

# NISRA BUSINESS PLAN 2015-2016



Department of  
**Finance and  
Personnel**  
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*Northern Ireland*  
**Statistics &  
Research**  
a g e n c y

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## NISRA AT A GLANCE

<b>Headquarters</b>	<b>Northern Ireland Statistics and Research Agency McAuley House 2-14 Castle Street Belfast BT1 1SA</b>
<b>Website</b>	<b><a href="http://www.nisra.gov.uk">www.nisra.gov.uk</a></b>
<b>E-mail address</b>	<b><a href="mailto:info.nisra@dfpni.gov.uk">info.nisra@dfpni.gov.uk</a></b>
<b>Status</b>	<b>Executive Agency within the Department of Finance and Personnel (DFP)</b>
<b>Chief Executive &amp; Registrar General</b>	<b>Dr Norman Caven</b>
<b>Number of staff at 1 April 2015</b>	<b>470</b>
<b>Vision</b>	<b>Trusted statistics and research for a better society</b>
<b>Ministerial Targets 2015-2016</b>	<p><b>Implementation of the new Civil Registration Operating System by 31<sup>st</sup> March 2016.</b></p> <p><b>Produce detailed plans for the delivery of the 2021 Census by 31<sup>st</sup> March 2016.</b></p> <p><b>To further modernise business and household surveys including starting the development of channels for electronic/on-line data collection by March 2016.</b></p> <p><b>To assist departments throughout 2015-16 in the development and subsequent measurement of outcomes identified in the next programme for government.</b></p>

## Chief Executive's Foreword

NISRA's operational business plan for 2015-16 is a one year standalone plan that draws on the strategic themes set out in our 2012-15 Corporate Plan.

The plan has been endorsed by our Minister. In developing the plan we consulted with all branches within the Agency and also with the Department.

NISRA previously developed a 3 year Corporate Plan for the period 2012-15, which incorporated our Business Plan for 2012-13, and separate Business Plans for 2013-14 and 2014-15. In light of the plan to extend the existing Programme for Government (PfG) for an additional year with a new PfG developed for the period from 2016-17, it is planned to publish a 1-year NISRA plan for 2015-16, which will then be followed by a multi-year corporate plan in line with the next PfG. This is consistent with the approach being taken by the Department for Finance and Personnel.

The NISRA Business Plan has been developed within the context of the current Programme for Government and the DFP 2015-16 Business Plan. It will be supported by Branch plans which reflect what each Branch will do in order to deliver the Agency targets. These plans are further supported by Personal Performance Agreements and Personal Development Plans which identify what individuals will do to contribute to the achievement of the Agency's targets during the year.

While NISRA shares the strategic context with the broader Department, it also operates within the wider UK government statistical community, which is itself undergoing rapid change. The remit of the UK Statistics Authority, a non-ministerial government department, extends to Northern Ireland and NISRA complies with the Authority's Code of Practice for Official Statistics. In keeping with the Authority's Business Plan for April 2015-March 2018, NISRA aims to produce high quality statistics, analysis and advice to help inform decision making.

In tandem with this, and in line with Departmental priorities, NISRA is committed to delivering value for money and using technology to further modernise its statistics and deliver accessible and responsive services for its customers.

Achievement of the targets set out in this Business Plan is, of course, dependent on the availability of adequate resources and will present particular challenges in the current financial climate. The commitments contained within the Agency Balanced Scorecard will be reviewed regularly in-year and, where necessary, objectives and targets will be adjusted in line with competing Agency priorities and financial resources.

Norman Caven  
Registrar General and Chief Executive

## Introduction

The Northern Ireland Statistics and Research Agency (NISRA) is an Executive Agency within the Department of Finance and Personnel (DFP) and was established on 1 April 1996 under the Government's Next Steps Initiative. The Agency also incorporates the General Register Office (GRO) for Northern Ireland.

The corporate aims of the Agency are:

- To provide a statistical and research service to support decision making by Northern Ireland Ministers and Departments;
- To inform elected representatives and the public through the dissemination of reliable official statistics; and
- To administer the marriage laws and to provide of a system for the civil registration of births, marriages and civil partnerships, adoptions and deaths in Northern Ireland.

## Vision and Mission

The Agency's vision is:

*Trusted statistics and research for a better society.*

Our accompanying Mission statement is:

*To produce and disseminate high quality, trusted and meaningful statistics and research to inform decisions and improve understanding; and*

*To provide a high quality and cost effective civil registration service to meet users needs.*

## Principles of Purpose

Underpinning our vision are our principles of purpose. These describe the ethos of our organisation, what is important to us and how we conduct our business as an Agency and as individuals. They are:

### Relevance

Our statistics and research will inform significant decisions in government, business and the wider community and, in so doing, contribute to the quality of life in Northern Ireland;

### Integrity

Our statistics and research will gain public trust through being produced using objective and transparent methods;

### Quality

Our statistics and research will be fit for purpose and of high quality;

### Accessibility

Access to our records, statistics and research findings will be fair and open;

### Protecting confidentiality

We will protect the confidentiality of information we hold;

### Security

We will hold our records securely, protected from loss or damage;

### Balancing the needs of users against the burden on providers

Costs of compliance will be kept to an acceptable level and data collected only when the benefits of a statistical survey exceed the cost to providers;

### Modernisation

To modernise our data collection and dissemination procedures through innovation and the use of technology;

### Efficiency in costs, fairness in prices

We will strive to be efficient and to provide value for money in both costs and prices; and

### Service

We will deliver a modern and affordable service which meets the needs of today's society.

## Business Planning

The NISRA Business Plan sets out the Ministerial and Chief Executive targets for 2015-2016. The plan identifies measures that will be taken to ensure that the Agency continues to develop its staff and improve its service to users. It reflects the Agency's priorities and work programme for the coming year.

The Balanced Scorecard methodology<sup>1</sup> is used by all Department of Finance & Personnel (DFP) Business Areas to ensure that plans at all levels of the Department reflect and support the overall Departmental Plan. The Balanced Scorecard approach supports a clear focus on outcomes and effective measurement. The NISRA Balanced Scorecard is used to help communicate objectives, measures and targets through the organisation. It also encourages managers to critically examine the four areas that have been determined as being key to the success of the Agency:

- Business Results(Impact);
- Users(Trust);
- Internal Processes(Governance); and
- Organisation and People (Quality).

The targets for the year focus on these key areas.

The commitments contained within the Agency Balanced Scorecard will be reviewed regularly in-year and, where necessary, objectives and targets will be adjusted in line with competing Agency priorities and within the context of continued financial pressures. Building on the Balanced Scorecard for the business, each branch will have its own Balanced Scorecard, and through it personal performance agreements will directly link individual performance and responsibilities to the overall corporate objectives.

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<sup>1</sup> The Balanced Scorecard is a management system (not only a measurement system) that enables organisations to clarify their vision and strategy and translate them into action. It provides feedback around both the internal business processes and external outcomes in order to continuously improve strategic performance and results.

## NISRA Balanced Scorecard 2015/16

Business Results (Impact)			
Objective	Targets	Actions	Measures
BR1: To influence decision-making in government and the wider community.	(i) Implementation of the new Civil Registration Operating System by 31 <sup>st</sup> March 2016.  <b>DFP (Ministerial)Target</b>	Completion of Data Migration activities, development of system functionality, User Acceptance Testing, User Training Programme and IT Health Check by end February 2016.	System operational by 31 <sup>st</sup> March 2016.
	(ii) Produce detailed plans for the delivery of the 2021 Census by 31 <sup>st</sup> March 2016.  <b>DFP (Ministerial)Target</b>	To produce detailed plans for the delivery of the 2021 Census by end March 2016.	Production of Project initiation Document.  Strategic Outline Case completed.  Development of Outline Business Case underway.
	(iii) To further modernise business and household surveys including starting the development of channels for electronic/on-line data collection by March 2016.  <b>DFP (Ministerial) Target</b>	To develop business case for further modernisation of household surveys.  To pilot new household survey data collection system (with on-line element).  To start the implementation of the Integrated Business Survey System (IBSS) statistical integration across 3 business surveys by March 2016.  To start the implementation of IBSS electronic data collection processes in a number of business surveys by March 2016.	Business Case developed and sent to DFP /Supply for approval.  Pilot survey with an on-line element in development with Blaise 5 system by March 2016.  Statistical integration element of Integrated Business Survey System finalised and implementation started across a number of business surveys by March 2016.  The number of business surveys with Integrated Business Survey System Electronic Data Collection implemented by March 2016.
	(iv) To assist departments throughout 2015-16 in the development and subsequent measurement of outcomes identified in the next programme for government.	Methodology group to develop guidance on target setting by December 2015.  Hold Senior Manager's Forum (SMF) on target setting guidance by end March 2016.  Hold Statistics Advisory	Target setting guidance developed.  SMF and SAC meetings held.

	<b>DFP (Ministerial) Target</b>	<p>Committee (SAC) meeting on PfG outcomes/target setting to include presentation of Carnegie work before the end of 2015.</p> <p>Hold NISRA lunchtime seminar on Carnegie work by end December 2015.</p> <p>OFMDFM &amp; RREP in conjunction with departmental statisticians to develop indicators for outcome based PfG as it develops.</p>	<p>NISRA lunchtime seminar held.</p> <p>NISRA measurement annexes of PfG outcomes/targets taken forward by March 2016.</p>
	<p>(v) To manage and support the Delivering Social Change (DSC) Research Programme throughout 15/16.</p>	<p>OFMDFM statisticians to project manage each of 40 contracts.</p> <p>NISRA staff to chair or sit on steering/advisory groups and engage and collaborate with researchers if requested.</p> <p>Departmental statisticians to monitor DSC signature projects using OFMDFM agreed measures.</p> <p>To agree a way forward on the next review/update of the Deprivation Indices, to put the relevant staff in place and constitute the user group (if required).</p>	<p>Research programme outputs for 2015/16 delivered on time and within budget.</p>
	<p>(vi) To take forward the development of the key elements of a system of Economic Accounts in Northern Ireland during 2015/16.</p> <p>(subject to Business Case approval and necessary funding being found)</p>	<p>Head of Economic Labour Market Statistics (ELMS) Branch to submit a business case for the further development of a system of Economic Accounts for Northern Ireland.</p> <p>ELMS to work with ONS to develop NI element of a UK Purchases Inquiry.</p> <p>ELMS to update the set of NI Supply Use Tables.</p> <p>ELMS / CSU to engage with external users to inform development of the Economic accounts in line with the Official Statistics Code of Practice.</p>	<p>Business Case developed and sent to DFP /Supply for approval.</p> <p>NI element of Purchases Inquiry developed and fieldwork commenced by March 2016 (subject to confirmation of resources / ONS timetable)</p> <p>NI Supply Use Tables (2013) produced by March 2016.</p>

	<p>(vii) To promote the Open Data Agenda as agreed by Agency Board in adherence to the new public sector strategy.</p>	<p>To increase the percentage of NISRA products with a 3 star rating from 16% to 20% in 2015/16.</p> <p>To engage with NIDirect developments in terms of the centralised approach where possible.</p> <p>Increase the use of NINIS within government.</p>	<p>Percentage of NISRA products with a 3 star rating increased from 16% to 20%</p> <p>NINIS 'button' on NICS desktops.</p> <p>Increase government attendees on NINIS workshops.</p>
	<p>(viii) To ensure researchers have efficient access to micro-data.</p>	<p>Ensure the NISRA safe-setting is available for researcher access.</p> <p>Facilitate access to the ONS Virtual Microdata Laboratory (VML)</p> <p>Support the development of research projects on the Northern Ireland Longitudinal Study (NILS), the Northern Ireland Mortality Study (NIMS), 2011 Census micro data files and the Administrative Data Research Centre for NI (ADRC).</p> <p>Maximise access to NI departments datasets subject to legal and confidentiality provisions</p>	<p>Safe-setting usage</p> <p>Number of projects through approval process for NILS, NIMS, ADRC, Census</p> <p>Hold 2 meetings of the Administrative Data Forum (ADF).</p> <p>Development and dissemination of ADRC-NI Data Prospectus, detailing the datasets that are available.</p>

<b>Users (Trust)</b>			
<b>Objective</b>	<b>Target</b>	<b>Actions</b>	<b>Measures</b>
C1: To be trusted as an impartial and independent body.	(i) To review the NISRA Customer Satisfaction survey and implement the recommendations by end March 2016.	Corporate Services to establish a working group to review the NISRA Customer Survey before 30 September 2015.  Working group recommendations to be implemented in 2015/16.	Review carried out.  Recommendations implemented in 2015/16.
	(ii) To engage proactively with users throughout 2015/16.	Producers to carry out user engagement (to include making users aware of the development of new statistical outputs/products).  Corporate Services to produce Annual list of NISRA publications.  All National Statistics (and other Official Statistics as far as possible) to be released through the Gov.UK Release Calendar.  Corporate Services to liaise with Government Digital Service about increasing the number of Official Statistics outputs which can be released through the Gov.UK Release Calendar.  At least 2 branches (outside DFP) to put forward items to be considered for inclusion on the SAC agenda.  Increase engagement with policy officials through Policy Champions' Network activity to improve 'use of evidence' in policymaking.	Producers to report biannually to Corporate Services on user interaction completed.  Annual list of publications produced and made available on NISRA website  NISRA website hits. NISRA and NINIS tweets. Google searches for NISRA. Press coverage as detailed in Agency Brief.  Senior Civil Service Masterclass held. Departmental Open days held. Number of Committee appearances where policy officials were supported by NISRA.
	(iii) To comply with Data Protection and ICO policy and legislation.	Comply with data protection guidance (including mandatory training).  NISRA wide consistent adherence to the protection &	Reported cases of unauthorised disclosure of personal/sensitive information.  (NISRA DFP) Data Protection Branch Bi-annual

		<p>security of official statistics, personal and business identifiable data.</p> <p>NISRA DFP Information Asset Owners to complete Data Protection Branch Checklist Bi-annually.</p>	<p>checklists completed.</p> <p>Completed Stewardship statements by Agency Board members.</p> <p>(IT/Data/Physical).</p>
	(iv) To maintain confidence in Official Statistics.	<p>Investigate reported breaches of Code of Practice and take action to prevent a reoccurrence.</p> <p>All confirmed breaches to be notified to Agency Board and the Audit and Risk Committee (ARC).</p> <p>Publish further detailed analysis from the Public Confidence in Official Statistics (PCOS) before end May 2015.</p> <p>Corporate Services to roll out new guidance from UK Statistics Authority on quality assurance of Administrative Data sources during 15/16.</p> <p>Relevant branches to begin to implement UK Statistics Authority guidance on quality assurance of Administrative Data sources guidance during 15/16.</p>	<p>Reported breaches of the Code of Practice investigated and actions taken to prevent a reoccurrence.</p> <p>Confirmed breaches notified to Agency Board and ARC.</p> <p>PCOS Analysis published.</p> <p>Guidance Disseminated – seminars/relevant training held.</p>
	(v) Implement the 2015-2018 Communications Strategy and take forward the actions specific to 2015/16.	<p>Corporate Services to develop the Communication Strategy 3-year action plan for Agency Board by end of May 2015.</p> <p>Implement the 2015/16 actions including the build of the new NISRA website by ITASSIST in winter 2015/16.</p> <p>Double the number of videos made and hosted on the YouTube channel during 2015/16.</p> <p>Increase the number of followers on Facebook and the NISRA and NINIS Twitter sites during 2015/16.</p>	<p>Action Plan developed.</p> <p>Increased number of videos made by NISRA staff.</p> <p>Total number on channel increased by 100%.</p> <p>Number of followers on Facebook and the NISRA and NINIS Twitter sites.</p>

## Internal Processes (Governance/Management)

Objective	Target	Actions	Measures
IP1: To ensure the Agency is well managed according to existing policies and procedures.	(i) To hold at least three Agency Board meetings, three Senior Management Forum meetings, three ARC meetings and at least 1 Statistics Coordinating Group (SCG) meeting by end March 2016.	Corporate Services to organise and facilitate at least 3 Agency Board meetings by end March 2016.	At least three Agency Board meetings held.
		Corporate Services to organise and facilitate 3 Senior Management Forum meetings by end March 2016.	Three Senior Management Forum meetings held.
		Corporate Services to organise and facilitate 3 ARC meetings by end March 2016.	Three ARC meetings held.
		Corporate Services to organise and facilitate at least 1 SCG meeting by end March 2016.	One SCG meeting held.
	(ii) To have draft 2016-2019 Corporate Plan prepared by end March 2016.  (dependent on DFP timetable)	Senior Managers to input as required.  Corporate Services to prepare draft of Corporate Plan by end March 2016.	Draft prepared.
	(iii) To support the DFP Information Assurance Target <sup>2</sup> .	Business Area Information Manager to complete and maintain the DFP NISRA Information Assurance Work Programme.  Information Asset Owners to maintain a (NISRA DFP) Information Risk Register (or its replacement) to provide SIRO with improved oversight of operational level information risks and to maintain Level 3 compliance of the Information Assurance Framework.	DFP NISRA Information Assurance Work Programme.  (NISRA DFP) Information Risk Register.
	(iv) To provide support to the Statistics Advisory Committee (SAC).	Corporate Services to provide secretariat.  NISRA Branches to input to SAC agenda.	SAC meetings held.  SAC agenda and minutes.

<sup>2</sup> Maintain Level 3 compliance with the "HMG Information Assurance (IA) Maturity Model and Assessment Framework" during 2015/2016.

	(v) To have no overspend and an underspend not greater than 2.5% within baseline allocation.	<p>Initial baseline to be issued by April 2015.</p> <p>Position is reviewed at each monitoring round.</p> <p>Monthly expenditure/salary reports to be issued within 15 days of month end.</p> <p>Issue revised baselines promptly following agreed outcome at monitoring rounds.</p> <p>Branches to monitor monthly spend against budget to ensure they remain within their allocations.</p>	Level of overspend and underspend.
	(vi) To secure a favourable audit report on risk management, and manage risk appropriately.	<p>Adhere to financial procedures and monitor risk.</p> <p>NISRA Risk Register to be reviewed at Agency Board meetings.</p>	<p>Level of assurance provided.</p> <p>Completed Stewardship statements by Agency Board members.</p>
	(vii) To take forward during 2015/16 the process to secure alternative accommodation for NISRA DFP Staff <sup>3</sup> (NISRA Milestone)	<p>To liaise with Properties Division as required (in 2015/16) to deliver project.</p> <p>Initial preparation for move to new building.</p>	<p>Respond to Properties Division requests promptly.</p> <p>Obtain quarterly updates on progress of project.</p> <p>Consider internal staff workstreams to deliver decant.</p> <p>Reduce on site file volumes to match capacity in new building.</p>
	(viii) NISRA sickness absence should not exceed target of 6.2 working days lost by 31 March 2016.	<p>Ongoing monitoring of sick absence levels with action considered in cases where triggers have been breached.</p> <p>Raise line management awareness regarding their managing attendance responsibilities and the HR Connect processes.</p> <p>Managers to adopt a flexible approach to keeping staff in work through early</p>	Monthly/annual absence reports.

<sup>3</sup> Date of a move dependent on acceptance of a business case by DFP and thereafter a procurement exercise for any building work involved and completion of works.

		<p>intervention and engagement with OHS/Welfare/DHR.</p> <p>Support reasonable adjustments.</p> <p>NISRA HR to meet with DFP DHR Business Partners to focus on specific cases and processes.</p>	
	(ix) <b>90%</b> of staff to have completed on time Personal Performance Agreements (PPA) and Personal Development Plans (PDP) and have them assessed as 'Agreed' on HR Connect.	Staff to complete 2015/16 PPA/PDPs, as required <sup>4</sup> .	HR Connect Performance Management Reports.
	(x) <b>90%</b> of In-year performance reviews for 2015/16 to be completed on time and recorded on HR Connect.	15/16 In-year performance reviews to be completed as required <sup>5</sup> .	HR Connect Performance Management Reports.
	(xi) Senior management to support branches in the management of the impact of the Voluntary Exit Scheme and Departmental restructuring as it affects NISRA.	<p>Senior management to support branches in the management of the voluntary exit scheme during 2015/16.</p> <p>Senior management to support branches in dealing with the impact of Departmental restructuring.</p>	NISRA's imposed saving achieved.

<sup>4</sup> Business Areas to achieve 90% compliance with Performance Management completion dates.

<sup>5</sup> Business Areas to achieve 90% compliance with Performance Management completion dates.

## Organisation and People (Quality)

Objectives	Targets	Actions	Measures
OP1: To develop and manage high quality people who take pride in their work and their organisation.	(i) To have at least 80% of NISRA staff survey respondents state that they have received the training (including in house and on-the-job training) necessary to deliver their business objectives.	<p>NISRA Staff Development (SD) group to deliver a program of statistical training in line with the results of the 15/16 NISRA Staff Training Survey - and to deliver a program of lunchtime seminars to meet business need within budgetary constraints.</p> <p>Corporate Services to support the sharing and development of statistical skills across the Agency by developing working groups such as the D3 coding group that will be facilitated via Sharepoint.</p> <p>14/15 Annual Report on Staff Development circulated to Agency Board by end June 2015.</p> <p>Liaise with CAL on the facilitation of generic training for NISRA staff.</p> <p>Continue production and dissemination of STARzine by Staff Development group during 2015/16.</p> <p>Staff to include training requirements in line with the new competence and training framework in 2015/16 PDPs.</p> <p>Maintain involvement in STEM activity throughout the year.</p>	<p>NISRA Staff Attitudes Survey.</p> <p>Number of working groups developed.</p> <p>Annual Report on Staff Development.</p> <p>STEM activity report</p> <p>Minutes of STEM Ambassadors Meetings</p>
	<p>(ii) To implement prioritised improvements identified by the NISRA Staff Attitudes Survey and the DFP Quality Programme.</p> <p>(Dependent on DFP decision on DFP Quality Program)</p>	<p>Conduct NISRA Staff Survey in 2015/16.</p> <p>Develop HR Action Plan.</p> <p>Monitor progress against actions quarterly, using the Quality Programme process.</p> <p>Complete Quality Programme self-assessments by 31 March 2016 and implement agreed</p>	<p>NISRA Staff Attitudes Survey.</p> <p>DFP Quality Programme.</p> <p>NISRA Training Report.</p>

		priority improvements in line with agreed timetables.	
	(iii) To improve NISRA's employee engagement score.  (NISRA milestone)	Continue to engage with staff and address issues raised through the staff survey.  Produce and monitor the 2015/16 HR Action Plan.	NISRA Staff Attitudes Survey.  HR Action Plan produced and progress against targets updated quarterly.
	(iv) To have at least 85% of statisticians attending lunchtime seminars or participating in a working group. <sup>6</sup>	PPA's to include the statement 'to endeavour to attend at least one seminar' during 2015/16.  Managers to encourage staff to attend NISRA lunchtime seminars.  Staff Development Group to organise a series of Lunchtime Seminars and when applicable locate at Stormont.  Managers/SD group to ensure awareness of all NISRA groups.	NISRA Staff Attitudes Survey.
OP2: To ensure outputs are produced to the highest professional and methodological standards.	(v) To achieve National Statistics designation/ redesignation for all products assessed by the UK Statistics Authority for compliance with the Code of Practice for Official Statistics, where an assessment outcome is declared within the year.	Corporate Services to support the operation of the Code of Practice and UK Statistics Authority Assessment Process (15/16 NISRA milestone)  Relevant Business Areas to implement assessment requirements within the specified timescales.	All assessed products obtain successful National Statistics designation/ redesignation.
	(vi) To progress additional National Statistics assessments by the UK Statistics Authority of NISRA statistics during 15/16.	Agency Board to agree key priorities for National Statistics assessment at September 2015 Agency Board.  Relevant NISRA producers to outline workplan/timing of additional National Statistics Assessments (ongoing throughout 2015/16).  Relevant NISRA producers to undertake work required for additional National Statistics Assessments of NISRA statistics (ongoing	Number of new National Statistics assessments of NISRA statistics progressed by March 2016.

<sup>6</sup> Staff Survey Question – 'Within the last 12 months have you participated in a NISRA working group or attended a lunch-time seminar.'

		throughout 2015/16).	
	(vii) Implement the recommendations of the UK Statistics Authority Monitoring Reports where appropriate.	Business areas to implement the recommendations where appropriate.	Recommendations of the UK Statistics Authority Monitoring Reports implemented.
	(viii) To refocus the balance of statistical activity with greater emphasis on explanation and dissemination of the information contained in statistics compared with the collection and management of official data. (Per priority 2 UK Stats Authority Strategy)	<p>Peer review process to continue and develop to meet the needs of the Agency.</p> <p>Branches to continue to develop infographics and data visualisation. Agency Board to consider the way ahead regarding the publication of outputs of previously published statistics.</p>	Paper on way forward for Peer Review to Agency Board by end May 2015.
	(ix) To raise awareness of the quality agenda for statistical process and outputs.	<p>NISRA branches to implement the quality guidance as a matter of good practice in 2015/16 .</p> <p>Corporate Services to arrange a Senior Managers Forum (SMF) on Quality before the end of December 2015.</p> <p>Corporate Services to continue to provide quality management training in 2015/16.</p>	<p>Guidance implemented</p> <p>SMF on quality held.</p> <p>Quality training arranged.</p>

## Official Statistics

The primary aim of Official Statistics is to provide an accurate, up-to-date, comprehensive and meaningful picture of the UK economy and society and to support the formulation and monitoring of economic and social policies by government at all levels. Official Statistics also aim:

- to inform the Parliaments and Assemblies and the citizen about the state of the nation and provide a window on the work and performance of government, allowing the impact of government policies and actions to be assessed;
- to provide business with a statistical service which promotes the efficient functioning of commerce and industry;
- to provide researchers, analysts and other users with a statistical service that assists their work and studies; and
- to promote these aims within Northern Ireland, the UK, the European Union and internationally and to provide a statistical service to meet European Union and international requirements.

Official Statistics in the UK are organised for publication purposes into a number of 'Themes' which may cut across traditional Departmental functional boundaries. These themes are described in Annex 1 together with details of NISRA'S Official Statistics Work Programme 2015/2016.

## Financial Resources

The Agency's overall opening net Resource Budget for 2015/16 was £8,577k (2013/14 £8,818k), incorporating a non-cash allocation of £1,044k. In Addition the Agency has an initial Capital Budget of £2,000k.

It is anticipated that further Capital funding of £750k will be allocated following the June monitoring round. This will be used for the Northern Ireland Office Registration System (NIROS), £500k and Economic Accounts and Household Survey Modernisation, £250k.

The net allocation includes estimated income totalling £16,316k which will be used to offset the Agency's expenditure.

The budget is managed across two distinct business areas: The General Register Office (GRO) and Statistical and Research Services (S&RS).

- Other Resource – covers all salaries, GAE and council expenses,
- Capital – relates to the Northern Ireland Office Registration System (NIROS) and Economic Accounts and Household Survey Modernisation, and
- Non-Cash – covering depreciation associated with the Agency's fixed assets.

The following table summarises the funding prior to any June monitoring transfers.

**TABLE 3: NISRA Baselines 2015/16 (Prior to June monitoring)**

BUSINESS AREA	ALLOCATION (£000's)		
	OTHER	CAPITAL	TOTAL
<b><u>General Register Office</u></b>			
- Expenditure	4,201	2,000	6,201
- Income	-2,810	-	-2,810
- Non-Cash (Depreciation)	456	-	456
<b>Sub-total (GRO)</b>	<b>1,847</b>	<b>2,000</b>	<b>3,847</b>
<b><u>Statistical and Research Services</u></b>			
- Expenditure	19,648	-	19,648
- Income	-13,506	-	-13,506
- Non-Cash (Depreciation)	588	-	588
<b>Sub-total (S&amp;RS)</b>	<b>6,730</b>	<b>-</b>	<b>6,730</b>
<b>Total NISRA</b>	<b>8,577</b>	<b>2,000</b>	<b>10,577</b>
	<b>Total NISRA including non-cash</b>		<b>10,577</b>

# Annex 1: NISRA Official Statistics Work Programme 2015/16

## OFFICIAL STATISTICS THEMES

### **Agriculture and Environment**

The Agriculture and Environment theme brings together information and statistics about the agriculture, natural environment, fishing, food and forestry sectors in Northern Ireland.

### **Business and Energy**

This theme covers Business and Energy statistics.

### **Children, Education and Skills**

This theme brings together statistics on Children and Early Years Education, School and College Education and Higher Education and Adult Learning.

### **Crime and Justice**

The Crime and Justice theme covers statistics relating to crime and justice which are collected from the public, police forces and other justice agencies. The statistics include types of crime, the work of the police and the functioning of the justice system. They also relate to the general public's experience and perceptions of crime.

### **Economy**

The Economy theme covers statistics about economic accounts, government expenditure and revenues, prices and measures of inflation, short-term economic indicators and regional macro-economic statistics.

### **Government**

This theme provides information on Central and Local Government.

### **Health and Social Care**

This theme brings together information about public health, health services provided by the National Health Service (NHS) and social care. It also covers information relating to health and safety at work.

### **Labour Market**

Labour market statistics measure different aspects of work and jobs and provide an insight into the economy. The statistics cover people's participation in the labour force, working patterns and the types of work they do. The statistics also show any earnings and benefits they receive.

### **People and Places**

This theme covers statistics on people, their lifestyles and activities, the communities and neighbourhoods in which they live and those communities' housing and planning needs. In addition, the theme covers statistics relating to people's language, culture and identity, and information on local fire and rescue services.

### **Population**

Population statistics describe the demographic characteristics of the UK population and its change. These include statistics on the size and geographical breakdown of the population, the number of people entering and leaving the UK each year and the number of people in different demographic subgroups.

### **Travel and Transport**

Travel and Transport statistics cover a range of topics from traffic counts and surveys of road freight operators to statistics about the relative safety of different transport modes.

### **Crosscutting Topics**

In addition to these topics NISRA will be pursuing a number of activities in relation to the Cross Cutting Topic of **Equality and Diversity**

## **Official Statistics Work Programme 2015/16**

### **Agriculture and Environment**

#### **National Statistics**

DARD staff will:

- collect, collate, analyse and publish statistical data on agriculture and related industries in Northern Ireland, as required to meet the needs of DARD, other Northern Ireland Departments, DEFRA and the EU; and
- initiate work on a three year research project, under the auspices of the Administrative Data Research Project, to investigate the socio-demographic characteristics, educational attainment and self-reported health status of farmers in Northern Ireland.

DOE staff will:

- publish the annual Northern Ireland Environmental Statistics Report (NIESR); and
- publish the quarterly and annual NI Municipal Waste Management Statistics Reports incorporating new council level format.

#### **Other Official Statistics**

DOE staff will:

- publish the annual NI Greenhouse Gas Inventory Bulletin; and
- publish an updated greenhouse gas emissions forecast based on new 2013 emissions inventory.

## **Business and Energy**

### **National Statistics**

ELMS staff will:

- publish, in line with the pre-announced timetable, the key annual business surveys including the Northern Ireland Annual Business Inquiry (NIABI), Exports Survey and Research and Development;
- ensure a number of business surveys are captured by Electronic Data Collection (Agency Milestone);
- implement Statistical Integration across three business surveys on the Integrated Business Survey System by March 2016 (Agency Milestone); and
- hold two Business Survey User Group meetings by March 2016.

CSU staff will:

- carry out the NI Quarterly Construction Enquiry and publish the quarterly Index of Construction.

### **Other Official Statistics**

DETI staff will:

- continue to provide a professional statistical and research analytical service in line with commitments in the Department's Analytical Services Unit Research Agenda and in support of existing and emerging Departmental priorities;
- publish in June 2015 and March 2016 respectively, statistical reports on electricity consumption and renewable generation in Northern Ireland;
- subject to any competing policy priorities, develop and publish a compendium-style Northern Ireland energy statistical publication;
- publish an annual update on the incidence and type of High Growth Firms in Northern Ireland over the period 1998 to 2015; and
- publish two High Growth Firm research update bulletins.

## Children, Education and Skills

### National Statistics

DE staff will:

- undertake the 2015-2016 School Census, the 2014-2015 School Leavers' Survey and compile the 2014-2015 Teachers' database; and
- publish statistical press bulletins on School Enrolment, School Leavers' Survey, Pupil Attendance, School workforce and the Year 12 and Year 14 Examination Performance 2014-2015.

DEL staff will:

- publish details of qualifications gained by NI domiciled students on Higher Education (HE) courses in the UK and details of all students gaining qualifications at HE Institutions in NI for the academic year 2014/15;
- publish details of NI domiciled students enrolled on HE courses in the UK and details of students on HE courses in NI Institutions for the academic year 2014/15; and
- publish details of the destinations of leavers from Higher Education who obtained qualifications in Northern Ireland HE institutions and NI domiciled leavers obtaining qualifications in UK HE institutions in the academic year 2013/14.

### Other Official Statistics

DE staff will:

- undertake the 2015-16 Schools Meals Census and publish a statistical press release on the 2014-2015 School Meals Census;
- prepare statistics on Key Stage assessments; and
- conduct the 2015/16 School Omnibus survey which provides information on a variety of research topics not covered in other data collections and publish outputs from the 2014/15 survey.

DEL staff will:

- publish details of Performance Indicators in Higher Education: Employment and Research Indicators Northern Ireland Analysis 2013/14 (Part 2);

- publish details of Performance Indicators in Higher Education: Northern Ireland Analysis 2014/15 (Part 1);
- complete the replication of the Higher Education Teaching Funding Model for Northern Ireland and assist with development of potential, simplified, alternatives;
- assist with the development and implementation of a Higher Education Outcomes Framework;
- manage and publish an output from the research project investigating the characteristics of those students that attend university, utilising the Administrative Data Research Centre in Northern Ireland (ADRC-NI);
- publish details of analysis regarding enrolments and qualifications in the Northern Ireland Further Education Sector in 2014/15, including analysis of performance (retention, achievement and success rates);
- publish details of the number of enrolments and qualifications within Essential Skills in 2014/15;
- publish results from the first Further Education Leavers Survey establishing the destination of leavers 6 months after completing a Further Education course in Northern Ireland in 2013/14;
- publish and disseminate the results from the pre-assessment review of the quality of further education administrative data in Northern Ireland funded through the UK Statistics Authority Quality Improvement Fund;
- publish results from the Essentials Skills module within the Northern Ireland Omnibus Survey, which monitors individuals' perceptions of their literacy, numeracy and ICT abilities in everyday life; and
- develop a forecasting model to assist with space utilisation across the Further Education sector and the demand for new buildings.

## **Crime and Justice**

### **National Statistics**

Department of Justice (ASG) Core staff will:

- publish 'Northern Ireland Prison Population 2014'; and
- publish 'Perceptions of Crime: Findings from the 2014/15 Northern Ireland Crime Survey' and 'Experience of Crime: Findings from the 2014/15 Northern Ireland Crime Survey'.

ASG NICTS staff will:

- publish Judicial Statistics 2014; and
- publish the quarterly Mortgage Press Release.

PSNI staff will:

- publish 2014/15 recorded crime statistics for Northern Ireland;
- publish 2014/15 security situation statistics for Northern Ireland;
- publish monthly updates of recorded crime statistics throughout 2015/16;
- publish monthly updates of statistics on the security situation throughout 2015/16; and
- publish an updated trend report on crime & outcomes to include 2014/15.

### **Other Official Statistics**

Department of Justice (ASG) Core staff will:

- measure, monitor and report data relating to Programme for Government and other Departmental indicators;
- continue work with colleagues across the criminal justice system to harmonise statistical categories relating to the Causeway data sharing mechanism;
- publish findings from the Northern Ireland Crime Survey covering a range of topics such as confidence in policing and the wider criminal justice system and experiences of domestic violence;
- publish suite of bulletins relating to the 2012/13 Reoffending cohort;

- publish 2014 Prosecutions, Convictions and Out of Court Disposals bulletin; and
- publish 2013/14 First Time Entrants to the Criminal Justice System bulletin.

ASG YJA staff will:

- publish YJA Annual Statistics 2014/15;
- publish quarterly bulletins on YJA caseload activity; and
- collect and analyse statistical information to monitor performance indicators and targets outlined in the YJA Business Plan.

ASG NICTS staff will:

- publish quarterly bulletins: High Court Bulletin, County Court Bulletin, Crown Court Bulletin, Magistrates' Court Bulletin, Children Order Bulletin;
- undertake quarterly reports for the Lord Chief Justice;
- provide quarterly business volume reports to NICTS Business Managers;
- calculate quarterly figures in relation to published corporate targets; and
- carry out a customer exit survey for the NICTS.

PSNI staff will:

- publish updated trend reports on crimes & incidents with a domestic abuse motivation and crimes & incidents with a hate motivation to include 2014/15;
- publish 2014/15 drug seizure statistics for Northern Ireland;
- publish quarterly reports on police use of stop & search powers for Northern Ireland throughout 2015/16;
- publish 2014/15 PACE detention statistics for Northern Ireland;
- publish two six monthly reports on the use of force by the police;
- publish quarterly updates of domestic and hate motivation statistics throughout 2015/16;
- publish monthly updates on Anti-Social Behaviour (ASB) incidents reported to the police throughout 2015/16; and

- publish monthly updates on drug seizure statistics throughout 2015/16.

Northern Ireland Policing Board (NIPB) staff will:

- undertake internal and external survey work as detailed in the Policing Board's Statistical and Research Strategy;
- commission external research and survey work on public perceptions of the Policing Board, the Police Service of Northern Ireland (PSNI), Policing and Community Safety Partnerships (PCSPs) and other policing-related issues;
- collect and interpret statistical information to monitor performance indicators and targets contained in the Annual Policing Plan;
- monitor and report complaints against the PSNI (collected by OPONI), statistics on the Use of Force and PACE/JSA stops and searches (collected by the PSNI) and statistics on the Independent Custody Visiting Scheme (operated by the Policing Board);
- provide statistical and research support to PCSPs to enable them to monitor local policing performance and to carry out their public consultation exercises;
- conduct survey work and collect statistical information to assist the Policing Board to monitor the effectiveness of PCSPs;
- publish quarterly reports on the Independent Custody Visiting Scheme; and
- publish Custody Visiting Annual Statistics.

Probation Board for NI (PBNI) staff will:

- publish PBNI Annual Caseload Statistics 2014/15;
- publish quarterly bulletins on PBNI caseload statistics;
- publish an annual bulletin on the breach rates of PBNI supervised community sentences;
- provide statistical information relating to objectives set out in the PBNI Business Plan; and
- conduct and publish PBNI stakeholder surveys as required.

PPS staff will:

- publish quarterly statistical bulletins with key statistics on the activity of the PPS, including caseloads and prosecutorial decisions;

- publish an annual statistical bulletin on cases involving hate crime; and
- publish an annual report on the findings of the PPS module of the NI Omnibus Survey.

OPONI staff will:

- publish an annual statistical bulletin on the five year trends in complaints and allegations received by the Police Ombudsman for Northern Ireland;
- publish four quarterly statistical updates on the complaints and allegations received by the Police Ombudsman for Northern Ireland;
- report on public awareness and confidence in the police complaints system across Northern Ireland;
- report on satisfaction levels of police officers subject of investigation; and
- report on satisfaction levels of complainants with the service they received from the Office.

CSU staff will:

- carry out the Northern Ireland Crime Survey.

## **Economy**

### **National Statistics**

ELMS staff will:

- publish, in line with the improved pre-announced timetable, the quarterly Index of Production (IOP) and the quarterly Index of Services (IOS);
- Develop and initiate fieldwork with ONS for the NI element of a Purchases Inquiry by March 2016;
- Develop the collection and production systems for a Quarterly Business Survey to integrate existing surveys;
- hold two Economy User Group consultations by March 2016.

### **Other Official Statistics**

ELMS staff will:

- improve the evidence base for economic decision making by developing key elements of a system of Economic Accounts for Northern Ireland, including producing Supply Use Tables for NI for 2013 and an enhanced measure of export activity (NI Economic Strategy target); and
- produce a quarterly export series from the Index of Production by December 2015.

CSU staff will:

- carry out the Family Resources Survey in NI; and
- carry out the Living Costs and Food Survey in NI.

## Government

### Other Official Statistics

HRCS staff will:

- undertake paybill modelling for the NICS;
- undertake equal pay reviews for the NICS and possibly other public sector bodies;
- monitor sickness absence in the NICS;
- undertake workforce planning for the NICS; and
- publish 'Personnel Statistics', 'Analysis of Sickness Absence in the Northern Ireland Civil Service' and 'Pay Statistics for the Northern Ireland Civil Service' annually, and 'Employment in the Northern Ireland Civil Service' quarterly.

Corporate Services will:

- review the NISRA Customer Satisfaction Survey;
- publish a report on Statistical Surveys of Businesses, Households and Individuals carried out by Departments during 2014/15; and
- publish further detailed analysis from the 2014 Public Confidence in Official Statistics Surveys.

RREPB staff will:

- produce analysis on the Peace Attitudinal Survey for the Special EU Programmes Body (SEUPB);
- provide monitoring and evaluation advice and analysis to SEUPB for the closure of the Peace III and Interreg IVA Programmes;
- provide monitoring and evaluation advice and analysis to SEUPB for the Peace IV and Interreg VA Programmes;
- provide monitoring and evaluation advice and analysis to DARD for the closure of the Rural Development Programme 2007-2013;
- provide monitoring and evaluation advice and analysis to DARD for the Rural Development Programme 2014-2020; and
- produce an analysis of the research element of OFMDFM's Government Advertising Unit's advertising campaigns.

## Health and Social Care

### National Statistics

DHSSPS staff will:

- publish the 2014/15 Hospital Statistics: Outpatient Activity publication;
- publish the 2014/15 Hospital Statistics: Inpatient & Day Case Activity publication;
- publish the 2014/15 Hospital Statistics: Emergency Care publication;
- publish the 2014/15 Hospital Statistics: Mental Health and Learning Disability publication;
- publish the 2015 Firework Injuries Statistics Summary Report;
- publish the quarterly Emergency Care Waiting Time Statistics Bulletin;
- publish the quarterly Northern Ireland Waiting Time Statistics: Outpatient Waiting Times Bulletin;
- publish the quarterly Northern Ireland Waiting Time Statistics: Inpatient Waiting Times Bulletin;
- publish the quarterly Northern Ireland Waiting Time Statistics: Cancer Waiting Times Bulletin;
- publish the Dental Earnings & Expenses 2013/14 Report;
- publish Community Care for Adults in Northern Ireland 2014/15;
- publish Northern Ireland Care Leavers 2014/15;
- publish Children Adopted from Care in Northern Ireland Statistical Bulletin 2014/15;
- publish Children in Care in Northern Ireland Statistical Bulletin 2013/14;
- publish Children's Social Care Statistics for Northern Ireland 2014/15; and
- publish Quarterly Child Protection Statistics for Northern Ireland.

Demographic Statistics staff will:

- publish finalised mortality statistics for Northern Ireland 2014;
- publish finalised birth statistics for Northern Ireland 2014;

- publish finalised statistics on the number of deaths registered with MRSA or Clostridium Difficile mentioned on the death certificate, 2014; and
- publish detailed statistics and research on the number of drug and alcohol related deaths in Northern Ireland 2014.

DSD staff will:

- produce the Benefit Statistics Summary publication on a quarterly basis.

### **Other Official Statistics**

DHSSPS staff will:

- publish the quarterly Northern Ireland Waiting Time Statistics: Diagnostic Waiting Times Bulletin and carry out a review of data sources used;
- publish a new quarterly Impact on Patients of Hospital Cancelled Outpatients Appointments Statistics Bulletin;
- publish 2014/15 Episode Based Acute Hospital Inpatient and Day Case Activity Statistics on the DHSSPS website;
- publish statistics on Northern Ireland Terminations of Pregnancy 2014/15;
- publish annual information on Complaints Received by Health and Social Care (HSC) Trusts, Board and Family Practitioner Services in Northern Ireland in 2014/15;
- publish annual information on Clinical / Social Care Negligence Cases in Northern Ireland in 2014/15;
- disseminate Northern Ireland Reference Cost data for 2014/15;
- produce and analyse the 2013/14 Activity Based Funding Model;
- produce metadata for Patient Level datasets on the DHSSPS Honest Broker system;
- carry out a pilot Patient Reported Outcomes Measures (PROMS) Survey for Hip Replacements;
- publish Statistics for Smoking Cessation Services in NI: 2014/15;
- publish Statistics from the NI Drug Misuse Database: 2014/15;
- publish headline statistics from the Health Survey Northern Ireland: 2014/15;

- prepare a set of standard and non-standard tables for submission to the European Monitoring Centre for Drugs and Drug Addiction;
- commission and manage a programme of Public Health related surveys e.g. Health Survey Northern Ireland;
- publish headline statistics from the 2014 All-Ireland Drug Prevalence Survey;
- publish NI Health and Social Care Inequalities Monitoring System report on life expectancy decomposition analyses;
- publish the first monitoring bulletin of wider social determinants of health and wellbeing for Making Life Better strategy;
- continue to develop a dental patient charging system to be used in pilot evaluation sites for the new General Dental Services Contract;
- calculate 2016-17 Hospital, Community Health and Personal Social Services allocation for Local Commissioning Groups and progress the 6th Review of the Regional Capitation Formula;
- continue to publish Health and Social Care workforce data including quarterly Key Facts Bulletin, biannual Vacancy Report and annual Workforce Census;
- extract and report on latest GP quality and disease prevalence indicators, publishing data in line with UK publication timetable;
- calculate 2016-17 general practice community prescribing allocations for Local Commissioning Groups, GP Practices and Primary/Integrated Care Partnerships;
- continue to address the recommendations of the GP Prescribing Formula Review;
- publish Domiciliary Care Services for Adults in Northern Ireland 2015;
- publish Quarterly Carers' Statistics for Northern Ireland;
- publish quarterly information on Direct Payments;
- publish Prevalence of Autism (including Aspergers syndrome) in school age Children in Northern Ireland 2015;
- publish Patient Education / Self Management Programmes for People with Long Term Conditions (2014/15);
- publish quarterly statistics on Audiology Assessments; and

- provide information on DHSSPS Programme for Government and Commissioning Plan Direction (CPD) targets and indicators.

BSO will:

- continue to develop processes relating to the delivery of the Honest Broker Service, including governance and cost recovery, provide professional support to HBS projects and continue to promote awareness of the service across the research community;
- provide professional support and advice to BSO in relation to the new Family Practitioner Payment System and data quality associated with the payments of circa. £800m;
- work closely with Senior Managers in the organisation to assist in the identification and delivery of efficiencies in relation the replacement systems;
- develop reporting solutions and data outputs from the new Family Practitioner Payment System; and
- work closely with the Information and Technology Services team to identify timelines and business requirements for the replacement of the patient registration index for NI.

BSO and Demographic Statistics staff together will:

- work to enable ethically approved health research using enhanced prescribing data through distinct linkage projects with the Northern Ireland Longitudinal Study. Work to establish inclusion of BSO data within the ADRC–NI framework.

DSD staff will:

- disseminate Geographic information on benefit claimants through NINIS;
- provide statistical consultancy and volumetric forecasts for use in the Integrated Complementing System for Social Security Agency workload forecasts;
- provide statistical consultancy and volumetric forecasts for the migration strategy of Universal Credit;
- provide statistical/research support to assist the completion of the Universal Credit research programme including development of an evaluation programme;
- model policy impacts by using the Policy Simulation Model;

- construct a household income administrative database to inform benefit uptake and the assessment of poverty levels;
- support the delivery of Employment and Support Allowance (ESA) by providing detailed volumetrics for the ESA customer journey;
- provide statistical, research and consultancy support to the Agency's Benefit Entitlement Unit, helping them identify and target vulnerable people in NI that may not be receiving Social Security Benefits to which they are entitled;
- provide statistical information and analysis to support the implementation of Personal Independence Payment (PIP) including the development of an evaluation programme;
- provide statistical consultancy and volumetric forecasts to investigate the impact of introducing the time-limiting element to contribution based Employment and Support Allowance;
- provide statistical consultancy and analysis for the front office trial in Knockbreda as part of the Universal Credit Estate strategy;
- provide statistical consultancy, analysis and research to support the implementation of Welfare Reform including any Northern Ireland specific mitigation packages;
- undertake a programme of research focusing on disability, awareness of Welfare Reform and customer attitudes;
- provide statistical consultancy and volumetric forecasts to support Pension reform; and
- produce annual estimates of Fraud and Error within the benefit system.

CSU staff will:

- carry out the National Diet and Nutrition survey in NI; and
- carry out the NI Health Survey.

Northern Ireland Cancer Registry will:

- undertake cancer registration in Northern Ireland and publish statistics on cancer incidence, survival and prevalence.

## **Labour Market**

### **National Statistics**

ELMS staff will:

- publish, in line with the pre-announced timetable, the key monthly Labour Force Survey results, Claimant Count and Redundancy Statistics, the Quarterly Employee Jobs Survey, quarterly and special topic Labour Force Survey results, the Annual Survey of Hours and Earnings results and the Business Register and Employment Survey;
- improve coherence between the BRES / QES and ABI estimates of NI employee jobs; and
- hold two Labour Market user Group meetings by March 2016.

### **Other Official Statistics**

DEL staff will:

- publish annually detailed statistical bulletin on job vacancies notified to the DEL's Employment Service and three times per year detailed statistical factsheet on job vacancies notified to the DEL's Employment Services;
- publish biannual Steps to Work statistical bulletins and fuller biannual Steps to Work statistical factsheets;
- publish annual Workforce Development Forum Labour Market Profiles;
- publish a quarterly statistical bulletin on Training for Success/Programme-Led Apprenticeships; and
- publish a quarterly statistical bulletin on Apprenticeships NI.

CSU staff will:

- carry out the Labour Force survey in NI.

## **People and Places**

### **National Statistics**

Demographic Statistics staff will:

- produce two releases of the Northern Ireland Central Postcode Directory.

Census Office staff will:

- support improvements to spatial statistics in Northern Ireland by developing the POINTER database for increased statistical use.

DSD staff will:

- publish the Northern Ireland Poverty Bulletin 2013-14;
- publish the Family Resources Survey, Northern Ireland 2013-14;
- publish the Households Below Average Income, Northern Ireland 2013-14;
- publish the Pensioners' Income Series Bulletin 2013-14;
- publish the Urban Rural Report for Northern Ireland 2013-14;
- publish the Annual Housing Statistics 2014-15 report; and
- publish the quarterly Housing Bulletins.

### **Other Official Statistics**

LPS staff will:

- publish the Quarterly Northern Ireland Residential Property Price Index;
- publish new quarterly dwelling statistics on starts and completions;
- participate in the UK-wide project group investigating the production of a UK House Price Index; and
- undertake further developments in executive management information systems to produce statistics on the key performance indicators for LPS Revenues and Benefits Directorate.

DCAL staff will:

- publish statistical bulletins in respect of the Continuous Household Survey findings on the Arts, Museums, Libraries, Sport, Irish, Ulster-Scots as well as a series of statistical digests on the key business areas in DCAL; and
- plan and manage the DCAL Research Programme.

Libraries NI staff will:

- publish the annual statistical bulletin on participation in Core and Regular library activities;
- produce monthly management information reports on participation in Core and Regular library activities for Libraries NI managers;
- produce quarterly statistical information to monitor progress against Key Performance Indicators for Libraries NI Board.

CSU staff will:

- carry out the Survey of Living conditions in NI;
- carry out the Continuous Household Survey; and
- carry out a number of Omnibus Surveys.

DSD staff will:

- carry out ad hoc analysis of the Family Resources survey in Northern Ireland;
- publish the 2014 Child Maintenance Service Population Survey Report;
- develop and publish a Quarterly Summary of Statistics for the Child Maintenance Service in Northern Ireland;
- publish the Volunteering in Northern Ireland Research Report; and
- provide statistical and research support to Urban Regeneration and Community Development Group to monitor and evaluate their policies and strategies.

Tourism Statistics Unit staff will:

- publish occupancy statistics (monthly and annual) on Hotel, Guesthouse and Bed & Breakfast establishments;

- publish monthly statistics on Northern Ireland air and sea port passenger numbers;
- publish quarterly and annual tourism statistics reports bringing together overseas, domestic, Republic of Ireland visitors and occupancy statistics to provide an overview of tourism activity;
- publish annual tourism statistics at District Council level to provide an insight into local level tourism;
- produce infographics/data visualisation on annual and District Council tourism statistics;
- publish papers on sources for Republic of Ireland visitors to Northern Ireland; domestic outbound travel; day trips in Northern Ireland;
- produce required EU statistics on serviced accommodation occupancy and trips (day and overnight) taken by NI residents; and
- hold one Tourism User Group Consultation by March 2016.

Ilex Urban Regeneration Company (Ilex-urc) staff will work with Derry City Council and other partners to:

- provide accurate and timely data to produce statistical information (reports, research, information request responses) to meet the monitoring and evaluation requirements of the 'One Plan', and inform the Community Plan for Derry City and Strabane District Council area;
- provide a baseline report to inform the new Community Plan for Derry City and Strabane District Council; and
- act as a data resource to thematic groups that have been created to help decide the content of the new Community Plan.

DOE staff will:

- publish the quarterly and annual NI Development Management Bulletins incorporating new council level format; and
- facilitate the development of a suite of non-statutory performance indicators for inclusion in new Planning Performance Management Framework.

DRD staff will:

- produce Housing Growth Indicators for NI based on the 11 new LGDs.

## Population

### National Statistics

Census Office staff will:

- publish Key Statistics for Settlements from the 2011 Census;
- publish headcounts and households by new District Electoral Area from the 2011 Census;
- publish a Benefits Realisation report on the 2011 Census;
- undertake a 2021 Census topic consultation;
- produce more detailed plans for the 2021 Census; and
- prepare an Outline Business Case for the 2021 Census.

Demographic Statistics staff will:

- publish the 2014 Annual Report of the Registrar General for Northern Ireland;
- publish four quarterly updates of the Registrar General, Q1-Q4 2015;
- publish monthly births and deaths statistics for Northern Ireland;
- publish 2014 population estimates for Northern Ireland, Administrative Areas, Super Output Areas and related smaller areas;
- publish detailed population estimates of those aged 85 and over, 2014;
- publish 2013-14 migration statistics for Northern Ireland and areas within Northern Ireland; and
- publish Annual Bulletin for names of babies born in 2015.

### Other Official Statistics

Census Office staff will:

- finalise the Northern Ireland Longitudinal Study-1981 Census link and release by June 2015; and
- prepare two updates of the Northern Ireland Longitudinal Study database in June 2015 and January 2016.

## **Travel and Transport**

### **National Statistics**

DRD staff will:

- publish a headline and an in-depth report on the Travel Survey for Northern Ireland;
- publish the Annual Transport Statistics and Quarterly Road and Rail Transport Statistics bulletins;
- consult key stakeholders on transport statistics issues; and
- develop the Travel Survey for Northern Ireland database to allow more complex analysis to meet users' needs.

PSNI staff will:

- publish the 2014/15 injury road traffic collision statistics for Northern Ireland;
- publish the 2014 calendar year detailed injury road traffic collision statistics for Northern Ireland; and
- publish in-year provisional injury road traffic statistics for 2015/16 at regular intervals throughout the year.

DOE staff will:

- publish the quarterly and annual DOE Driver, Vehicle, Operator and Enforcement Statistics Reports.

### **Other Official Statistics**

DOE staff will:

- publish the fourth update to the Northern Ireland Road Safety Strategy 2010-2020 Statistical Monitoring Report;
- complete development of new NI Speeding and Novice Driver Indicators;
- produce an estimate of NI serious road injury casualties as per new EU MAIS4+ definition;
- carry out an NI Bus Roadworthiness Compliance Survey; and

- support the DVA transformation programme with revised MOT forecasts, new driver licensing and enforcement forecasts and additional manpower capacity modelling.

DRD staff will:

- provide statistical and research support, including target monitoring, for the Active Travel Strategy;
- publish a report on the Public Awareness of Travelwise NI Initiatives;
- update NI Sustainable Transport Indicators;
- publish updated freight information for NI and ROI;
- provide Quality Assurance function, professional advice and assistance to Transport NI to ensure the NI Vehicle Kilometres Travelled Survey 2014 is published as an Official Statistics Report;
- provide professional advice, data and quality assurance function for the Bike Life project;
- publish a report on cycling to work and school and awareness of e-cars from the Continuous Household Survey;
- publish a report on cycling from the Omnibus Survey; and
- publish a report on travelling to school from the Young Persons' Behaviour and Attitude Survey.

CSU staff will:

- carry out the NI Travel Survey;
- carry out the International Passenger Survey in Northern Ireland; and
- carry out the Northern Ireland Passenger Survey.

## Cross cutting topics

Demographic Statistics and Census Office staff will:

- prepare a strategy for the Northern Ireland Longitudinal Study;
- support Northern Ireland Longitudinal Study projects and enhance awareness of the Study across the research community;
- support the Administrative Data Research Centre Northern Ireland (ADRC – NI) projects;
- enhance data availability within the ADRC – NI; and
- support the Administrative Data Service (ADS) in the development of UK wide ADRN projects that require access to UK wide data.
- take forward the development of the Administrative Data Research Centre in Northern Ireland by working in collaboration with UU and QUB to enhance awareness across the research community.

Demographic Statistics staff will:

- update and enhance the Northern Ireland Neighbourhood Information Service (NINIS) website with information from all data suppliers across all themes;
- develop a 'Making Life Better' section for the NINIS website; and
- deliver training on the NINIS website to a wide range of users.

RREPB staff will:

- produce an updated Northern Ireland version of the ONS Wellbeing wheel of measures, in October 2015 and again at end March 2016;
- produce analysis of the Northern Ireland data for three UK wellbeing indicators from the CHS dataset;
- produce an analysis of the personal wellbeing data for Northern Ireland; and
- input to the development of cross-UK publications produced by ONS.

RREPB staff jointly with Demographic Statistics staff will:

- provide input, for Northern Ireland, to the ONS-led review of the NUTS classification boundaries.

## **Equality and Diversity**

### **National Statistics**

OFMdFM staff will:

- produce and publish the Labour Force Survey Religion Report 2014.

### **Other Official Statistics**

OFMdFM staff will:

- support the targeting of resources, monitoring and evaluation of the Social Investment Fund;
- support the development and evaluation of a number of programmes and strategies in OFMdFM;
- work with other departments to incorporate common metrics in their evaluation plans for the Delivering Social Change Signature Programmes;
- publish an update to the Gender Equality Strategy Statistics Report, the Lifetime Opportunities Monitoring Report, the Profile of Older People in Northern Ireland Report, and the Children and Young People's indicators;
- publish research on gender equality at executive level in NI public sector organisations;
- publish research on tackling poverty and inequality at its root: developing evidence based policy to address labour market dynamics;
- publish research on helping the most vulnerable out of the poverty trap – Policies, strategies and services for individuals with Autism Spectrum Disorder;
- publish research on Recession, Resilience and Rebalancing Social Economies in NI's neighbourhoods;
- publish research on understanding differential educational achievement within and between areas of multiple deprivation in NI (iLiAd); and
- To assist with the development of indicators for an outcomes based PfG as it develops.

HRCS staff will:

- undertake equality monitoring for the NICS.

## Civil Registration

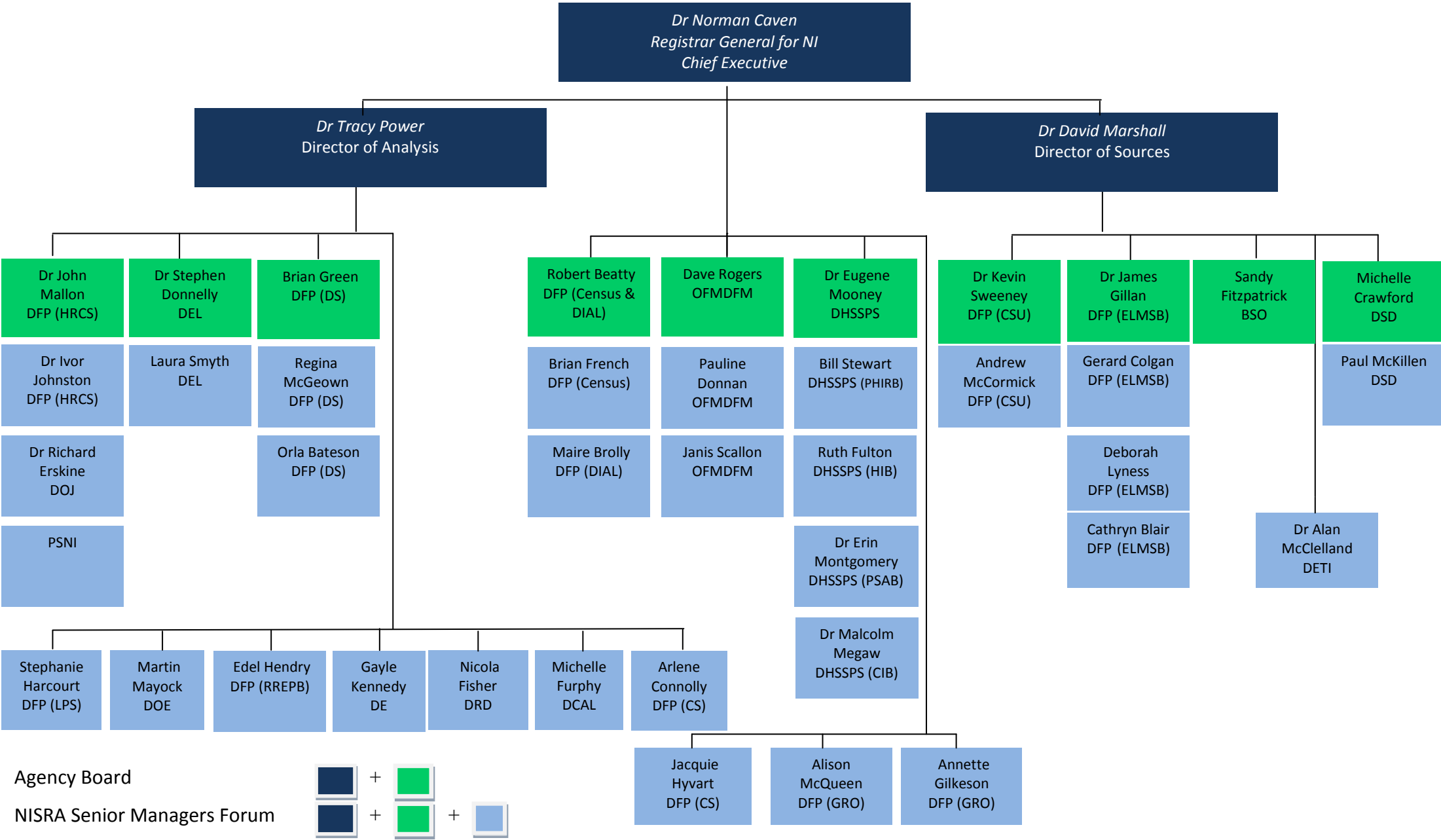
GRO staff will:

- complete development and testing of the Northern Ireland Registration Office System (NIROS), deploy the system/infrastructure and have this successfully tested by CESG Check Consultants, provide users with training prior to go-live and complete all Registration & Certificate Modernisation System Exit Management activities.

Demographic Statistics and GRO staff in partnership will:

- provide routine management information on the work of Registrars to the Registrar General and local councils; and
- work to implement the new Northern Ireland Registration Office System (NIROS) system.

Annex 2: NISRA Organisational Chart



## Annex 3: NISRA Branch Details

<b>Department of Finance and Personnel</b>	
Branch:	<b>Census Office for Northern Ireland</b>
Main Aim:	<i>To plan, undertake and report the decennial Census of Population; To disseminate Census data to Government and non-Government users.</i>
Tel:	028 9034 8160
Email:	<a href="mailto:census.nisra@dfpni.gov.uk">census.nisra@dfpni.gov.uk</a>
Branch:	<b>Central Survey Unit</b>
Main Aim:	<i>To provide a high quality survey research service to Government Departments, Agencies and the wider public sector.</i>
Tel:	028 9034 8103
Email:	<a href="mailto:kevin.sweeney@dfpni.gov.uk">kevin.sweeney@dfpni.gov.uk</a>
Branch:	<b>Corporate Services - Human Resources, Finance and Training</b>
Main Aim:	<i>To provide and co-ordinate Human Resources, Finance and Training services within NISRA.</i>
Tel:	028 9034 8110
Email:	<a href="mailto:Jacquie.hyvar@dfpni.gov.uk">Jacquie.hyvar@dfpni.gov.uk</a>
Branch:	<b>Corporate Services – Business Planning and Methodology</b>
Main Aim:	<i>To provide and co-ordinate services within NISRA including Official Statistics, Business Planning, Statistical Training, Methodological advice and Communications.</i>
Tel:	028 9034 8113
Email:	<a href="mailto:arlene.connolly@dfpni.gov.uk">arlene.connolly@dfpni.gov.uk</a>
Branch:	<b>Demographic Statistics</b>
Main Aims:	<i>To provide high quality population and spatial statistics / research tools to Government Departments, Agencies and the wider society.</i>
Tel:	028 9034 8155
Email:	<a href="mailto:brian.green@dfpni.gov.uk">brian.green@dfpni.gov.uk</a>
Branch:	<b>Economic &amp; Labour Market Statistics</b>
Main Aim:	<i>To collate and disseminate accurate, timely and relevant economic labour market statistics to monitor the performance of the NI economy.</i>
Tel:	028 9052 9573
Email:	<a href="mailto:james.gillan@dfpni.gov.uk">james.gillan@dfpni.gov.uk</a>
Branch:	<b>Tourism Statistics</b>
Main Aim:	<i>To produce and disseminate accurate, timely and relevant information in relation to the value and volume of tourism within Northern Ireland and provision of an effective statistical and analytical service to assist Tourism NI and DETI in achieving their business objectives.</i>
Tel:	028 9052 9585

Email:	<a href="mailto:Tourismstatistics@dfpni.gov.uk">Tourismstatistics@dfpni.gov.uk</a>
Branch:	<b>General Register Office</b>
Main Aims:	<i>To deliver a high quality civil registration service.</i>
Tel:	028 90475717
Email:	<a href="mailto:annette.gilkeson@dfpni.gov.uk">annette.gilkeson@dfpni.gov.uk</a>
Tel:	028 90475728
Email:	<a href="mailto:alison.mcqueen@dfpni.gov.uk">alison.mcqueen@dfpni.gov.uk</a>
Branch:	<b>Human Resource Consultancy Services</b>
Main Aims:	<i>To help the NICS and Departments develop, implement and evaluate their HR strategies by providing them with a wide range of high quality, cost effective professional services. These include paybill modelling, workforce planning, Equal Opportunity monitoring, absenteeism monitoring, staff attitude surveys, test development, original research using quantitative and qualitative techniques and the provision of key personnel statistics.</i>
Tel:	028 90547434
Email:	<a href="mailto:john.mallon@dfpni.gov.uk">john.mallon@dfpni.gov.uk</a>
Branch:	<b>Regional Reporting and EU Programmes Branch</b>
Main Aims:	<i>To provide specialist support and advice to DFP European Division, Northern Ireland Departments and the Special EU Programmes Body with regard to the negotiation, monitoring and evaluation of Programmes supported by European Structural Funds; To provide a high quality and cost effective central evaluation service to Departments and other public bodies; To disseminate and publish cross cutting equality, social and economic statistics on the Northern Ireland region, where appropriate in association with ONS and other statistical institutes.</i>
Tel:	028 9034 8203
Email:	<a href="mailto:edel.hendry@dfpni.gov.uk">edel.hendry@dfpni.gov.uk</a>
Branch:	<b>Land and Property Services</b>
Main Aim:	<i>To facilitate service delivery and evidence-based policy development, monitoring and evaluation through the provision of high quality statistical information, analysis and advice to Land &amp; Property Services. Specifically, to publish the NI Residential Property Price Index, new dwelling starts and completions statistics and to further develop the management information systems to produce statistics on the key performance indicators for Revenues and Benefits Directorate.</i>
Tel:	028 9054 3906
Email:	<a href="mailto:stephanie.harcourt@dfpni.gov.uk">stephanie.harcourt@dfpni.gov.uk</a>

<b>Department of Agriculture and Rural Development</b>	
Branch:	<b>Farm Surveys Branch (Policy &amp; Economics Division)</b>
Main Aims:	<p><i>To collect, collate, analyse and publish statistical data on agriculture and related industries</i></p> <p><i>To publish a range of statistics which support the development and implementation of rural policies and programmes.</i></p> <p><i>To provide statistical advice and undertake analyses.</i></p>
Tel:	028 9052 24427
Email:	<a href="mailto:paul.caskie@dardni.gov.uk">paul.caskie@dardni.gov.uk</a>

<b>Department of Culture, Arts and Leisure</b>	
Branch:	<b>Research and Statistics Branch</b>
Main Aims	<p><i>To provide a high quality research and statistical service to the Department to feed into evidence based policy and improved service delivery. This includes:</i></p> <ul style="list-style-type: none"> <li>- <i>ensuring the timely release of statistical publications from DCAL funded surveys; and</i></li> <li>- <i>managing and delivering the DCAL Research Programme.</i></li> </ul>
Tel:	028 90515 102
Email:	<a href="mailto:michelle.furphy@dcalni.gov.uk">michelle.furphy@dcalni.gov.uk</a>

<b>Department of Education</b>	
Branch:	<b>Statistics and Research Team</b>
Main Aim:	<i>To influence and inform education policy through providing and disseminating high quality and timely statistics, analysis and research in proactive and innovative ways.</i>
Tel:	028 9127 9939
Email:	<a href="mailto:gayle.kennedy@deni.gov.uk">gayle.kennedy@deni.gov.uk</a>

<b>Department for Employment and Learning</b>	
Analytical Services	<p><i>To provide statistical &amp; research support relating to employment, the labour market and the economy as they relate to the responsibilities of DEL.</i></p>
	<a href="mailto:stephen.donnelly@delni.gov.uk">stephen.donnelly@delni.gov.uk</a>
Branch:	<b>Programme Information and Analysis Branch</b>
Main Aim:	<p><i>To provide a core statistical service to the DEL's Skills and Industry Division Strategy, European and Employment Relations Division and Employment Service Division. To provide analytical support for policy development and service delivery. To provide validated information for use in Performance management and Contract monitoring and to provide advice and support in the design, commissioning and management of research.</i></p>

Tel:	028 9025 7440 / 028 9025 7609
Email:	<a href="mailto:linda.bradley@delni.gov.uk">linda.bradley@delni.gov.uk</a>
Branch:	<b>Statistics and Research Branch (Tertiary Education)</b>
Main Aim:	<i>To provide a core statistical service through collecting, analysing and disseminating statistics in Higher Education, Further Education and Essential Skills. To provide support for policy development and service delivery through implementing a programme of research as part of the DEL Research Agenda; providing support for evaluation; and undertaking analysis of information to assist DEL in evidence based policy development and service delivery.</i>
Tel:	028 90257663
Email:	<a href="mailto:laura.smyth@delni.gov.uk">laura.smyth@delni.gov.uk</a>

<b>Department of Enterprise, Trade and Investment</b>	
Branch:	<b>Analytical Services Unit</b>
Main Aim:	<i>To provide an effective statistical and research service to assist DETI in achieving its business objectives.</i>
Tel:	028 905 29777
Email:	<a href="mailto:alan.mcclelland@detini.gov.uk">alan.mcclelland@detini.gov.uk</a>

<b>Invest Northern Ireland</b>	
Branch:	<b>Corporate Information Team</b>
Main Aim:	<i>The Corporate Information Team is responsible for developing the evidence base used to inform corporate decision making. This includes the production of key metrics relating to the performance of Invest NI such as the value of assistance offered, the number of jobs promoted and created, export sales, R&amp;D spend, sector profiling and the wider NI economy. The team uses a range of analyses, infographics and geographic mapping capability to provide economic, social and business reports for use by internal and external customers.</i>
Tel:	028 9069 8288
Email:	<a href="mailto:fiona.johnston@investni.com">fiona.johnston@investni.com</a>

<b>Department of Health, Social Services and Public Safety</b>	
Branch:	<b>Public Health Information &amp; Research Branch</b>
Main Aims:	<p>Commissioning and management of a programme of information, surveys and research in support of the New Strategic Direction Phase 2 (NSD) for Alcohol and Drugs 2011-2016, and monitoring progress against the key indicators included in the NSD.</p> <p>Management and development of the Northern Ireland Drug Misuse Database (NI DMD);</p> <p>Managing and updating the various work streams and projects included in the NI Health and Social Care Inequalities Monitoring System;</p> <p>Supporting the public health survey function which also includes managing a surveys budget and maintaining a smoking cessation database;</p> <p>Provide analytical support and advice in relation to the various public health issues that arise within the Department as well as assisting in target setting and monitoring for key public health policies and strategies. Dissemination of key public health statistics and survey results.</p>
Tel:	028 9052 2458
Email:	<a href="mailto:bill.stewart@dhsspsni.gov.uk">bill.stewart@dhsspsni.gov.uk</a>
Branch:	<b>Project Support Analysis Branch</b>
Main Aims:	<p>To provide information and analysis to inform policy making, implementation and review, principally by DHSSPS and HSCB.</p> <p>Analytical support is provided in a number of the areas, such as: resource allocation (HSC Trusts, General Practices, Community Pharmacists, Dental Practitioners); workforce planning e.g. through workforce reviews for specialty grades and Programmes of Care, and through HSC workforce publications; HSC Pay Award analyses; primary care policy support such as informing General Medical Services and General Dental Services contract negotiations; quality and safety policy support through production of Summary Hospital-level Mortality Indicator (SHMI).</p>
Tel:	028 9052 0536
Email:	<a href="mailto:erin.montgomery@dhsspsni.gov.uk">erin.montgomery@dhsspsni.gov.uk</a>
Branch:	<b>Hospital Information Branch</b>
Main Aim:	<p>Hospital Information Branch (HIB) is responsible for the collection, quality assurance, analysis and publication of timely and accurate information derived from a range of hospital activity data. This data is provided routinely through various computerised patient information systems or by aggregate returns.</p> <p>Information collected by HIB is used to monitor targets; inform policy development, implementation and review; respond to parliamentary / assembly questions; and answer general queries. The Branch aims to present information in a meaningful way and give advice on its use to customers.</p>
Tel:	028 9052 2442
Email:	<a href="mailto:ruth.fulton@dhsspsni.gov.uk">ruth.fulton@dhsspsni.gov.uk</a>
Branch:	<b>Community Information Branch</b>

Main Aims:	<i>To promote effective decision making in children and adult social services by providing quality information and analysis. We collect, analyse and disseminate a wide range of community information that is used to help monitor the delivery of personal social services policy. Information collected by CIB is used to assess Trust performance, for corporate monitoring, policy evaluation and development, and to respond to parliamentary / assembly questions.</i>
Tel:	028 9052 2008
Email:	<a href="mailto:malcolm.megaw@dhsspsni.gov.uk">malcolm.megaw@dhsspsni.gov.uk</a>

### **Business Services Organisation**

Branch:	<b>Information and Registration Unit</b>
Main Aim:	<i>To provide quality information and research in relation to the provision of Family Practitioner Services within Northern Ireland to the Health and Social Care Board, the DHSSPS, practitioners and the public. To deliver the Northern Ireland call and recall services for cytology and bowel cancer screening and to assess entitlement to health services and register patients with a GP practice. To validate and advise on the quality and accuracy of payments to Pharmacists, Opticians, GP Practices and Dentists. To provide an Honest Broker Service enabling researchers to have managed access to health care data for ethically approved research in a secure environment.</i>
Tel:	028 9536 3687
Email:	<a href="mailto:sandy.fitzpatrick@hscni.net">sandy.fitzpatrick@hscni.net</a>

### **Department of the Environment**

Branch:	<b>Analytical Services Branch</b>
Main Aim:	<i>To support DOE, and its agencies, in policy development and measurement of business performance by providing a high quality statistical and research service in the areas of road safety, waste management, natural, marine &amp; built environment, greenhouse gas emissions, equality, vehicle testing &amp; driver licensing/testing, and planning.</i>
Tel:	028 9054 0878
Email:	<a href="mailto:martin.mayock@doeni.gov.uk">martin.mayock@doeni.gov.uk</a>

### **Department for Regional Development**

Branch:	<b>Central Statistics and Research Branch</b>
Main Aim:	<i>To provide DRD with a high quality statistical, research and EQIA service in the areas of Regional Planning, Transport, Sustainable Transport, Equality and other areas which are the responsibility of the DRD.</i>
Tel:	028 9054 0873
Email:	<a href="mailto:nicola.fisher@drdni.gov.uk">nicola.fisher@drdni.gov.uk</a>

<b>Department for Social Development</b>	
Branch:	<b>Statistics and Research Branch</b>
Main Aim:	<i>Analytical Services Unit (ASU) provides Statistical and Research services to the Department. This work informs policy, planning and decision making in the areas of social security, child maintenance and pensions, as well as housing, urban regeneration, community development and voluntary activity.</i>
Tel:	028 90819952
Email:	<a href="mailto:michelle.crawford@dsdni.gov.uk">michelle.crawford@dsdni.gov.uk</a>

<b>Office of the First Minister and deputy First Minister</b>	
Branch:	<b>Equality Directorate Research Branch</b>
Main Aim:	<i>To provide an objective evidence base of statistics and research in support of policy and strategy development. The following policy areas are covered: Delivering Social Change; Equality &amp; Poverty Inc Child Poverty); Gender &amp; Sexual Orientation; Older People; Disability; Children and Young People; Racial Equality; Victims and Survivors; and Good Relations.</i>
Tel:	028 9052 3284
Email:	<a href="mailto:dave.rogers@ofmdfmi.gov.uk">dave.rogers@ofmdfmi.gov.uk</a>

<b>Department of Justice</b>	
Group:	<b>Analytical Services Group</b>
Main Aim:	<i>To provide a robust research and statistical evidence base to inform the development, implementation and review of policy in support of the aims and objectives of the DOJ and its Agencies, and to provide objective information on the operation of the Northern Ireland Justice System to the Assembly, policy makers, practitioners and the general public.</i>
Tel:	028 9072 4522
Email:	<a href="mailto:statistics.research@dojni.x.gsi.gov.uk">statistics.research@dojni.x.gsi.gov.uk</a> <a href="mailto:Richard.Erskine@dojni.x.gsi.gov.uk">Richard.Erskine@dojni.x.gsi.gov.uk</a>
Group Sub-Location	<b>Northern Ireland Courts and Tribunal Service</b>
Tel:	028 9072 8920
Email:	<a href="mailto:rodney.redmond@courtsni.gov.uk">rodney.redmond@courtsni.gov.uk</a>
Group Sub-Location	<b>Youth Justice Agency</b>
Tel:	028 9031 6444
Email:	<a href="mailto:mathieu.decodts@dojni.x.gsi.gov.uk">mathieu.decodts@dojni.x.gsi.gov.uk</a>

<b>Police Service of Northern Ireland</b>	
Branch:	<b>Statistics Branch</b>
Main Aim:	<i>To provide the Police Service of Northern Ireland, the Government and the wider community with statistical information, analysis and advice regarding policing in Northern Ireland. This includes the provision of statistics on recorded crime, domestic, hate &amp; ASB incidents, drug seizure incidents, the security situation, stop/searches and injury road traffic collision statistics.</i>
Tel:	028 9065 0222 Ext 24135
Email:	<a href="mailto:statistics@psni.police.uk">statistics@psni.police.uk</a>

<b>Public Prosecution Service for Northern Ireland (PPS)</b>	
Branch:	<b>Management Information Branch</b>
Main Aim:	<i>To produce statistics and research on prosecutions in NI. In addition, management information branch produce statistical management and performance information to inform and support PPS decision makers.</i>
Tel:	028 9054 4871
Email:	<a href="mailto:liz.graham@ppsni.gsi.gov.uk">liz.graham@ppsni.gsi.gov.uk</a>

<b>Northern Ireland Policing Board</b>	
Branch:	<b>Statistics and Research Branch</b>
Main Aim:	<i>To provide the Northern Ireland Policing Board and Policing and Community Safety Partnerships with statistics and research services to assist them conduct their statutory duties.</i>
Tel:	028 9040 8632
Email:	<a href="mailto:statistics@nipolicingboard.org.uk">statistics@nipolicingboard.org.uk</a>

<b>Probation Board for Northern Ireland</b>	
Branch:	<b>Information and Research Branch</b>
Main Aim:	<i>To provide the Probation Board for Northern Ireland with statistical information, analysis and research services to inform its practice.</i>
Tel:	028 9026 2487
Email:	<a href="mailto:niall.o'neill@pbni.gsi.gov.uk">niall.o'neill@pbni.gsi.gov.uk</a>

<b>Office of the Police Ombudsman for Northern Ireland</b>	
Branch:	<b>Research and Performance Directorate</b>
Main Aim:	<i>To provide statistical information on the Police Complaints System to the Office of the Police Ombudsman. To manage and report on surveys of complainants, and police officers that have been subject to an investigation.</i>
Tel:	028 9082 8670
Email:	<a href="mailto:research@policeombudsman.org">research@policeombudsman.org</a>

<b>Belfast City Council</b>	
Branch:	<b><i>Business Research and Development</i></b>
Main Aim:	<i>To collect, collate and disseminate neighbourhood data from across Belfast and to provide analytical support to council staff and councilors.</i>
Tel:	028 90 270662
Email:	<a href="mailto:ShorttC@BelfastCity.gov.uk">ShorttC@BelfastCity.gov.uk</a>

<b>Ilex Urban Regeneration Company</b>	
Branch:	<b><i>Strategy &amp; Regeneration Research and Evaluation Team</i></b>
Main Aim:	<i>To provide accurate, timely and relevant small area statistics and quality research in order to assist Ilex-urc to achieve its business objectives and to provide analytical support to staff to inform policy decisions.</i>
Tel:	028 7126 9226
Email	<a href="mailto:hugh.mcnicke@ilex-urc.com">hugh.mcnicke@ilex-urc.com</a>

## Staff on Loan

<b><i>Libraries NI</i></b>	
Branch:	<b><i>Libraries NI</i></b>
Main Aim:	<i>To provide statistical information, analysis, interpretation and advice to Libraries NI and manage and report on the survey programme to contribute towards an improved service that will impact on the measurement of corporate objectives within the organization.</i>
Tel:	028 25 664123
Email	<a href="mailto:moira.mckee@librariesni.org.uk">moira.mckee@librariesni.org.uk</a>

<b><i>Northern Ireland Cancer Registry</i></b>	
Branch	<b><i>NI Cancer Registry</i></b>
Main Aim:	<i>To provide accurate, timely information on cancers occurring in the population of Northern Ireland for research, planning and education so that the burden of disease may be reduced and the experience of patients and their outcomes improved.</i>
Tel:	028 90632728
Email:	<a href="mailto:d.donnelly@gub.ac.uk">d.donnelly@gub.ac.uk</a>

## Annex 4: Glossary

ABI	ANNUAL BUSINESS INQUIRY
ADF	ADMINISTRATIVE DATA FORUM
ADRC	ADMINISTRATIVE DATA RESEARCH CENTRE
ADRN	ADMINISTRATIVE DATA RESEARCH NETWORK
ADS	ADMINISTRATIVE DATA SERVICE
ARC	AUDIT & RISK COMMITTEE
ASB	ANTI-SOCIAL BEHAVIOUR
ASG	ANALYTICAL SERVICES GROUP
ASU	ANALYTICAL SERVICES UNIT
BRES	BUSINESS REGISTER EMPLOYMENT SURVEY
BSO	BUSINESS SERVICES ORGANISATION
CESG	THE NATIONAL TECHNICAL AUTHORITY FOR INFORMATION ASSURANCE (formerly COMMUNICATIONS ELECTRONICS SECURITY GROUP)
CHS	CONTINUOUS HOUSEHOLD SURVEY
CIB	COMMUNITY INFORMATION BRANCH
CPD	COMMISSIONING PLAN DIRECTION
CS	CORPORATE SERVICES
CSU	CENTRAL SURVEY UNIT
DARD	DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
DC	DISTRICT COUNCIL
DCAL	DEPARTMENT OF CULTURE, ARTS AND LEISURE
DE	DEPARTMENT OF EDUCATION
DEFRA	DEPARTMENT FOR ENVIRONMENT, FOOD AND RURAL AFFAIRS
DETI	DEPARTMENT OF ENTERPRISE, TRADE AND INVESTMENT
DEL	DEPARTMENT FOR EMPLOYMENT AND LEARNING
DFP	DEPARTMENT OF FINANCE AND PERSONNEL
DHSSPS	DEPARTMENT OF HEALTH, SOCIAL SERVICES AND PUBLIC SAFETY
DIAL	DATA INTEGRATION & LINKAGE BRANCH
DMD	DRUG MISUSE DATABASE
DS	DEMOGRAPHIC STATISTICS
DOE	DEPARTMENT OF THE ENVIRONMENT
DOJ	DEPARTMENT OF JUSTICE
DRD	DEPARTMENT FOR REGIONAL DEVELOPMENT
DSC	DELIVERING SOCIAL CHANGE
DSD	DEPARTMENT FOR SOCIAL DEVELOPMENT
DVA	DRIVER AND VEHICLE AGENCY
ELMS	ECONOMIC AND LABOUR MARKET STATISTICS
EQIA	EQUALITY IMPACT ASSESSMENT
ESA	EMPLOYMENT AND SUPPORT ALLOWANCE
EU	EUROPEAN UNION
GAE	GENERAL ADMINISTRATIVE EXPENDITURE
GRO	GENERAL REGISTER OFFICE
GP	GENERAL PRACTITIONER
HE	HIGHER EDUCATION
HIB	HOSPITAL INFORMATION BRANCH
HMG	HER MAJESTYS GOVERNMENT
HR	HUMAN RESOURCES
HRCS	HUMAN RESOURCE CONSULTANCY SERVICES
HSC	HEALTH AND SOCIAL CARE
HSCB	HEALTH AND SOCIAL CARE BOARD
IA	INFORMATION ASSURANCE
IBSS	INTEGRATED BUSINESS AND SURVEY SYSTEM
ICO	INFORMATION COMMISSIONERS OFFICE
iLiAd	INVESTIGATING LINKS IN ACHIEVEMENT AND DEPRIVATION
IOP	INDEX OF PRODUCTION

IOS	INDEX OF SERVICES
JSA	JUSTICE AND SECURITY ACT
LPS	LAND AND PROPERTY SERVICES
MOT	MINISTRY OF TRANSPORT
MRSA	METHICILLIN-RESISTANT STAPHYLOCOCCUS AUREUS
NI	NORTHERN IRELAND
NIABI	NORTHERN IRELAND ANNUAL BUSINESS INQUIRY
NICS	NORTHERN IRELAND CIVIL SERVICE
NICTS	NORTHERN IRELAND COURTS AND TRIBUNAL SERVICE
NIDMD	NORTHERN IRELAND DRUG MISUSE DATABASE
NIESR	NORTHERN IRELAND ENVIRONMENTAL STATISTICS REPORT
NHS	NATIONAL HEALTH SERVICE
NIPB	NORTHERN IRELAND POLICING BOARD
NILS	NORTHERN IRELAND LONGITUDINAL STUDY
NIMS	NORTHERN IRELAND MORTALITY STUDY
NINIS	NORTHERN IRELAND NEIGHBOURHOOD INFORMATION SERVICE
NIROS	NORTHERN IRELAND REGISTRATION OFFICE SYSTEM
NISRA	NORTHERN IRELAND STATISTICS AND RESEARCH AGENCY
NSD	NEW STRATEGIC DIRECTION PHASE
NUTS	NOMENCLATURE OF UNITS FOR TERRITORIAL STATISTICS
OFMdFM	OFFICE OF THE FIRST MINISTER AND DEPUTY FIRST MINISTER
ONS	OFFICE FOR NATIONAL STATISTICS
OPONI	OFFICE OF THE POLICE OMBUDSMAN FOR NORTHERN IRELAND
PACE	POLICE AND CRIMINAL EVIDENCE
PBNI	PROBATION BOARD FOR NORTHERN IRELAND
PCOS	PUBLIC CONFIDENCE IN OFFICIAL STATISTICS
PCSP	POLICING AND COMMUNITY PARTNERSHIP
PFG	PROGRAMME FOR GOVERNMENT
PIP	PERSONAL INDEPENDENCE PAYMENT
PDP	PERSONAL DEVELOPMENT PLAN
PHIRB	PUBLIC HEALTH INFORMATION & RESEARCH BRANCH
PPA	PERSONAL PERFORMANCE AGREEMENT
PPS	PUBLIC PROSECUTION SERVICE
PROMS	PATIENTS REPORTED OUTCOMES MEASURES
PSAB	PROJECT SUPPORT ANALYSIS BRANCH
PSNI	POLICE SERVICE OF NORTHERN IRELAND
QES	QUARTERLY EMPLOYMENT SURVEY
QUB	QUEENS UNIVERSITY BELFAST
RREPB	REGIONAL REPORTING AND EU PROGRAMMES BRANCH
ROI	REPUBLIC OF IRELAND
SAC	STATISTICS ADVISORY COMMITTEE
SCG	STATISTICS COORDINATING GROUP
SD	STAFF DEVELOPMENT
SHMI	SUMMARY HOSPITAL LEVEL MORTALITY INDICATOR
SIRO	SENIOR INFORMATION RISK OWNER
SMF	SENIOR MANAGERS FORUM
SRS	STATISTICAL & RESEARCH SERVICES
UK	UNITED KINGDOM
URC	URBAN REGENERATION COMPANY
UU	ULSTER UNIVERSITY
VML	VIRTUAL MICRODATA LABORATORY
YJA	YOUTH JUSTICE AGENCY