chairing the Liverpool Port Employers' Association and being vice-chairman of the National Association of Port Employers.

His appointment to the Board is part-time.

## Hoists warning by factories inspector

The Chief Inspector of Factories, Mr Jim Hammer, has urgently contacted the known purchasers of 20 passenger/materials hoists requesting them to take the hoists out of service immediately, following the accident at Littlebrook "D" Power Station on January 9 in which four men died and five were seriously injured. The hoists are designed to transport passengers and materials within shafts or for use with cranes and oil rigs etc.

The type of hoist concerned is described

as a "rope-suspended shaft-type passenger/materials hoist" manufactured by ACE Machinery Ltd.

A free-fall test, involving newly provided safety gear assembled and set under the supervision of ACE Machinery Ltd, was carried out on an identical hoist at Littlebrook power station on February 2. During the test, which was initiated by severing a retaining rope, the hoist cage fell to the shaft bottom, clearly demonstrating that the safety gear had failed to function.

## News and Notes

## News and Notes

## New regulations to enforce labelling of dangerous chemicals

Firms supplying any of about 800 dangerous chemicals will be obliged by law to put warning labels on their containers from September 1 this year. Containers will also have to be properly designed, constructed and secured to prevent accidental spillage during normal use. Most of the chemicals involved are used only in industry but some are found in the home.

### Directive

New regulations\* drawn up by the Health and Safety Commission and made jointly by the Parliamentary Under-Secretary of State for Employment, Mr John Grant, and the Minister of State for Prices and Consumer Protection, Mr John Fraser, implement an EEC Directive on the packaging and labelling of dangerous substances.

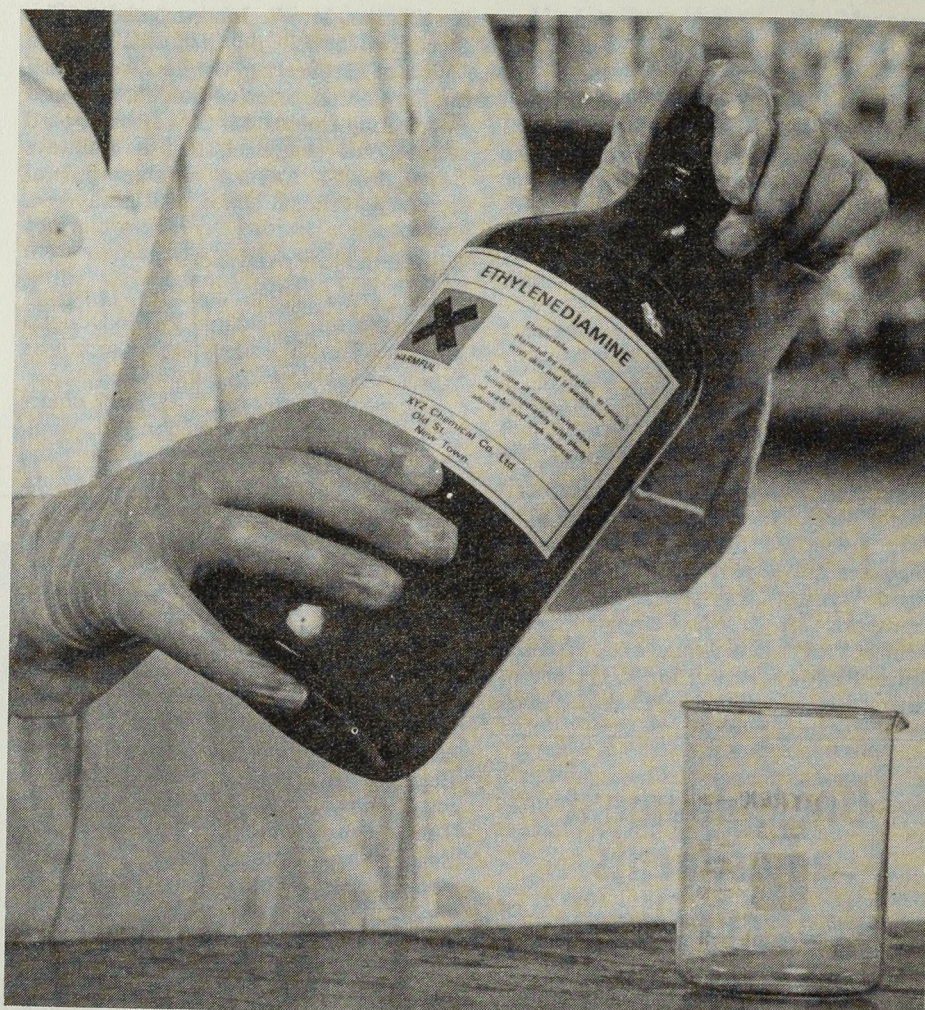
### Standardised

They have been prepared in consultation with the TUC, CBI, trade and consumer organisations, and are the first step towards establishing a standardised scheme throughout the EEC for the labelling of all hazardous substances. Implementation will be in two stages according to container size. Suppliers have until September 1, 1978 to put labels on containers with a capacity of 200 litres or more and, until March 1, 1979 on containers with a capacity of less than 200 litres.

The basic idea of the scheme which covers such chemicals as acetaldehyde, concentrated nitric acid, hydrofluoric acid, and mercury compounds, is that by reading a simple label the user of a listed substance will be able to gain quick but important guidance on its main dangers and how to handle and use it safely.

### Pictorial

The principal feature of a label is a pictorial symbol accompanied by a key word. A symbol shows, where possible, the likely dangers of the chemical and is printed in black on a bright orange/yellow background so that it stands out. Every chemical, listed in a Schedule to the regulations, is classified according to the hazard or hazards it presents: explosive, highly flammable, toxic, corrosive, flam-



mable, oxidising, irritant and harmful. Each hazard category has its own symbol: an exploding bomb for explosive substances; a flame over a circle for oxidising substances; a skull and crossbones for toxic substances; a flame for highly flammable substances; a hand and piece of metal being dissolved by liquid dropping from two test tubes for corrosive substances, and a St Andrews' Cross for harmful or irritant substances.

### Detail

In addition, the regulations generally require each label to carry phrases spelling out in more detail the main dangers; giving advice on sensible safety precautions; and the name of the chemical and name and

address of the supplier or manufacturer which may assist doctors or first-aid staff in the event of an accident.

The responsibility under the regulations for labelling the containers will rest with the supplier. Manufacturers or importers will be required to attach labels before supplying directly to other manufacturers or before supplying wholesale or retail outlets. Wholesalers and retailers will still have an obligation to ensure that products are correctly labelled before selling them to users, but in practice it is expected that manufacturers' labels will remain on containers. Wholesalers or retailers who repackage must attach their own labels.

\* *The Packaging and Labelling of Dangerous Substances Regulations* (SI 1978, No. 209), HMSO, price £1.00, plus postage.

## News and Notes

## Time off for union duties Code completes Employment Act

The Code of Practice on time off for trade union duties and activities comes into operation on April 1.

An article discussing the Code's implications appears on page 289.

Prepared by the Advisory, Conciliation and Arbitration Service (ACAS), it gives practical guidance on the application of the time off provisions of Sections 57 and 58 of the Employment Protection Act 1975, which come into force at the same time. This means the whole Act is now implemented.

Under Section 57 an employer must allow an employee who is an official of an independent trade union recognised by the employer to take reasonable time off work with pay to:

carry out those of his duties as an official which are concerned with industrial relations between the employer and any associated employer and their employees  
undergo training in industrial relations which is relevant to those duties and is approved by the TUC or the union.

Under Section 58 an employer must permit an employee who is a member of an independent trade union recognised by him reasonable time off—not necessarily with pay—for certain trade union activities.

The Code urges employers and unions to review their arrangements for handling time off and reach agreement on any necessary changes, on the understanding

that circumstances and requirements vary from workplace to workplace.

It gives examples of the kind of duties an official may have which are concerned with industrial relations affecting the employer, for which reasonable time off should be given. Such duties would include certain meetings with management and union members or with other union officials.

The importance of initial basic training of officials in their industrial relations duties as soon as possible after they assume their duties is stressed, and of any further training as necessary.

The Code points out that to operate effectively and democratically trade unions need the active participation of members in certain union activities for which time off should be given, such as voting at the workplace in union elections or—where necessary because of the urgency of the matter to be discussed—holding meetings during working hours, or where to do so would not adversely affect production or services.

ACAS produced the Code after extensive discussions with employers and trade unions, including the CBI and the TUC, and a study of representations made following the publication of a consultative document on the subject in October 1976. Once the provisions are in operation, any employee who considers that his employer has failed to give him reasonable time off under these provisions—or, in the case of Section 57, to pay him for the time off—will be able to complain to an industrial tribunal.

## ACAS to decide on wages council for contract cleaning

The Advisory, Conciliation and Arbitration Service (ACAS) has been asked to recommend whether there is a need to set up a wages council for the contract cleaning industry which employs about 90,000 people.

Answering a written Parliamentary question from Mr Bruce George MP (Walsall, South) about ensuring fair pay for contract cleaners, junior employment minister, John Grant said: "Discussions between the employers' association, the trade unions concerned and ACAS have failed to reach a satisfactory conclusion on voluntary

arrangements for the industry. I have therefore referred to ACAS the question whether, in order to maintain a reasonable standard of remuneration for these workers, a wages council should be established."

In April 1971, the National Board for Prices and Incomes reported on pay and conditions in the contract cleaning industry. Although they had found pockets of low pay, and poor holiday provisions and fringe benefits, they concluded that the industry taken as a whole was not low paid. If weekly earnings were low it was because

## Freight handlers safety document

Draft regulations intended to improve the safety of dockers, seamen and other transport workers handling freight containers have been put out by the Health and Safety Commission as a consultative document\*.

The proposal would bring in an international convention on safe containers drawn up in 1972 and expected to be ratified by the United Kingdom within the next few weeks.

It will require all freight containers used in international transport (except those specifically designed for air transport) to comply with prescribed standards of structural safety and to be regularly examined and maintained to ensure that they continue to meet those standards.

### Evidence

Containers bearing a prescribed safety approval plate as evidence that they have been approved will be allowed free passage in countries that have signed the convention. This would not apply if they are obviously unsafe in which case they would be stopped until repaired.

The Health and Safety Commission's proposed regulations closely follow these requirements but are intended to go further. It is proposed that they should apply not only to containers used in international transport but also those used only within this country.

\* *Freight Containers (Safety Convention) Regulations*, published by Health and Safety Commission, HMSO, 50p.

working hours were short rather than because hourly earnings were low by standards found elsewhere. They recommended that the two sides of the industry should develop a closer relationship to settle pay and conditions.

More recently allegations of low pay for employees in the industry and the continued absence of voluntary machinery led to discussions with employers and trade unions. These discussions, held in the past year, failed to produce any agreement on the setting up of voluntary machinery.

## News and Notes

## Details of workers' pay to be sought for 'New Earnings Survey'

Employers are once again being asked about the earnings and hours for one pay-period of a one per cent random sample of employees in employment of all kinds in Great Britain in April for the annual *New Earnings Survey* conducted under the Statistics of Trade Act, 1947.

The sample consists of those employees whose national insurance number ends with 14 and who are members of PAYE schemes for income tax and national insurance purposes. Details of their employers will be provided to the Department of Employment by Inland Revenue offices, as authorised under the Finance Act, 1969. Many of these employees would be in the 1977 survey sample and possibly with the same employers.

Questionnaires which are being sent to employers as soon as possible after mid-March, have essentially the same questions as in 1977 and request the following information for each specified employee:

- sex
- calendar year of birth
- job title and description and whether the employee has been doing this kind of work for the employer for at least 12 months
- geographical area (town, county or district of the workplace or case, if mobile)
- whether within scope of a Wages Council or Board
- whether affected by a major collective agreement listed in the survey documents
- length of pay-period

## ACAS membership renewed

Mrs Dorothy Wedderburn has been re-appointed as a member of the Council of the Advisory, Conciliation and Arbitration Service (ACAS) to serve until September 1, 1980. Mrs Wedderburn is director, Industrial Sociology Unit, Imperial College of Science and Technology, London.

Gross Earnings for the particular pay-period (including April 12)

- total and whether affected by absence components, where applicable
- overtime pay
- payments-by-results, bonus, commission and other incentive payments
- premium payments for shift, night and week-end work

Hours

- normal basic hours per week (if specified), excluding main meal breaks and overtime
- where hours not specified, whether full-time or part-time
- paid overtime hours during this period

A special question in the 1977 survey on types of incentive payments scheme has not been retained. An additional question, last asked in the 1973 survey, seeks information on any collective bargaining arrangements directly or indirectly affecting the employee. It will distinguish four situations: no agreement; a company/district/local agreement only; a national agreement only; both a national agreement and a supplementary company/district/local agreement.

*Employers who wish to identify employees in the survey sample from their own records are invited to get in touch with Mr E A Burton, Statistics Division A5, Department of Employment, Orphanage Road, Watford, Herts, WD1 1PJ (telephone: Watford 28500 ext. 428).*

## Only bad employers need fear unfair dismissal laws—Walker

There is a small group of bad employers in Britain who ought to fear the unfair dismissal laws. The remainder, the great majority of good employers, can get on with their job of managing, Employment Minister Harold Walker told the University of Kent Industrial Relations Society, recently.

"Hundreds of thousands of job changes take place every year. In the six or so years experience since the introduction of unfair dismissal legislation in 1972 under the then Government's Industrial Act only a fraction have involved unfair dismissal claims," he said.

"Critics of the legislation have to ask themselves 'Do they think it right that someone should be dismissed unfairly?' Of course, a few unscrupulous employers would gladly be rid of all obligations to their staff but most accept they have to act fairly towards their employees. Surely no employer worth his salt demands a right to sack someone unfairly!"

Mr Walker stressed that even where an employer did become involved in an unfair dismissal claim he could count on fair treatment from the Advisory, Conciliation and Arbitration Service and Industrial Tribunals. "Tribunals consist of three

people, a legally qualified chairman, a trade union representative and an employer representative and about 96 per cent of their decisions are unanimous, surely confirmation that they are unbiased. Nor should we overlook that two-thirds of their decisions go in the employer's favour."

He said he accepted that as in any process involving human judgement there would be the odd debatable decision. "But there is scant evidence of bias in industrial tribunals. In fact trade unions complain of anti-union bias and employers of anti-employer bias so industrial tribunals are probably achieving roughly the right balance."

Mr Walker dismissed the allegation that it is impossible for an employer to sack someone. "An employee can be dismissed for almost any reason during his first six months in a new job because, generally speaking, this period is excluded from unfair dismissal protection. From then on the legislation leaves an employer free to dismiss an employee on a wide range of grounds, for example on grounds of redundancy, following consultation with the trade union, or on grounds of the employee's capability or qualification to do the job or for his conduct."

## Manpower planning

# Measures to alleviate unemployment in the medium term: early retirement

THE POSSIBILITY that relatively high levels of registered unemployment will persist in Britain over the next few years has prompted the Department of Employment to undertake a review of a series of possible temporary measures designed to alleviate the problem. With the exception of the Job Release Scheme (JRS) and some of the programmes aimed at young people, the temporary employment measures introduced to date have been designed to create extra jobs or maintain existing ones, within the constraints imposed on government action to stimulate the economy, rather than to reduce the national labour supply.

The JRS is a measure which allows older workers to retire early in order to release jobs for the registered unemployed, and a number of other countries have introduced early retirement schemes. The Department of Employment has looked at the further potential of voluntary early retirement for Britain in the medium term. The assessment concentrates on the effect on unemployment and the cost of such schemes, but obviously their introduction would have wider social implications which are set out fully in *Pension Age*, DHSS Memorandum of Evidence to the Equal Opportunities Commission (September 1976).

### Experience to date of early retirement

The JRS\* has been running since January 3, 1977 and in its present form† allows workers in Assisted Areas who are within one year of National Insurance pension age to retire on an allowance, provided they are replaced by a worker from the unemployment register. The scheme is easily reversible and is fairly selective, but its actual effect on unemployment has been relatively small.

Experience of early retirement schemes in Europe has been diverse, ranging from general schemes to selective temporary schemes. Outlines of the more important schemes are given at the end of the article.

### Possibilities for the UK

The range of voluntary early retirement schemes which could be introduced in this country is wide. At the general level the National Insurance pension age could be reduced from its present level, or schemes could be applied selectively to particular groups. Nevertheless whatever the coverage of the scheme its effect on unemployment, and the associated financial cost, is largely governed by two factors:

- (a) *Take-up*: the proportion of the eligible population

who take advantage of the scheme by retiring earlier than they would have done

- (b) *Replacement*: the proportion of the jobs vacated as a result of the retirement scheme which are filled from the unemployed register.

### Number of factors

The take-up rate associated with any retirement scheme will be influenced by a number of factors, including the coverage of the scheme, the level of benefits offered, and people's attitudes to earlier retirement. A general reduction in the National Insurance pension age, for example, would probably result eventually in a higher take-up rate than a more restricted selective scheme since employees and employers would more readily adapt their retirement plans and policies in the wake of a scheme which is seen to affect all workers equally. However, it is likely to take some years for people to adjust their retirement plans and expectations fully (and therefore for take-up rates to build up) after a reduction in the National Insurance pension age.

It is likely that in periods of relatively high levels of economic activity employers would wish to replace a large proportion of the workers who retire, but the extent to which they can do so will be limited if there are insufficient unemployed workers in the right locations and with the necessary skills. On the other hand in periods of relatively high unemployment the depressed level of demand for goods and services would often lead employers to use earlier retirement as a way of reducing their workforce (although sufficient unemployed workers may be available to fill the jobs vacated)—instead of replacing the workers who retire they would take the opportunity to raise the level of output per man. So any estimate of the replacement rate associated with a particular scheme will be very uncertain, yet the level of replacement is an important determinant of how effective a scheme will be in reducing unemployment. Also the lower the replacement rate, the higher will be the financial costs involved. Each extra person retiring adds to public expenditure by the cost of his pension, and income tax and National Insurance contributions foregone; each replace-

\* For a fuller description and evaluation of the scheme an article will be appearing in a future issue of the *Employment Gazette*.

† This article was prepared in February 1978, before the announcement of the latest set of temporary employment measures.

## Manpower planning

ment partially offsets this cost to the extent that he no longer receives unemployment benefit but pays tax and National Insurance contributions on his earnings.

There are also real resource costs involved to the extent that early retirement reduces the economy's potential output by causing shortages of labour. These are likely to be highest for a scheme with wide coverage and when the level of economic activity is high. So workers' standards of living will be lower because the increased financial cost of early retirement will have to be paid for from a smaller national product.

### General versus selective early retirement

The wider the coverage of a scheme, the greater will be its impact on unemployment but the higher the costs will be. Given the statutory commitment to up-rate pension levels in line with prices or earnings (whichever rises faster) and the relatively low replacement rate likely in present economic conditions, the financial costs of general early retirement would be considerable.

It must be emphasised that estimates of the effects are very sensitive to the assumptions made on take-up and replacement, and that these assumptions are highly uncertain.

The estimates which follow assume that after full adjustment the retirement pattern of men aged 60 to 65 would be the same as the pattern at present shown by 65-69 year olds and that no serious labour shortages occur—if this were to happen the replacement rate would fall below the relatively high level of about two-thirds that we have assumed. Our best estimate is that if the National Insurance pension age for men was brought into line with that for women at 60 years this could reduce registered unemployment—below the level it would otherwise have stood at—by nearly 200,000 in the first year of operation, building up to nearly 600,000 after firms and employees had adjusted fully to the change. The cost of the extra pensions alone would at current benefit levels amount to about £900 million in the first year, rising to over £1,800 million after full adjustment. The total annual cost to public funds (in respect of the men retiring earlier) would after full adjustment reach about £2,500 million<sup>‡</sup>; after taking into account offsetting gains of extra tax from and lower expenditure on benefits to those previously unemployed the net financial cost would still amount to over £1,000 million. Of course a smaller reduction in National Insurance pension age for men—for example to 64—would incur fewer additional costs, but the impact on unemployment would be reduced accordingly: it would be approximately one-fifth as effective.

### Cost effective

Selective retirement schemes would not have the same impact on unemployment as a general scheme, but they could be more cost-effective because replacement rates could well be higher. It is estimated that the JRS (which

makes it a condition that applicants must be replaced) provides jobs for at least four times as many people from the unemployment register as general early retirement would, for the same level of expenditure. General early retirement has other disadvantages when compared with more selective schemes. Firstly a reduction in the National Insurance pension age would in practice be irreversible and so could in the longer run impose a resource cost on the economy which a more flexible policy could avoid. Secondly even during periods of relatively slack economic activity there will be certain regions, industries and occupations that experience labour shortages and early retirement would exacerbate these problems. Thirdly there would be pressure on occupational pension schemes to move into line with the National Insurance scheme. It has been calculated that this could increase employers' labour costs by over four per cent for good occupational schemes and by two per cent on average; so problems of controlling inflation and maintaining international competitiveness would be increased, thereby endangering long-term job prospects.

### Selective schemes

The following groups could be considered for selective treatment in early retirement schemes:

- (a) workers in particular industries
- (b) workers in particular occupations
- (c) workers in particular regions
- (d) workers wanting to work on a part-time basis
- (e) workers made redundant
- (f) the long-term unemployed

There may be a good case on social grounds for concentrating on those groups who suffer most from unemployment, such as the long-term unemployed. However, this does little to help provide jobs for those at present unemployed. This aim requires selective schemes to apply to the employed rather than to the unemployed.

### Part-time work

Allowing workers nearing retirement age to work part-time, thus creating full-time jobs for the unemployed, is at first sight attractive. However, not only would a switch from full-time to part-time employment provide difficult to implement in many workplaces, but also the scheme would involve greater financial costs than a straightforward early retirement scheme because two people working part-time pay less income tax than one person working full-time. It is estimated that general early retirement would provide between one and a half and two and a half times as many jobs for people from the unemployment register as a scheme for part-time workers would, for the same level of expenditure.

Of the schemes designed to apply to the employed, those based on selected industries or occupations offer one

<sup>‡</sup> This would be the net cost to public funds if the replacement rate fell to zero.

## Manpower planning

possibility, although in many circumstances they would involve difficulties in defining the coverage. Also selection of suitable industries or occupations made on social grounds (for instance difficult or dangerous working conditions) would cause particular difficulties in phasing out the schemes when economic conditions improved. The restriction of selective schemes to the Assisted Areas where the unemployment problem is greatest would be appropriate if shortages of particular skills were becoming apparent in other regions.

When looking at the potential early retirement schemes have for reducing unemployment, although the unemployment effects and cost estimates are highly uncertain, the general conclusion must be that of the schemes considered general early retirement would have the greatest impact on unemployment in the medium-term. However, it may not be cost-effective relative to selective schemes, it would require substantial financial resources at the expense of other priorities (including, for example, increasing the level of retirement pensions), and it could act as a constraint on national output in the longer term because it would in practice be irreversible. Schemes designed to respond flexibly to changing economic conditions (such as the JRS or schemes focussed on particular groups) offer a better alternative.

### Early retirement schemes in Europe

*Federal Republic of Germany.* All men and women can retire at 63 on a slightly reduced pension, provided they meet the insurance contribution requirements. In addition severely

handicapped workers or those incapable of work can retire at 62; and people continuously unemployed for over a year can retire at 60.

*Sweden.* All men and women can retire at 60 on a reduced pension. Also people aged between 60 and 65 who have been fairly continuously employed are entitled to a part pension if they transfer to part-time work. However, this was intended to lessen the individual's problems of transition from work to retirement rather than to alleviate unemployment.

*France.* In 1976 full retirement pension at 60 became available to employed manual workers whose work was particularly heavy or unsocial, provided they had made sufficient insurance contributions. In 1977 all workers over 60 who were willing to retire completely became entitled to an allowance greater than the normal retirement pension payable from 65.

*Belgium.* The normal retirement age is 64 for men and 60 for women, but they may retire up to five years earlier on a reduced pension. In addition workers aged 60 and over who have not reached retirement age and are dismissed for economic reasons are entitled to an allowance. Also employed men aged 60 and over and women aged 55 and over were from 1976 entitled to retire on an allowance; and the employer is obliged to replace the worker, directly or indirectly, by an unemployed worker aged under 30.

*Italy.* The normal retirement age is 60 for men and 55 for women, but there is provision for payment of allowances corresponding to retirement pensions for men aged 57 and over and women aged 53 and over who are dismissed from industries undergoing temporary crises. ■

*Note:* The normal retirement age is 65 unless otherwise specified.

← claim less benefit



# A future for company manpower planning

by

John Fyfe, economic adviser, Manpower Services Commission

MANPOWER PLANNING at company level often tends to be concerned with finding a numerical statement about the firm's own labour requirements at a given moment or over a period of time. Such a simplistic view may stem in part from generalisations that are often made by labour market observers about the demand, supply and use of labour as an economic resource. This is not only true at company level but at the macro-level where assumptions are also made about the links between economic variables in demand management equations and their expected impact on employment.

But a company manpower planning process which itself seeks only to arrive at a numerical expression of an excess or shortfall in capacity, based on estimates of labour supply which might be available to meet demand, also relies heavily on a host of built-in assumptions. Moreover it leaves vital questions unanswered about the nature of certain links between business objectives and labour requirements (Chart 1). Without questioning or even investigating these, the manpower planning process in companies simply becomes a forecasting exercise relying heavily upon estimates of current and future production targets.

## Central source

For a number of reasons people are increasingly being regarded more as a central resource in company thinking when commercial decisions are being made. This movement is partly tied up with some of the requirements under recent legislation and partly with the change in the role and nature of collective bargaining and in particular with its extension of interest outside the direct area of wage-determination. Specific factors contributing to a growing interest in manpower planning include developments in employees' participation in management, increasing manpower costs, and not least, a growing awareness on the part of management of the fundamental differences between labour as a resource and other resources deployed in the production process. Management now has to give more attention to the way in which people might in practical terms play a more central part in their organisation's activities. It can be argued, therefore, that manpower planning in companies should move on from the "numbers game" to become a more complete process nearer the heart of all decisions taken within them.

Such a shift would mean that manpower planning would have to cover the following:

- identifying where and when imbalances exist

between the demand and supply of different labour inputs within a firm and the external labour market

- any restrictions or rigidities in the operation of the firm's internal labour market that give rise to the imbalances and how and where they occur
- identifying a positive range of mechanisms that can be set in motion in the company to alleviate imbalances

The more companies move towards this diagnostic approach in remedying their own imbalances, the less will be the call on public resources to do the job for them. This in turn will have a positive effect on the efficiency with which public resources are allocated since they are under pressures which cannot always be readily assessed according to any well defined set of economic criteria.

Another good reason for developing in this direction is the growing need to try to minimise, for social and economic reasons, the unacceptable paradox of labour shortages coexisting with relatively high unemployment levels.

Chart 2 outlines some of the possible causes behind imbalances within the firm and the adjustment mechanisms that may be available to companies for taking corrective action. Often the range of possibilities is not fully explored by management nor are the choices available raised with employees and unions. Very often a full review of the internal options is required before a firm concentrates upon the removal of external constraints over which it may have less influence.

There are many adjustments open to a company seeking to minimise internal imbalances in the labour force. Adjusting the demand for labour could include:

- changing the pattern of working
- introducing overtime
- training new recruits
- training existing workers
- sub-contracting work
- cutting production
- altering timing, scale and pattern of recruitment
- altering retirement policy
- adjusting pay structure

The supply of labour could also be affected by:

- influencing labour mobility between plants and locations, (transport and housing, facilities for transfers)
- influencing mobility in conjunction with other firms
- adjusting training programmes within the company
- varying hiring practices
- employee participation in recruitment
- making better use of public agencies and trade unions

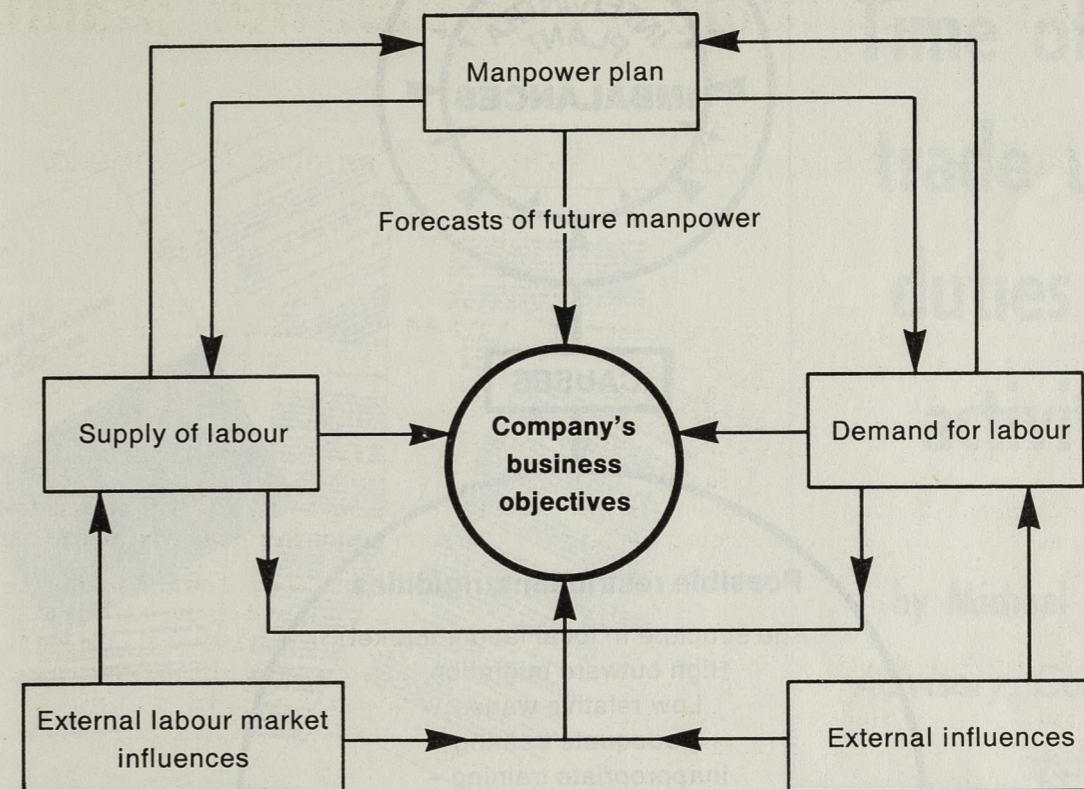


Chart 1

There is some evidence that, in the past, management has taken a narrow view in the selection of the adjustments that can be made within the company to correct imbalances, and has been over-eager to turn to the Government or public agencies to correct them as a first rather than a last resort\*. In many cases these imbalances become firmly entrenched and even accepted features of the company's operation because the employer has not given sufficient effort to remedying the situation from within. One reason often cited is the lack of trade union cooperation with any redevelopment proposals. Yet it is often the case that management has not taken the initiative in raising the issues directly with the trade unions involved. Instead of arriving at positive options based on fact they are being eliminated at an early stage because of unfounded fears on management's part.

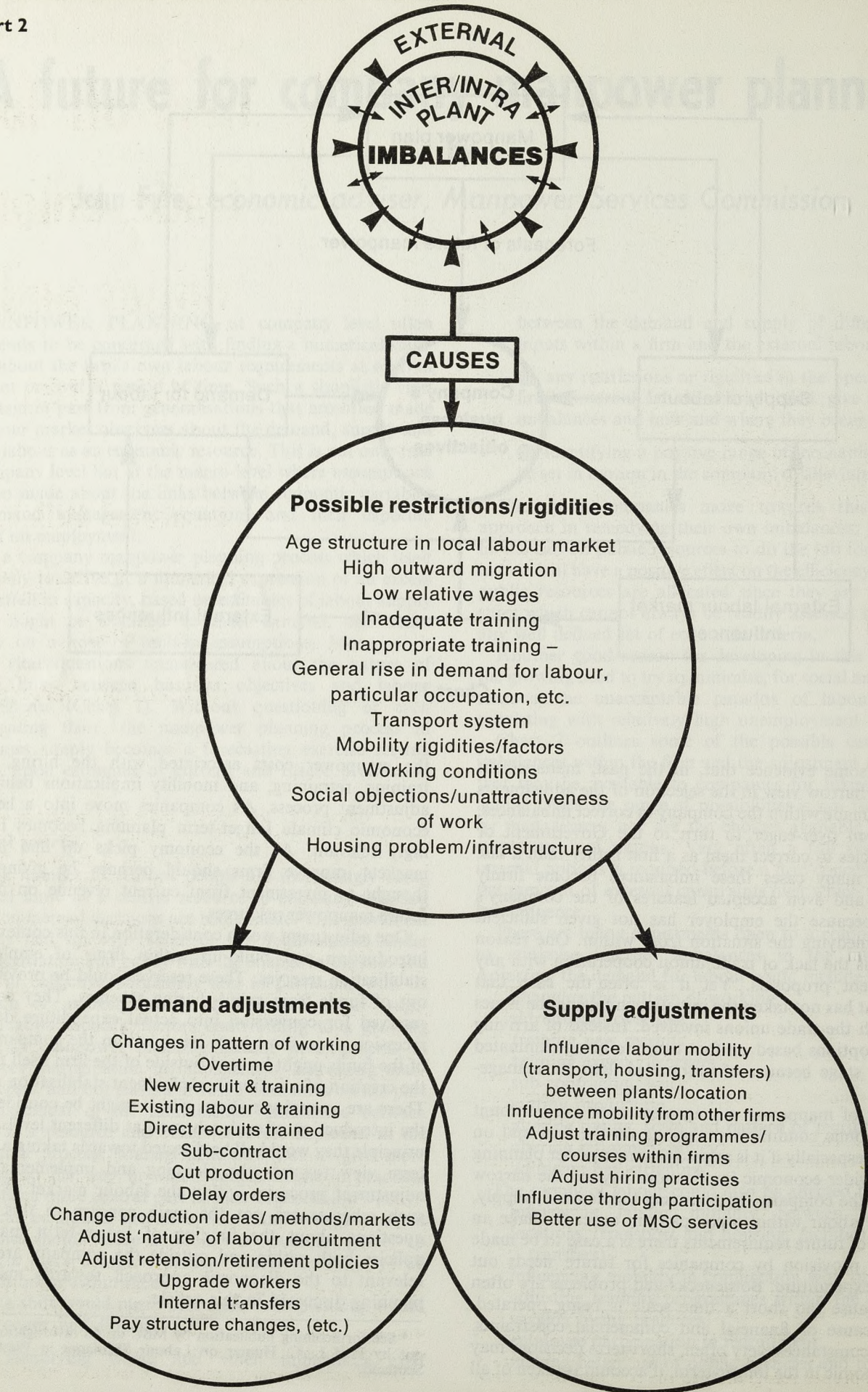
A review of manpower management must take account of the economic conditions prevailing on the firm and on the country especially if it is argued that manpower planning is to have wider economic implications beyond the narrow confines of the company. In reviewing the demand, supply, and use of labour within a company in order to make an assessment of future requirements there is a case to be made for greater provision by companies for future needs out of current expenditure. Bottlenecks and problems are often caused because too short a time scale is being operated, usually because of financial and commercial constraints. In these circumstances, very often, short-term decisions may not be economic in the longer-term, if account is taken of all

the manpower costs associated with the hiring, firing, training, retraining, and mobility implications behind the adjustment process. As companies move into a healthier economic climate longer-term planning becomes increasingly relevant. As the economy picks up and product markets improve firms should perhaps be giving more thought to investment from current revenue on its own future manpower resources.

One adjustment worth consideration in this context is the introduction and build-up within firms of employment stabilisation reserves. These reserves could be provided for out of funds from profit-sharing schemes. They could be reserved for conversion into actual expenditure during a recession or in short-term crises within the company. Part of the funds might be used outside of the firm itself through the creation of a national employment stabilisation reserve. There are several variations which might be considered for the introduction of such schemes, at different levels, but in principle they would all be directed towards taking a longer-term view towards the planning and implementation of adjustment processes within the labour market. Although such schemes are not the main concern in this article, questions about the funding of longer-term manpower policies both within and outside the company are highly relevant to the diagnostic approach towards manpower planning discussed in this article.

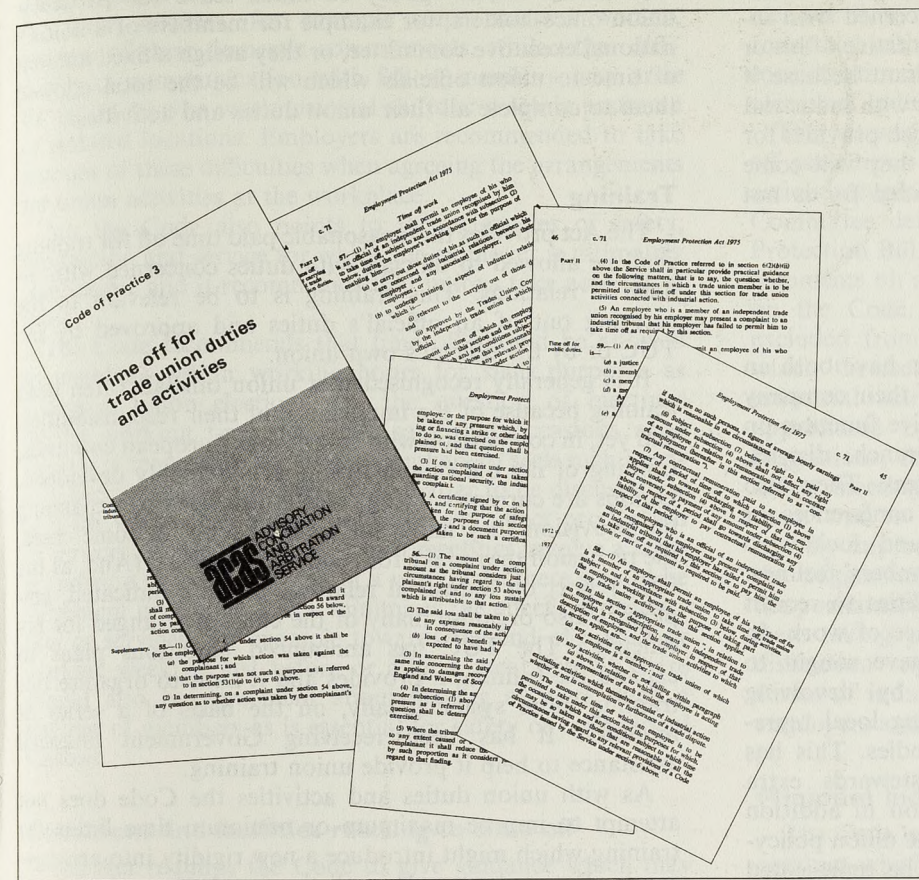
\* See forthcoming publication by MSC on an investigation carried out by Prof L. C. Hunter on Labour Shortages in West Central Scotland.

Chart 2



# Time off for trade union duties and activities

by Michael Mellish,  
Advisory, Conciliation  
and  
Arbitration Service



THE ADVISORY, Conciliation and Arbitration Service's Code of Practice on *Time off for trade union duties and activities* was approved by Parliament on November 28 and 29, 1977 and comes into operation on April 1, when sections 57 and 58 of the Employment Protection Act will be brought into effect. This is the third of the Service's Codes of Practice.

It is widely recognised that the matters dealt with in this Code are among the most important for trade union organisation in the whole Act. There are over 11 million trade union members in Great Britain and perhaps as many as 300,000 of these act as lay officials for their unions. Time off work for union duties and activities is a matter of concern to a large number of people and it has an immediate significance for the conduct of industrial relations at the place of work. This concern was reflected in the number and detail of the comments received on the Service's consultative document.

The comments on the consultative document revealed very different views about time off provisions in the draft Code and the Act. Some suggested these provisions would involve enterprises in considerable and unnecessary extra costs; they would tend to disturb existing industrial relations procedures and machinery for organising training; and generally create trouble. Others saw the same provisions differently. They felt these provisions went some way to according a proper recognition to the role and importance

of lay officials in workplace industrial relations and to meeting the training needs of officials. They saw them as encouraging the active participation of members in their unions, and facilitating the use of procedure for avoiding and resolving disputes.

The different views expressed about the consultative document were not irreconcilable. There was a broad acceptance of the undesirability of disturbing current good practice where time off arrangements are working to the satisfaction of management and unions. It was generally accepted that time off should operate within the existing procedures for recognising unions at the place of work and for handling grievances and disputes.

### Trade union duties and activities

The time off provisions of the Employment Protection Act are concerned with first, the duties and industrial relations training of trade union lay officials and, second, the participation of members in their trade union activities. Reasonable paid time off should be permitted an official for the execution of duties concerned with industrial relations between his or her employer and any associated employer and their employees. Reasonable time off, not necessarily with pay, should be permitted members to allow them to take part in certain of their union's activities.

Union activities under section 58 include activities under-

taken as a representative of the union and so the different responsibilities of a shop steward or similar lay official might fall under the heading of duties concerned with industrial relations or of activities as a representative of his or her union. The distinction is not unimportant because if these responsibilities are "duties" concerned with industrial relations they will come under section 57 which provides for paid time off; but if they are "activities" they will come under section 58 where the time off provided for is not necessarily paid time off.

### Important role

Lay officials such as shop stewards often have both an important role in the industrial relations of their company or workplace and an important representative function on their unions' policy-making bodies like branch, district, regional or executive councils or committees. They also supply a high proportion of delegates to conferences or meetings which unions hold nationally and locally to determine courses of action or to assess members' feelings. They also often have important responsibilities to recruit and maintain union membership at the place of work. In recent years a number of major unions have sought to enhance their own internal democracy by devolving authority to make decisions and by ensuring local representation in national or regional policy bodies. This has involved giving lay officials like shop stewards extra responsibilities within the union organisation in addition to their functions at their places of work. The union policy-making bodies on which lay officials may be represented often have industrial relations as well as purely organisational functions for the union and as a result the bodies may have varying degrees of direct relevance to different companies and employers.

The distinction between an official's union duties and activities may not always be incontrovertible or clear-cut and it is unlikely to be perceived in a similar way in all establishments. The Code gives guidance on what constitutes union duties concerned with industrial relations and gives examples of the most general and important of these duties. They cover those relating to an official's role in agreed procedures or customary arrangements for handling industrial relations. Union duties are limited to officials with a role in industrial relations procedures but for these officials they may include meetings or other forms of communication with the appropriate level of management, with other officials and full time officers of their unions, with outside official bodies handling industrial relations matters relevant to their companies, and with members whom officials represent.

### No time limits

The Act does not lay down minimum or maximum time limits for duties or activities, and so the Code cannot. There was no strong support for even suggesting limits in the Code as it was recognised that any general time limits would not reflect the wide variety of local circumstances and would need to be interpreted and supplemented locally. But some employers and unions might see advantages in agreements which lay down specific time allowances for

their own circumstances, and such agreements already exist. These either specify so much leave for particular union office-holders, for example for members of a union's national executive committee, or they assign a fixed amount of time to union officials which will be the total allowed them to complete all their union duties and activities.

### Training

The Act provides that reasonable paid time off for training shall be allowed to officials with duties concerned with industrial relations. This training is to be relevant to the carrying out of an official's duties and approved by the TUC or by the official's own union.

It is generally recognised that union officials often need training because of the importance of their responsibilities, and yet, in comparison with some other European countries, training of lay officials in Britain is not highly developed. Unions are currently trying to meet this need by expanding the provision they make for training, and, in some cases, the provision they make for residential courses. (And, as the CIR report on industrial relations training indicated, employers also organise many of the courses arranged for lay officials.) The TUC has announced ambitious plans to expand the training it provides and it aims to organise this training more systematically, on the basis of a series of modules. It has been receiving Government financial assistance to help it provide union training.

As with union duties and activities the Code does not attempt to impose maximum or minimum time limits for training which might introduce a new rigidity into arrangements. But it does make a distinction between basic and further training with the former being undertaken as soon as possible after election or appointment. Further training, it is recommended, should be undertaken when an official has special responsibilities or there are changed circumstances affecting his or her representative role. This distinction broadly accords with current practice where training is either of a basic kind for new and inexperienced officials or of a more specialised or advanced kind for officials with greater or more specialised responsibilities.

On this last point the Health and Safety Commission have published as a consultative document their own Code for the training of safety representatives. This is very similar in design and wording to the training section of the ACAS Code except that additional and separate provision is made for training in the technical and legal aspects of safety and the safety policies of an official's employer.

### Trade union activities of members

Section 58 obliges employers to permit reasonable time off work (not necessarily with pay) for the union activities of ordinary members as well as officials. While it is upon section 58 (as well as section 57) that the Code gives guidance other relevant sections of the Act need to be borne in mind. Sections 53 to 56 of the Act support the right of an employee to be or seek to be a member of an independent trade union and to take part in its activities at the appropriate time\*.

\* The appropriate time here is defined as outside working hours or, by agreement with the employer, within working hours.

The Code points out that active participation in union affairs outside the workplace may pose special difficulties for some workers, for example some married women, because of their domestic commitments, while other difficulties of communication with fellow members may arise for members who work unsocial shifts or work in scattered or isolated locations. Employers are recommended to take account of these difficulties when agreeing the arrangements for union activities at the workplace.

But the Code also points to the exigencies of safety, production and service for which the employer is ultimately responsible and it recommends that unions take account of these.

The Code recommends that time off should be allowed to members within working hours for such purposes as voting in union elections. On the question of meetings during working time the Code says that occasions arise when it is reasonable for union members to seek such meetings because of the urgency of the matter to be discussed or in cases where they would not adversely affect production or services. It adds that where such meetings involve a large proportion of the employees at a workplace there should be agreement on a time which minimises the effect on production or services, for example towards the end of a shift or working week or just before or after a meal break. There should also be agreement about leaving at work such a number of members as is essential for safety or operational reasons.

### Conditions and facilities relating to time off

The Act requires the Code to give guidance which may be used in determining what are the reasonable conditions which should be applied when officials and members are permitted to take time off work for their union duties or activities.

The Code's guidance on union meetings has already been mentioned. But other points of guidance under this heading are also worth noting. The Code says that unions should inform management when new officials are appointed or elected and officials should inform the appropriate level of management as far in advance as is reasonable about the time off sought. It says that management and unions should seek to agree any necessary arrangements for covering the work of those absent on union duties or activities. Management, for its part, should provide physical facilities (for instance access to a telephone and the use of office facilities) as well as time off, to enable officials to conduct their union duties efficiently. It should also ensure that all levels of management are acquainted with time off agreements and arrangements. Both management and unions are recommended to weigh the urgency of the matter for which time off is sought against the seriousness of the operational problems caused by release being granted when they decide about the possible postponement of a union duty or activity.

### Industrial action

The Code gives particular guidance on the circumstances in which a trade union official should be able to take paid time off for duties connected with industrial action. Section

58 seeks similar practical guidance on the questions of whether and the circumstances in which a trade union member is to be permitted to take time off for activities connected with industrial action. But the Act excludes from consideration for time off any activities which themselves consist of industrial action.

This question of the relationship between the new time off provisions and the organising or taking of industrial action occupied much of the concern of Parliament in the Committee debates on these clauses of the Employment Protection Bill. But it figured much less prominently in the comments on and criticisms of the Consultative Document on the Code. This may be because the Act ultimately excluded from consideration for time off those activities which themselves consist of the taking of any form of industrial action for any purpose. Also it was readily appreciated by most employers and unions that some suggestions, for example a purported distinction between union meetings according to whether the motion before them was to oppose or support industrial action, were entirely impracticable. Again, there was no enthusiasm for the suggestion that the law should distinguish between the position of shop stewards and their members when both were taking part in the same industrial action. Another distinction suggested was one between strikes and other forms of industrial action but this was criticised by both employers and unions.

### Minimise industrial action

The Code is therefore mainly concerned to advise against conduct which could precipitate industrial action, and in favour of arrangements which minimise the likelihood of industrial action. It says that time off facilities should be used to help prevent unnecessary industrial action and that arrangements for time off should not be unilaterally altered when relationships are strained. Time off facilities are usually accorded officials when the latter, while not participating in, or necessarily approving of, the unofficial action of some of their constituents, nevertheless negotiate on their behalf. The Code says this should continue. Again, employees may be affected by an outside dispute, for example that of a supplier, and union officials and members may need to get the agreement of management, the Code says, to time off for an emergency meeting.

### The importance of agreements

Some of the concepts introduced by the Act and the Code are new and their impact will vary according to the current practice in different establishments and the diverse circumstances of unions, employers and ordinary members. The Code seeks to amplify the new statutory provisions without introducing new rigidities. Employers and unions will need to review their arrangements in light of the Act and the Code but a central recommendation of the Code is that time off arrangements should operate on the basis of agreements. While the Code may be used in any tribunal proceedings, the Service's aim in producing the Code has been to convince parties, where they need such convincing, that it is better to deal with time off by agreements which reflect the needs of their own situations. ■

# The foreseeable future

## the new development programme for employing disabled people

by the Editor

LAST YEAR THERE were more than half a million registered disabled people of working age of whom about 75,000 (14 per cent) were without jobs. However this is not the full picture, since many disabled people choose not to register, often because they feel they are being labelled without deriving any benefit from it, or because they themselves do not regard their disability as requiring any special treatment. On the best available estimates, it is likely that there are twice as many disabled people of working age than the numbers who are registered.

Responsibility for all employment and training services and policies for disabled people became the province of the Manpower Services Commission (MSC) in July 1976. Those responsibilities cover specialised resettlement, rehabilitation, and training services, financial support for sheltered employment, and policy on the quota scheme. Soon after the transfer of those responsibilities from the Department of Employment, the Commission decided to draw up a development programme for its services for disabled people which resulted in the publication last month of a five to 10 year strategy designed to help create more employment opportunities for disabled people, and to give them the extra support they may need in order to take advantage of all employment opportunities. The strategy is contained in a document entitled *Developing Employment and Training Services for Disabled People*, and it reaffirms the MSC's commitment to providing and improving specialised services to help disabled people choose, train for, get and keep worthwhile jobs. The Commission makes clear that it is, to some extent "thinking aloud" about future policy alternatives in the document, and is not seeking to give the final answers to fundamental policy questions.

### Changed pattern

Since 1950, the pattern of disability amongst registered disabled people has changed. This is due in part to fewer war disabled and the reduced incidence of infectious diseases as medicine has advanced. Offsetting these have been increasing numbers of people injured in traffic accidents, increasing numbers of people with age-related disabilities such as arthritis, rheumatism and heart disease, and increasing numbers of people with mental disabilities.

In devising its strategy the MSC has recognised the great danger that if unemployment levels generally remain high this will lead to increased polarisation of the labour force. Those most able to compete for jobs will get them and those less able to do so, such as the disabled people will be faced with increasingly long spells of unemployment. Important objectives therefore in the coming years for the Commission's future strategy must be to help as far as possible to reduce the high rate of unemployment among disabled people and reverse the present trend for increasing numbers of disabled people to become long-term unemployed. Set against this background will be the continuing pressure on the MSC from the various lobbies—Members of Parliament, disabled people's organisations and not forgetting the EEC

Commission, which has a growing involvement in this area—to improve services for disabled people.

### MSC's responsibilities

With the MSC's involvement in services for the working population as a whole, it is also clear that future developments over the next five to 10 years must take account of its responsibilities not only to disabled people but also to other groups of workers who are likely to face the same kind of problems in finding and keeping jobs. These include the young, older workers, racial minorities and those with special employment needs. Policies for one group must have what the MSC terms "a coherent relationship" with those designed to help these other groups. They need not be mutually exclusive in any case. Many handicapped youngsters, for example, should benefit from the new long term Youth Opportunities Programme, launched at the end of last month (see *News and notes*) both by being able to participate alongside other young people on an equal footing, and through the expansion and development of special rehabilitation courses for handicapped young people.

Nevertheless judgements will have to be made. The Commission will have to face the question of how much of the available resources should be channelled towards disabled jobseekers and other disadvantaged groups and how much they must concentrate on meeting general employment and training needs of other job seekers in an effective way. This is an element that the future strategy has had to consider particularly, since like other parts of the public sector the MSC is likely to be operating for the foreseeable future within strict spending constraints. The main proposals for the strategy have been devised with improved efficiency and cost-benefit very much in mind.

### Use of resources

A central element of the strategy aimed at a better, more efficient use of resources is the proposed development of the existing Disablement Resettlement Service. In its publication the MSC points out that there is a degree of underlying conflict in the role of the Disablement Resettlement Officer (DRO). On the one hand he has responsibilities for reminding employers of their quota obligations, which has the implied threat of legal action against uncooperative employers, and on the other hand the need to seek voluntary cooperation from employers to increase job opportunities

for disabled people. In order to help DROs cope with, among other things, the increased demands and difficulties that this reorientation of the resettlement service has placed upon them, the MSC set up the National DRO Training Centre in 1975, and already over half of the DROs have been trained there.

With this inherent conflict in the role of the DRO, and it is clear that resources could be used more effectively if one of these functions were given clear priority. Last year, after consulting the National Advisory Council on Employment of Disabled People, the MSC decided to go full steam ahead on encouraging employers to develop voluntarily, company policies on the employment of disabled people. The publication last June by the Commission and the National Advisory Council on Employment of Disabled People of *Positive Policies* provided a guide to help employers set about this, and DROs have embarked on an extensive series of visits to employers in the public as well as the private sector to get discussions going. Over the next few years, DROs will spend far more of their time talking to employers about developing company policies and practices on employment of disabled people, and attempt to persuade employers to make full use of the grants and aids available to make it a great deal easier. It is clear that the MSC hopes that a new emphasis on the active approach to creating vacancies for disabled people will result in the setting of company attitudes which will in the long run prove to be self-perpetuating.

In order to evaluate the effectiveness of this approach to employers compared with that of the statutory quota scheme the Commission will set up a series of surveys and research. The research will not only evaluate the success or failure of the new approach, but will also seek employers' attitudes towards the quota basis for the review of the quota scheme which the Commission is planning at the end of 1979.

### Two schemes

To help resettle disabled people, the DRO has the help of two schemes introduced last year—one a scheme of capital grants for adaptations to premises or equipment to make employing severely disabled people easier and the other a job introduction scheme—under which a contribution can be made to the employer's costs of employing a disabled person for a trial period of up to six weeks. At the moment this scheme is on a one year experimental basis, but if it proves successful it may become a permanent feature.

The fares-to-work scheme for severely disabled people is already in the process of revision in the light of Government decisions to introduce mobility allowances for disabled people and to phase out the invalid trike.

Another central feature of the MSC's services for disabled people, and one which figures highly in the strategy for the next decade are the Employment Rehabilitation Centres (ERCs). Two new centres will be opened—the first in Preston later this year and the other in London around 1980. The Preston ERC will offer residential places to 140

people in the North and will take an additional 60 from within a daily travelling distance from their homes. There are at present 26 ERCs throughout the country and the MSC is considering the possibility of setting up "mini-ERCs" each with about 30 places, to extend the rehabilitation service to those people who live beyond the daily travelling distance of an existing centre.

### Employment Rehabilitation Research Centre

The Commission sees a key part of its development of the resettlement service will be played by the Employment Rehabilitation Research Centre set up in 1976 to evaluate existing methods and procedures at ERCs, and to devise ways of improving and developing them. Main areas for research include the relative effectiveness of different rehabilitation methods, and the capacity of clients with different types of disability, or other special employment handicap, to benefit from ERC services. The results will be available in the next three to five years.

The Commission also plans to develop new provision under the Training Opportunities Scheme (TOPS) which provides most of the training at present for disabled people who need to be taught skills. The Commission will be surveying the extent of the gaps in the training needs of disabled people particularly young disabled people and over the next 10 years will be carrying out a programme of research and experimental training courses. In addition, it will increase disabled people's access to all existing training facilities by reviewing entry standard and giving wider publicity to the services available. The Commission also intends to increase the number of places on offer under the individual "training with employer" arrangements.

There are of course disabled people who will never be likely to work in normal conditions and for whom sheltered workshops are the only way in which they can be employed. Part of the MSC's plan is to secure more work for sheltered workshops by improving their priority access to public sector contracts for goods and services, and the prices at which they obtain them, and by re-equipping workshops where necessary, to take on new work. It will also seek to improve cooperation between the different organisations providing sheltered employment, and make the workshops more cost-effective. These improvements should enable the Commission to carry out its plans for expanding the number of sheltered places available by up to 200 per year.

### Ambitious programme

The programme as a whole is an ambitious one and one which has been welcomed by Employment Ministers and the National Advisory Council, but a great deal still depends on the willingness of the country's employers to develop good employment policies for disabled people within the scope of their normal manpower policies, to recognise their undoubted talents by giving them full and fair consideration for all vacancies, and to make full use of the services which are being provided and increased.

Next month *Employment Gazette* talks to Geoffrey Gilbertson, chairman of the National Advisory Council for the Employment of Disabled People.

# The Work Experience Programme

by Roger Lasko, Office of Manpower Services Commission

SINCE THE Work Experience Programme (WEP) was introduced by the Manpower Services Commission (MSC) in September 1976, over 40,000 young people have benefited and the Programme has made a major contribution to the Commission's task of alleviating youth unemployment in Great Britain. WEP ended as a separate programme at the beginning of 1978 and continues, with the same objectives and criteria, as one of the work experience schemes within the MSC's new programme of youth opportunities. This article is an account of the way WEP operated up to the end of 1977: described here is an analysis of the places that have been offered under the programme and the characteristics of young people who have participated in WEP schemes. Also included are the preliminary results of a follow-up survey of trainees who have participated in WEP schemes, the full analysis of which will appear in a later article.

The basic objective of WEP is to provide unemployed young people aged between 16 and 18 years with a chance to gain first hand experience of working life especially the various skills and disciplines required. All recruitment of unemployed young people for schemes is through the local offices of the Careers Service or the Employment Service Agency (ESA) but the employer running the scheme has the final say in who is accepted. WEP schemes are designed by employers, in co-operation with MSC, to provide planned and varied work experience at a place of work. Most last for 26 weeks (52 weeks is the maximum period allowed). A scheme is approved only if it will not disrupt normal recruitment and training programmes for regular employment and all schemes have to be acceptable to the local trade unions or employees concerned. WEP trainees currently receive an allowance of £18 per week which is not liable for income tax and National Insurance contributions. The allowance is paid by the employer who is reimbursed by the MSC; employers do not receive any additional payment for running a WEP scheme. Total expenditure on WEP (including allowances and administration costs) up to December 31, 1977 was £8.9 million.

## Places available

Table 1 shows the details of the total number of places available on WEP schemes at the end of 1977 and the flow of new places in each quarter since the programme began. There were over 44,000 places on WEP schemes by the end of 1977, well in excess of the target of 30,000 set at the start of the Programme.

The distribution of places by industry appears broadly to have mirrored the normal paths of entry to employment by young people. By the end of 1977, some 61 per cent of WEP places were in the service sector, 26 per cent in the manufacturing industries and 13 per cent in other industries.

The most recent equivalent figures for the industry of the first employer of young people (from the *Young People Survey*†) are 54 per cent service sector, 32 per cent manufacturing and 14 per cent other industries. The distributive trades have been particularly important to the Programme since this one industry has provided 26.5 per cent of all places. The relative importance of the service sector, distribution in particular, reflects the structure of firms initially approached, where a single agreement at head office level often generated schemes for hundreds of places in branches and sub-offices over the whole country.

The most striking change up to the end of 1977 in the types of employers offering WEP places has been the growing importance of small employers. When the Programme was launched, marketing activities were concentrated particularly on large employers, who could be expected to offer schemes with large numbers of places. As the programme has progressed, WEP has increasingly attracted support from smaller employers: the smallest employers (that is with up to 20 employees) provided only six per cent of places in 1976; but by the last quarter of 1977, some 39 per cent of places on new schemes came from such employers, accounting for about 16 per cent of all places available at the end of 1977. Indeed, in the last quarter of 1977, over 70 per cent of the new places came from firms with less than 500 employees; such firms provided 56 per cent of all places available.

WEP places have been provided mainly by private companies (nearly 80 per cent at the end of 1977) and their share of places tended to rise as the Programme has progressed. Local authorities too, have been important to the scheme, though after providing 14 per cent and then 19 per cent of places on new schemes in the first two quarters of the Programme, their proportion of new places had fallen to six per cent in the last quarter of 1977.

Many WEP schemes, especially those offering more than three or four places, are run by large employers whose operations are carried out in more than one plant or branch; the average number of places on WEP schemes at the end of 1977 was 3.5 but because many schemes covered more than one plant or branch, there was on average 2.3 WEP places in each of the separate establishments at which WEP schemes were on offer. Schemes offering more than five or six places in one establishment are very much the

\* A follow-up survey of 1,000 young people who had joined WEP schemes in the last quarter of 1976 was undertaken in October 1977 by NOP Market Research Limited.

† This was one of the surveys undertaken for the MSC working party on young people and work. It was carried out in November 1976 and covered a random national sample of 3,000 16-19 year olds. This survey and the 3 other surveys carried out for the working party, is described in "Young People and Work", *Employment Gazette* December 1977.

Table 1 Places on WEP schemes

	1976 Q4	1977 Q1	1977 Q2	1977 Q3	1977 Q4	Total places avail- able at end 1977
Places made available on new schemes in each period	6,615	8,743	6,624	9,984	9,712	44,351
(a) per cent of places by industry						
Manufacturing	25.4	25.1	26.6	24.6	26.1	26.0
Distributive trades	32.9	20.3	29.6	27.8	26.6	26.5
Other services	29.2	40.5	33.5	35.9	31.3	34.3
Other industries	11.9	11.0	10.0	11.7	16.0	12.7
Not stated	0.6	3.1	0.3	0	0	0.5
(b) per cent of places by type of employer						
Private company	77.8	65.9	83.6	81.3	85.2	78.2
Local authority	14.0	18.9	7.4	9.8	6.1	11.3
Nationalised industry	3.2	6.2	0.8	1.9	2.4	2.8
Others	3.6	7.9	8.2	6.9	6.3	7.3
Not stated	1.4	1.1	0	0	0	0.4
(c) per cent of places by size of employer (total number of employees)						
Up to 20 employees	6.0	16.2	27.5	31.8	38.9	25.7
21-100 employees	8.0	11.0	16.8	17.8	20.9	16.0
101-500 employees	12.3	13.6	18.0	16.7	13.4	14.7
501-1,000 employees	7.2	8.2	7.5	9.8	7.0	8.3
1,001-5,000 employees	22.0	22.7	11.5	14.3	9.1	15.0
5,000+ employees	37.6	23.8	17.7	9.4	10.4	17.6
Not stated	6.8	4.5	0.9	0.1	0.2	2.7
(d) per cent of places by size of scheme (number of places per scheme)						
1-5 places	18.0	34.6	49.3	54.4	65.7	46.0
6-10 places	12.2	14.7	13.1	11.5	11.0	12.8
11-20 places	9.3	15.0	11.5	11.3	6.4	10.9
21-30 places	9.2	5.0	7.1	4.3	5.1	6.7
31-100 places	22.9	13.9	17.1	9.0	7.7	13.1
101-500 places	28.4	16.8	1.9	9.5	4.2	10.5

1. The information about employers running WEP is gathered when schemes are approved.  
2. WEP schemes are "open-ended" so that when one group of young people has completed the course of training, the places are available for more young people. Schemes therefore continue to offer places until terminated by the MSC or by employers. In practice, most schemes do continue and the schemes agreed at the start of the Programme will now be well into their third generation of young people. Only about 1,650 places have been "lost" through schemes being terminated, and many of these places were incorporated, for reasons of efficiency, into other schemes operated by the employer.  
3. The length, content and number of places on schemes already in operation can, with the agreement of MSC, be amended. As a result of such amendments, over 4,000 new places on WEP have been generated. After allowing for places lost on terminated schemes, this accounts for the discrepancy between the total number of places available at the end of 1977 and the sum of places on new schemes in each quarter.

exception and represent fairly large groupings of WEP trainees in one place. The growing importance of small employers, operating in just one establishment, has meant that although the number of places per scheme has steadily fallen over the Programme, the number of places per establishment has not fallen so sharply. For example, schemes approved at the start of the Programme offered on average just under eight places but only about three places per establishment; new schemes approved in the last quarter of 1977 offered an average of just over two places and the number of places per establishment was only a little less.

By the end of 1977, the occupancy rate‡ on WEP schemes was about 84 per cent. It is unlikely on a Programme such as WEP that 100 per cent occupancy could be achieved—if only because there will always be young people who do not stay for the whole length of their scheme and there will be a delay before the vacancies are filled. Indeed, the follow-up survey of WEP trainees shows that 50 per cent left schemes early (usually because they had a job to go to). An occupancy rate of well over 80 per cent contrasts with the position earlier in the Programme: at the end of 1976 the occupancy rate was about 50 per cent and by June 1977 was still only about 65 per cent. It was probably inevitable that in the early parts of the Programme, when a relatively small number of places were spread thinly around the country, there would have been problems in matching unemployed young people with the WEP places available in their locality. This problem has largely been overcome now that many more places have been made available, enabling the requirements of unemployed young people to be more closely matched.

## Young people joining schemes

Table 2 sets out the characteristics of the young people who had joined WEP schemes up to the end of 1977 and also shows how these characteristics changed over the life of the Programme. At the end of 1977, over 34,000 young people were actually on schemes and a further 13,500 had been through the Programme: the follow-up survey shows that the average length of stay on a WEP scheme is about 20 weeks.

Rather more females than males have joined WEP schemes. This was particularly pronounced in the first few months of the Programme (65 per cent females, 35 per cent males), probably because the first schemes available were largely with retailing firms, but the proportion of females and males quickly settled down to about 55 per cent : 45 per cent. Although the Programme is open to young unemployed people aged between 16 and 18 years, 90 per cent joining schemes have been aged 16 or 17 and WEP has very largely been taken up within a year of leaving school. The relative proportions of 16 and 17 year olds entering schemes have fluctuated but this is largely accounted for by the time since the last school-leaving period (Easter and Summer in England and Wales, plus in Scotland, Christmas). So, for example, the proportion of 17 year olds joining schemes was at its highest in the first quarter of 1977 because this quarter

‡ Occupancy rates are calculated by dividing the number of young people notified as being on WEP at one date by the number of places notified as being available one month earlier: this is to allow for a delay of one or two weeks between a young person joining a scheme and notification being received, and a delay of a similar period between a scheme being approved, being set up to take people and Careers Service/ESA being notified of the vacancies.

**Table 2 Characteristics of young people joining WEP**

		1976 Q4	1977 Q1	1977 Q2	1977 Q3	1977 Q4	Total: All young people joining WEP up to end 1977
Number joining in each quarter		2,761	4,800	8,713	14,704	16,593	47,571
(a) Per cent by sex	Male	35.0	45.3	46.3	43.9	43.4	43.8
	Female	65.0	54.7	53.7	56.0	56.4	56.1
(b) Per cent by age	16 years	57.0	47.7	73.9	77.7	63.0	67.6
	17 years	30.5	40.1	20.7	17.7	28.8	25.1
	18 years	12.2	12.0	5.2	4.4	7.8	6.9
	Not stated	0.3	0.2	0.3	0.2	0.4	0.3
(c) Per cent by highest educational quali- fications	No qualifications	24.5	33.6	47.5	27.5	28.1	31.8
	CSE	39.6	33.2	32.9	44.8	37.8	38.7
	'O' Level	29.1	27.8	16.8	23.0	28.2	24.5
	'A' Level	3.4	2.2	1.0	2.0	3.5	2.4
	Other e.g. RSA, City Guilds	3.2	3.0	1.5	2.3	2.4	2.3
	Not stated	0.2	0.2	0.2	0.3	0.1	0.2
(d) Per cent by job since leaving Full-time Education	Did not have a job	64.5	57.4	78.2	83.9	68.4	73.6
	Did have a job	35.5	42.6	21.8	16.1	31.6	26.4
(e) Per cent by weeks unemployed before joining WEP	Up to 4 weeks	17.4	21.2	63.3	36.8	22.1	33.8
	5-8 weeks	9.7	12.7	10.1	31.2	10.4	17.0
	9-13 weeks	10.5	11.0	5.7	20.3	18.1	15.4
	14-26 weeks	50.8	22.1	8.1	7.2	41.7	23.4
	27-52 weeks	7.1	26.2	9.6	1.6	3.9	6.7
	Over 52 weeks	1.8	2.5	1.7	0.9	1.7	1.5
	Not stated	2.7	4.3	1.6	1.9	2.2	2.2

Note: information on the characteristics of young people joining WEP schemes comes from the application form which is filled in at Careers Offices or ESA offices.

was (with the exception of Scotland) the furthest away from the last school-leaving period. Over the life of the Programme, the proportion of 18-year-olds has tended to fall: from about 13 per cent in 1976 fourth quarter to about eight per cent a year later.

#### No educational qualifications

Young people entering WEP schemes tend to have done rather worse at school than school leavers generally: 32 per cent of young people entering WEP schemes had left school without any educational qualifications; the comparable figures for all school leavers is about 18 per cent (this figure relates to the 1975/76 school year). It is not possible to compare directly the level of educational qualifications of those entering WEP with those for school leavers because the figures for GCE 'O' level and CSE passes are compiled on different bases. However, a much smaller proportion of young people entering WEP have 'A' levels and in general they fare less well at CSE and 'O' level examinations than other school leavers. There is only limited information about the educational qualifications of young people currently unemployed but the young unemployed covered by the *Unemployed Survey*§ were less well qualified than those who entered WEP schemes.

The educational qualifications of those entering WEP have fluctuated over the life of the Programme and in the second quarter of 1977 almost half (47.5 per cent) the young people joining schemes had left school without gaining any qualifications. This is not altogether surprising because it was in this quarter that the highest proportion of Easter school-leavers entered WEP schemes: Easter-leavers typically have fewer qualifications than Summer-leavers.

About one-quarter of entrants had worked at some time before joining WEP schemes but this proportion varied from over 40 per cent in the first quarter of 1977 to 16 per cent in the third quarter of 1977. Again, this may be seasonal, reflecting the length of time since leaving school. Where young people had worked before WEP, they were largely in manual occupations. The reasons given for leaving the last job before joining WEP (in most cases where young people had worked before WEP, it was their only job) divided roughly equally into voluntary and involuntary. About a tenth of those who worked before WEP said their last job was an apprenticeship or was one involving formal training: a pattern confirmed by the follow-up survey.

The length of unemployment before joining WEP is the period since leaving full-time education or, where people have worked, since leaving the last job, and may include some unregistered unemployment. Just over 50 per cent of entrants had been unemployed for up to eight weeks before joining WEP but it should be noted that about eight per cent, ie almost 4,000, had been unemployed for over six months. The proportion unemployed up to eight weeks rose sharply between the last quarter of 1976 and the third quarter of 1977; it fell back again in the last quarter of 1977 though was still rather higher than the 1976 Q4 level. Over the Programme as a whole, the duration of unemployment of those who had worked before WEP has been markedly shorter than for those who had not worked, except in the second quarter of 1977: some 63 per cent of entrants in that quarter had been unemployed for no more than a

§ Another of the surveys undertaken for the MSC working party on young people at work. It was carried out in January 1977 and covered 550 unemployed 16-18 year olds registered with ten unemployment benefit offices. Again, see "Young People and Work", *Employment Gazette*, December 1977 for a full description.

month—a much higher proportion than in any other quarter; and whereas the proportion who had been unemployed for no more than four weeks was 40 per cent for those who had previously worked, it was about 70 per cent for those without previous employment. That such a large proportion of entrants to WEP in the second quarter of 1977 had been unemployed for a relatively short time presumably reflects Careers Service perceptions of the labour market for Easter school leavers (whose educational qualifications, as noted earlier, were very poor) and implies that careers officers were advising young people with little chance of getting a job to go onto WEP rather than face lengthy periods of unemployment.

In the main, the age, educational and employment characteristics of males and females entering WEP schemes do not differ greatly. There is however a tendency for the males to be younger and to have poorer educational qualifications. Of those young people who had worked prior to WEP, more females than males were in clerical jobs.

#### WEP and regional unemployment

The distribution of the numbers of unemployed young people, WEP places and WEP trainees between the eight WEP administrative areas is compared in table 3. (Both the July and the January analyses of distribution of unemployed young people have drawbacks for comparative purposes: Christmas school leaving in Scotland exaggerates that area's share of January youth unemployment; by the same token, the comparative share of July youth unemployment in England and Wales will be exaggerated.)

Compared with the number of young unemployed, WEP has been particularly successful in the South West and in Wales: these areas each had about six or seven per cent of total youth unemployment but had about 12 per cent of WEP places and 12 or 13 per cent of young people on WEP. The numbers of WEP trainees in all areas were, not surprisingly, determined largely by the numbers of WEP places available but between July and December 1977, the area distribution of both places and trainees moved rather closer to the area distribution of youth unemployment.

**Table 3 WEP and regional unemployment**

		Percentage distribution between WEP Areas							
		Scotland	Wales	Northern	Yorkshire & Humberside	North West	Midlands	London & South East	South West
(A) July 1977	(i) Unemployed aged under 18 at July 14, 1977 = 312,704	12.1	6.0	9.5	10.0	16.6	17.2	22.2	6.3
	(ii) Places on WEP schemes at July 16, 1977 = 23,742	12.6	12.7	8.5	8.2	14.6	12.7	18.1	12.5
	(iii) Young people on WEP schemes at July 16, 1977 = 14,268	13.6	13.8	9.5	7.4	15.7	12.6	13.4	14.0
(B) December 1977/ January 1978	(i) Unemployed aged under 18 at January 13, 1978 = 134,847	20.0	6.7	8.8	8.2	16.5	13.9	19.2	6.7
	(ii) Places on WEP schemes at December 31, 1977 = 44,351	13.3	11.7	7.9	9.3	17.4	12.6	15.4	12.4
	(iii) Young people on WEP schemes at December 31, 1977 = 34,221	13.4	13.5	8.0	9.3	17.6	14.2	12.0	12.0

Notes: 1. The figures for youth unemployment cover young people aged under 18 who were registered as unemployed with either the Careers Service or the ESA.  
2. The boundaries of the DE regions are not exactly coterminous with those of the WEP Areas and figures in rows A(i) and B(i) have not been adjusted to take this into account. While these differences should not have a significant effect, it should be noted that, for example, the proportion of the young unemployed attributed to the WEP South West Area is a slight understatement as it covers a slightly larger area than the DE South West Region.

#### Young people not placed

Information collected during the first six months of the Programme showed that the rate of rejections was running at a high level. There were as many rejections as acceptances (though many young people refused for one scheme were taken on to another one). So, an analysis was made by the MSC of 1,000 young people rejected, mainly to see whether there was any sign that employers were "creaming" the most able of the young people sent to them. The characteristics of this sample were compared with those of young people being accepted onto schemes over the same period of time. The results of this comparison showed little evidence of creaming, although those rejected tended to have been unemployed for longer and had marginally worse educational qualifications. It seems likely that the main reason why young people were not placed on WEP schemes is that many employers interviewed more than one applicant for each available place so that some must inevitably have been rejected.

#### Employment after WEP

A follow-up survey has been carried out of young people who had joined WEP schemes in the last quarter of 1976 and who had left their schemes by summer 1977. These young people were among the earliest recruits to the Programme so their experience may well be different from those who joined WEP later.

The first findings from this survey show that 84 per cent of the sample had worked at some time since leaving WEP (compared with 35 per cent who had worked at any time before WEP) and that 72 per cent were in full-time employment at the time of the interview. Over 60 per cent went immediately from their WEP scheme into a job and a majority (62 per cent) of these got a job with the employer running the WEP scheme. Among those young people who were not taken on by the WEP employer but who got a job with another employer, WEP was felt by most to have been an important factor in getting the job, mainly because they were able to offer experience; they also said that WEP helped them in doing the job. The full findings of this survey will be reported in a later article.



## World employment

# European labour review

**T**HIS ARTICLE REVIEWS the economic and labour situation in seven European countries in 1977 and also describes recent social legislation of interest to readers of the *Employment Gazette*. While the figures and percentages for each individual country are correct, no exact comparisons should be drawn as each country uses its own methods to calculate inflation, wage rises and unemployment.

## AUSTRIA

All salary and wage earners have enjoyed real increases in earning power for a number of years and did so in 1977 when the rate of inflation averaged 5.8 per cent and earnings increases averaged 8.3 per cent. Productivity increased by 2.8 per cent during the year.

Unemployment is not yet a comparable problem, although the forecast of an increase from the 1977 average of 1.8 per cent to three per cent in 1978 is viewed with serious concern. The two per cent level at the beginning of 1977 fell to 1.5 per cent by the summer but was again approaching two per cent towards the end of the year. The total number of people at work at the end of last year was 2,766,270 of whom 196,000 were foreign workers. The comparable figures for the end of 1976 were 2,678,000 and 174,000 respectively.

Changes in social security and holiday provisions were also introduced during 1977. These comprised: an increase in the minimum level of earnings below which no social security contributions need be paid by the employee (up about £50 per month from January 1, 1977 with a further five per cent raising of the level from January 1, 1978); increases in the maximum levels of contributions to health, accident and pension funds; levelling out of contribution rates and benefits between white and blue collar workers, and increased holiday entitlements (24 days after two years, 30 days after 20 years).

Total trade union membership, which stood at 1,604,668 (60 per cent of the workforce) at the beginning of 1977, increased slightly during the year but no final figures are yet available.

## FRANCE

During 1977 the cost of living rose about 9.5 per cent, which was slightly down on the previous year, while wages increased by just under 12 per cent.

After rising steadily each month from 930,000 in December 1976 the seasonally adjusted unemployment figures reached a peak of 1,216,000 in August and then fell by 14 per cent up to the end of the year: the actual figures of unemployed reached a peak of 1,205,000 (5.5 per cent of the active population) in October 1977 but the normal pattern of a further rise in November was then reversed. At the end of December 1977, the actual numbers unemployed were still 10.4 per cent up on the previous December.

In 1977 the number entering the employment market for the first time was estimated at 600,000–650,000. The number of persons due to retire from employment during the year was about 250,000 so at least 350,000 new jobs were needed merely to prevent unemployment from increasing.

Unemployed persons under 25 became eligible for admission to training courses at government training centres, subsidised centres or employers' establishments. These courses alternate training with work experience and are aimed mainly at upgrading existing skills without necessarily leading to the acquisition of skilled status. Employers are eligible for a subsidy in respect of any course lasting six months or more, but are under no obligation to continue to employ the worker at the end of the course.

The average number of days per month lost through industrial disputes in the first 10 months of 1977 was 202,700—a drop of 50 per cent on the monthly average for 1976 of 337,900. One feature which possibly contributed to relative industrial relations stability was the widespread sense of job insecurity. The average number of days per month for which short-time working benefit was payable was 761,100—over 30 per cent above the 1976 average—while the number of redundancies authorised in the course of the year reached 300,000 against 212,000 in 1976.

New social legislation provided that any worker aged 60 could opt for "pre-retirement" terms on an index-linked 70 per cent of final salary until he reached pensionable age at 65. There was also an extension to the provisions about maternity leave whereby either parent can now take up to two years' unpaid leave to look after the children.

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## ITALY

Over the period November 1976 to November 1977 the cost of living increased by 15.8 per cent, while average earnings rose by 23 per cent. Somewhat greater security of employment was indicated by the fact that the hours of short-time working and lay-off for which compensation was paid in the first 10 months of 1977 fell by 21 per cent as compared with the same period of the previous year.

A new series of labour force statistics replaced those previously published and gave a truer picture of the employment situation. The new series for the latest available month (October 1977) show that, as against a labour force of 21,559,000 and 19,961,000 economically active persons, a total of 1,598,000 (eight per cent of the labour force) were unemployed and in search of jobs; of these 1,211,000 were aged between 14 and 29, and 728,000 had taken active steps to find work during the previous month.

At the beginning of June the government introduced a decree intended temporarily to alleviate the high level of youth unemployment; this provided for subsidies to employers to encourage temporary job creation or training for unemployed people up to the age of 29. A total of 1.06 billion *lire* was set aside for the years 1977–80. By August, when the first phase of the scheme had closed, 647,000 applications had been received from youngsters. By the end of the year, the Inter-Ministerial Committee for Planning and Economy had approved proposals by central and regional administrations to take on about 58,000 youngsters; private industry had offered about 1,300 places.

The only major social legislation during the year was a law providing for equal treatment of men and women in employment. It prohibited sex discrimination in such matters as access to employment, pay, grading, promotion and retirement; it also enabled some statutory maternity leave to be taken by the father instead of the mother, and provided for survivors' pensions for widowers under the same conditions as for widows.

## NETHERLANDS

The net effect of the 1977 wage round was an increase of about eight per cent, representing a real wage increase of between one and two per cent. Minimum wages were increased on January 1, 1978 by 5.1 per cent (in line with inflation) to approximately £100 per week and the government has also increased the subsidy it pays to the employers of workers on the minimum wage.

Unemployment, seasonally corrected, rose from five per cent in January 1977 to a peak of 5.7 per cent in August, but then fell slowly towards the end of the year to 5.3 per cent. The fall in unemployment is not easy to explain as the number occupied on anti-cyclical job creation projects in 1977 in fact fell in comparison with the previous year—down from 15,519 to 9,408.

Applications for permission to make redundancies continued at much the same level throughout the year, but concern about the existing high level of unemployment and

fears for the future dominated the industrial relations climate. For example, they have already led to a change in union policies on shorter working hours and part-time jobs, which are being seriously studied, along with early retirement.

Also of relevance to the unemployment problem was the government's intention to press ahead with the Bill on investment subsidies to encourage job creation which promises massive investment aid to companies which can show that their investment will lead to new jobs. The government's aim is to reduce unemployment from the present level of 210,000 to around 150,000.

During the whole of 1977 the average number of days lost due to industrial disputes was under 100 working days per 1,000 employees, which is low by the standards of other countries in Western Europe.

## NORWAY

The government sought to maintain incomes and to restrain rises in prices and costs by securing the agreement of trade unions, employers and farmers to stage II (the second year) of a two-year incomes policy settlement which was made in April 1976. The settlement—which applied to the private, public and agricultural sectors—was to be renegotiable in April 1977 in the light of the general economic situation. In return for a governmental contribution consisting of tax concessions, increased social benefits and temporary food subsidies, the 1976 settlement provided for an average increase in real income of three per cent (except for farmers, who were to have more), and for prices to increase by not more than 9.2 per cent. The actual increases which occurred were 3.9 per cent and 9.1 per cent respectively.

The government's contribution to the 1977 settlement consisted of more tax concessions, increased pensions and the continuation of temporary food subsidies. There was to be an average increase of 2.5 per cent in real purchasing power and price increases were to be limited to about eight per cent (a six month price freeze was imposed from April to October).

The continuation of certain government measures in 1977 and the introduction of some new ones enabled unemployment to be kept at an even lower level than in previous years. The average monthly rate was 1.05 per cent of the labour force, compared with 1.3 per cent in 1975 and 1976.

In spite of the boost which was given to the economy by oil production, government support was needed in some branches of industry. Special measures were taken to help shipbuilding, wood-processing, chipboard, iron, steel and ferro-alloy industries. A spokesman for the Ministry of Industry gave an indication of the extent of the support when he said in December—when there were just over 19,000 people unemployed—that about 100,000 people who were employed in industry (between a third and a quarter of the total number employed) were employed in firms which

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were facing economic hardship. Without state aid to industry, he said, there would have been between 60,000 and 70,000 people out of work.

A new Work Environment Act came into force on July 1, 1977. It was extended by Royal Decree to apply to North Sea oil operations. The Act placed the main responsibility for its implementation—and for the creation of a good, safe working environment—on the employer, but one of its principal objects was to ensure that workers should be able to participate in and influence the formation of their working environment. It provided for the appointment of safety representatives at workplaces and of working environment committees in larger enterprises.

There was no other major labour legislation during the year, but a new sick pay scheme will be introduced from July 1, 1978. It will ensure that all wage-earners will receive full pay during illness from the first day of absence from work instead of sickness benefit which at present may not exceed 90 per cent of net income.

## PORTUGAL

The government imposed a ceiling of 15 per cent on wage increases for the year 1977 in expectation that the inflation rate would fall to about that amount. However, the figures of the Central Planning Department show that food-stuffs rose by 31 per cent during the 12 months to November 1977. Nevertheless, most wage settlements were made around the 15 per cent figure although exceptions were allowed in cases where collective contracts had not been reviewed since the end of 1975. The national minimum wage was set at 4,500 *escudos* monthly, and 3,500 for agricultural workers (£59 and £46 respectively).

The figures for unemployment are calculated by a formula officially approved by the Ministry of Labour and are based on the number registered at their various offices. These figures are claimed to represent between 40 per cent and 45 per cent of actual unemployment. Using this method, unemployment was estimated to be around 490,000—or just over 15 per cent—throughout 1977. It must be said, however, that the survey results, on which is based the view that registered unemployment represents only 40 to 45 per cent of the actual level, have been widely questioned.

A wide range of labour legislation was enacted during the year. A law on union dues liberalised the system of collection; agricultural workers were given statutory rights to minimum wages for the first time; the grounds on which employers can dismiss workers with just cause were defined; the right to strike was backed by law, while at the same time lock-outs were prohibited; workers were given improved rights before labour tribunals; provision was made for workers' committees to be elected at the work place during working hours; and the employment of aliens was regularised.

## SWEDEN

Average wages were estimated to have increased by 9.4 per cent in 1977 (including wage drift) but, because the number of hours worked declined, the total wage bill was adjudged to have risen by 8.4 per cent. Consumer prices increased by 13.1 per cent between December 1976 and December 1977 and, although household disposable income was estimated to have increased by more than average wages (11.6 per cent against 9.4 per cent), trade unions in both the private and public sectors considered that they would be justified in claiming compensation for price increases when new collective wage agreements were to be made this spring.

The government's determination to maintain nearly full employment was no less rigorous than that of its predecessor. By pumping thousands of millions of *kronor* into ailing industry and by allocating more money for selective employment measures than had ever been allocated before, it succeeded in keeping the average number of people unemployed during the year down to 75,000 (1.8 per cent of the labour force). This compares with 1.6 per cent in 1976 and 1975, and just under two per cent in 1974. In December 1977 there were 77,000 people unemployed (16,000 more than in December 1976) but 39,400 people (7,900 more than in December 1976) were employed on emergency (or relief) work schemes and 99,200 (46,700 more than in December 1976) were undergoing vocational training.

Of the nearly 100,000 people who were being trained, 39,200 (35,000 more than in December 1976) were being trained under the so-called "25 *kronor* scheme"—a scheme under which the government pays 25 *kronor* (£1 = 8.80 *kronor*) an hour to enterprises which train people who would otherwise be laid-off or dismissed. The labour force and the average number of people in employment increased slightly during 1977, by 10,000 to 4.17 million and 4.10 million respectively. This was due to 20,000 fewer men and 30,000 more women in the labour market.

A major piece of legislation which was passed last year and is due to come into effect on July 1, 1978 was the Work Environment Act which is to be supplemented by detailed regulations issued by the National Board of Occupational Safety and Health. It states the need for employers and employees to co-operate in establishing a good working environment and ensuring the safety of workplaces. The Act says that work ought to be arranged in such a way that the employee himself can influence the way in which he works. It also states that safety delegates are to participate in the planning of new premises, devices, work processes as well as working methods or alterations to existing ones.

A holiday Act which came into force on January 1, 1978 increased the annual holiday entitlement from four to five weeks (excluding public holidays) and permitted the deferring of up to one week's holiday each year until a later year up to a maximum of five weeks deferred. ■

## Job creation in Canada

**HISTORICALLY** a rapidly expanding labour force has been a major contributor to Canada's high growth rate. This has usually been accompanied by a comparatively high unemployment rate, but more recently a slower than usual rate of economic growth has led to a rate in excess of eight per cent, with little prospect of an immediate improvement. In the last year, for example, the number of jobs has increased by 257,000 but the labour force has increased by 365,000. The new jobs are concentrated almost entirely in white collar, service related activities. Employment in agriculture and manufacturing has declined in recent years. The increase in the work force is partly due to immigration now running at reduced levels, but primarily because of an enhanced participation rate. In the years between 1961 and 1976 female participation rates rose from 23 to 45 per cent.

The latest figures show that the unemployment in January 1978 was 991,000 and the unemployment rate was 9.5 per cent. The seasonally adjusted rate fell to 8.3 per cent. The rate for male adults between 25 and 55 is 5 per cent and between 15 and 24 is 15.8 per cent. By province, Newfoundland has the highest of 16 per cent, with Alberta the lowest at 4.2 per cent.

### High level

With unemployment in Canada at this high level, the Federal Government, in the autumn of 1976, initiated a five-year employment strategy designed to help keep unemployment down and allow the government to reduce unemployment progressively over the next few years in a way consistent with the removal of wage and price controls. In introducing these programmes, the Federal Cabinet emphasised that long term productive investment was the main source of job creation. It has however, recently further recognised the extent of the problem by increasing its contribution to job creation programmes by \$250 million.

The major target areas for training are among the youth, and among the native minorities. Training is very much a current topic of discussion, which is complicated by the Federal-Provincial structure of Canada. Education is a provincial responsibility, but discussions are taking place between the various governments to better co-ordinate and cover the training and re-training needs. The Minister of Employment spoke some three weeks ago about the lack of skilled personnel in the labour force. In the past, Canada had relied heavily on immigration, and one contributory cause for the high level of youth unemployment is that the qualifications and skills do not meet the requirements of the labour market.

There are three broad thrusts within the strategy itself. The first is a comprehensive *job creation programme*, the

second consists of *youth employment and employability* measures to ease the transition from school to work, and the third is a group of *selective, preventive measures* to reduce the loss of jobs and hasten a return to employment.

The essence of the strategy is to get public work done and public benefits produced by people whose energies and talents are temporarily surplus to private sector needs.

### Job creation programmes

In the present financial year some \$458 million will be spent on job creation. Legislation is currently before the Canadian House of Commons to establish a programme of employment tax credits to employers who hire people additional to normal staff needs. The programme will last for two years with an annual cost of \$100 million, and with a target to produce some 50,000 new jobs in the first year. The programme should begin by March 31. The tax credit will vary according to the unemployment in the particular region. The credit will be \$2 per employment hour in the four Atlantic Provinces and in the Gaspé region of Quebec, and smaller amounts in other parts of Canada. The new jobs must be full-time, be additional to normal requirements, and must involve the recruitment of personnel who have been unemployed for eight weeks or more.

The largest single element of the comprehensive job creation programme is the \$250 million, year-round, *Canada Works* programme intended to generate jobs for some 50,000-55,000 participants. The disbursement of funds for *Canada Works* is made on a constituency basis to reflect the relative severity of the unemployment situation in all parts of the country. The amount allocated depends on the degree of unemployment, and ensures that most of the funds are directed to areas of highest unemployment.

### New jobs

Projects considered for funding must create new jobs that match the skills of the locally unemployed and are over and above those that would normally exist in the community. The jobs created must also provide worthwhile services or facilities to the community that do not duplicate or compete with existing services and must demonstrate that they can be completed in the proposed time frame and not create an ongoing dependency after funding ceases. In addition, the projects must be of a non-profit making nature.

Any established organisation, partnership or corporation may submit applications which are sent for review and comments to the local member of parliament, the provincial government and a Ministerial Advisory Board before



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being submitted to the Minister who makes the final approval based on the recommendations received.

Investment in the *Canada Works* programme will be adjusted to changing circumstances from year to year but the programme will always operate on the basis that its role is to provide employment only when the private sector cannot.

The year-round programme is accompanied by a new programme designed to supply jobs for about 21,000 extra students during the summer. This programme, *Young Canada Works* has many of the same basic features as the year-round programme. Some \$30 million is allocated largely to high unemployment areas. Project applications are received by Ministerial Advisory Boards and are designed to last up to 14 weeks sponsored by community organisations, including the private sector. The range of potential projects is the same as the year-round programme, but is oriented to the interests and aspirations of young Canadians. The emphasis is not so much on "doing your own thing" but on doing something of solid community value—such as fire prevention or environmental improvement. In addition, jobs are intended to relate to the students' career plans and be of a nature that will make future entry into the labour market easier.

### Summer Job Corps

The third new job creation element is the *Summer Job Corps* which is funded at a level of \$10 million. This programme provides employment for students in activities related to Federal Government priorities. Projects are sponsored by federal departments and agencies. Students work on such projects as cleaning up rivers. For the most part, the work is out-of-doors. None of it is within federal departments themselves. Students work in a structured environment under trained leaders, in any one of a dozen priority areas.

In addition to these new programmes, the government has increased funding for the Local Employment Assistance Programme (LEAP) which was developed in 1972 designed for people who find it most difficult to obtain employment. These people include those who suffer from physical and mental handicaps, those who live in an area that is isolated from the economic mainstream and those who have seemingly insurmountable social problems affecting their ability to obtain or hold jobs. Because the programme is aimed at small target groups, applications for funds are not solicited from the general public as they are in other job creation programmes. Instead, LEAP officials in all provinces and territories identify groups that could use LEAP monies effectively and work with them to develop proposals.

A further programme which will continue as part of the job creation component of the employment strategy is the

Summer Student Employment and Activities Programme, a cost of about \$25 million. This programme consists of eight Federal departments operating some 15 individual programmes. The programme consists of two main elements—regular ongoing departmental programmes and the job creation element of the *Summer Jobs Corps* and the *Young Canada Works* programme.

### Youth employment and employability

The second main thrust in the employment strategy is directed as much to the employability of youth in the private sector as the first is directed towards creating employment. On-Campus Canada Manpower Centres will assist students and graduates to obtain summer work, permanent positions, or better knowledge of the labour market.

### Two components

Job Experience training has two components—the summer component which provides potential secondary school drop-outs with nine weeks of exposure to work in the months June to August. This programme operates in co-operation with Chambers of Commerce, Boards of Trade and other community groups, and the winter component which is aimed at recent secondary school leavers who are likely to have extreme difficulty getting and keeping jobs without special help. They are provided with nine weeks of work experience with participating employers between October and June. The Federal Government share salary costs up to 50 per cent to a maximum of \$600 for each student. The plan will cost an estimated \$3.9 million in 1977/78 reaching 3,750 young people.

### Preventive employment measures

The third major element of the employment strategy is the development of new and the strengthening of established preventive measures.

The existing Canada Manpower Training Programme will be continued and increased to provide more opportunities for Canadian workers including youth, women, and native minorities for better-paid, steadier more satisfying employment.

The Canada Manpower Consultative Service will be expanded. This service offers management and labour the opportunity to solve jointly, problems caused by new technology and other change. When an industrial slow-down, plant closure, technological change, high turnover, or other factors threaten to disrupt workers, the Consultative Service offers assistance in the form of technical advice, professional advice, and financial incentives. ■

# Improving jobs and work organisation

## Current research being sponsored by the Department of Employment

by G. C. White, Work Research Unit

THE ACTIVITIES of the Department of Employment's Work Research Unit in promoting discussion about work organisation and advising on improvements have been described in a previous article<sup>1</sup>. These activities are underpinned by a programme of research into problems that have been thrown up in the course of dealing with real-life industrial problems, commissioned either directly or through the agency of the Medical Research Council and carried out by people with a wide range of professional expertise and skills.

The origins of one of the programmes and its purpose have been described elsewhere<sup>2</sup> and the individual projects have been listed in *Research 1976-77*<sup>3</sup>, published by the Department and the Manpower Services Commission.

The area with which the research is concerned is not easy to define because problems of real life do not come tailor-made to a particular subject area or professional discipline. It borders on the more extensively researched areas of occupational health and safety and industrial relations, focusing on individual well-being and the effectiveness of organisations.

### Individual well-being

The well-being of individuals at work is affected by the way work is organised and the tasks and roles incorporated into jobs. The effects of poorly designed jobs on physical health and safety as well as on quality and quantity of output is comparatively well documented, and preventive measures are known although they are not always put into practice. The importance of designing jobs to fit other human attributes is less well appreciated and less easily demonstrated unequivocally. People are remarkably adaptable and the consequences of bad job design are not all reflected directly in the price of the product but are sometimes borne by individual employees or by society at large.

Mental stress, sick absence, low morale and unwillingness to work under certain conditions have a multitude of causes and it is not easy to quantify the contribution made by aspects of job design to these features of working life. There have been a number of attempts to improve job design and to measure the effects of the changes. Some of the British experiments have been described in previous issues of the *Employment Gazette*<sup>4</sup>. It is not easy for a busy manager to learn from these alone what might be useful for his own company, what types of change might be considered, or how to go about tackling the problems that might arise.

Some of the projects sponsored by the Department form a programme initiated by the Tripartite Steering Group on Job Satisfaction. This programme focuses on operational

and practical aspects of job design changes and the measurement of their effects on individual satisfaction from work and on organisational features, for instance output, quality and general effectiveness in coping with internal and external pressures. In each of the projects, which are taking place in a variety of industrial and commercial organisations (for example, a hospital, garage servicing, footwear manufacture and electronic assembly), the research teams are:

(1) describing the process of change, why it started, how it is managed by people in the organisation, what organisation is needed to make decisions, implement and monitor the changes. In the course of the project, they are assessing the conditions necessary for success, the resources needed by the organisation.

(2) assessing the effects of changes on people's feelings about their jobs, their behaviour and on the organisations output and operating methods.

The researchers are involved as observers but also to some degree initiators of the process, particularly at the early stages, of deciding what changes to make where, providing information about the problems people experience but may not always voice, and helping to set up project teams to implement the changes. By including trades union representatives and employees in the planning and implementation processes, opportunities are extended for people to have more say in how their own job is organised. In all the projects, there is concern with the effects of changes on individuals, providing for differences in needs and scope for using different abilities. In other respects, each project has unique features. One is concerned with a new factory; another with sales staff in retail stores; a third with the relationship between individual satisfaction with work and forms of co-ownership in the enterprise.

### Other aspects

Although the focus of each project has been on job design, other aspects of the organisation have been involved, including the pay structure, and other employment conditions, and training and selection of staff. The time scale of changes is proving to be lengthier than originally envisaged, a great deal of effort going into educational and consultative meetings of staff in the organisation before decisions are reached. The understanding and committed support of top management is of crucial importance. The process of change and its satisfactory management has been as important a feature of the projects as the actual content of changes, perhaps not surprising in the light of previous experience of introducing job enlargement. In some companies, this has been done almost as a recipe without much

attention to the need or desire for this sort of change and with consequent disappointment and disillusionment when there were no positive results.

Most of the projects in this programme are due to be completed during the next 18 months although two have already finished and some information has been published.

#### Effects of work on individuals

Some kinds of work are thought to have undesirable consequences for workers. So, in one investigation, assembly and other jobs in the same factory are being compared to see which produces a high incidence of dissatisfaction, social problems or symptoms of ill-health and what can be done in practice to reduce these effects. Stress at work is the subject of a number of other projects which are being carried out by researchers through the Medical Research Council. Particular attention is being paid to the relationship between feelings of stress and physical symptoms and illness and also the evidence for the relative influence on stress of attributes of the organisation, the task and the individual. The relationship between work and non-work aspects of life is also the subject of one project to which workers in nine different organisations are contributing information about their experience. The possible effects of a domestic row on an airline pilot's job performance is an extreme example—and it can work the other way. Knowledge of the effects of work and career on an individual's general life style, family, leisure, health, will increase our understanding of these relationships and help to influence satisfactory employment policies and practices in industrial firms and the community at large, as will another study of pressures experienced by women in low level industrial tasks.

#### Diagnostic techniques

There is considerable demand for techniques and methods of diagnosing complex industrial problems and of describing situations so that they can be compared with others. It is sometimes difficult for a personnel manager to decide whether he ought to be worried or pleased with information about levels of absence of staff. How does it compare with that of other organisations? What does it mean? What can be done to reduce it? At what cost? Techniques for measuring these and other aspects of the organisational climate, work behaviour and attitudes are being developed.

#### Employee participation

The use of group feedback techniques and problem solving groups as a method of improving employee relations and of coping with problems is being evaluated. Psychological aspects of industrial relations, conflict resolution and negotiating are being investigated with a view to providing training principles and material for management and union representatives. These projects aim to provide useful methods for improving communications and solving problems that occur in organisations and providing opportunities for people to have some personal influence on matters concerning their jobs.

#### Effects of physical environment

A number of different shift patterns are to be found in industry. Some of these are better than others in terms of the effects on people's work performance, on their family and social life, and on their health. Interruption of sleep patterns

caused by changes in shift, performance at work tasks at different times of day and night, and the combined effects of conditions like vibration, heat and noise have been investigated in projects carried out at Cambridge and currently, Sussex Universities.

#### The next steps

Some of the results of these projects are being published in management and industrial journals. Some will be published by the Department as case studies. Techniques that are developed will find their way into training seminars and workshops of the kind being run by the Work Research Unit for managers and trade unionists. It can also be expected to affect the ideas and practices of people who are concerned with introducing changes and designing work systems, in organisations, so that the social and psychological as well as technical aspects of the way in which the factory production system or the office is organised and operates are satisfactorily dealt with.

It is difficult in practice to distinguish fundamental from applied research on operational problems and topics. The Department's special interest and focus is in the latter areas. In giving thought to future needs for research and a strictly limited budget, the Tripartite Steering Group on Job Satisfaction has identified two important areas.

The introduction of materials like plastics and ceramics, new technologies like the industrial uses of computers, new products like micro-processors, have an impact on people's work whether they are directly involved in their production or in the industries in which they are used. In some cases the technical innovation imposes limits on the work organisation, in others it may present greater opportunity for alternative arrangements giving people greater freedom to design a work system that better fits their capacities and needs. It is intended to explore the possibilities presented and constraints imposed by new technical developments, to investigate the feasibility of planning the human features of the work system as well as the technical, and to pay particular attention to the special features of greenfield sites.

The second area is concerned with work needs and expectations of particular groups in the working population, and their implications for the design of work systems. Some of the beliefs held about different ethnic minorities, disabled and young workers will be examined to see to what extent these are valid and shared by these groups, and what consequences they have for the jobs people are expected to do.

In all these projects, the underlying principle is to add to our knowledge about what work people can best be asked to do that enhances their well-being and, both directly and indirectly, contributes to the effectiveness of the organisation of which they are members.

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## The Family Expenditure Survey and annual revision of the weights for the retail prices indices

THE RETAIL PRICES INDEX (RPI) measures the change in the cost of a representative basket of goods and services. The composition of this basket—that is the relative importance, or "weight", attached to the various goods and services it contains—is brought up to date at the beginning of each year by reference to the latest available results of the Family Expenditure Survey (FES). Data from the FES for the year ending June 1977 has been used as a basis for calculating the weights of the RPI to be used in 1978. Some broad features of the RPI are described, with special reference to the weights. The weights for the General Index of retail prices are given below but those for the retail prices indices for "pensioner" households will be published in the April issue of the *Employment Gazette*.

In recent years, it has been the practice to publish the FES information used in the reweighting in December or January, as soon as it becomes available and when calculation of the RPI weights begins. However, up-to-date quarterly FES data is now published in a regular series of *Employment Gazette* articles (the first of which appeared in the February issue) and it is now proposed to publish the FES data used to calculate the weights at the same time as the revised weights, so that the relationship between the two can be explained more fully. A fuller account of the FES is given in the article "Family expenditure: a plain man's guide to the family expenditure survey", in the February issue of the *Employment Gazette*, and an account of the construction of the RPI was given in "An Un-statistical Reader's Guide to the RPI" which appeared in the *Employment Gazette* for October 1975.

#### General Index

What most people regard as the RPI and what receives most attention when the figures are published is the "General Index". The General Index of Retail Prices covers all households with the exception of (a) "pensioner" households as described below and (b) those households in which the head has an income above a certain limit which in the second half of 1976 was £135 per week and in the first half of 1977 £145 per week. This income limit is set so as to exclude some three to four per cent of households. This group and the "pensioner" households are excluded because they have patterns of expenditure which differ markedly from that of the great majority of households (see chart 1).

With these households excluded, the General Index covers the expenditure of virtually all households headed by manual workers and most of those headed by salaried workers.

The "pensioner" households covered by the special price indices are those of limited means. A "pensioner" household is defined as one in which at least three-quarters of the total income of the household is derived from national insurance retirement and similar pensions, including benefits paid in supplement to, or instead of, such pensions. All heads of household included, whether men or women, are over 60 years of age. The term "national insurance and similar pensions" covers, as well as national insurance pensions proper, national insurance disablement and war disability pensions, and supplementary benefit in conjunction with these disability payments; in a small number of cases it also covers unemployment, sickness and industrial injury benefits paid to men and women over retirement age.

#### On account of age

The intention is to identify income from the state (other than occupational pensions) paid to people who have ceased to work on account of age. The list above does not include income received by anyone under 60. "Pensioner" households amount to about 11 per cent of households.

The form of this definition excludes most households in which there is a retired person in receipt of a sizeable occupational pension in addition to NI retirement or similar pensions; also any household in which there is significant earned income. In fact, the number of retired persons (men 65 and over, women 60 and over, not working) in the survey was 2,863 of whom only 1,100 were located in "pensioner" households as defined for the retail prices index. Most of the remainder were part of General Index households, some 735, or 12 per cent, of such households having a retired head. Of the 809 "pensioner" households in the survey, 488 consisted of one person, and 305 of two persons, leaving 16 larger "pensioner" households.

Although the patterns of expenditure of the "pensioner" households differ appreciably from those of the General Index households, "pensioner" price indices move fairly closely in line with the General Index. On the base January 1974 = 100, the values of the one- and two-person "pensioner" indices in the fourth quarter of 1977 were 194.2 and 192.3 respectively. These compare with 190.8 for the General Index, exclusive of housing (housing is not included in the "pensioner" indices). The difference is 0.5 per cent per annum between the average annual rate of increase of the one-person "pensioner" index and the General Index excluding housing over the period from January 1974.



**Table 2 Household characteristics by type of household in the year ended June 1977**

	One-person "pensioner households"	Two-person "pensioner households"	"General Index" households	"High income" households	All households in survey
Total number of households	488	305	6,107	314	7,230
Percentage of persons that are adults	100.0	100.0	69.1	63.2	70.5
Percentage of persons that are retired	97.7	96.4	9.7	3.8	14.4
Average number of persons per household					
All persons	1.00	2.00	2.90	3.41	2.76
Males	0.14	0.97	1.44	1.76	1.35
Females	0.86	1.03	1.46	1.65	1.41
Adults	1.00	2.00	2.00	2.16	1.94
Children			0.90	1.26	0.81
Persons working	0.02	0.03	1.50	1.63	1.34
Persons not working	0.98	1.97	1.40	1.78	1.42
Men 65 and over, women 60 and over	0.98	1.93	0.28	0.13	0.40
Others	—	0.04	1.12	1.65	1.02
Average age of head of household	74	72	48	46	50
Percentage distribution of households by type of housing tenure					
Rented unfurnished	81.8	73.4	41.2	5.0	43.8
Local authority	59.9	54.4	32.4	2.5	33.9
Other	21.9	19.0	8.8	2.5	9.9
Rented furnished	2.5	0.3	3.7	1.6	3.4
Rent-free	1.4	2.0	2.5	1.0	2.3
Owner-occupied	14.3	24.3	52.6	92.4	50.5
In process of purchase	0.8	1.3	30.8	68.8	29.1
Owned outright	13.5	23.0	21.8	23.6	21.4

**The household characteristics of the groups covered by the price indices**

Table 2 shows some of the characteristics of the household groups which have been discussed in relation to the price indices, with the "all households" figures shown alongside for comparison. The "pensioner" households differ markedly from the others in consisting wholly of adults, whereas in other households about one-third of the members are children. A high proportion of the one-person "pensioner" households are female; much higher than the proportion of females in the total population. Among households as a whole, about 44 per cent are in rented unfurnished accommodation while the proportion who are owner-occupiers is now just over half. For two-person "pensioner" households the proportion who are owner-occupiers is about one-quarter while for high income households it is over 90 per cent.

**Weights for retail prices indices**

Since January 1975 most of the weights for the General Index have been based upon FES expenditure data over the one-year period ending in the June previous to the year in question. There are a few exceptions where weights based on expenditure in one year would be subject to excessive sampling variation; these are furniture, floor coverings, repair and maintenance of dwellings, and for these the weights are based upon three years' expenditure. This is explained in a report of the Retail Prices Index Advisory Committee in February 1975\*. The weights for the General Index for 1978 are shown at the end of this article. They are based upon FES expenditure for the period ended June 1977 shown in table 1 and will take effect as from the index for February 1978.

Weights for the indices for one-person and two-person "pensioner" households are also revised each January but are based upon three-year expenditure patterns from the survey. As already mentioned, they will be published in the April 1978 issue of the *Gazette*.

A few of the categories of expenditure given in table 1 are excluded from the calculation of weights for the retail prices indices. Some, such as life assurance premiums and payments into pension funds, are regarded as savings or deferred expenditure. Others are excluded largely because of the variable and non-measurable nature of the services acquired in return for the payments made and because of the difficulty or impossibility of identifying a "unit" to be priced from month to month. Examples are medical fees, educational fees and expenditure at hotels, etc.

It is known that expenditure on a limited number of items is under-recorded in the FES results; examples are alcoholic drinks, cigarettes, tobacco, sweets and chocolates and meals eaten outside the home. In these cases, in place of the data in the FES, the consumers' expenditure estimates in the National Accounts are used. These are based on alternative, more comprehensive, sources which give information on the total consumer spending on the items in question. Such data are utilised in the limited areas where they are known to be more reliable than the FES results and are used to make adjustments to these expenditure figures prior to calculating the weights for the General Index.

Under-recording is believed to be a much less serious matter in the case of "pensioner" households and as there is little firm information on which to base adjustments none are made.

An adjustment is also made to the housing expenditure figures recorded in the FES whereby, for owner-occupiers, mortgage interest net of tax relief is introduced in place of the rental equivalent; this is explained in the next section of this article.

A further adjustment to the figures is necessary before the weights can be calculated. The expenditure recorded in the FES was spread over the complete 12 months ending in June 1977 and is, therefore, at the prices prevailing at the various times of recording. These figures have to be re-valued to a common time-point if they are to be put onto a comparable basis. The time chosen is January 1978. This is because the retail prices index each year measures the change in prices since January, with the results for successive years being "chained" together using the values of the RPI in January. After the adjustment for under-recording, the expenditure data in table 1 are re-valued quarter by quarter to January prices in some considerable detail using the component series of the RPI. The General Index weights shown in table 4 are those re-valued expenditures expressed in relative terms as a proportion of 1,000.

As a consequence of these various adjustments made to the FES expenditure, the weights shown in table 4 differ somewhat from the proportionate expenditures implied by the figures in table 1.

**Treatment of housing costs**

In table 1 owner-occupiers' housing costs, other than payment for rates, water, insurance and repairs and maintenance, are represented by a rental equivalent, which is the basis consistently used in the FES since it began. The rental equivalent is also calculated and included for the few households that pay no rent. Mortgage payments incurred by owner-occupiers in course of purchase are not included in the housing costs section.

\* Housing costs, weighting and other matters affecting the retail prices index (Cmnd 5905) HMSO, 1975.

**Table 3 Adjustments required to expenditure figures in the FES**

Average weekly expenditure by "General Index" households	Year ended June 1977
	£
1 Total expenditure on commodities and services (including rental equivalent for owner-occupiers and those with free accommodation) (from table)	68.46
2 Rental equivalent included (from table)	3.76
3 Estimated mortgage interest net of income tax relief	1.83
4 Total expenditure (with owner-occupiers' mortgage interest used in place of rental equivalent) (4 = 1 - 2 + 3)	66.53

by households with mortgages still out-standing. The average payment for the households actually incurring the expenditure can be obtained by multiplying the average above by 6,107, the number of General Index households in the survey, and dividing by 1,880, the number still purchasing their dwelling, and amounts to £5.94 per week. It should be noted that some estimation is involved in obtaining mortgage payments net of tax relief since in the survey this item is recorded gross.

\* Housing costs, weighting and other matters affecting the retail prices index (Cmnd 5905), HMSO, 1975.

Rental equivalent is taken to be the up-dated weekly equivalent of the rateable value. To the end of 1975 the updating was in proportion to the increase in the rent component of housing expenditure in the General Index of Retail Prices. From 1976 it has been based on the movement of an index, compiled by the Central Statistical Office for use in the National Accounts, which measures the increase in the total value of gross public sector rents and housing subsidies and gross rents in the private sector. It has been found that the movements of this index have corresponded more closely with movements in the total domestic rateable value than have movements in the rent index.

Until January 1975 the rental equivalent for owner-occupiers was used as a measure of their housing costs in the General Index. However, following a recommendation of the Retail Prices Index Advisory Committee\*, the rental equivalent is now replaced by the payments of mortgage interest net of income tax relief. Accordingly, if they are to be comparable with the figures used in calculating the weights, the expenditure figures in the FES require adjustment as in table 3.

The estimate of mortgage interest above is averaged over all General Index households in the survey in common with all expenditures, even though it is, of course, incurred only

## Time Rates of Wages and Hours of Work

April, 1977 Price £6.25 (£6.71 by post)

Minimum, or standard, time rates of wages and general conditions of employment of wage-earners in the great majority of industries have been fixed by voluntary collective agreements between organisations of employers and workpeople or by statutory orders under the Wages Councils Acts and the Agricultural Wages Acts. In this volume, particulars are given of the minimum, or standard, rates of wages and normal weekly hours fixed by these agreements and orders for the more important industries and occupations. The source of the information is given in each case.

Obtainable from the Government bookshops in London (post orders to PO Box 569, SE1 9NH), Edinburgh, Cardiff, Belfast, Manchester, Birmingham and Bristol, or through booksellers

Table 4 General Index of retail prices: annual revision of weights

Weights to be used in 1978		Weights to be used in 1978	
<b>FOOD</b>		<b>CLOTHING AND FOOTWEAR</b>	
Bread	13	Men's outer clothing	13
Flour	1	Men's underclothing	5
Other cereals	4	Women's outer clothing	22
Biscuits	7	Women's underclothing	3
Cakes, buns, pastries, etc	6	Children's outer clothing	10
Beef	16	Children's underclothing	2
Lamb	7	Hose	3
Pork	6	Gloves, haberdashery, hats, etc	4
Bacon	7	Clothing materials	1
Ham (cooked)	2	Men's footwear	6
Other meat and meat products	20	Women's footwear	7
Fish, fresh, dried, canned, etc	8	Children's footwear	4
Butter	6		
Margarine	3	<b>Total, Clothing and footwear</b>	<b>80</b>
Lard and other cooking fats	2		
Cheese	6	<b>TRANSPORT AND VEHICLES</b>	
Eggs	6	Purchase of motor vehicles	51
Milk, fresh	21	Maintenance of motor vehicles	15
Milk, canned, dried, etc	3	Petrol and oil	34
Tea	6	Motor licences	8
Coffee, cocoa, proprietary drinks	4	Motor insurance	8
Soft drinks	5	Cycles and other vehicles	3
Sugar	4	Rail transport	7
Jam, marmalade and syrup	2	Bus, etc transport	14
Potatoes	7		
Other vegetables, fresh, canned and frozen	12	<b>Total, Transport and vehicles</b>	<b>140</b>
Fruit, fresh, dried and canned	13		
Sweets and chocolates	15	<b>MISCELLANEOUS GOODS</b>	
Ice cream	3	Books	4
Other foods	12	Newspapers and periodicals	13
Food for animals	6	Writing paper and other stationers' goods	4
<b>Total, Food</b>	<b>233</b>	Medicine and surgical, etc goods	4
<b>ALCOHOLIC DRINK</b>		Toilet requisites	8
Beer	52	Soap and detergents	5
Spirits, wines, etc	33	Soda and polishes	3
<b>Total, Alcoholic drink</b>	<b>85</b>	Other household goods	2
<b>TOBACCO</b>		Travel and sports goods, leather goods, jewellery, etc	15
Cigarettes	44	Photographic and optical goods	3
Tobacco	4	Toys	4
<b>Total, Tobacco</b>	<b>48</b>	Plants, flowers, horticultural goods, etc	5
<b>HOUSING</b>		<b>Total, Miscellaneous goods</b>	<b>70</b>
Rent	32	<b>SERVICES</b>	
Owner-occupiers' mortgage interest payments	23	Postage	3
Owner-occupiers' dwelling insurance premiums and ground rent	2	Telephones and telegrams	11
Rates and water charges	34	Television licences and set rentals	14
Charges for repairs, maintenance, etc	8	Other entertainment	9
Materials for home repairs, decorations, etc	14	Domestic help	3
<b>Total, Housing</b>	<b>113</b>	Hairdressing	7
<b>FUEL AND LIGHT</b>		Boot and shoe repairing	1
Coal	9	Laundry	1
Smokeless fuels	2	Dry cleaning and miscellaneous services	7
Gas	16	<b>Total, Services</b>	<b>56</b>
Electricity	29	<b>MEALS BOUGHT AND CONSUMED OUTSIDE THE HOME</b>	
Oil and other fuel and light	4		
<b>Total, Fuel and light</b>	<b>60</b>		
<b>DURABLE HOUSEHOLD GOODS</b>		<b>TOTAL, ALL ITEMS</b>	<b>1,000</b>
Furniture	14		
Radio, television, etc	8		
Other household appliances	17		
Floor coverings	8		
Soft furnishings	7		
Chinaware, glassware, etc	2		
Hardware, ironmongery, etc	8		
<b>Total, Durable household goods</b>	<b>64</b>		

Note: Index households are all households other than (a) those where the head had a recorded gross income of at least £135 a week in the second half of 1976, £145 a week in the first half of 1977 and (b) those in which at least three-quarters of the total income was derived from national insurance retirement or similar pension and/or supplementary benefits paid in supplementation or instead of such pensions.

## Retail prices in 1977

BETWEEN JANUARY 1977 and January 1978 the average level of retail prices, as measured by the General Index of Retail Prices, rose by 9.9 per cent, compared with rises of 16½ per cent during 1976, 23½ per cent during 1975, 20 per cent during 1974 and 12 per cent during 1973.

Table 1 below shows the percentage change in the index between mid-January 1977 and mid-January 1978 for each of the 11 component groups of items, and the effects of these changes on the "all-items" index. The figures in this table are illustrated in Chart 1. Table 2 on pages 312 and 313, gives similar information for each of the groups and sub-groups of items as well as the monthly indices throughout the period.

Table 1

Expenditure group	Change in group index between January 1977 and January 1978	Effect on "all-items" index of change in group index between January 1977 and January 1978
	per cent	per cent
Food	+ 7.1	+1.8
Alcoholic drink	+ 8.8	+0.7
Tobacco	+15.3	+0.7
Housing	+ 6.6	+0.8
Fuel and light	+10.6	+0.6
Durable household goods	+11.6	+0.7
Clothing and footwear	+10.2	+0.8
Transport and vehicles	+11.1	+1.6
Miscellaneous goods	+12.7	+0.9
Services	+11.9	+0.6
Meals bought and consumed outside the home	+15.8	+0.7
<b>All items</b>	<b>+ 9.9</b>	<b>+9.9</b>

A number of factors have had a major influence on the movement of prices through the year. Firstly domestic agricultural production recovered from the effects of the drought in the summer of 1976. Food prices, which had risen by 23.4 per cent during 1976 and had the largest rise of any area of expenditure in the year, rose by only 7.1 per cent during 1977.

Secondly, there was a fall in interest rates during 1977. The Bank of England's Minimum Lending Rate (MLR) fell from 12½ per cent in January to a minimum of 5 per cent in October since when it has risen to 7 per cent. The fall was reflected in building society lending rates which fell substantially over the year. This resulted in much lower interest charges to mortgagors and an increase of only 6.6 per cent in the housing group index over the year.

Thirdly, the costs of manufacturing industry's materials and fuels, on average, fell slightly during 1977 in contrast to the appreciable increases in recent years. Over the 12 months period to January 1978, the wholesale price index of raw materials and fuels purchased by manufacturing industry fell by about one per cent. The decline is a reflection of the improvement in the sterling exchange rate and

falls in world commodity prices. The RPI rose by 9.9 per cent over this period but the effects of a decline in the prices of materials and fuels is fully reflected in retail prices only after a time-lag. This is illustrated in Chart 2, which also shows movements in labour costs per unit of output.

Until the end of July 1977, the Government continued to operate the Price Code under Part II of the Counter-Inflation Act 1973. From August 1, the Price Commission Act gave a reconstituted Price Commission stronger powers to stop price rises which it considered unnecessary and unjustified taking full account of the public interest—including the power to recommend price freezes for up to 12 months.

The rate of inflation, as measured by the percentage increase in the General Index of Retail Prices over the preceding 12 months, continued to rise in the first half of 1977 until it reached a peak of 17.7 per cent in June; it fell from then onward to reach 9.9 per cent in January 1978, the lowest level since October 1973. The largest monthly percentage change was an increase of 2.6 per cent between March and April, following the March Budgetary increases in indirect taxation on petrol, cigarettes and tobacco and an increase in vehicle excise duty. Apart from this, the monthly increases fell within the range of +0.1 per cent to +1.0 per cent. Of the 11 major groups of items, the greatest increase occurred in meals out (15.8 per cent) and the smallest in housing (6.6 per cent).

The movements in the sub-group indices in Table 2 indicate where the major increases took place. The prices of tea, coffee, cocoa etc rose by 37 per cent, of fruit by 24 per cent and of fish by 21 per cent. The prices of vegetables on the other hand fell by 36 per cent and the level of mortgage interest payments by 12 per cent. The average level of retail prices for "all items" other than food rose by 10.8 per cent between mid-January 1977 and mid-January 1978. The index of goods and services mainly produced by nationalised industries rose by 10.8 per cent.

### Chronological summary of monthly changes during the year

The principal factors contributing to the monthly changes in the index during the year were as follows:—

**January-February** (+ 1.0 per cent). Increases in the prices of many foods, household goods and appliances, and of many articles of clothing and footwear; increases in the prices of alcoholic drink; and increases in motoring costs.

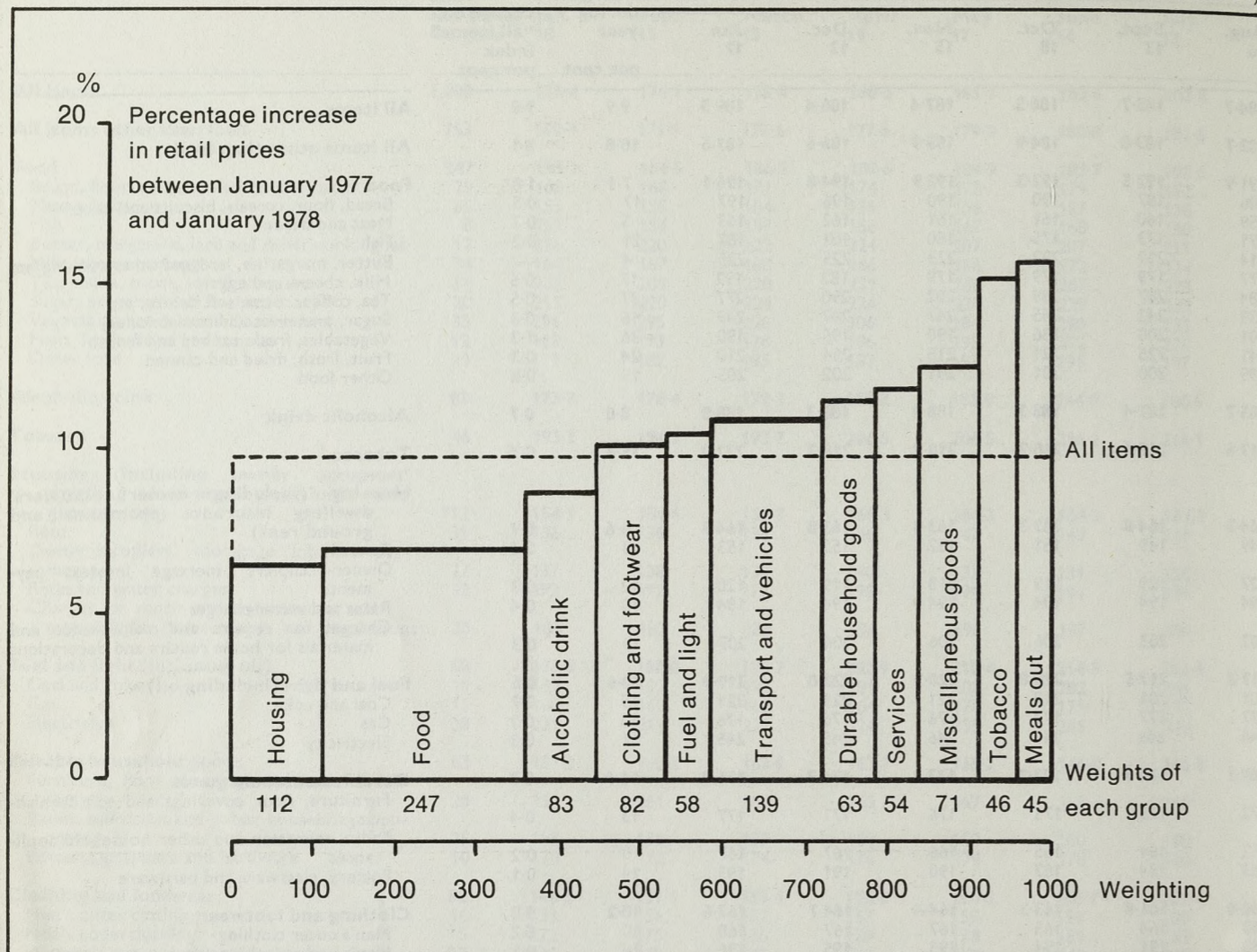
**February-March** (+ 1.0 per cent). Increases in the prices of alcoholic drink, many items of food, clothing and footwear and many household goods.

**March-April** (+ 2.6 per cent). Increases in local rates, rents and water charges; increases in the prices of cigarettes, petrol and motor vehicle licences arising from the March 1977 Budget changes in indirect taxation; increases in



**Chart 1 Contributions of the main groups of goods and services to the increase in the 'all items' index in 1977**

The area of each bar (weight × price increase) shows the amount each group contributed to the overall increase for the year (9.9 per cent, see table 1).



domestic fuel and home maintenance costs; and increases in the prices of many foods and other goods, particularly fresh fruit and vegetables (other than potatoes), alcoholic drinks, tea and coffee, books, newspapers and periodicals.

**April-May (+0.8 per cent).** Increases in domestic fuel and motoring costs and increases in the prices of alcoholic drinks, tea and other foods. These increases were partly offset by a reduction in the level of mortgage interest payments and by decreases in the prices of butter and some vegetables.

**May-June (+1.0 per cent).** Increases in the prices of fresh milk, fruit and new potatoes, tea and other foods; increases in the prices of cigarettes, tobacco and cars; and increases in average charges for gas and electricity.

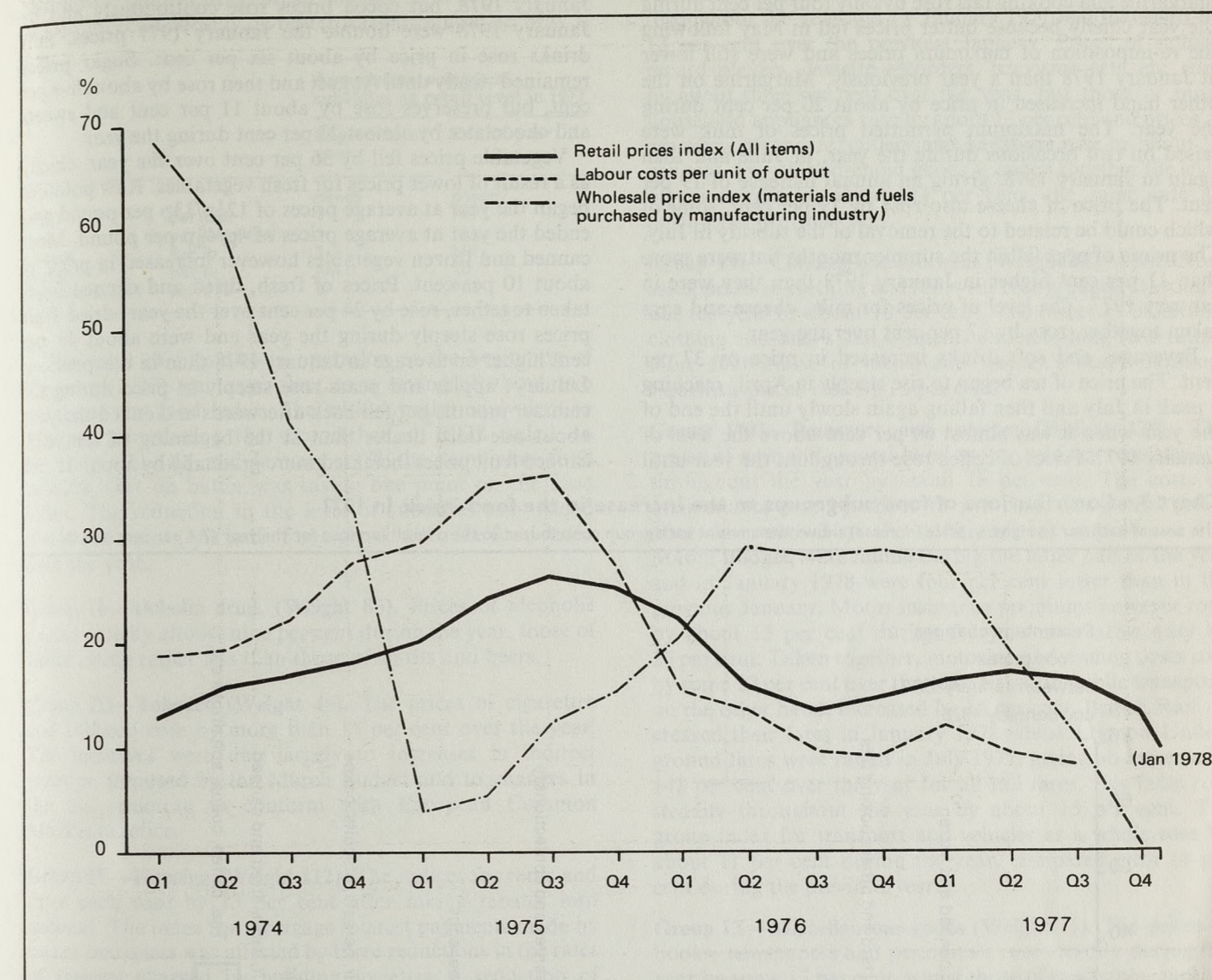
**June-July (+0.1 per cent).** Increases in the prices of many foods, particularly fresh fruit, tea, coffee and eggs; increases in the prices of cars, clothing and other goods; increases in average charges for gas and electricity and for canteen and restaurant meals. These increases were largely offset by lower prices for potatoes and other fresh vegetables, by a fall in petrol prices, and by reductions in the levels of mortgage interest payments and telephone charges.

**July-August (+0.5 per cent).** Increases in prices over a wide range of goods and services; increases in television licence fees and rental charges; increases in passenger transport fares. These increases were partially offset by lower prices for petrol, potatoes and other fresh vegetables and by a reduction in the level of telephone charges.

**August-September (+0.5 per cent).** Increases in the prices of meals bought and consumed outside the home and many items of food and drink, clothing and footwear; and increases in the prices of cars. These increases were partially offset by lower prices for some fresh fruits and vegetables, and by a reduction in the level of telephone charges.

**September-October (+0.4 per cent).** Increases in the prices of solid fuels and cars, and smaller increases over a wide range of household and miscellaneous goods and services, clothing and footwear, partially offset by a reduction in the level of mortgage interest rates. The prices of some foods also rose but were more than offset by lower prices for many seasonal foods, particularly fresh vegetables.

**October-November (+0.5 per cent).** Increases in transport costs (particularly in the prices of cars); smaller increases in the prices of many articles of clothing and footwear, household and horticultural goods and some foods; and

**Chart 2 The Retail Prices Index and material and labour costs: percentages on a year earlier**

increases in charges for some services and meals bought and consumed outside the home.

**November-December (+0.5 per cent).** Increases in the prices of cars and some foods, particularly bread and eggs; small increases in prices over a wide range of household goods; and an increase in average telephone charges reflecting the phasing out of the rebate scheme.

**December-January (+0.6 per cent).** Increases in the prices of milk and some other foods, cigarettes and cars, and increases in rail and bus fares. These increases were partially offset by lower prices for coffee and some articles of women's clothing.

#### Movement of prices within the major groups

**Group 1—Food (Weight 247).** The contributions of the several food sub-groups to the increase in the food index as a whole are illustrated in Chart 3. The index for the food group as a whole rose in nine months of the year, the exceptions being July, August and October, when reductions in the prices of seasonal foods more than offset other increases. The index rose by almost six per cent between January and June, but rose by only 1¼ per cent between

June and January 1978 when it was 7.1 per cent higher than in January 1977, compared with an increase of 23½ per cent during the previous year. This reduction in the rate of increase was due to falling prices for seasonal foods, particularly potatoes and other vegetables, the index for seasonal foods falling by 19 per cent during the year. Manufactured foods on the other hand rose by almost 16 per cent, while foods imported for direct consumption rose by 11 per cent and home-produced foods for direct consumption rose by about 10 per cent. The index for all foods other than seasonal foods consequently showed an increase of more than 13 per cent over the year.

Prices of bread rose by about 18 per cent during the year, the principal increases occurring in May, August and December partly as the result of the removal of subsidies on flour and bread. The index for the sub-group, which includes bread, flour, cereals, biscuits and cakes, rose by 17 per cent. The prices of meat and bacon fell slightly in the spring but then rose slowly for the remainder of the year by five per cent. Fish prices rose by 21 per cent during the year, the rate of increase being more pronounced during the latter half of the year.

The index for the sub-group which consists of butter, margarine and cooking fats rose by only four per cent during the year chiefly because butter prices fell in May following the re-imposition of maximum prices and were still lower at January 1978 than a year previously. Margarine on the other hand increased in price by about 20 per cent during the year. The maximum permitted prices of milk were raised on two occasions during the year, in June and then again in January 1978, giving an annual increase of 19 per cent. The price of cheese also rose by 19 per cent, some of which could be related to the removal of the subsidy in July. The prices of eggs fell in the summer months but were more than 11 per cent higher in January 1978 than they were in January 1977. The level of prices for milk, cheese and eggs taken together, rose by 17 per cent over the year.

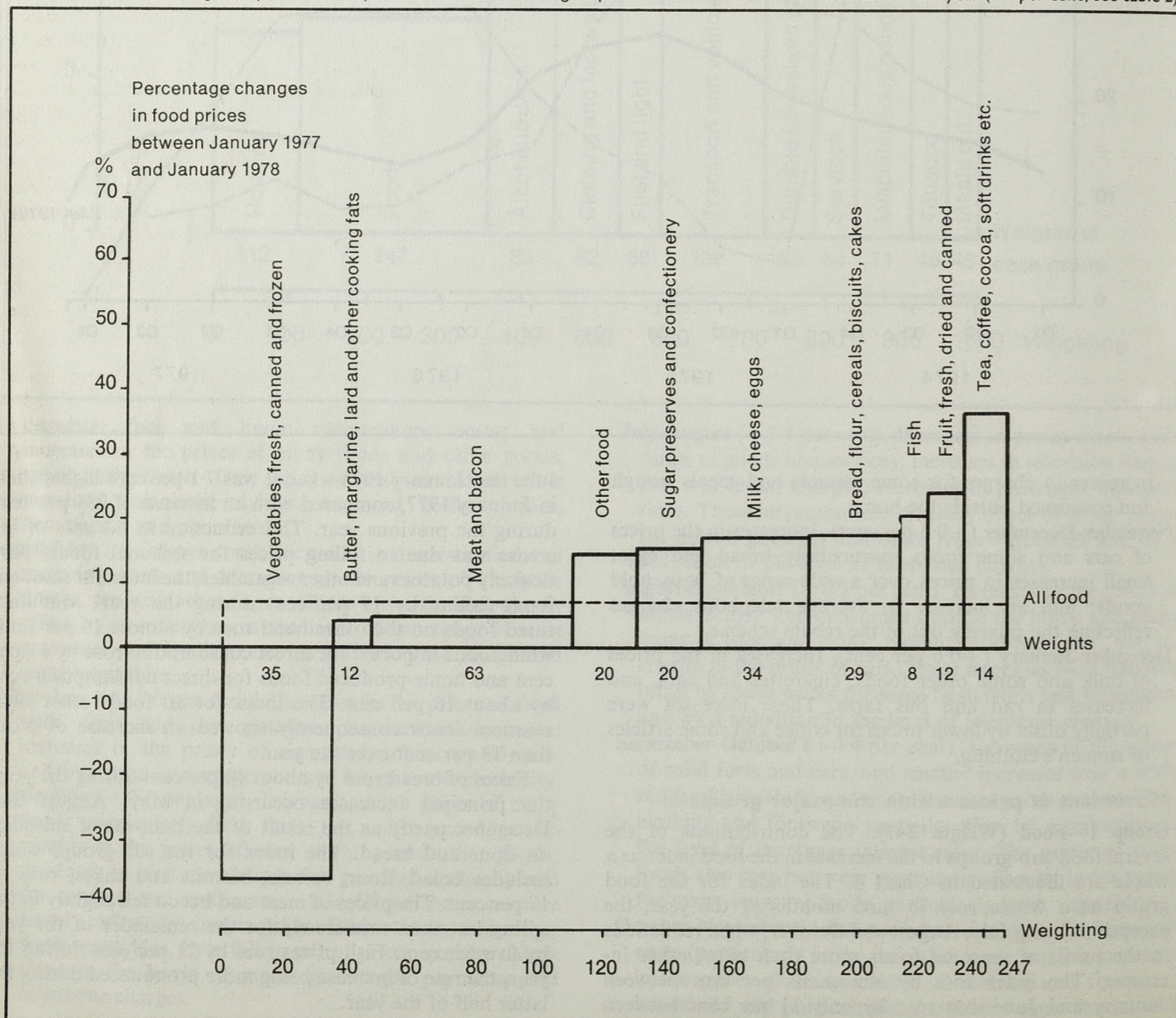
Beverages and soft drinks increased in price by 37 per cent. The price of tea began to rise steeply in April, reaching a peak in July and then falling again slowly until the end of the year when it was almost 60 per cent above the level of January 1977. Prices of coffee rose throughout the year until

December by about 90 per cent and then fell back in January 1978, but cocoa prices rose continuously and by January 1978 were double the January 1977 prices. Soft drinks rose in price by about six per cent. Sugar prices remained steady until August and then rose by about five per cent, but preserves rose by about 11 per cent and sweets and chocolates by almost 20 per cent during the year.

Vegetable prices fell by 36 per cent over the year, chiefly as a result of lower prices for fresh vegetables. Raw potatoes began the year at average prices of 12½p/13p per pound and ended the year at average prices of 4p/4½p per pound. Most canned and frozen vegetables however increased in price by about 10 per cent. Prices of fresh, dried and canned fruit, taken together, rose by 24 per cent over the year; dried fruit prices rose steeply during the year and were about 40 per cent higher on average in January 1978 than in the previous January; apples and pears rose steeply in price during the summer months but fell back afterwards and ended the year about one-third dearer than at the beginning of the year; canned fruit prices increased more gradually by about 15 per

**Chart 3 Contributions of food subgroups to the increase in the food index in 1977**

The area of each bar (weight × price increase) shows the amount each group contributed to the overall increase for the year (7.1 per cent, see table 2).



cent. Over the year government food subsidies were reduced as follows: flour in May, bread and cheese in July and milk in December. A subsidy on butter was introduced on May 1.

		Approximate value of subsidies at retail level in 1977	
		Beginning of year	End of year
		pence	pence
Milk	per pint	1	Nil
Bread	per large loaf	1	Nil
Cheese	per lb	3	Nil
Butter	per lb	Nil	10
Household flour	per 3 lb	3	Nil

The value of subsidies in operation at the beginning of the year (1977) was equivalent to a saving of about two points on the food index. The milk subsidy, equivalent to 1½p per pint during the second half of 1977 ended on December 31. At mid-January 1978 the remaining food subsidy, that on butter was saving one point on the food index. The reduction in the level of subsidies thus added about one point (one half of one per cent) to the food index over the year.

**Group II—Alcoholic drink (Weight 83).** Prices of alcoholic drinks rose by almost nine per cent during the year, those of wines rising rather less than those of spirits and beers.

**Group III—Tobacco (Weight 46).** The prices of cigarettes and tobacco rose by more than 15 per cent over the year. The increases were due largely to increases in indirect taxation imposed by the March Budget and to changes in the tax structure to conform with European Common Market practice.

**Group IV—Housing (Weight 112).** The indices for rents and rates each rose by 13 per cent after taking rebates into account. The index for mortgage interest payments made by owner occupiers was affected by three reductions in the rates of interest charged by building societies, a reduction of one per cent in May, three-quarters of one per cent in July and a further one per cent in October. Over the year the prevailing rates of interest charged fell from 12¼ per cent to 9½ per cent and the index fell by 12 per cent. The cost of repairs and maintenance rose by 13 per cent. The index for the housing group as a whole rose by about 6½ per cent over the year, compared with an increase of more than 14 per cent the previous year.

**Group V—Fuel and light (Weight 58).** There were two increases in the prices of household coal and coke the first of about five per cent in April and the second of about 10 per cent in October with the result that over the year the average level of prices of solid fuels rose by 15 per cent. Gas tariffs were increased by about 10 per cent in the second quarter of the year. Electricity tariffs were also increased by about five per cent in the second quarter and this together with fuel cost adjustments caused the index to rise by 11 per cent over the year. Prices of domestic fuel oils were raised in May and over the year showed an increase of three per cent. The index for fuel and light as a whole rose over the year by about 10½ per cent, compared with almost 18 per cent the previous year.

**Group VI—Durable household goods (Weight 63).** Prices of furniture, floor coverings and soft furnishings rose slowly throughout the year and by January 1977 had increased by 13 per cent over the previous January. Prices of radios, record players, cassette recorders, television sets, etc. rose by about three per cent over the year, but those of most household appliances rose by about 13 per cent and prices of crockery, glassware, cutlery and hardware rose by about 14 per cent. For all household goods grouped together the level of prices rose by about 11½ per cent, the same rate as during the previous year.

**Group VII—Clothing and footwear (Weight 82).** Apart from sales, prices of clothing and footwear rose gradually throughout the year by about 10 per cent. The prices of children's clothing and men's and women's underclothing rose rather more than those of men's and women's outer clothing. Footwear prices rose by 15 per cent.

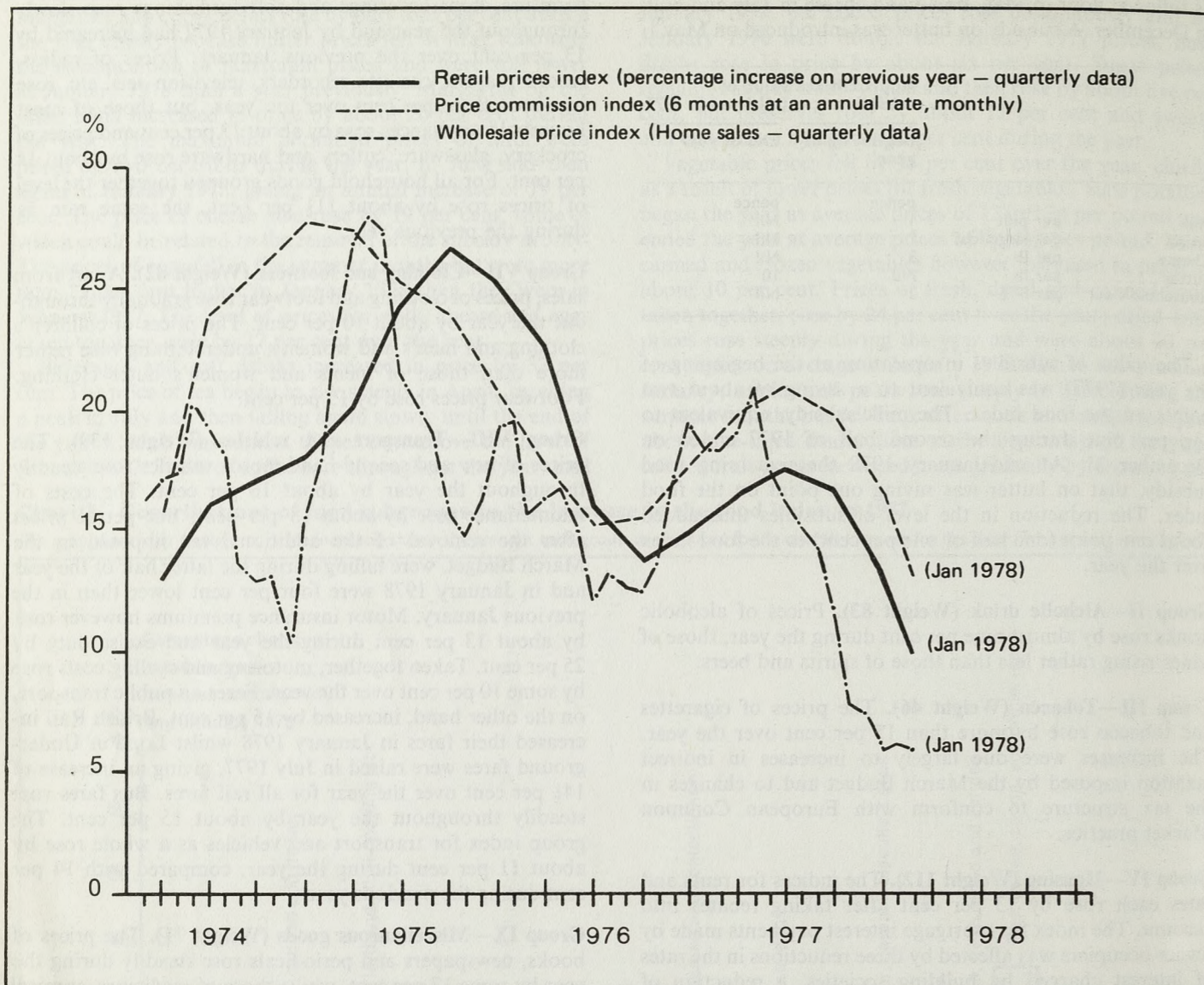
**Group VIII—Transport and vehicles (Weight 139).** The prices of new and second-hand motor vehicles rose steadily throughout the year by about 16 per cent. The costs of maintenance rose by about 18 per cent, but petrol prices after the removal of the additional tax imposed in the March Budget, were falling during the latter half of the year and in January 1978 were four per cent lower than in the previous January. Motor insurance premiums however rose by about 13 per cent during the year and excise duty by 25 per cent. Taken together, motoring and cycling costs rose by some 10 per cent over the year. Fares on public transport, on the other hand, increased by 15 per cent. British Rail increased their fares in January 1978 whilst London Underground fares were raised in July 1977, giving an increase of 14½ per cent over the year for all rail fares. Bus fares rose steadily throughout the year by about 15 per cent. The group index for transport and vehicles as a whole rose by about 11 per cent during the year, compared with 14 per cent during the previous year.

**Group IX—Miscellaneous goods (Weight 71).** The prices of books, newspapers and periodicals rose steadily during the year by some 17 per cent, whilst those of medicines, surgical goods and toiletries rose by 12 per cent. The prices of soaps and detergents increased by 15 per cent, but those of soda and polishes increased by almost 19 per cent; the sub-group index for these articles rose by 14 per cent. Prices of stationery etc. also increased by about 11 per cent, and the index for all these miscellaneous goods taken together, by nearly 13 per cent, compared with almost 16 per cent the previous year.

**Group X—Services (Weight 54).** There was an increase of nine per cent in postal charges in June but later months were affected by the telephone special rebate which in effect reduced the level of average charges while it was in operation. The index for postage and telephones consequently rose by only one per cent during the year. Television licence fees were raised at the end of July by about 15 per cent and rental charges by about 10 per cent, while admission charges to cinemas, dance halls and football matches rose by about 16 per cent during the year. Other services such as domestic help, hairdressing, shoe repairing, laundering and dry-cleaning rose on average by about 17 per cent. The group index for all these services rose by about 12 per cent, compared with only about eight per cent the previous year.



Chart 4 Retail Prices Index and related indicators: percentage changes on a year earlier



Group XI—Meals bought and consumed outside the home (Weight 45). The charge for state school meals was raised from 15p to 25p in September. Charges for canteen meals rose on average by about 11 per cent and those for restaurants and cafes by about 15 per cent so that taken together, the cost of meals bought and consumed outside the home increased on average by about 16 per cent, compared with 18 per cent the previous year.

**Retail prices index and related indicators**

Some indication of prospective changes in the RPI is given by the Wholesale Price Indices (WPI) of home sales of

manufactured products and the index of proposed price increases constructed by the Price Commission. Neither covers the whole range of goods and services as does the RPI. The WPI covers only manufactured goods and excludes a whole range of services which enter into household consumption. The Price Commission index is based on notifications of price increases by the largest enterprises operating in the manufacturing, service and nationalised industries. It does not therefore cover the prices of imported consumer goods and tends to overweight the sectors dominated by large companies. The three series are plotted in Chart 4 which shows movements in the RPI lagging slightly behind the other two series.

# Unemployed minority group workers

Table 1 gives the figures, and location by region, of unemployed minority group workers who are registered at employment offices and careers offices in Great Britain. The basis of the count was explained in the July 1971 issue of the *Gazette* when, for the first

time, comprehensive figures were available. An analysis by age of unemployed minority group workers is made each February. Details for February 1978 are shown in table 2.

Table 1 Unemployed persons born in, or whose parent or parents were born in, certain countries of the Commonwealth; February 9, 1978

	South East	East Anglia	South West	West Midlands	East Midlands	Yorks and Humber-side	North West§	North	Wales	Scotland	Great Britain§
<b>Total (all listed countries):</b>	<b>23,745</b>	<b>381</b>	<b>986</b>	<b>11,264</b>	<b>5,382</b>	<b>4,071</b>	<b>4,528</b>	<b>441</b>	<b>417</b>	<b>442</b>	<b>51,657</b>
Total expressed as percentage of all persons unemployed	7.1	1.0	0.9	8.9	6.6	3.3	2.1	0.4	0.5	0.2	3.6
<b>Area of origin</b>											
East Africa*											
Males	2,347	45	30	655	889	142	334	20	28	30	4,520
Females	1,299	27	24	479	597	66	170	14	14	8	2,698
Other Africa*											
Males	1,442	7	25	231	112	81	204	30	57	24	2,213
Females	497	5	9	116	54	36	82	4	2	3	808
West Indies†											
Males	6,902	60	421	2,272	587	507	475	24	40	6	11,294
Females	2,659	36	123	1,378	210	194	106	4	15	3	4,728
India											
Males	2,965	46	106	1,851	1,239	593	988	67	51	104	8,010
Females	1,799	24	41	1,488	665	258	385	38	15	31	4,744
Pakistan											
Males	1,248	92	97	1,864	567	1,703	1,152	157	83	142	7,105
Females	299	14	19	224	97	232	189	21	20	25	1,140
Bangladesh											
Males	511	9	11	376	119	133	161	12	19	9	1,360
Females	48	—	2	25	5	7	20	3	2	5	117
Other Commonwealth territories‡											
Males	1,330	11	57	218	194	98	217	34	66	37	2,262
Females	399	5	21	87	47	21	45	13	5	15	658
<b>Persons born in UK of parents from listed countries (included in figures above)</b>											
Males	1,302	21	79	592	140	132	398	30	18	41	2,753
Females	718	13	48	484	73	71	112	17	14	24	1,574
<b>TOTAL (all listed countries):</b>											
November 10, 1977	24,812	358	1,029	12,009	4,699	4,263	4,844	371	268	447	53,100
August 11, 1977	28,853	473	1,010	14,979	5,615	4,717	5,583	458	263	487	62,438
May 12, 1977	23,351	385	916	11,602	4,034	3,419	4,074	297	181	332	48,591
February 10, 1977	24,378	367	964	11,615	4,055	3,521	4,061	347	183	306	49,797
November 11, 1976	—	—	—	—	—	—	—	—	—	—	—

\* The figures for East Africa relate to Kenya, Tanzania (formerly Tanganyika and Zanzibar) and Uganda.  
 The other Commonwealth countries in Africa (shown as Other Africa) include: Botswana; Gambia; Ghana; Lesotho; Malawi (formerly Nyasaland); Mauritius; Nigeria (Federation of); St. Helena, including Ascension Island and Tristan da Cunha; Seychelles; Sierra Leone; Rhodesia; Swaziland and Zambia (formerly Northern Rhodesia).  
 † The Commonwealth Countries in West Indies include: Bahamas; Barbados; Bermuda; Belize (formerly British Honduras); British Virgin Islands; Cayman Islands; Guyana; Jamaica; Leeward Islands, (Antigua (including Barbuda) and Montserrat); St Christopher (St Kitts)—Nevis and Anguilla; Trinidad and Tobago; Turks and Caicos Islands and Windward Islands (Dominica; Grenada; St Lucia and St Vincent).

‡ Other Commonwealth territories include: British Antarctic Territory; British Solomon Islands Protectorate; Brunei; Sri Lanka (formerly Ceylon); Christmas Island (Indian Ocean); Cocos (Keeling) Island; Cook Islands; Falkland Islands; Fiji; Gilbert and Ellice Islands (including Phoenix, Line and Ocean Islands); Hong Kong; Malaysia; Nauru; New Guinea; New Hebrides Condominium; Niue Islands; Norfolk Islands; Papua; Pitcairn Islands; Singapore; Tokelau Islands and Tonga.  
 § Excludes figures for unemployed young persons in Liverpool which are not available.  
 || Because of industrial action by some staff in the Department of Employment Group, figures for November 1976 are not available.

Table 2 Unemployed persons born in, or whose parent or parents were born in, certain countries of the Commonwealth and Pakistan: February 9, 1978

Region	Age								Total
	16-17		18-24		25-39		40+		
	Males	Females	Males	Females	Males	Females	Males	Females	
South East	1,068	736	4,716	2,650	5,306	2,127	5,655	1,487	23,745
East Anglia	21	17	71	42	57	37	121	15	381
South West	71	50	223	97	221	64	232	28	986
West Midlands	590	578	2,225	1,649	1,896	992	2,756	578	11,264
East Midlands	262	151	898	578	1,192	535	1,355	411	5,382
Yorkshire and Humberside	263	138	854	371	820	173	1,320	132	4,071
North West§	257	203	751	413	1,036	268	1,487	113	4,528
North	22	8	98	49	92	28	132	12	441
Wales	21	18	75	27	103	23	145	5	417
Scotland	28	17	76	36	125	25	123	12	442
<b>Total (GB)</b>	<b>2,603</b>	<b>1,916</b>	<b>9,987</b>	<b>5,912</b>	<b>10,848</b>	<b>4,272</b>	<b>13,326</b>	<b>2,793</b>	<b>51,657</b>
<b>Country of origin</b>									
East Africa*	185	199	1,283	1,159	1,268	893	1,784	447	7,218
Other Africa*	62	47	508	329	879	335	764	97	3,021
West Indies†	1,330	1,030	3,902	1,811	2,928	901	3,134	986	16,022
India	430	374	1,913	1,802	2,411	1,606	3,256	962	12,754
Pakistan	489	206	1,784	517	2,147	272	2,685	145	8,245
Bangladesh	44	16	187	49	322	26	807	26	1,477
Other Commonwealth Territories‡	63	44	410	245	893	239	896	130	2,920

See footnotes on previous page.

## Employment of women and young people: special exemption orders—end-year 1977 and January 1978

THE Factories Act 1961 and related legislation place restrictions on the employment of women and young people under 18 years of age in factories and other workplaces. Section 117 of the Factories Act 1961 enables the Health and Safety Executive, subject to certain conditions, to grant exemptions from these restrictions for women and young people aged 16 and over, by making special exemption orders for employment in particular factories. Orders are valid for a maximum of one year, although exemptions may be continued by further orders granted in response to renewed applications. The number of women and young people covered by special exemption orders current on December 31 1977, and the distribution of these workers by 14 main industry groups were:

Industry group	Women 18 years and over	Male young persons of 16 but under 18	Female young persons of 16 but under 18	Total
Food, drink and tobacco	61,260	1,547	2,159	64,966
Coal and petroleum products and chemicals and allied industries	7,257	311	339	7,907
Metal manufacture	2,296	681	6	2,983
Mechanical, instrument and electrical engineering	37,793	1,149	820	39,762
Metal goods not elsewhere specified	11,796	589	187	12,572
Hosiery and other knitted goods	2,747	154	266	3,167
Cotton, linen and lace	8,746	717	539	10,002
Wool and worsted	5,596	386	427	6,409
Other textiles	5,693	578	327	6,598
Clothing and footwear, leather goods and fur	7,187	166	1,239	8,592
Bricks, pottery, glass, cement, etc	3,694	333	65	4,092
Timber, furniture, etc	596	163	35	794
Paper, printing and publishing	15,726	847	602	17,175
Other manufacturing industries and miscellaneous services	24,317	839	430	25,586
<b>Total</b>	<b>194,704</b>	<b>8,460</b>	<b>7,441</b>	<b>210,605</b>

The number of Special Exemption Orders issued during the calendar year ended on December 31, 1977† were:

Period of validity	Number of new orders	Number of renewal orders
Over 6 months and up to 12 months	912	2,769
Over 3 months and up to 6 months	68	49
Three months or less	64	28
<b>Total</b>	<b>1,044</b>	<b>2,846</b>

The number of women and young people covered by special Exemption Orders current on January 31, 1978 according to the type of employment permitted‡

Type of employment permitted by the orders	Women 18 years and over	Male young persons of 16 but under 18	Female young persons of 16 but under 18	Total
Extended hours§	20,188	1,210	1,472	22,870
Double day shifts	38,185	3,001	2,445	43,631
Long spells	9,303	364	1,142	10,809
Night shifts	57,609	1,760	136	59,505
Part-time work¶	13,675	68	178	13,921
Saturday afternoon work	4,386	269	244	4,899
Sunday work	42,998	1,305	1,385	45,688
Miscellaneous	5,402	334	137	5,873
<b>Total</b>	<b>191,746</b>	<b>8,311</b>	<b>7,139</b>	<b>207,196</b>

\*See page 49 of the February 1978 issue of the Gazette for analyses according to type of employment permitted by these orders.

†Corresponding information for December 31, 1976, was published on page 232 of the March 1977 issue of the Gazette.

‡The numbers shown are those stated by employers in their applications. The actual numbers of workers employed on conditions permitted by the orders may, however, vary from time to time.

§'Extended hours' are those worked in excess of the limitations imposed by the Factories Act in respect of daily hours of overtime.

||Includes 17,159 persons employed on shift system involving work on Sundays, or on Saturday afternoons, but not included under those headings.

¶Part-time work outside the hours of employment allowed by the Factories Act.

## Deaths and diseases

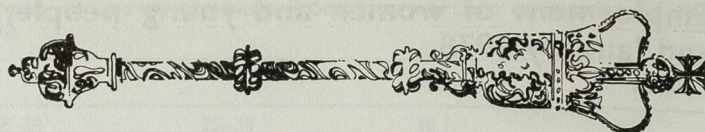
Fatal accidents	November 1977	December 1977	Notified diseases	November 1977	December 1977
Factories Act			Aniline		1
Factory processes	13	14	Anthrax		1
Building operations	8	8	Arsenical		
Works of engineering construction	—	2	Beryllium		
Docks and warehouses	1	2	Cadmium		
<b>Total Factories Act</b>	<b>22</b>	<b>26</b>	Carbon bisulphide		
Fatalities reported under other Acts			Chrome ulceration	4	19
Explosives	1	—	Chronic benzene		
Mines and Quarries*			Compressed air		
Coal mines			Epitheliomatous ulceration	2	6
(i) Underground	4	1	Lead poisoning		2
(ii) Surface	1	—	Manganese		
Other stratified mines	—	—	Mercurial		
Miscellaneous mines	—	1	Phosphorus		
Quarries	1	—	Toxic anaemia		
<b>Total Mines and Quarries Act</b>	<b>6</b>	<b>2</b>	Toxic jaundice		
Railway Service	3†	2	<b>Total of above</b>	<b>6</b>	<b>29</b>
Seamen					
(i) Trading vessels	5	—			
(ii) Fishing vessels	—	—			
Agricultural employees	2	7			
<b>Total of above</b>	<b>39</b>	<b>37</b>			

Fatalities, if any, included in these figures are shown in brackets.

† Amended

\* Figures relate to a period of four weeks in November and five weeks in December.

# Questions in Parliament



A selection of Parliamentary questions put to Department of Employment ministers on matters of interest to readers of the *Gazette* between January 31 and March 1 is printed on these pages. The questions are arranged by subject matter, and the dates on which they were answered are given after each answer. An asterisk after the date denotes that the question was answered orally.

## European Social Fund

*Mr George Park (Coventry North East) asked the Secretary of State for Employment how much financial assistance the United Kingdom Government had received from the European Social Fund towards the cost of Government supported training and resettlement schemes, and of the resettlement services for the disabled.*

Mr Grant: In respect of the period from January 1, 1973 to December 31, 1977, about £220 million (including £22 million for disabled people) has been allocated to the United Kingdom from the European Social Fund for operations undertaken or supported by the Government. (February 15)

*Mr Tony Newton (Braintree) asked the Secretary of State for Employment, how many applications for assistance from the EEC Social Fund were currently being processed by his department; and what value in £ sterling they represented.*

Mr Grant: 70 applications so far submitted from the United Kingdom in respect of eligible activities in 1978 and the two subsequent years have yet to be decided upon by the EEC Commission. Their total value is £156.7 million. As the year progresses, further applications are likely to be made. (February 28)

## Skillcentre places

*Mr Michael McNair-Wilson (Newbury) asked the Secretary of State for Employment how many places were available in skillcentres in England and Wales and what percentage of these were currently occupied.*

Mr Golding: I am informed by the Manpower Services Commission that there are 15,809 places available in skillcentres in England and Wales and about 75 per cent of these places are currently occupied. (February 28)

## Department of Employment Ministers

**Rt. Hon. Albert Booth M.P., Secretary of State**

**Harold Walker M.P., Minister of State**

**John Golding M.P., Parliamentary Under-Secretary of State**

**John Grant M.P., Parliamentary Under-Secretary of State**

## Temporary Employment Subsidy

*Mr Max Madden (Sowerby) asked the Secretary of State for Employment, how many applications for temporary employment subsidy were pending, subject to an extension of the scheme, after March 31; what estimates of future take-up existed; and if he would make a statement.*

Mr Golding: Pursuant to his reply of February 2, (Official Report Vol 943 Col 286-287) gave the following information:

On February 2, there were 886 applications for TES awaiting a decision and because under the present scheme applications may be made up to and including March 31, these will be dealt with in the normal way. I am unable to give an estimate of future take-up of TES beyond March 31, until present discussions with the EEC have been concluded. However, we expect the scheme to be extended beyond March 31. (February 8)

*Mr Clement Freud (Isle of Ely) asked the Secretary of State for Employment, whether he was satisfied that 10 remains a realistic minimum number for eligibility*

*for Temporary Employment Subsidy.*

Mr Grant: Yes. Although, we appreciate the difficulty that this causes, to reduce the threshold further would need substantial increases in staffing if long, damaging delays in the processing of other claims were to be avoided. (February 28)\*

## Productivity schemes

*Mr Tim Sainsbury (Hove) asked the Secretary of State for Employment, how many self-financing productivity schemes were currently being monitored by his department.*

Mr Walker: My department has been informed of some 520 productivity schemes which the employer concerned has confirmed to be fully self-financing. (February 28)\*

## National minimum wage

*Mr Ralph Howell (North Norfolk): asked the Secretary of State for Employment, if he would list each country in the Organisation for Economic Development and Co-operation where there was a national minimum wage; and if he would show in each case the latest available estimate of the rate of unemployment and of the rate of inflation.*

Mr Golding: Advice from the Organisation of Economic Development and Co-operation is that the following countries

(within OECD) have a national minimum wage: Canada, United States of America, Belgium, Netherlands, France, Italy.

The latest available unemployment rates and annual increases in the Consumer Price Indices for these six countries are shown below.

Unemployment rates are not directly comparable owing to differences in coverage, concepts of unemployment, and methods of compilation by the national statistical offices.

Country	Unemployment reference month	Rate <sup>1</sup> %	Annual increase in Price Index <sup>2</sup> %
Canada	January 1978	8.3	9.1
USA	January 1978	6.3	6.7
Belgium	December 1977	10.2	6.5
Netherlands	December 1977	5.1	5.5
France	January 1978	5.6	9.1
Italy	October 1977	7.4	15.0

Notes:

(1) The percentage rates are seasonally adjusted, with the exception of the figure for Italy, for which no adjustment is possible owing to a recent change in coverage.

(2) The annual increase in the Consumer Price Indices relates to the period November 1976 to November 1977 for all countries.

(February 20)

## Sheltered employment

*Mr Lewis Carter Jones (Eccles) asked the Secretary of State for Employment, if he would say how many trainees were now undergoing training in sheltered employment; what plans the Government had to expand the numbers of trainees in sheltered employment; and if he would make a statement.*

Mr Grant: There were 174 trainees in sheltered employment, excluding Remploy, at March 31, 1977. Remploy trains its severely disabled employees on the job and normally has about 300 employees in training. An additional inducement to severely disabled people to enter training in sheltered workshops is that from January 30, 1978 the majority will receive more in basic training wages than under the old system of training allowances. There are plans to build new sheltered workshops and Remploy factories, which will result in a consequent increase of training opportunities. (February 23)

*Mr Carter-Jones also asked if he would list the number of disabled people in sheltered workshops in each impairment group at the last date for which figures were available.*

Mr Grant: I am informed by the Manpower Services Commission that it is not possible to provide complete figures by

impairment groups. The numbers and types of disability of Remploy's disabled employees at March 31, 1977 shown below.

Of the people in sheltered employment outside Remploy there were at March 31, 1977, 1,832 blind people and 131 partially sighted people in Workshops for Blind People. Information about the type of disability of the other 3,410 sighted severely disabled people in workshops run by local authorities is not available.

(February 23)

Type of disability	No.
Amputation	255
Arthritis and rheumatism	271
Diseases of the digestive system	128
Diseases of the genito-urinary system	64
Diseases of the heart and circulatory system	614
Diseases of the lungs (except tuberculosis)	550
Diseases of the skin	40
Ear defects	303
Eye defects	143
Injuries of the head, face, neck, thorax, abdomen, pelvis and trunk	159
Injuries and diseases (except tuberculosis) of upper limbs	255
Injuries and diseases (except tuberculosis) of lower limbs	686
Paraplegia	231
Injuries and diseases (except paraplegia and tuberculosis) of the spine	558
Psychoneurosis and other mental illnesses	749
Epilepsy	813
Organic nervous diseases other than epilepsy	606
Mental sub-normality	861
Tuberculosis—pulmonary	271
Tuberculosis—non pulmonary	96
Other diseases and disabilities	319

# Questions in Parliament

## Fair wages

*Mr J. W. Rooker (Birmingham, Perry Barr) asked the Secretary of State for Employment, if he would make a statement on the current number of fair wages resolution claims registered with his department, the number awaiting decision by the central arbitration committee, the average length of time being taken between stages of the process of determination and any proposals he had to cut this waiting time.*

Mr Walker: On January 31, 1978 129 claims made under the Resolution were being dealt with by my Department. Of these 40 had been referred to the Advisory, Conciliation and Arbitration Service for conciliation and 89 were awaiting confirmation of a current contract containing the Fair Wages Resolution, 1946, and reference to the Central Arbitration Committee. A further 116 claims had been referred to the Central Arbitration Committee for decision.

The usual time taken for my Department to establish a current contract, for the Advisory, Conciliation and Arbitration Service to report on its efforts to conciliate and for a formal reference to be made to the Central Arbitration Committee is about six weeks. Owing to the pressure of work on the Central Arbitration Committee, there is at present a further period of about 16 to 20 weeks before an award is made. The number of deputy chairmen of the Committee has been increased to 18 and I am informed by the Committee that they are taking other steps, including opening a new office in Manchester in addition to those in London and Birmingham, and holding more frequent hearings, which should assist in reducing the present delays in hearing cases. (February 15)

## Questions in Parliament

### Farmworkers

Mr Arthur Lewis (Newham North West) asked the Secretary of State for Employment, in view of the fact that farmworkers were between £16 and £17 per week below the national average wage, and that farm tractor drivers in Holland can earn as much as £10,000 per annum, if he would allow the farm workers to be treated as a special case so far as wages were concerned on the same basis as the police, firemen and mineworkers.

Mr Walker: None of the groups mentioned has been given special treatment in the current pay round. For the future certain undertakings have been given to the firemen and the police. The setting of statutory minimum rates for farmworkers is a matter for the autonomous Agricultural Wages Boards. (February 20)

inspectors had been in post in each year since 1945.

Mr Grant: The information is given below

Year	Inspectors in post
1960	158
1961	156
1962	158
1963	152
1964	152
1965	155
1966	150
1967	150
1968	153
1969	146
1970	151
1971	138
1972	141
1973	137
1974	135
1975	128
1976	125
1977	135

The figures are not readily available for the years prior to 1960.

(February 6)

### Wages inspectors

Mr J. W. Rooker (Birmingham, Perry Barr) asked the Secretary of State for Employment, how many: (a) routine and (b) complaints inspections have been made by wages inspectors for each year since 1945.

Mr Grant: The information is given below. (February 2)

Mr Rooker also asked the Secretary of State for Employment, how many wages

### Levy funded grants

Mr Harry Cowans (Newcastle upon Tyne Central) asked the Secretary of State for Employment, whether levy-funded grants for approved apprentice training paid by the Manpower Services Commission were available to nationalised industries.

Mr Golding: I am informed by the Manpower Services Commission that the position is as follows. Where a nationalised industry is in scope of an Industrial Training Board it is eligible for grants from the Board for approved training. These grants are funded from levy on the firms covered by the Board and may include grants in support of apprentice training. It may also be eligible for (i) grants provided by the Manpower Services Commission to industry through Industrial Training Boards and other national organisations in support of certain key training objectives; and (ii) grants to encourage the maintenance of apprentice intakes related to industry's forward needs for skilled manpower which would otherwise be threatened by the economic recession.

Nationalised industries not in scope to an industrial training board would be eligible for the publicly funded grants referred to in (i) and (ii), above but not for ITB levy funded grants. (March 1)

### Employment statistics

Mr R. B. Cant (Stoke on Trent Central) asked the Secretary of State for Employment whether he had made any progress in securing the earlier publication of statistics relating to numbers employed.

Mr Golding: Since my reply to my hon Friend's question on March 8, 1977 concerning the annual census of employment (Vol 927, Cols 514-515), I regret to say that industrial action by computer staff and unforeseen difficulties in processing the full scale census of employment taken in 1976, led to publication being delayed until last November—some 17 months after the reference date. However, at the same time, very considerable progress has been made in improving procedures to make greater use of computer processing. These changes are taking a little longer than previously envisaged but they are now nearly complete.

There will be some repercussions, from the problems with the 1976 census, on the compilation of the results for 1977 but every effort is being made to limit the possible delays in publication.

Regarding future censuses, my Department's objective remains that indicated in my previous reply, namely to improve by one or two months on the average time of a year taken to publish the results of the 1973, 1974 and 1975 censuses, and I hope to make progress towards this when the results of the 1978 census, to be taken in June, are published next year. (February 10)

### Routine and complaint inspection 1960-1976

Year	Routine	Complaint	Total
1960	42,174	5,400*	47,574
1961	39,386	5,500*	44,886
1962	41,208	6,100*	47,308
1963	42,871	6,500*	49,371
1964	41,610	7,100*	48,710
1965	43,016	6,500*	49,516
1966	44,671	6,500*	51,171
1967	42,777	6,500*	49,277
1968	43,404	7,400*	50,804
1969	43,125	6,900*	50,025
1970	47,081	6,795	53,876
1971	45,785	6,061	51,846
1972	42,542	6,278	48,820
1973	40,113	6,644	46,757
1974	34,644	6,508	41,152
1975	31,120	7,324	38,444
1976	24,204	7,620	31,824

\* Approximate.  
Figure for the years prior to 1960 are not readily available and could not be obtained without disproportionate costs. 1977 figures not yet available.

## Questions in Parliament

### Post school education

Mr Nick Budgen (Wolverhampton South West) asked the Secretary of State for Employment, what was the annual cost to his department of providing post-school education and training; how many people underwent, or were undergoing post-school education and training paid for by his department in 1975-76, 1976-77, and 1977-78; and what was the distribution of this expenditure by region.

Mr Golding: I am informed by the Manpower Services Commission that the annual cost to the Training Services Agency of providing post-school education and training amounted to £110.351

million in 1975-76; to £168.403 million in 1976-77 and is estimated to cost £216.906 million in 1977-78. 65,914 persons completed training in 1975-76, 89,545 in 1976-77 and 90,750 were provided for in the 1977-78 estimate.

Financial information is not available in the form requested. National expenditure on meeting the training needs of the individual including the cost of Head Office buildings and administration, had therefore been apportioned to regions in the following table on the basis of the number of trainees completing training in each region. (February 6)

Region	1975/76 £000's	1976/77 £000's	Estimate 1977/78 £000's
Scotland	13,132	19,198	24,684
North East	14,677	23,576	30,367
North West	18,208	27,450	35,334
Midlands	17,987	25,934	33,295
Wales and West	15,780	23,071	29,738
South East	15,449	25,260	32,470
London	15,118	23,914	31,018

### Household expenditure

Mr Ralph Howell (North Norfolk) asked the Secretary of State for Employment, if he would list the percentage of total income spent on food, rent and heating for a family with two children living on: (a) National assistance/supplementary benefit (b) with earnings equal to average male manual earnings and (c) with earnings equal to three times average male manual earnings, in 1953, 1955, 1960, 1965, 1970 and each subsequent year.

Mr Golding: The available information is given below. Separate analyses are not available for households of one man, one woman and two children living on national assistance/supplementary benefit scales;

as an indication of the spending pattern for these households information is given for households with a similar total income but from whatever source. The number of households with earnings equal to three times average male manual earnings covered by the expenditure surveys is insufficient to enable the required estimates to be made.

The proportion of household expenditure on all goods and services spent on food, housing, and fuel, light and power by households in the United Kingdom comprising one man, one woman and two children at the following levels of gross income is:

Year	Percentages	
	Households with income approximately equal to the national assistance/supplementary benefit scale	Households with income approximately equal to average male manual earnings
1953	60.1	55.2
1961	56.4	49.8
1965	52.6	52.6
1970	52.6	50.6
1971	51.4	48.5
1972	51.2	46.0
1973	47.3	45.2
1974	51.2	46.4
1975	50.3	49.7
1976	54.2	52.4

The figures for 1953 have been obtained from the Household Expenditure Enquiry of 1953/54 and for subsequent years from the Family Expenditure Survey. They are subject to sampling error. The Family Expenditure Survey was not conducted in 1955 and the results for 1960 were not analysed for households of different compositions.

(January 31)

### Asbestos in thermal insulation and demolition

Mr Max Madden (Sowerby) asked the Secretary of State for Employment when the Health and Safety Commission proposed to introduce regulations affecting controls in the use of asbestos in the thermal insulation and demolition industries; if the regulations would be brought before Parliament; and if he would make a statement.

Mr Madden also asked when he expected to receive the report from the Asbestos Advisory Committee, being chaired by Mr Bill Simpson, chairman of the Health and Safety Commission; and if he would make a statement.

Mr Grant: The chairman of the Health and Safety Commission, who also chairs the Advisory Committee on Asbestos, has submitted to me formally the first report of the Committee. This report contains recommendations for new regulations affecting, *inter alia*, controls in the use and handling of asbestos in the thermal insulation, dismantling and demolition industries. The Health and Safety Commission is now considering a second report dealing with the measurement and monitoring of asbestos in air, and the chairman informs me that he expects to submit it to me and other Ministers concerned soon. I shall be discussing arrangements for publication of both these reports with the Commission and will make a further announcement in due course.

As far as the final report of the Committee is concerned I would refer my hon Friend to the reply I gave on November 21, 1977 (Hansard, vol 939, no. 14, col 593).

At its discussion of the first report, the Health and Safety Commission decided that in preparing proposals for any new regulations, it would be guided by comments received on the report. Such regulations can be proposed to the Secretary of State by the Commission only after consultation in accordance with Section 50 of the Health and Safety at Work, etc, Act 1974, so it is not yet possible to fix a date for their introduction. The Commission agrees, however, that action is needed in the field covered by the report.

Any new proposals for regulations approved by the Secretary of State will be made by statutory instrument and will be subject to annulment in pursuance of a resolution of either House of Parliament in accordance with Section 82(3)(b) of the Health and Safety at Work, etc, Act 1974.

(March 1)

Questions in Parliament

Young people

Mr David Price (Eastleigh) asked the Secretary of State for Employment, what was his estimate of the total number of young people becoming available for work for the first time for each of the next five years; what was his estimate of the total number of older people at work reaching retirement age for each of the next five years and what was the resultant effect upon the size of the national labour force for each of the next five years.

Mr Golding: The following figures relate to the numbers of young people becoming available for work, after leaving school:

Great Britain	
Academic years	School leavers available for employment 000's
1977/78	683
1978/79	691
1979/80	707
1980/81	707
1981/82	705

These figures do not cover school leavers going on full-time further or higher education, nor students leaving full-time further or higher education. The latter represent a substantial additional group of young people becoming available for employment, for which, however, figures are not available.

The numbers of older workers reaching the normal retirement ages of 60 for women and 65 for men in each of the next five years are estimated to be as follows:

Great Britain	
Mid year to mid year	Numbers in the labour force reaching normal retirement age 000's
1977/78	349
1978/79	353
1979/80	415
1980/81	383
1981/82	364

Some workers, included in the above figures, will continue to work after reaching the normal retirement age.

School leavers available for employment and workers leaving the labour force at normal retiring age are only two of the groups moving into or out of the labour force each year; many join the labour force, and many leave it, for a variety of reasons, at other ages.

The estimated net changes in the size

of the labour force in each of the next five years are as follows:

Great Britain	
Mid year to mid year	Projected increase in the labour force 000's
1977/78	+193
1978/79	+176
1979/80	+159
1980/81	+153
1981/82	+242

(February 14)

Mr Nicholas Scott (Kensington and Chelsea, Chelsea): asked the Secretary of State for Employment, whether he would give instructions to the Cabinet Office for the publication of the *Solomons Report* on the possibilities of a scheme for universal community service by young people.

Mr Golding: Various internal papers on the possibilities of a scheme for universal community service by young people have been prepared and discussed. But it is not our practice to publish internal discussion papers.

Many proposals, however, to reduce youth unemployment including community service have been considered by my Department and the Manpower Services Commission, and were discussed in the Manpower Services Commission's report *Young People and Work*, published last year. That report set out the arguments against compulsory community service, which I accept, but a large expansion of community service opportunities for unemployed young people is an important part of the new Youth Opportunities Programme which comes into operation on April 1. (February 9)

Mr Frank Hooley (Sheffield, Heeley) asked the Secretary of State for Employment, what was the current balance, as between boys and girls, unemployed in the 16 to 19 years age groups; and how this would be affected by the Easter school leavers.

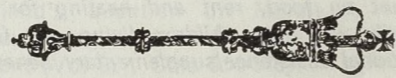
Mr Golding: On January 12, the latest date for which such figures are available, there were 142,337 boys under 20 unemployed in Great Britain compared with 132,485 girls. It is not possible to say precisely how this position will be affected by the Easter school leavers, but it is estimated that some 37,000 boys and 34,000 girls will be leaving school this Easter in England and Wales and will be available for employment (February 28)\*

International Labour Organisation

Mr Frank Hooley (Sheffield, Heeley) asked the Secretary of State for Employment if he would propose in the ILO that all members should increase their contributions by an agreed percentage to replace the loss of the United States' contribution and enable the full work of the organisation to continue.

Mr Grant: Pursuant to his reply (Official Report, 5 December 1977 Vol 940 Col 598) gave the following information:

The withdrawal of the United States meant the loss of 25 per cent of the ILO's income. This has been met by programme reductions amounting to 21.7 per cent of the expenditure budgeted for the biennium 1978-1979, and by an appeal to Member States to make up the remaining 3.3 per cent by voluntary contributions. The United Kingdom's share of the remaining deficit amounts to nearly \$250,000, and we have offered to make over this period a voluntary contribution of our share on the understanding that no further liability will fall on the United Kingdom to pay any part of this deficit. (March 1)



Grain silos

Mr Stephen Ross (Isle of Wight) asked the Secretary of State for Employment whether, in view of recent explosions in the United States of America, he was satisfied with the safety of grain silos in the United Kingdom.

Mr Grant: I am informed by the chairman of the Health and Safety Commission that he is satisfied that industry is well aware of the risks of explosion in grain silos and of the precautions necessary to eliminate or minimise those risks.

Grain silos are subject to the requirements of the Health and Safety at Work Act which places obligations on employers to ensure the safety of workpeople and members of the public who may be affected by the work activity. The Act also imposes obligations on those who design, manufacture, import or supply plant for use in connection with work activities and on erectors and installers to ensure that it is safe when properly used. (February 1)

Redundancies

Mr George Park (Coventry North East) asked the Secretary of State for Employment, what had been the number of workers involved in redundancies in the recorded closures of manufacturing industrial establishments in each of the last three years, or to the latest available date.

Mr Golding: I am informed by the Manpower Services Commission that information on the number of workers involved in redundancies in the recorded closures of manufacturing industrial establishments in each of the last three years, or to the latest available date, is not readily available and can not be provided without a disproportionate charge on public funds. However, information on redundancies in manufacturing industrial establishments recorded as due to occur is available and the number of workers involved is as follows:

Feb 1975 to Jan 1976	= 211,935
Feb 1976 to Jan 1977	= 107,670
Feb 1976 to Jan 1978	= 96,699*

\*These figures are provisional

(February 16)

Nuclear power

Mr Peter Emery (Honiton) asked the Secretary of State for Employment whether he would list for 1965, 1970, 1973 and the latest available date within the nuclear power industry the figure of accidents for fatal, serious and non-serious accidents as a percentage of the number of individuals employed and the comparison of the accident rates with workers in the coal industry and agricultural workers.

Mr Grant: Pursuant to his reply of February 1, (Official Report, Vol 943, Col 166) gave the following information:

I am advised by the chairman of the Health and Safety Commission that the relevant information in the form available and in terms of numbers of persons involved is as below:

Industrial accidents in the nuclear power industry involving death or absences from work of more than three days

	Nuclear power industry		Coal mining			Agriculture	
	Fatal %	Other %	Fatal %	Serious reportable %	Non-reportable %	Fatal %	Other %
1965	0.003	2.2	0.05	0.24	42.3	**	**
1970	Nil	2.1	0.03	0.21	29.5	**	**
1973	0.004	1.6	0.03	0.21	24.3	0.01	1.96
1976	0.010	1.8	0.02	0.21	19.6	0.01	1.80

\*\* Not available.

(February 10)

are notifiable to the Health and Safety Executive under the Factories Acts. The data cover relevant employees of the UKAEA, the Generating Boards and British Nuclear Fuels Ltd. UKAEA industrial accident statistics for the years prior to 1976 have been obtained from the Authority's internal records which cover absences of more than one day. The percentage of "other" accidents also includes radiation exposures exceeding prescribed limits.

Fatal and serious accidents in coal mining are reportable under the Mines Quarries Act. Non-reportable accidents are taken from information supplied to the Executive by the National Coal Board, and they involve absences from work of more than three days.

Fatal accidents in agriculture are reportable under the Agriculture (Safety, Health and Welfare Provisions) Act. "Other" accidents are notified to the Executive by the Department of Health and Social Security and are based on notifications of absences of more than three days made under the National Insurance (Industrial Injuries) Act.

Fringe benefits

Mr Arthur Lewis (Newham North West) asked the Secretary of State for Employment, whether an employer who paid a good timekeeping bonus, attendance allowances, lunch and meal allowances and telephone allowance to his workers was within the 10 per cent guidelines; and how he obtained details and information of such payments for the purpose of enforcement, especially where Government contracts were concerned.

Mr Lewis also asked whether a company director who pays himself and his workers goods in place of cash, such as spirits and cigars was within the 10 per cent guidelines; and how he monitored such payments.

Mr Lewis went on to ask whether an employer would be able to grant his worker or himself a house, fully furnished and all the costs of upkeep of same on the same basis as now enjoyed by certain Ministers of the Crown without contravening the 10 per cent guidelines.

Questions in Parliament

Mr Lewis also asked whether the practice of employers making tax-free loans to their employees for car purchases, housing, holidays, payment of road and rail fares and expenses in getting to and from their homes and place of employment, fell within the Government's 10 per cent guidelines policy; and how he kept a check on such payments.

Mr Lewis further asked whether an employer who paid tools and clothing allowance to his workers would be breaking the 10 per cent guidelines; and how he monitored and enforced such restrictions on these payments.

Mr Walker: It is for those concerned with pay determination to decide their own priorities, but the overall cost of any settlement should include the cost of any additional fringe benefits and be within the guidelines set out in Cmnd 6882. There is systematic monitoring of major settlements by my Department, and other settlements are subject to checking in a variety of ways including applications for price increases and Government assistance. In addition, information may reach my Department from a wide range of sources including informal contacts with negotiators, published information or queries raised by hon Members or members of the public. In all cases my Department follows up possible breaches of the policy. (February 20)

Redundancy fund

Mr George Park (Coventry North East) asked the Secretary of State for Employment what was the current state of the Redundancy Fund; and how this compared with previous years.

Mr Golding: The following table shows the balance of the Fund at February 3, 1978 and the balance as at December in each of the previous years.

Week-ending	Balance in fund (£ million)
Dec 1966	+ 0.7
Dec 1967	- 7.5
Dec 27, 1968	- 16.2
Dec 19, 1969	- 8.2
Dec 24, 1970	+ 2.3
Dec 31, 1971	- 4.8
Dec 29, 1972	- 5.9
Dec 28, 1973	+ 9.2
Dec 27, 1974	+ 20.6
Dec 26, 1975	+ 1.6
Dec 31, 1976	+ 5.3
Dec 30, 1977	+ 28.4
Feb 3, 1978	+ 33.1

(February 14)

## Questions in Parliament

### Disabled people in full-time employment

Mr Peter Doig (Dundee West) asked the Secretary of State for Employment, what percentage of registered disabled people were in full-time employment in Great Britain.

Mr Grant: I am advised by the Manpower Services Commission that in April 1977 there were 532,402 people registered under the Disabled Persons (Employment) Act, 1944 in Great Britain of whom 75,205 or 14.1 per cent were unemployed. Most of the remainder were probably in employment but it is not possible to be precise about this because the register of disabled people can never be fully up to date. (February 21)

Mrs Margaret Bain (East Dunbartonshire) asked the Secretary of State for Employment, what advice was given to the Manpower Services Commission in terms of guaranteeing that employment opportunities for the disabled are included in Manpower Services Commission advertisements.

Mr Grant: I am informed by the Manpower Services Commission that the Employment Service Agency (ESA) advises the Manpower Services Commission on promotional policy in respect of disabled workers. Although a range of promotional media is used, press advertising is not at this stage, considered the type of promotion which would best help in guaranteeing the employment opportunities of disabled people. (February 21)

Mrs Bain also asked what had been the total level of expenditure by the Manpower Services Commission on the advertising of courses available through the Training Opportunities Scheme in: (a) the television media (b) the national press and (c) the local press; how much of this had been related to opportunities for the disabled; and how many enquiries have resulted from each of the three media categories mentioned.

Mr Grant: I am informed that the Manpower Services Commission (Training Services Agency) expect to spend £800,000 in the current financial year on advertising courses available through the Training Opportunities Scheme. Of this amount, sums of £90,000, £60,000 and £650,000 will cover television, national press and local press advertising respectively. This has been a broadly-based advertising campaign, and no special emphasis has so far been given to opportunities for the disabled. But the Commission are just introducing a special programme of marketing support for the disabled which involves a range of printed material, posters and films.

The advertising expenditure on television and in the national press relates to a current campaign and full information about the number of enquiries resulting is not yet available. No overall figures are available on the results of the very numerous regional advertising activities, but their effectiveness is closely monitored at local level. (February 21)

Mr Jack Ashley (Stoke-on-Trent South) asked the Secretary of State for Employment, how many employers with over 20 workers were not at present employing their quota of three per cent disabled people and how many of them do not hold Government permits of exemption.

Mr Grant: I am advised by the Manpower Services Commission that as at the conclusion of the annual review on June 1, 1977, 31,763 employers were below the three per cent quota, including 10,060 who had not been issued with permits during the previous 12 months.

The issue of a permit does not exempt an employer from the quota obligation under the Disabled Persons (Employment) Act 1944. It authorises the employer to engage a person who is not registered as disabled when no suitable registered person is available. (February 3)

Mr Dudley Smith (Warwick and Leamington) asked the Secretary of State for Employment, what extra efforts, in view of the continual high level of unemployment, he was making to assist those registered disabled persons at present on the unemployed list.

Mr Grant: I am advised by the Manpower Services Commission that it has recently published its Development Programme of employment and training services for disabled people over the next 5-10 years. The programme includes a substantial number of proposals for improvements and developments and gives indications of relative priorities. The Commission is also carrying out a long term campaign encouraging employers to adopt the six major guidelines of *Positive Policies*, the guide to employing disabled people which was issued in May 1977 to about 55,000 employers. The Job Introduction and Capital Grants Schemes are also assisting though take-up has been disappointingly slow. (February 28)

Mr John Hannam (Exeter) asked the Secretary of State for Employment, what percentage of persons undergoing courses under the Training Opportunities Scheme in 1977 were registered as disabled.

Mr Grant: I am informed by the Manpower Services Commission that in 1977 5.5 per cent of the people completing TOPS training were disabled. This includes registered and unregistered disabled people as no distinction is made by the Training Services Agency between these groups. (February 28)

Mr Hannam also asked if he was satisfied that the Manpower Services Commission gave sufficient emphasis in its press advertisements for training courses to encouraging disabled people to apply; and if he would make a statement.

Mr Grant: The Manpower Services Commission (MSC) informs me that TOPS training, to which I assume the hon member is referring, is available on equal terms to all who are suitable for the training provided, and press advertising related to the TOPs scheme does not in general, therefore, differentiate between particular classes of people. However, the Commission also arranges publicity on the special training facilities available to disabled people. In addition, there is extensive publicity for the Disablement Resettlement Service of the Employment Service Agency which has a special responsibility for the recruitment of disabled people for training.

The Manpower Services Commission published on February 22, 1978 a programme, entitled *Developing Employment and Training Services for Disabled People*. As part of this programme the MSC will ensure that adequate and detailed information about these training services is made available. (February 28)

### TOPS

Mr Tim Sainsbury (Hove) asked the Secretary of State for Employment, what proportion of persons entering Training Opportunity Scheme courses come from full employment.

Mr Golding: I am informed by the Manpower Services Commission that the latest information available refers to the year 1976 and indicates that approximately one-third of Training Opportunities Scheme (TOPS) applicants were in full-time employment at the time they made their applications. (February 16)

### EEC comparison

Mr George Park (Coventry North East) asked the Secretary of State for Employment, if he would state the hours normally worked per week in industry, the hours worked per year, and the number of days holiday in other countries in the EEC compared with the present agreements in the United Kingdom.

Mr Golding: The following information is the latest published on a broadly comparable basis. In making comparisons, account should be taken of the variations in methods of compilation between national statistical offices: the more important of these variations are covered by the footnotes. (February 14)

### Hours of work of manual workers (males and females) in the mining, quarrying, construction and manufacturing industries

	Average weekly hours <sup>(1)</sup> October 1976 (unless stated otherwise)	Average annual hours: 1972 or 1973 <sup>2</sup>
Netherlands	41.2	1,793 <sup>3</sup>
Germany	42.3	1,778
Denmark	33.6 <sup>4,5</sup>	1,703
Luxembourg	40.3	1,965
France	42.2	1,976
Italy	41.5 (March 1976)	1,668
Ireland	42.3 <sup>(5)</sup> (September 1976)	NA
Belgium	38.5	1,758
United Kingdom	42.2	1,911

Notes: (1) Hours offered by the employer (except for Denmark and the United Kingdom where the figures represent hours actually worked).  
(2) Hours actually worked (including overtime). The information given (the latest available on a broadly comparable basis) relates to 1973 for Denmark and the United Kingdom and to 1972 for other countries.  
(3) Includes non-manual employees.  
(4) Annual average.  
(5) Excluding construction.

### Paid holidays for adults in 1976 (laid down in collective agreements)

	Public holidays	Annual holidays (working days)
Netherlands	7	20-21
Germany	10-13	20-26
Denmark	9½	24
Luxembourg	10	20-22
France	8-10	24
Italy	17-18	20-24
Ireland	7-8	15-18
Belgium	10	24
United Kingdom	7-8	15-20

Sources: Statistical Office of the European Communities International Labour Office Central Statistical Office, Dublin.

### Computerisation

Mr Ralph Howell (North Norfolk) asked the Secretary of State for Employment, in view of the evidence of the PEP report 'Where are they now?', what plans he had to put the unemployment register on to a computer file.

Mr Golding: My Department and the Manpower Services Commission are currently making a study, in the light of prospective computer networks in the Unemployment Benefit Offices and Em-

ployment Service Agency offices, of the computerisation of data on unemployment and vacancies, with the aim of improving the availability of unemployment and vacancy statistics and of operational information required by the Employment Service Agency. The full implementation of the final proposals may not be complete for some years although some records are already computerised and various computer-aided systems are under active trial. (February 2)

## Questions in Parliament

### Job creation programme

Mr David Howell (Guildford) asked the Secretary of State for Employment, whether he would give an estimate of the number of landscaping contracts carried out under the job creation programme on behalf of local authorities in England and Wales in 1977, and of the number of jobs in the landscaping work thus provided under the programme.

Mr Golding: I am informed by the Manpower Services Commission that information is not readily available on which the estimates requested can be based. I am assured however that only a very small proportion of the work undertaken by the Job Creation Programme involves landscape contract work. (February 17)

Mr Howell also asked what representations he had received from companies in the landscape industry concerning the impact of the job creation programme on their business.

Mr Golding: I have received 17 letters from member companies of the British Association of Landscape Industries expressing concern about the impact of the Job Creation Programme on their business. I have drawn these to the attention of the Manpower Services Commission. (February 17)

### Manning

Mr David Howell (Guildford) asked the Secretary of State for Employment, what were the total numbers of staff involved in the Manpower Services Commission, including former departmental staff, training services staff and employment services staff throughout the United Kingdom, on January 1974; and what was the equivalent figure at the most recent convenient date.

Mr Golding: The total number of staff employed in the Manpower Services Commission on January 1, 1974 was 12. On April 1, 1974 5,446 staff were transferred from the Department of Employment to the new Training Services Agency and on October 1, 1974 12,424 staff were transferred to the Employment Service Agency. The number of staff in post at January 1, 1978, excluding casuals, was:

MSC	TSA	ESA
727	8,413	14,865

(February 22)

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SAVE IT

# Monthly Statistics

## Summary

### Employment in production industries

The estimated total number of employees in employment in industries covered by the index of industrial production in Great Britain at mid-January 1978 was 9,097,900 (6,818,300 males and 2,279,600 females). The total included 7,190,900 (5,094,100 males and 2,096,800 females) in manufacturing industries, and 1,228,100 (1,126,200 males and 101,900 females) in construction. The total in these production industries was 48,100 lower than that for December 1977 and 1,900 lower than in January 1977. The total in manufacturing industries was 41,500 lower than in December 1977 and 19,700 higher than in January 1977. The number in construction was 6,600 lower than in December 1977 and 14,900 lower than in January 1977. The seasonally adjusted index for the production industries (av 1970 = 100) was 88.8 (88.7 at mid-December) and for manufacturing industries 87.9 (87.9 at mid-December).

### Unemployment

The number of unemployed, excluding school-leavers in Great Britain on February 9, 1978 was 1,399,229. After adjustment for normal seasonal variations, the number was 1,350,200, representing 5.8 per cent of all employees, compared with 1,361,000 in January 1978. In addition, there were 46,634 unemployed school-leavers so that the total number unemployed was 1,445,863, a fall of 38,824 since January 1978. This total represents 6.2 per cent of all employees. Of the number unemployed in February 1978, 340,930 (23.6 per cent) had been on the register for up to 8 weeks, 202,920 (14.0 per cent) for up to 4 weeks, and 102,887 (7.1 per cent) for up to 2 weeks.

### Vacancies

The number of vacancies notified to employment offices and remaining unfilled in Great Britain on February 3, 1978 was 170,158; 12,994 higher than on January 6, 1978. After adjustment for normal seasonal variations, the number was 185,200, compared with 178,300 in January 1978. The number of vacancies notified to careers offices and remaining unfilled in Great Britain on February 3, 1978 was 18,876; 1,991 higher than on January 6, 1978.

### Temporarily stopped

The number of temporarily stopped workers registered in order to claim benefits in Great Britain on February 9, 1978 was 13,596, a fall of 1,873 since January 12, 1978.

### Overtime and short-time

In the week ended January 14, 1978 the estimated number of operatives working overtime in manufacturing industries, was 1,747,600. This is about 33.6 per cent of all operatives. Each operative worked an average of 8.4 hours overtime during the week. The total number of hours of overtime worked, seasonally adjusted, was 16.03 millions (15.24 millions in December).

In the same week the estimated number on short-time in these industries was 46,900 or about 0.9 per cent of all operatives, each losing 16.0 hours on average.

### Average earnings

In January 1978 the "new series" index of average earnings of employees in all industries in Great Britain was 9.4 per cent higher than in January 1977. The seasonally adjusted "older series" index for manufacturing and those other industries covered by the monthly enquiry before 1976 was 306.0 (January 1970 = 100) compared with 306.6 in December 1977 and was 10.1 per cent higher than in January 1977.

### Basic rates of wages

At February 28, 1978, the index of basic weekly rates of wages of manual workers was 5.2 per cent higher than at February 28, 1977, this increase reflects that normally-negotiated rates for engineering workers have not changed since February 1976. The index was 235.1 (July 31, 1972 = 100).

An article on recent movements in these indices was published in the May 1977 *Gazette*, page 463.

### Index of retail prices

The index of retail prices for all items for February 14, 1978 was 190.6 (January 15, 1974 = 100). This represents an increase of 0.6 per cent on January 1978 (189.5) and of 9.5 per cent on February 1977 (174.1).

### Stoppages of work

The number of stoppages of work due to industrial disputes in the United Kingdom beginning in February which came to the notice of the Department of Employment was 137, involving approximately 42,300 workers. During the month approximately 81,400 workers were involved in stoppages, including some which had continued from the previous month, and 537,000 working days were lost, including 342,000 lost through stoppages which had continued from the previous month.













## Notified vacancies

THE number of vacancies notified to employment offices and remaining unfilled in Great Britain on February 3, 1978 was 170,158; 12,994 higher than on January 6, 1978.

The seasonally adjusted figure of notified vacancies at employment offices on February 3, 1978 was 185,200; 6,900 higher than that for January 6, 1978 and 27,800 higher than on November 4, 1977.

The number of vacancies notified to careers offices and remaining unfilled on February 3, 1978 was 18,876; 1,991 higher than on January 6, 1978.

Tables 1 and 2 give figures of notified vacancies analysed by region and by industry respectively. The figures represent only the number of vacancies notified to employment offices and careers offices by employers and remaining unfilled on February 3, 1978, and are not a measure of total vacancies. Nevertheless, comparison of the figures for various dates provides some indication of the change in the demand for labour.

Table 1 Notified vacancies remaining unfilled on February 3: regional analysis

Region	Number of notified vacancies remaining unfilled on February 3, 1978	
	At employment offices*	At careers offices*
South East	73,187	10,015
Greater London	40,207	6,212
East Anglia	4,843	530
South West	9,658	897
West Midlands	11,456	1,674
East Midlands	11,619	1,309
Yorkshire and Humberside	12,418	1,382
North West	14,145	1,174
North	9,143	633
Wales	6,544	418
Scotland	17,145	844
Great Britain	170,158	18,876

Table 2 Notified vacancies remaining unfilled on February 3, 1978: industrial analysis

Industry group (Standard Industrial Classification 1968)	Number of notified vacancies remaining unfilled on February 3, 1978		Industry group (Standard Industrial Classification 1968)	Number of notified vacancies remaining unfilled on February 3, 1978	
	At employment offices*	At careers offices*		At employment offices*	At careers offices*
Total, all industries and services	170,158	18,876			
Total, index of production industries	74,101	7,454			
Total, all manufacturing industries	58,028	6,320			
Agriculture, forestry, fishing	846	306	Clothing and footwear	5,821	977
Mining and quarrying	2,098	32	Bricks, pottery, glass, cement, etc	1,402	164
Coal mining	1,872	19	Timber, furniture, etc	2,457	417
Food, drink and tobacco	3,647	255	Paper, printing and publishing	2,378	580
Coal and petroleum products	108	5	Paper, cardboard and paper goods	974	105
Chemicals and allied industries	3,039	225	Printing and publishing	1,404	475
Metal manufacture	2,697	331	Other manufacturing industries	2,655	299
Mechanical engineering	10,825	713	Construction	12,467	989
Instrument engineering	1,721	201	Gas, electricity and water	1,508	113
Electrical engineering	6,805	533	Transport and communication	7,602	521
Shipbuilding and marine engineering	785	32	Distributive trades	20,996	4,104
Vehicles	3,796	159	Insurance, banking, finance and business services	8,153	1,584
Metal goods not elsewhere specified	6,513	809	Professional and scientific services	14,826	1,194
Textiles	2,871	443	Miscellaneous services	30,362	2,469
Cotton linen and man-made fibres (spinning and weaving)	413	34	Entertainments, sports, etc	2,045	401
Woollen and worsted	414	53	Catering (MLH 884-888)	12,954	450
Leather, leather goods and fur	508	177	Laundries, dry-cleaning, etc	575	99
			Public administration	13,272	1,244
			National government service	4,766	722
			Local government service	8,506	522

\* Vacancies notified to employment offices include some that are suitable for young persons and those notified to career offices include some that are suitable for adults. Because of possible duplication the two series should not be added together.

## Monthly index of average earnings: new series

New monthly series of indices of average earnings of employees in Great Britain have been introduced, based on average earnings in January 1976 = 100, as described in an explanatory article in the April 1976 issue of the *Gazette*.

The latest available values of the principal new index, covering virtually the whole economy, are given in the table, together with corresponding indices for the various industry groups (Order groups of the Standard Industrial Classification).

There are three sets of industry groups:

Type A: those for which the indices published in table 127 have been rebased on January 1976, by scaling:

Type B: those for which indices were not available before 1976:

Type C: those for which indices were available before 1976 but with narrower coverage than those now available.

These new figures will be subject to seasonal movements, but it will not be possible to estimate their normal pattern for some years. Consequently, it should not be assumed that month-to-month movements in the new principal index provide a better general indication of the underlying trend in average earnings than movements in the seasonally adjusted index given in table 127 and the new table 129 relating mainly to the production industries. The complete series from January 1976 of the whole economy index is also given in table 129.

Table 127 continues to give indices for type A and C industry groups on an unchanged basis (January 1970 = 100 and coverage as in 1970): it also includes, in both unadjusted and seasonally adjusted forms, indices for all manufacturing industries and for all industries covered by the monthly inquiries before their recent extension.

SIC Order	Type	LATEST FIGURES (January 1976 = 100)	PERCENTAGE CHANGE OVER 12 MONTHS ENDING						
			December 1977	January* 1978	March 1977	June 1977	September 1977	December 1977	January* 1978
I to XXVII	B	WHOLE ECONOMY	121.7	121.3	10.8	8.2	7.7	9.4	9.4
I	C	Agricultural and forestry †	119.6	Not available	7.1	4.9	19.5	5.9	Not available
II	A	Mining and quarrying	118.8	118.5	10.1	7.0	7.3	7.7	6.8
III to XIX	C	ALL MANUFACTURING INDUSTRIES	124.3	124.8	11.5	8.9	8.8	11.2	11.1
IV	A	Food, drink and tobacco	125.5	125.2	11.3	8.9	9.2	10.8	12.4
V	A	Coal and petroleum products	120.6	124.4	9.1	8.8	7.1	8.8	12.6
VI	A	Chemicals and allied industries	129.2	125.2	10.5	7.5	7.6	15.6	13.4
VII	A	Metal manufacture	123.6	124.0	12.5	9.3	9.8	9.1	7.6
VIII	C	Mechanical engineering	126.1	126.1	12.1	10.0	10.2	12.9	12.6
IX	A	Instrument engineering	127.8	127.6	13.0	10.2	8.8	14.8	13.1
X	A	Electrical engineering	122.5	123.8	11.1	6.2	6.9	9.1	10.8
XI	C	Shipbuilding and marine engineering	116.2	120.8	7.0	9.5	5.1	4.3	6.2
XII	A	Vehicles	122.8	121.6	8.4	7.3	4.1	11.7	9.6
XIII	A	Metal goods not elsewhere specified	122.7	124.0	11.8	8.5	8.9	10.1	9.7
XIV	A	Textiles	119.6	124.4	14.1	13.2	10.1	10.2	10.4
XV	A	Leather, leather goods and fur	125.3	128.8	12.7	11.4	13.6	11.5	14.1
XVI	A	Clothing and footwear	123.8	123.4	10.1	9.6	8.3	11.3	13.5
XVII	A	Bricks, pottery, glass, cement, etc	120.7	122.2	10.9	7.3	9.5	8.8	10.6
XVIII	C	Paper, printing and publishing	122.6	124.4	12.3	9.6	8.4	10.5	10.3
XIX	A	Other manufacturing industries	120.3	122.7	11.0	7.7	8.8	7.7	8.2
XX	C	Construction	124.3	122.1	13.8	11.6	10.0	9.5	9.8
XXI	A	Gas, electricity and water	117.1	117.4	10.8	8.6	4.7	6.6	5.1
XXII	C	Transport and communication	116.7	116.5	9.6	4.7	8.2	9.7	7.1
XXIII	B	Distributive trades	130.0	127.9	14.8	11.2	9.2	11.0	11.7
XXIV	B	Insurance, banking and finance	118.2	117.2	12.8	9.3	7.4	11.5	11.1
XXV	B	Professional and scientific services	117.4	117.7	8.6	4.9	4.9	4.4	6.3
XXVI	C	Miscellaneous services	126.5	124.0	11.7	11.1	8.8	10.9	11.7
XXVII	B	Public administration	115.5	115.9	7.4	7.2	5.0	9.0	8.8

Note: Some relatively small industries are not covered; for example, fishing in Order I, sea transport in Order XXII and business services in Order XXIV.

\* Provisional.

† England and Wales only.

## Monthly index of wages and salaries per unit of output

This series was introduced in an article on page 360 of the April 1971 issue of the *Gazette*.

The most recent figures available are contained in the table

below. Quarterly averages of the monthly figures in the series are presented in line 3d of table 134 in the statistical series section of the *Employment Gazette*, page 388.

## Index of wages and salaries per unit of output in manufacturing industries

1970 = 100

Year	January	February	March	April	May	June	July	August	September	October	November	December
1970	94.5	95.6	96.3	97.4	98.6	99.6	100.9	102.0	102.6	103.4	104.3	105.1
1971	106.1	107.7	108.3	108.2	107.3	108.0	108.8	109.7	110.2	110.5	110.2	110.4
1972	110.9	*	112.6	112.5	112.6	113.2	114.1	114.8	114.9	115.0	114.3	114.0
1973	113.8	114.4	116.0	117.8	119.6	120.3	121.1	122.2	123.7	125.8	129.0	131.2
1974	132.5	134.0	134.9	139.3	142.1	146.8	149.5	153.9	158.9	164.7	170.7	173.8
1975	176.2	178.1	182.7	188.5	192.5	196.6	200.2	203.3	205.1	205.4	208.9	211.3
1976	213.7	214.1	215.2	215.9	218.4	220.3	223.7	225.0	225.0	225.0	228.2	230.2
1977	232.4	233.3	236.9	239.7	245.3	245.7	247.4	245.7	249.2	253.7	258.7	

\*In the absence of earnings data for February 1972 due to the effects of the coalmining dispute, no index of wages and salaries per unit of output has been calculated for that month. The indices calculated for January and March 1972 are less reliable than usual.



**Retail prices Index February 14, 1978**  
Detailed figures for various groups, sub-groups and sections:

	Index January 1974 = 100	Percentage change over 12 months
<b>I Food: Total</b>	<b>197.3</b>	<b>+7</b>
Bread, flour, cereals, biscuits and cakes	198.4	+18
Bread	188.5	+18
Flour	205.4	+32
Other cereals	211.4	+12
Biscuits	218.9	+18
Meat and bacon	164.1	+6
Beef	177.0	+7
Lamb	168.6	+6
Pork	161.2	+9
Bacon	156.9	+6
Ham (cooked)	146.8	+7
Other meat and meat products	157.4	+4
Fish	185.4	+20
Butter, margarine, lard and other cooking fat	224.7	+2
Butter	248.6	-3
Margarine	202.8	+16
Lard and other cooking fat	179.8	+10
Milk, cheese and eggs	191.1	+15
Cheese	214.1	+16
Eggs	113.6	-0
Milk, fresh	226.8	+19
Milk, canned, dried, etc	219.1	+14
Tea, coffee, cocoa, soft drinks, etc	277.9	+33
Tea	330.1	+54
Coffee, cocoa, proprietary drinks	360.2	+49
Sugar, preserves and confectionery	252.6	+15
Sugar	243.6	+6
Jam, marmalade and syrup	215.3	+12
Sweets and chocolates	249.2	+18
Vegetables, fresh, canned and frozen	195.2	-34
Potatoes	210.6	-50
Other vegetables	181.1	-20
Fruit, fresh, dried and canned	207.9	+20
Other food	208.3	+15
Food for animals	193.7	+18
<b>II Alcoholic drink: Total</b>	<b>191.0</b>	<b>+8</b>
Beer	204.9	+11
Spirits, wines, etc	171.8	+5
<b>III Tobacco: Total</b>	<b>222.8</b>	<b>+15</b>
Cigarettes	222.2	+15
Tobacco	228.3	+12
<b>IV Housing: Total</b>	<b>162.1</b>	<b>+5</b>
Rent	153.6	+13
Owner-occupiers' mortgage interest payments	114.0	-17
Rates and water charges	193.9	+12
Materials and charges for repairs and maintenance	207.9	+13
<b>V Fuel and light: Total (including oil)</b>	<b>221.1</b>	<b>+12</b>
Coal and smokeless fuels	221.0	+15
Coal	223.1	+15
Smokeless fuels	213.7	+14
Gas	176.0	+10
Electricity	247.5	+13

	Index January 1974 = 100	Percentage change over 12 months
<b>VI Durable household goods: Total</b>	<b>177.1</b>	<b>+11</b>
Furniture, floor coverings and soft furnishings	179.8	+12
Radio, television and other household appliances	168.5	+8
Pottery, glassware and hardware	195.3	+14
<b>VII Clothing and footwear: Total</b>	<b>167.1</b>	<b>+11</b>
Men's outer clothing	172.1	+11
Men's underclothing	205.0	+17
Women's outer clothing	151.7	+7
Women's underclothing	179.7	+8
Children's clothing	181.4	+13
Other clothing, including hose, haberdashery, hats and materials	159.7	+10
Footwear	165.4	+13
<b>VIII Transport and vehicles: Total</b>	<b>201.1</b>	<b>+11</b>
Motoring and cycling	196.4	+10
Purchase of motor vehicles	199.3	+16
Maintenance of motor vehicles	213.6	+17
Petrol and oil	188.1	-3
Motor licences	199.0	+25
Motor insurance	185.1	+12
Fares	233.3	+15
Rail transport	246.6	+15
<b>IX Miscellaneous goods: Total</b>	<b>199.8</b>	<b>+12</b>
Books, newspapers and periodicals	224.7	+16
Books	225.5	+27
Newspapers and periodicals	224.3	+13
Medicines, surgical, etc, goods and toiletries	178.8	+11
Soap, detergents, polishes, matches, etc	220.9	+14
Soap and detergents	207.4	+15
Soda and polishes	237.8	+18
Stationery, travel and sports goods, toys, photographic and optical goods, plants, etc	188.2	+10
<b>X Services: Total</b>	<b>187.7</b>	<b>+12</b>
Postage and telephones	205.2	+2
Postage	247.6	+9
Telephones, telegrams, etc	191.7	-1
Entertainment	157.6	+14
Entertainment (other than TV)	184.9	+16
Other services	210.5	+17
Domestic help	231.3	+11
Hairdressing	210.5	+15
Boot and shoe repairing	206.2	+15
Laundry	196.4	+15
<b>XI Meals bought and consumed outside the home</b>	<b>200.6</b>	<b>+15</b>
<b>All items</b>	<b>190.6</b>	<b>+9</b>

Note: Indices are given to one decimal place to provide as much information as is available but precision is greater at higher levels of aggregation, i.e. at sub-group and group levels.

**Average retail prices of items of food**

Average retail prices on February 14, 1978 for a number of important items of food, derived from prices collected for the purposes of the General Index of Retail Prices in 200 areas in the United Kingdom, are given below.

Many of the items vary in quality from retailer to retailer, and partly because of these differences there are considerable variations in prices charged for many items. An indication of these variations is given in the last column of the following table, which shows the ranges of prices within which at least four-fifths

of the recorded prices fell.

The average prices given below have been calculated in accordance with the new stratification scheme described in the article "Technical improvements in the Retail Prices Index" on page 148 of the February 1978 issue of the *Employment Gazette*.

The average prices are subject to sampling error, and some indication of the potential size of this error was given on page 227 of the February 1978 issue of the *Employment Gazette*.

**Average prices (per lb unless otherwise stated) of certain foods**

Item	Number of quotations February 14, 1978	Average price February 14, 1978	Price range within which 80 per cent of quotations fell	Item	Number of quotations February 14, 1978	Average price February 14, 1978	Price range within which 80 per cent of quotations fell
<b>Beef: Home-killed</b>				<b>Fresh vegetables—continued</b>			
Chuck	780	90.3	80 - 98	Cabbage, greens	537	8.1	4 - 10
Sirloin (without bone)	751	145.4	120 - 170	Cabbage, hearted	620	6.5	4 - 10
Silverside (without bone)*	806	120.5	108 - 130	Cauliflower or broccoli	309	20.2	12 - 30
Back ribs (with bone)	544	84.3	70 - 104	Brussels sprouts	658	12.1	10 - 15
Fore ribs (with bone)	640	80.9	70 - 98	Carrots	749	6.1	4 - 8
Brisket (without bone)	720	81.7	68 - 96	Onions	766	7.3	5 - 10
Rump steak*	793	162.0	140 - 180	Mushrooms, per ¼ lb	705	17.2	15 - 20
<b>Lamb: Home-killed</b>				<b>Fresh fruit</b>			
Loin (with bone)	615	111.0	96 - 130	Apples, cooking	734	20.3	14 - 24
Breast*	590	35.3	28 - 48	Apples, dessert	773	23.5	20 - 30
Best end of neck	550	82.5	50 - 110	Pears, dessert	689	22.9	18 - 28
Shoulder (with bone)	596	74.4	64 - 98	Oranges	652	17.4	12 - 22
Leg (with bone)	633	103.7	94 - 120	Bananas	751	21.1	18 - 24
<b>Lamb: Imported</b>				<b>Bacon</b>			
Loin (with bone)	422	84.0	74 - 90	Collar*	442	71.1	60 - 80
Breast*	416	27.1	20 - 32	Gammon*	499	96.2	82 - 110
Best end of neck	405	66.5	48 - 82	Middle cut*, smoked	390	85.4	76 - 100
Shoulder (with bone)	464	60.6	54 - 68	Back, smoked	352	97.0	88 - 114
Leg (with bone)	481	89.6	84 - 98	Back, unsmoked	442	94.1	84 - 110
<b>Pork: Home-killed</b>				Streaky, smoked	292	71.0	64 - 88
Leg (foot off)	732	73.2	60 - 92	Ham, (not shoulder)	642	123.2	100 - 146
Belly*	732	55.8	50 - 64	Pork luncheon meat, 12 oz can	577	31.5	25 - 38
Loin (with bone)	798	89.7	82 - 116	Canned (red) salmon, per half-size can	642	88.9	79 - 100
Pork sausages	798	47.3	40 - 54	Milk, ordinary, per pint	—	12.5	—
Beef sausages	675	42.0	38 - 50	<b>Butter</b>			
Roasting chicken (broiler) frozen (3 lb)	574	40.5	34 - 44	Home-produced	551	54.0	49 - 60
Roasting chicken, fresh or chilled 4 lb oven ready	490	49.6	44 - 56	New Zealand	592	51.6	48 - 54
<b>Fresh and smoked fish</b>				Danish	628	59.6	55 - 62
Cod fillets	418	91.4	80 - 100	<b>Margarine</b>			
Haddock fillets	426	95.9	84 - 110	Standard quality, per ½ lb	171	14.9	13½ - 16
Haddock, smoked whole	329	90.6	76 - 110	Lower priced, per ½ lb	127	14.1	12½ - 15
Plaice fillets	401	98.9	85 - 120	Lard	781	24.5	21 - 28
Herrings	286	55.5	44 - 62	Cheese, cheddar type	729	69.3	60 - 78
Kippers, with bone	442	69.0	60 - 82	<b>Eggs</b>			
<b>Bread</b>				Size 2 (65-70 g), per dozen	550	57.5	50 - 62
White, per 1½ lb wrapped and sliced loaf	733	24.1	20 - 27	Size 4 (55-60 g), per dozen	571	49.6	43 - 54
White, per 1½ lb unwrapped loaf	460	26.4	23 - 29	Size 6 (45-50 g), per dozen	220	43.8	35 - 49
White, per 14 oz loaf	555	17.0	15½ - 18½	Flour			
Brown, per 14 oz loaf	615	18.3	18 - 19	Self-raising, per 1.5 kg	675	34.7	28 - 40
<b>Fresh vegetables</b>				<b>Fresh vegetables</b>			
Potatoes, old loose				Potatoes, old loose			
White	530	4.2	3½ - 5	White	349	4.8	4 - 6
Red	—	—	—	Red	—	—	—
Potatoes, new loose				Potatoes, new loose			
Tomatoes	758	38.2	30 - 48	Tomatoes			

\* Or Scottish equivalent.

## Stoppages of work

The official series of statistics of stoppages of work due to industrial disputes in the United Kingdom relates to disputes connected with terms and conditions of employment. Stoppages involving fewer than 10 workers or lasting less than one day are excluded except where the aggregate of working days lost exceeded 100. Workers involved are those directly involved and indirectly involved (thrown out of work although not parties to the disputes) at the establishments where the disputes occurred. The number of working days lost is the aggregate of days lost by workers both directly and indirectly involved (as defined). It follows that the statistics do not reflect repercussions elsewhere, that is, at establishments other than those at which the disputes occurred. For example, the statistics exclude persons laid off and working days lost at such establishments through shortages of material caused by the stoppages included in the statistics. More information about definitions and qualifications is given in a report on the statistics for the year 1976 on pages 579 to 580 of the June 1977 issue of the Gazette.

The number of stoppages beginning in February\* which came to the notice of the department, was 137. In addition, 64 stoppages which began before February were still in progress at the beginning of the month.

The approximate number of workers involved at the establishments where these stoppages occurred is estimated at 81,400 consisting of 42,300 involved in stoppages which began in February and 39,100 involved in stoppages which had continued from the previous month. The latter figure includes 5,300 workers involved for the first time in February in stoppages which began in earlier months. Of the 42,300 working involved in stoppages which began in February, 20,400 were directly involved and 21,900 indirectly involved.

The aggregate of 537,000 working days lost in February includes 342,000 days lost through stoppages which had continued from the previous month.

### Prominent stoppages of work during February

At a West Midlands aerospace engineering factory a four week stoppage of work by 120 progress chasers, later joined by 90 clerical staff, ended on February 10. The dispute, which caused over 800 production workers to be laid off, was over a claim for re-grading. A return to work followed agreement on future annual pay negotiating procedures.

A stoppage of work by 300 storekeepers at the main factory of a Coventry telecommunications company began on February 1. Their action was in support of a claim for pay parity which together with a pay increase already offered was apparently outside the Government's pay guidelines.

The dispute, which halted production at four other plants and led to the progressive lay off of 2,500 workers, was still unresolved at the end of the month.

Production was halted at a South Wales steel plant when nearly 800 maintenance engineers stopped work on February 15 causing about 3,000 other workers to be laid off. The dispute was over extra payment to compensate for working in adverse conditions. A return to work began on March 5 to allow further talks to proceed.

### Stoppages of work

The number of stoppages of work due to industrial disputes in the United Kingdom beginning in February which came to the notice of the Department of Employment was 137, involving approximately 42,300 workers. During the month approximately 81,400 workers were involved in stoppages, including some which had continued from the previous month, and 537,000 working days were lost, including 342,000 lost through stoppages which had continued from the previous month.

## Stoppages of work in the first two months of 1978 and 1977

Industry group Standard Industrial Classification 1968	January to February 1978			January to February 1977		
	No. of stop- pages begin- ning in period	Workers in- vol- ved	Working days lost	No. of stop- pages begin- ning in period	Workers in- vol- ved	Working days lost
Agriculture, forestry, fishing	—	—	—	—	—	—
Coal mining	31	13,800	25,000	46	17,900	22,000
All other mining and quarrying	4	300	1,000	—	500	2,000
Food, drink and tobacco	18	9,800	87,000	21	7,200	37,000
Coal and petroleum products	1	200	2,000	2	100	†
Chemicals and allied industries	9	1,200	12,000	11	6,300	108,000
Metal manufacture	25	8,700	64,000	28	10,500	81,000
Engineering	48	21,100	163,000	75	19,700	135,000
Shipbuilding and marine engineering	7	900	7,000	6	5,600	36,000
Motor vehicles	28	31,200	480,000	44	88,100	381,000
Aerospace equipment	4	1,300	18,000	2	100	1,000
All other vehicles	4	900	11,000	3	6,300	173,000
Metal goods not elsewhere specified	19	6,800	21,000	25	6,700	47,000
Textiles	10	2,500	9,000	8	1,000	3,000
Clothing and footwear	2	400	†	6	2,500	9,000
Bricks, pottery, glass, cement, etc.	—	—	—	—	—	—
Timber, furniture, etc.	11	5,500	32,000	11	1,200	3,000
Paper, printing and publishing	8	1,600	8,000	2	1,000	2,000
All other manufacturing industries	15	1,500	13,000	8	2,300	8,000
Construction	11	3,100	30,000	18	2,300	9,000
Gas, electricity and water	23	7,700	59,000	73	8,200	59,000
Port and inland water	3	600	2,000	4	800	2,000
Other transport and communication	6	7,000	32,000	18	3,600	7,000
Distributive trades	15	8,600	25,000	28	4,000	22,000
Administrative, financial and professional services	7	700	7,000	17	1,300	12,000
Miscellaneous services	9	31,800	280,000	28	12,800	46,000
Miscellaneous services	4	700	2,000	6	800	9,000
<b>Total</b>	<b>322</b>	<b>167,700</b>	<b>1,391,000</b>	<b>486†</b>	<b>210,800</b>	<b>1,214,000</b>

### Causes of stoppages

Principal cause	Beginning in February 1978		Beginning in the first two months of 1978	
	Number of stoppages	Number of workers directly involved	Number of stoppages	Number of workers directly involved
Pay—wage-rates and earnings levels	84	12,200	189	38,000
—extra-wage and fringe benefits	5	400	13	6,600
Duration and pattern of hours worked	4	800	18	5,200
Redundancy questions	1	†	2	600
Trade union matters	2	200	12	1,000
Working conditions and supervision	14	3,000	25	4,000
Manning and work allocation	8	1,200	33	4,800
Dismissal and other disciplinary measures	19	2,200	30	4,500
Miscellaneous	—	—	—	—
<b>Total</b>	<b>137</b>	<b>20,400</b>	<b>322</b>	<b>64,700</b>

### Duration of stoppages ending in February

Duration of stoppage in working days	Number of stoppages	Workers directly involved	Working days lost by all workers involved
Not more than 1 day	12	1,400	5,000
Over 1 and not more than 2 days	21	3,100	6,000
Over 2 and not more than 3 days	18	2,800	9,000
Over 3 and not more than 6 days	33	7,900	56,000
Over 6 and not more than 12 days	23	3,500	46,000
Over 12 days	44	12,000	818,000
<b>Total</b>	<b>151</b>	<b>30,700</b>	<b>940,000</b>

\*The figures for the month under review are provisional and subject to revision, normally upwards, to take account of additional or revised information received after going to press; continuous revision is reflected in figures for earlier months in the current year included in the cumulative totals on this page and in table 133 on page 386 of this Gazette. The figures have been rounded to the nearest 100 workers and 1,000 working days; in the tables the sums of the constituent items may not, therefore, agree with the totals shown.

†Less than 50 workers or 500 working days.  
‡Some stoppages of work involved workers in more than one industry group, but have each been counted as only one stoppage in the total for all industries taken together.

## Statistical series

Tables 101-134 in this section of the Gazette give the principal statistics compiled regularly by the department in the form of time series, including the latest available figures together with comparable figures for preceding dates and years.

They are arranged in subject groups, covering the working population, employment, unemployment, unfilled vacancies, hours worked, earnings, wage rates and hours of work, retail prices and stoppages of work resulting from industrial disputes. Some of the main series are shown as charts. Brief definitions of the terms used are at the end of this section.

The national statistics relate either to Great Britain or the United Kingdom, and regional statistics to the standard Regions for Statistical Purposes (see the Gazette, June 1974, page 533) which conform generally to the Economic Planning Regions.

**Working population.** The changing size and composition of the working population of Great Britain at quarterly dates is in table 101, and more detailed analyses of the employment and unemployment figures are in subsequent tables.

**Employment.** As it is not practicable to estimate short-term changes in the numbers of self-employed persons, the group of employment tables relates only to employees. Monthly estimates are given for broad groups of industries covered by the Index of Industrial Production, and quarterly estimates are now given for other groups (table 103). Quarterly estimates for all industries and services, agriculture, Index of Production industries and service industries are separately analysed by region in table 102.

**Unemployment.** Tables 104-113 give analyses of the unemployed at the monthly counts. People are included in the counts if they are registered for employment at a local employment or careers office, have no job, and are both capable of and available for work on the count date. The counts include both claimants to unemployment benefit and people not claiming benefit, but they exclude non-claimants who are registered only for part-time work. Adult students seeking temporary employment during a vacation, and severely disabled people who are considered unlikely to obtain work other than under special conditions, are also excluded. The number unemployed is expressed as a percentage of total employees (employed and unemployed) to indicate the incidence of unemployment.

Separate figures are given in the tables for young people under the age of 18 seeking their first employment, who are described as school leavers. The numbers unemployed excluding school leavers are adjusted for seasonal variations. Detailed analysis of the unemployed by region, industry, occupation, age, duration and by entitlement to benefit, are summarised as time series. Also included, is a table of unemployment, total and seasonally adjusted, for selected countries: there are, however, varying methods in the compilation of these statistics.

Temporarily stopped workers who register to claim benefit but have jobs to which they expect to return are not included in the unemployment count, but are counted separately.

**Unfilled vacancies.** The vacancy statistics shown for the United Kingdom and analysed by regions in table 118 relate to vacancies notified by employers to local employment and careers offices, and which, at the date of the count remain unfilled. They are not a measure of total vacancies. Because of possible duplication the figures for employment offices and careers offices should not be added together. Seasonally adjusted figures at employment offices are given in Table 119.

**Hours worked.** This group of tables provides additional information about the level of industrial activity. Table 120 gives estimates of overtime and short-time working by operatives in manufacturing industries; table 121 the total hours worked and the average hours worked per operative per week in broad

industry groups in index form. Average weekly hours of employees are included in tables in the following groups.

**Earnings and wage rates.** Average weekly and hourly earnings and hours of manual workers in the United Kingdom in industry groups covered by the regular (October) enquiries are given in tables 122 and 123; averages for full-time men and women are given by industry group in table 122. Average earnings of all non-manual workers in Great Britain in all industries, and in all manufacturing industries, are shown in table 124 in index form. Table 125 is a comparative table of annual percentage changes in hourly earnings and hourly wage rates of full-time manual workers. New Earnings Survey (April) estimates of average weekly and hourly earnings and weekly hours of various categories of employees in Great Britain are given in table 126. Table 127 shows, by industry group and in index form, average earnings of all employees in Great Britain, derived from a monthly survey; the indices for all manufacturing and all industries covered are also given adjusted for seasonal variations. These seasonally adjusted series are also given in table 129 together with a new (unadjusted) series for the whole economy. Average earnings of full-time manual men in the engineering, shipbuilding and chemical industries are given by occupation in table 128, in index form. Indices of basic weekly and hourly wage rates and normal hours are given by industry group and for all manufacturing and all industries in table 131 (Table 130 has been discontinued.)

**Retail prices.** Table 132 gives the all-items and broad item group figures for the official General Index of Retail Prices. Quarterly all-items (excluding housing) indices for pensioner households are given in tables 132(a) and 132(b).

**Industrial stoppages.** Details of the number of stoppages of work due to industrial disputes, the number of workers involved and days lost are in table 133.

**Output per head and labour costs.** Table 134 provides annual and quarterly indices of output, employment and output per person employed for the whole economy, the Index of Production and manufacturing sectors, and for selected industries where output and employment can be reasonably matched. Annual and quarterly indices of total domestic incomes per unit of output are given for the whole economy, with separate indices for the largest component—wages and salaries. Annual indices of labour costs per unit of output (including all items for which regular data is available) are shown for the whole economy and for selected industries. A full description is given in the Gazette, October 1968, pages 801-803.

**Conventions.** The following standard symbols are used:

- .. not available
- nil or negligible (less than half the final digit shown)
- n.e.s. not elsewhere specified
- SIC UK Standard Industrial Classification (1958 or 1968 edition as indicated)

A line across a column between two consecutive figures indicates that the figure above and below the line have been compiled on a different basis, and are not wholly comparable, or that they relate to different groups for which totals are given in the table.

Where figures have been rounded to the final digit, there may be an apparent slight discrepancy between the sum of the constituent items and the total as shown.

Although figures may be given in unrounded form to facilitate the calculation of percentage changes, rates of change, etc., by users, this does not imply that the figures can be estimated to this degree of precision, and it must be recognised that they may be the subject of sampling and other errors.

















**UNEMPLOYMENT**

**unemployed persons by entitlement to benefit: Great Britain**

TABLE 112 THOUSANDS

		Receiving unemployment benefit only	Receiving unemployment benefit and supplementary allowance	Receiving supplementary allowance only	Others registered for work	Total
1973	February	236	75	261	145	718
	May	186	55	223	126	591
	November	150	41	180	122	494
1974	February*	..	..	..	..	599
	May	172	58	186	119	535
	November	209	67	201	144	621
1975	February	271	91	236	159	757
	May	303	96	252	162	813
	November	421	124	373	202	1,120
1976	February	483	152	416	202	1,253
	May	454	143	420	203	1,220
	November†	..	..	..	..	..
1977	February	469	144	535	217	1,365
	May	427	136	511	211	1,286
	November	470	129	574	265	1,438

Notes: (1) The analysis by entitlement to benefit is made on the first Monday in the month. Estimates based on this analysis are made for a date later in the month, currently the second Thursday, when the numbers unemployed are counted.  
 (2) The group "others registered for work" includes those who at the operative date had been unemployed for only a short time and whose claims were still being examined. Also included are those who are registered for employment but not claiming benefits (e.g. those married women who are not entitled to benefit, some school leavers, some retired people who are again seeking employment, and some people who have been disqualified from receiving unemployment benefit or who have received all the unemployment benefit to which they are entitled in their current spell of unemployment).  
 \* Detailed information for February 1974 was not collected because of an energy crisis.  
 † Because of industrial action by some staff in the Department of Employment Group, figures for November 1976 are not available.

**UNEMPLOYMENT**

**Selected countries: national definitions**

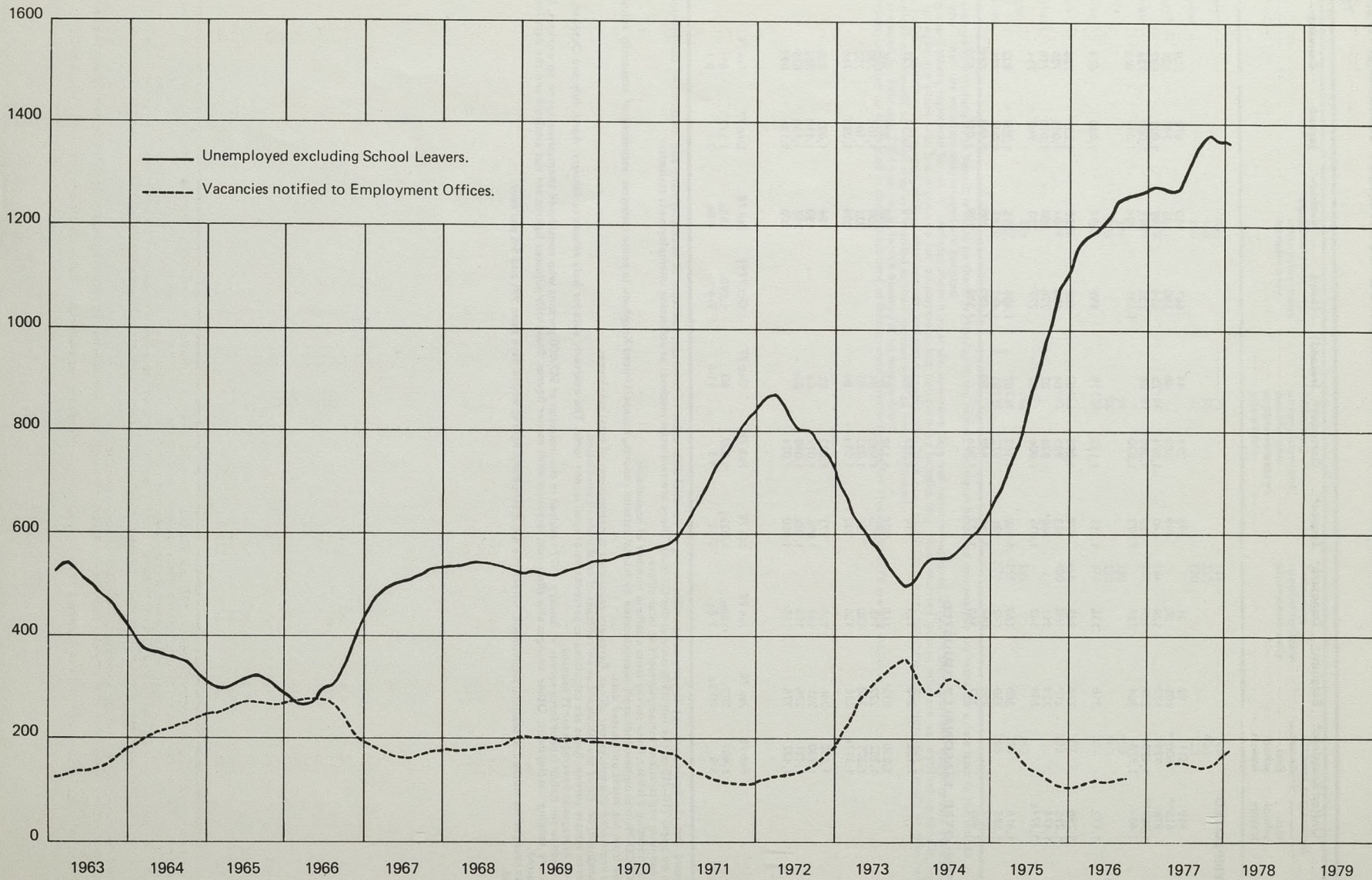
TABLE 113 THOUSANDS

	United Kingdom*		Belgium†	Denmark*	France*	Germany*	Ireland‡	Italy‡	Netherlands*	Japan‡	Canada‡	United States‡
	Incl. school leavers	Excl. school leavers						††				
<b>NUMBERS UNEMPLOYED</b>												
Annual averages												
1973	619	611	92	21	394	274	44	669	110	670	520	4,305
1974	615**	600**	105	50	498	583	48	560	135	740	521	5,076
1975	978	929	177	124	840	1,074	75	654	195	1,000	697	7,830
1976	1,359**	1,270	229	126	933	1,060	84	732	211	1,080	736	7,288
1977	1,484	1,378	264	154	1,072	1,030		1,545	204	1,099	862	6,856
Quarterly averages												
1975 4th												
	1,172		218	136	1,015	1,133	79	699	214	1,030	674	7,223
1976 1st												
	1,298		226	143	978	1,296	87	681	230	1,257	786	7,911
	1,295		217	108	853	989	84	693	194	1,083	726	6,950
	1,474		224	111	868	928	82	776	209	1,010	718	7,309
	1,374e		248	142	1,035	1,006	82	777	210	963	714	6,983
1977 1st												
	1,418		260	163	1,048	1,182	87	1,459	215	1,210	922	7,838
	1,395		250	142	981	972	83	1,432	185	1,087	851	6,724
	1,622		259	144	1,081	949	80	1,692	205	1,053	838	6,712
	1,499		287	169	1,177	1,016		1,598	209	1,047	836	6,149
<b>NUMBERS UNEMPLOYED, SEASONALLY ADJUSTED</b>												
Quarterly averages												
1975 4th												
		1,132	210	123	916	1,142	81		210	1,114	721	7,855
1976 1st												
		1,220	213	118	907	1,139	82		208	1,072	705	7,130
		1,252	227	115	950	1,033	84		208	1,102	730	7,043
		1,305	238	120	951	1,035	85		221	1,101	752	7,457
		1,317e	238	126	932	1,014	84		206	1,038	764	7,578
1977 1st												
		1,330	246	139	973	1,022	82		194	1,032	822	7,068
		1,330	261	147	1,096	1,017	83		198	1,110	853	6,816
		1,421	276	153	1,185	1,058	83e		217	1,150	875	6,814
		1,432	276	155	1,060	1,024			206	1,126	899	6,676
1977 latest data												
Month	Feb 78	Jan 78	Jan 78	Jan 78	Feb 78	Oct 77	Oct 77††	Jan 78	Dec 77	Jan 78	Jan 78	
Number	1,409	277e	169e	1,023§	1,027	80	1,598	195e	1,172	891	6,226	
Percentage rates	5.9	10.3e	7.8e	5.6§	4.5	11.6	7.4	4.9e	2.1	8.3	6.3	

Notes: 1 It is stressed that the figures are not directly comparable owing to national differences in coverage, concepts of unemployment and methods of compilation (described in an article on pages 710-715 of the July 1976 issue of the Gazette). There are two main methods of collecting unemployment statistics:  
 (1) by counting registrations for employment at local offices;  
 (2) by conducting a labour force survey from a sample number of households.  
 2 Source: OECD Main Economic Indicators supplemented by labour attaché reports, except United Kingdom. In some instances estimates of seasonally adjusted levels have been made from the latest unadjusted data.  
 \* Numbers registered at employment offices. Rates are calculated as percentages of total employees.  
 † Insured unemployed. Rates are calculated as percentages of total insured population.  
 ‡ Labour force sample survey. Rates are calculated as percentages of total labour force. The quarterly data for Italy relates to January, April, July and October.  
 \*\* The annual averages are averages for 11 months.  
 †† Changes made to the Italian labour force survey in January, 1977 resulted in the inclusion of 587,000 persons who considered themselves not to be workers, but who nevertheless were seeking employment. Other changes also affect comparability with earlier figures. Seasonally adjusted figures are not available and the data for October, 1977 is unadjusted.  
 § France has changed its method of seasonal adjustment. Under the old method the figures would have been 991 and 5.5 per cent.  
 e Estimated.



**Unemployed and vacancies: Great Britain.**



## UNEMPLOYMENT AND VACANCIES

**flows\* of unemployment and vacancies at employment offices in Great Britain, standardised and seasonally adjusted†**

TABLE 117

Average of 3 months ended		UNEMPLOYMENT‡									VACANCIES		
		Joining register (inflow)			Leaving register (outflow)			Excess of inflow over outflow			Inflow (10)	Outflow (11)	Excess of inflow over outflow (12)
		Males (1)	Females (2)	Total (3)	Males (4)	Females (5)	Total (6)	Males (7)	Females (8)	Total (9)			
1971	January 11	246	79	325	236	77	313	10	2	12	176	181	- 5
	April 5	251	81	332	233	78	311	18	4	22	158	167	- 9
	July 12	248	78	326	227	75	302	21	3	24	157	162	- 6
	October 11	250	81	332	236	78	314	15	3	18	157	159	- 2
1972	January 10	245	84	329	232	81	313	13	3	16	160	157	3
	April 10	230	78	308	228	78	306	2	-	2	163	159	4
	July 10	228	80	308	245	82	327	-17	-2	-19	174	172	2
	October 9	227	78	304	234	78	312	- 7	-1	- 8	180	174	5
1973	January 8	213	75	288	231	77	307	-18	-1	-19	198	182	16
	April 9	210	76	286	232	80	312	-22	-4	-26	235	213	22
	July 9	210	74	283	223	77	300	-13	-4	-17	232	217	15
	October 8	206	73	278	219	76	295	-13	-4	-17	233	222	11
1974	January 14	214	74	288	213	73	286	2	1	2	207	219	-12
	February 11	221	75	296	210	72	281	11	3	15	194	214	-20
	March 11	225	76	300	210	73	283	15	2	18	189	209	-20
	April 8§	228	78	305	220	76	296	7	2	9	207	208	- 1
	May 13	227	79	306	227	79	306	1	-	-	218	208	10
	June 10	231	82	313	230	81	311	1	1	2	223	212	11
	July 8	232	83	315	230	82	312	2	1	4	220	216	4
	August 12	238	86	323	230	83	313	8	3	11	212	219	- 6
	September 9	239	86	325	231	83	314	8	3	11	208	216	- 8
	October 14	238	86	324	229	84	313	9	3	12	204	213	- 9
	November 11	240	87	327	232	85	317	8	2	10	201	211	-10
	December 9	..	..	..	..	..	..	..	..	..	..	..	..
1975	January 20	..	..	..	..	..	..	..	..	..	..	..	..
	February 10	..	..	..	..	..	..	..	..	..	..	..	..
	March 10	..	..	..	..	..	..	..	..	..	..	..	..
	April 14	..	..	..	..	..	..	..	..	..	..	..	..
	May 12	..	..	..	..	..	..	..	..	..	..	..	..
	June 9	258	102	360	225	94	319	34	8	41	159	179	-20
	July 14	264	110	375	228	98	326	36	13	49	157	173	-16
	August 11	264	113	377	230	100	330	34	13	47	160	167	- 8
	September 8	266	117	383	236	104	340	30	13	43	163	167	- 4
	October 9	264	118	383	239	108	347	25	11	36	161	165	- 5
	November 13	260	119	379	235	109	344	25	10	35	155	161	- 6
	December 11	254	116	371	226	106	332	29	11	39	148	154	- 5
1976	January 8	246	112	357	215	99	314	31	12	43	146	147	- 1
	February 12	242	110	352	217	99	315	25	12	37	148	144	4
	March 11	240	111	351	229	101	330	11	10	22	156	149	7
	April 8	244	113	357	239	108	347	5	5	10	163	159	4
	May 13	245	116	361	240	112	352	5	4	9	165	168	- 3
	June 10‡	249	120	369	242	116	358	7	4	11	164	172	- 8
	July 8	251	127	378	244	117	361	6	10	17	170	173	- 3
	August 12	248	128	376	248	118	367	-	9	9	180	176	4
	September 9	244	129	373	245	119	364	-1	10	9	186	180	6
	October 14	242	129	371	246	124	370	-4	5	1	188	185	3
	November 11**	..	..	..	..	..	..	..	..	..	..	..	..
	December 13**	..	..	..	..	..	..	..	..	..	..	..	..
1977	January 13**	..	..	..	..	..	..	..	..	..	..	..	..
	February 10**	..	..	..	..	..	..	..	..	..	..	..	..
	March 10**	..	..	..	..	..	..	..	..	..	..	..	..
	April 14	231	122	354	236	122	358	-5	-	-5	..	..	..
	May 12	236	126	362	242	126	369	-6	-1	-7	196	197	-
	June 9	238	127	365	232	124	356	6	3	9	192	198	- 6
	July 14	248	141	389	242	131	373	6	10	16	192	196	- 4
	August 11	245	139	384	237	129	366	8	10	17	193	195	- 2
	September 8	245	141	386	241	131	372	5	10	14	192	194	- 2
	October 13	245	141	386	243	137	379	2	4	6	199	198	1
	November 10	248	145	393	243	141	384	4	4	9	196	196	-
	December 8	245	143	388	244	143	387	1	-	1	198	193	5
1978	January 12	229	129	358	229	129	357	1	-	1	195	185	10

\* The flow statistics are described in the Gazette, September 1976, pp. 976-987. While the coverage of the flow statistics is somewhat different from the published totals of unemployed excluding school leavers, and of vacancies notified to employment offices, the movements in the respective series are closely related.

† Flow figures are collected for 4 or 5 week periods between unemployment or vacancy count dates; the figures in this table are converted to a standard 4½ week month and are seasonally adjusted. The dates shown are the unemployment count dates; the corresponding vacancy count dates are generally 6 days earlier (5 days in the period before October 1975).

‡ The figures prior to June, 1976 have been adjusted on an estimated basis to exclude adult students registering for vacation employment. Subsequent figures exclude adult students, as collected.

§ From April 1974 the vacancy figures include some that are suitable for young persons.

|| Because of industrial action at local offices of the Employment Service Agency no counts were made during the period November 1974 to March 1975 and the figures for the period September to November 1974 include some estimates.

\*\* Because of industrial action by some staff in the Department of Employment Group, figures are not available for the period November 1976 to March 1977.







**EARNINGS AND HOURS**  
**Great Britain: manual and non-manual employees:**  
**average weekly and hourly earnings and hours (New Earnings Survey estimates)**

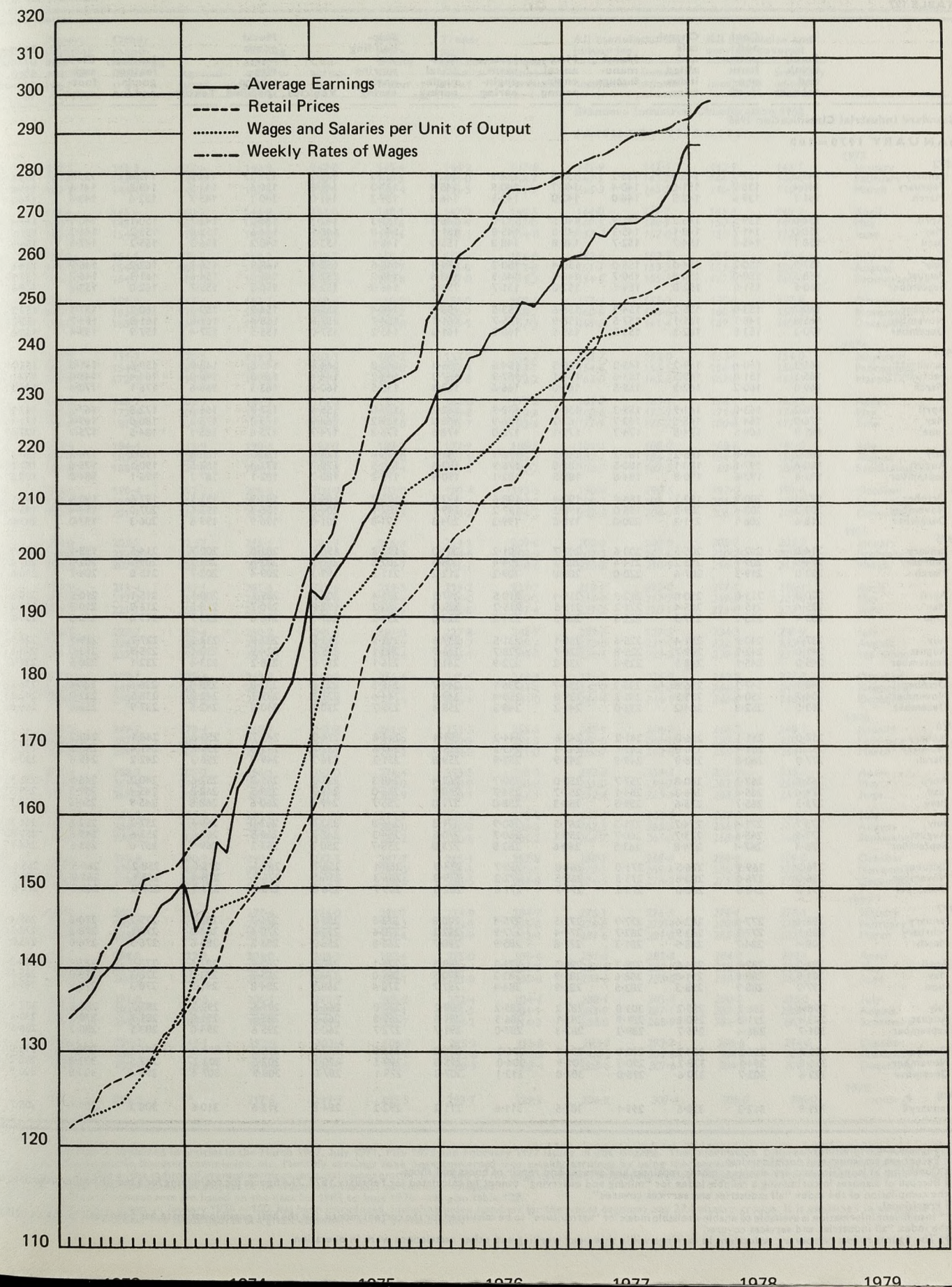
TABLE 126

	MANUFACTURING INDUSTRIES					ALL INDUSTRIES				
	Average weekly earnings		Average hours		Average hourly earnings	Average weekly earnings		Average hours		Average hourly earnings
	excluding those whose pay was affected by absence		excluding those whose pay was affected by absence			excluding those whose pay was affected by absence		excluding those whose pay was affected by absence		
	including those whose pay was affected by absence	excluding those whose pay was affected by absence	including overtime pay and overtime hours	excluding overtime pay and overtime hours		including those whose pay was affected by absence	excluding those whose pay was affected by absence	including overtime pay and overtime hours	excluding overtime pay and overtime hours	
	£	£	P	P	£	£	P	P		
<b>FULL-TIME MEN, 21 years and over</b>										
Manual occupations										
April 1972	33.6	34.5	45.6	75.8		32.1	32.8	46.0	71.3	69.1
April 1973	38.6	39.9	46.4	86.0	83.7	37.0	38.1	46.7	81.7	79.2
April 1974	43.6	45.1	46.2	97.4	95.2	42.3	43.6	46.5	93.5	91.1
April 1975	54.5	56.6	45.0	125.8	123.1	54.0	55.7	45.5	122.2	119.2
April 1976	65.1	67.4	45.1	149.2	146.3	63.3	65.1	45.3	143.7	141.0
April 1977	71.8	74.2	45.6	162.6	160.0	69.5	71.5	45.7	156.5	154.3
Non-manual occupations										
April 1972	43.7	43.8	38.9	111.3		43.4	43.5	38.7	110.7	110.8
April 1973	48.4	48.7	39.2	122.4	122.4	47.8	48.1	38.8	121.6	121.7
April 1974	54.1	54.5	39.1	137.7	137.8	54.1	54.4	38.8	137.9	138.1
April 1975	68.2	68.7	39.2	173.2	173.3	67.9	68.4	38.7	174.3	174.6
April 1976	80.2	80.9	39.1	204.3	204.4	81.0	81.6	38.5	210.3	210.6
April 1977	88.2	88.9	39.2	223.4	223.8	88.4	88.9	38.7	227.2	227.9
All occupations										
April 1972	36.2	37.1	43.9	83.7		36.0	36.7	43.4	83.7	83.3
April 1973	41.1	42.3	44.5	94.5	93.5	40.9	41.9	43.8	94.3	93.7
April 1974	46.3	47.7	44.3	106.9	106.1	46.5	47.7	43.7	107.6	107.2
April 1975	58.1	60.2	43.4	137.7	136.5	59.2	60.8	43.0	139.9	139.3
April 1976	69.2	71.4	43.4	163.2	162.0	70.0	71.8	42.7	166.8	166.6
April 1977	76.1	78.5	43.8	177.7	177.1	76.8	78.6	43.0	181.1	181.5
<b>FULL-TIME WOMEN, 18 years and over</b>										
Manual occupations										
April 1972	17.0	17.7	40.0	44.4		16.6	17.1	39.9	43.0	42.6
April 1973	19.6	20.5	40.0	51.2	50.7	19.1	19.7	39.9	49.6	49.1
April 1974	23.1	24.1	39.9	60.6	60.1	22.8	23.6	39.8	59.3	58.7
April 1975	30.9	32.4	39.5	81.8	81.4	30.9	32.1	39.4	81.6	81.1
April 1976	38.5	40.3	39.6	102.0	101.5	38.1	39.4	39.3	100.7	100.2
April 1977	43.0	45.0	39.8	113.4	112.7	42.2	43.7	39.4	111.2	110.7
Non-manual occupations										
April 1972	19.4	19.5	37.3	52.3		22.1	22.2	36.8	59.9	59.8
April 1973	21.8	21.8	37.3	58.5	58.3	24.5	24.7	36.8	66.2	66.1
April 1974	25.6	25.8	37.3	69.0	68.8	28.3	28.6	36.8	76.9	76.7
April 1975	35.2	35.4	37.1	95.2	95.0	39.3	39.6	36.6	106.1	105.9
April 1976	42.8	43.1	37.1	115.9	115.6	48.5	48.8	36.5	132.0	131.8
April 1977	48.1	48.4	37.1	130.1	129.8	53.4	53.8	36.7	143.8	143.7
All occupations										
April 1972	17.8	18.4	39.0	47.0		20.1	20.5	37.8	54.0	53.9
April 1973	20.3	21.0	39.0	53.9	53.5	22.6	23.1	37.8	60.5	60.3
April 1974	23.9	24.8	38.9	63.8	63.4	26.3	26.9	37.8	70.8	70.6
April 1975	32.4	33.6	38.5	87.2	86.9	36.6	37.4	37.4	98.5	98.3
April 1976	40.1	41.5	38.5	107.6	107.2	45.3	46.2	37.3	122.6	122.4
April 1977	44.9	46.4	38.7	120.0	119.6	50.0	51.0	37.5	134.0	133.9
<b>FULL-TIME ADULTS</b>										
<b>(a) MEN, 21 years and over and WOMEN, 18 years and over</b>										
All occupations										
April 1972	31.7	32.7	42.6	76.4		31.4	32.0	41.8	75.8	75.0
April 1973	36.0	37.3	43.1	85.7	84.1	35.5	36.4	42.1	85.2	84.1
April 1974	40.8	42.3	43.0	97.6	96.1	40.6	41.7	42.0	97.8	96.8
April 1975	52.1	54.2	42.3	127.2	125.4	52.7	54.0	41.3	128.9	127.7
April 1976	62.5	64.7	42.3	151.8	150.0	62.7	64.2	41.1	154.7	153.8
April 1977	68.9	71.3	42.7	165.8	164.3	68.7	70.2	41.3	168.0	167.5
<b>(b) MALES AND FEMALES, 18 years and over</b>										
All occupations										
April 1972	35.6	36.8	43.1	84.6	83.1	35.0	35.9	42.1	84.1	82.9
April 1973	40.3	41.8	43.0	96.4	95.0	40.1	41.1	42.0	96.6	95.5
April 1974	51.5	53.6	42.3	125.8	124.1	52.0	53.4	41.4	127.3	126.0
April 1975	61.8	64.0	42.5	150.1	148.3	61.8	63.4	41.1	152.6	151.6
April 1976	68.0	70.4	42.7	163.8	162.3	67.8	69.3	41.3	165.7	165.1

Note:  
 From 1974, age has been measured in completed years at January 1; but previously at the time of the survey

**Earnings, wage rates, retail prices etc.**

Log scale













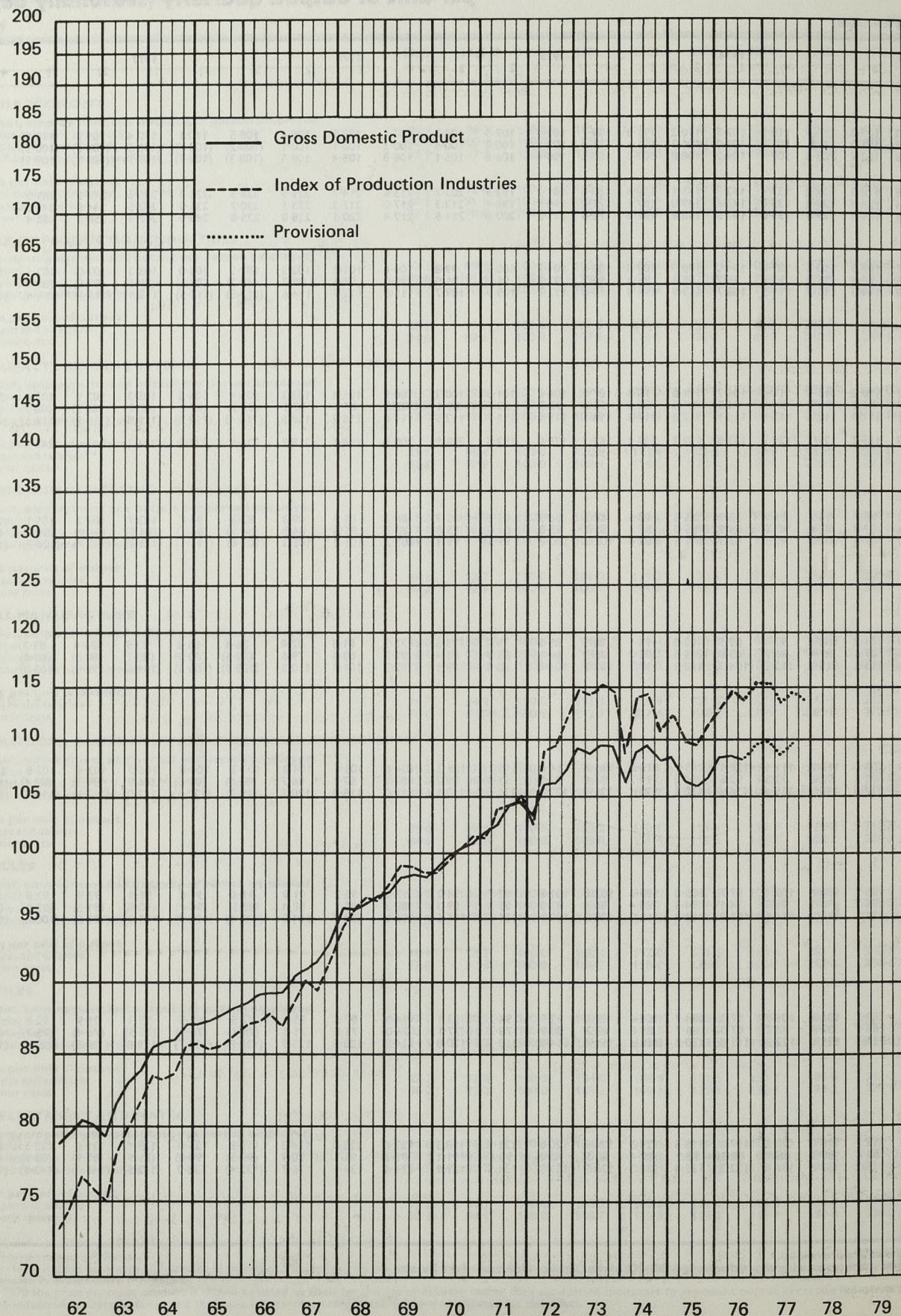






**Output per person employed**

Log scale



**DEFINITIONS**

The terms used in these tables are defined more fully elsewhere in articles in this Gazette relating to particular statistical series. The following are short general definitions.

- WORKING POPULATION**  
All employed and registered unemployed persons.
- HM FORCES**  
Serving UK members of HM Armed Forces and Women's Services, including those on release leave.
- EMPLOYED LABOUR FORCE**  
Working population less the registered unemployed.
- TOTAL IN CIVIL EMPLOYMENT**  
Employed labour force less HM Forces.
- EMPLOYEES IN EMPLOYMENT**  
Total in civil employment less self-employed.
- TOTAL EMPLOYEES**  
Employees in employment plus the unemployed. (The above terms are explained more fully on pages 207-214 of the May 1966 and pages 5-7 of the January 1973 issues of this Gazette).
- UNEMPLOYED**  
Persons registered for employment at a local employment office or careers service office on the day of the monthly count who on that day have no job and are capable of and available for work. (Certain severely disabled persons, and adult students registered for vacation employment, are excluded).
- UNEMPLOYED SCHOOL-LEAVERS**  
Unemployed persons under 18 years of age who have not entered employment since terminating full-time education.
- UNEMPLOYED TEENAGERS**  
Unemployed young people under 20, including school-leavers, but excluding adult students.
- ADULT STUDENTS**  
Persons aged 18 or over who are registered for temporary employment during a current vacation, at the end of which they intend to continue in full-time education. These people are not included in the unemployed.
- UNEMPLOYED PERCENTAGE RATE**  
The unemployed expressed as a percentage of the estimated total number of employees (employed and unemployed) at mid-year.
- TEMPORARILY STOPPED**  
Persons registered at the date of the count who are suspended by their employers on the understanding that they will shortly resume work, and register to claim benefit. These people are not included in the unemployment figures.
- VACANCY**  
A job notified by an employer to a local employment office or careers service office which is unfilled at the date of the monthly count.
- SEASONALLY ADJUSTED**  
Adjusted for normal seasonal variations.
- MEN**  
Males aged 18 years and over, except where otherwise stated.
- WOMEN**  
Females aged 18 years and over.
- ADULTS**  
Men and women.
- BOYS**  
Males under 18 years of age, except where otherwise stated.
- GIRLS**  
Females under 18 years of age.
- YOUNG PERSONS**  
Boys and girls.
- YOUTHS**  
Males aged 18-20 years (used where men means males aged 21 and over).
- OPERATIVES**  
Employees, other than administrative, technical and clerical employees in manufacturing industries.
- MANUAL WORKERS**  
Employees, other than administrative and clerical employees, in industries covered by earnings enquiries.
- PART-TIME WORKERS**  
Persons normally working for not more than 30 hours a week except where otherwise stated.
- NORMAL WEEKLY HOURS**  
Recognised weekly hours fixed in collective agreements, etc.
- WEEKLY HOURS WORKED**  
Actual hours worked during the week.
- OVERTIME**  
Work outside normal hours.
- SHORT-TIME WORKING**  
Arrangements made by an employer for working less than normal hours.
- STOPPAGES OF WORK—INDUSTRIAL DISPUTES**  
Stoppages of work due to disputes connected with terms and conditions of labour, excluding those involving fewer than 10 workers and those which last for less than one day, except any in which the aggregate number of man-days lost exceeded 100.

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