

EQUALITY STATISTICS FOR THE NORTHERN IRELAND CIVIL SERVICE

Based on staff in post at 1 January 2011



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Executive Summary

The composition of the Northern Ireland Civil Service (NICS) at 1 January 2011 was 47.6% male and 52.4% female. As regards community background, 50.9% of staff were Protestant and 49.1% were Catholic^a. In terms of the age profile, 29.1% of staff were aged 16-34, 44.1% were aged 35-49, and 26.8% aged 50 or above. The proportion of staff who were from minority ethnic groups was 0.2% and the proportion of staff who had declared a disability was 5.4%.

Over the period 2001-2011 female representation has increased by 3.6 percentage points, from 48.8% to 52.4%. While it remains the case that in general the more senior the level of job the lower the representation of females, there have been substantial increases over this period in the representation of females in senior grades, particularly at Grade 5 level and above where female representation has increased from 13.2% to 30.6%.

A similar pattern was evident, but less marked, in the case of community background, with the proportion of staff who were Catholic being highest in the most junior grades and lowest in the most senior grades. Since 2001 the NICS has seen Catholic representation rise, and Protestant representation fall, by 6.2 percentage points, a change similar to that seen in the public sector as a whole (6.0 percentage points). The largest changes have occurred in the higher management grades (17.3 percentage points at Grades 6/7 and 10.5 percentage points at Grade 5 and above).

The NICS has an older age profile than that of the economically active population. The average age (median) of staff has increased from 39 in 2001 to 43 in 2011. Over this period the proportion of NICS staff aged 50 and over rose from 18.8% to 26.8%.

The temporary embargo on recruitment and promotion within the General Service grades (AA to Grade 6) has significantly reduced the level of external recruitment and promotion within the NICS. Analysis of the relatively small number of appointments (78) and promotions (86) indicates that the profile of successful candidates was broadly in line with what was expected across the equality categories.

There were a total of 748 leavers in 2010, a reduction on the 899 leavers seen in 2009. The majority of those leaving were male (58.7%) or from a Protestant community background (57.4%).

^a Excluding those whose community background was 'Not Determined'.

1. Introduction

Purpose

1.1 This report provides an overview of diversity and equality in the Northern Ireland Civil Service (NICS). It provides an analysis of the composition of the Service and how that composition has changed over time. Where appropriate, this information is put in context by comparisons with the wider labour market.

1.2 More importantly, the report provides analysis of the flows into, and out of, the NICS. It is these flows that are the main drivers of change in the composition of the Service.

1.3 The data contained in the report will be considered by the Equality and Diversity Branch in the Department of Finance and Personnel to identify possible areas for further action.

Background

1.4 The NICS is one of Northern Ireland's largest employers, with approximately 27,700 staff. The NICS has a crucial role to play, both in policy work in support of Ministers and collective decision making, and in the delivery of a wide range of public services.

1.5 Community background and gender data are held to enable the NICS to fulfil its statutory obligations under the Fair Employment and Treatment (NI) Order 1998 – to complete an annual monitoring return to the Equality Commission for Northern Ireland (ECNI), and carry out triennial Article 55 Reviews. Community background data, along with other equality data, are also used to measure the effectiveness of NICS equality policies and to assess if any equality groups are being adversely affected by any HR policies or practices.

Coverage

1.6 The statistical information in this report is based on all permanent staff, including those on career breaks and on secondment. Unless otherwise stated, figures include both industrial and non-industrial staff. The primary source of the data is HRConnect, the Human Resource (HR) service for the NICS. Additional data sources were used to obtain data for the newly devolved Department of Justice.

1.7 It should be noted that the statistics in this report are not identical to those contained in the annual Fair Employment monitoring return to the Equality Commission. An explanation of the differences is given in Annex 2.

1.8 The equality categories reported on are gender, community background, age-group, ethnicity, and disability. Sexual orientation and whether or not the person has dependants have not been included. During 2010 data on these categories began to be collected as part of the recruitment process, but because a full year's data are not available they have not been included in this report. Work to enable the capture of such data in respect of staff appointed in previous years is currently underway.

Presentation of data

1.9 Throughout the report, data are often presented in graphical form. The actual numbers underlying each graph are given in tabular form in Annex 5.

1.10 The NICS consists of a wide range of occupations, which are summarised in the table below, together with numbers of permanent staff at 1 January 2011. (For examples of the grades within each occupational group, see Annex 11). More than two thirds (69.5%) of staff were in the general administrative grades (General Service), whilst 12.2% were in Departmental Specialisms.

Occupational Group	Permanent staff in post at 1 January 2011	
General Service	19,241	69.5%
Secretarial	412	1.5%
Scientific	539	1.9%
Technology	1,704	6.2%
Legal	347	1.3%
Computing	634	2.3%
Departmental Specialisms	3,393	12.2%
Centralised Services	266	1.0%
Industrial	1,113	4.0%
No Occupational Group recorded	52	0.2%
Total	27,701	100.0%

2. Composition

2.1 At 1 January 2011 there were 27,701 permanent staff in the NICS; of these 252 (0.9%) were in the most senior grades (Grade 5 and above). Throughout this section, contextual figures are provided, using data on the economically active population, which comprises both the employed and the unemployed. Contextual statistics for Grade 5 and above are given in Annex 7.

2.2 The contextual figures incorporate an educational qualifications threshold. For details, see Notes on page 16.

2.3 It is important to note that the contextual figures are 'broad brush' in character, and the comparison is made on data at an aggregate level. Any comparisons should therefore only be taken as general and approximate. For further discussion on this issue, see Annex 10.

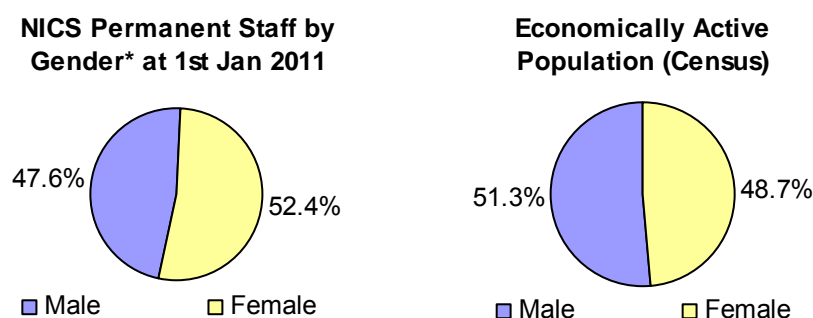
2.4 Tables showing the composition of staff overall and in each of the occupational groups by the five equality categories covered in this report are given in Annex 4. (The tables in Annex 4 shows the composition by analogous grade^b).

^b Each grade in each occupational group has an associated analogous grade (General Service grade equivalent - see Annex 3). The Job Evaluation and Grading system (JEGs) is the grading methodology used to determine the General Service grade equivalent.

Gender

2.5 Overall the proportion of NICS staff who are male is several percentage points lower than the proportion of the economically active population who are male^c - see Figure 1.

Figure 1
Comparison of NICS and economically active population¹(gender)



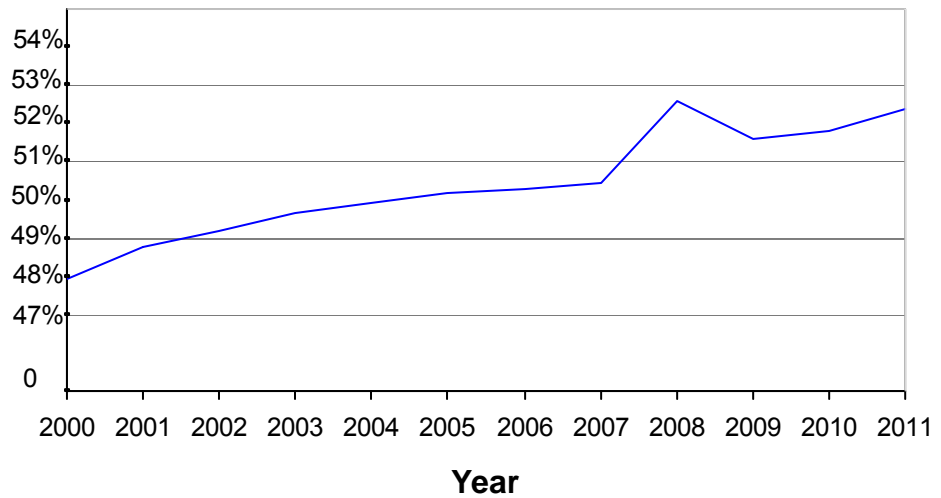
* For underlying data, see Annex 5, Table A5.1.

How has the composition changed over time?

2.6 Over the period 2001-2011, female representation has increased by 3.6 percentage points, from 48.8% to 52.4% - see Figure 2. It should be noted that the rise of 2 percentage points between 2007 and 2008 is due to the transfer of around 1,700 NICS staff (of whom the great majority were males) to NI Water; if this transfer had not taken place, female representation between 2007 and 2008 would have been almost unchanged. It should also be noted that the fall of 1 percentage point between 2008 and 2009 is due to the transfer of around 1,200 NICS staff (of whom most were females) to the Police Service of Northern Ireland (PSNI); if this transfer had not taken place, female representation would have risen slightly between 2008 and 2009.

^c For a discussion on the limitations of a general comparison of this kind, see Annex 10.

**Figure 2: Female Representation in the NICS 2000-2011,
All Permanent Staff ***



* For underlying data, see Annex 5, Table A5.2.

What have been the greatest changes over the past year?

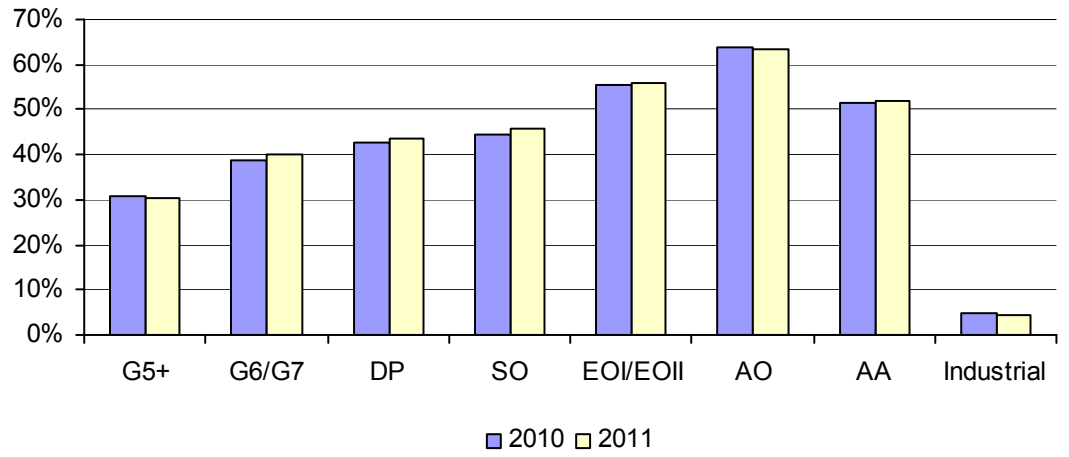
2.7 Over the period 2010-2011, female representation either increased at all analogous grade^d levels or remained relatively static – see Figure 3. The greatest increases in female representation were at analogous SO (1.7 percentage points) and Grades 6/7 (1.5 percentage points).

2.8 Despite the substantial increases over the last few years, female representation at Staff Officer analogous grade level and above is well below female representation in the economically active population^e, and remains lowest at the most senior grades.

^d See footnote b on page 3. Staff at analogous grade levels above AA may have been internally promoted or externally recruited to their current grade level.

^e For a discussion on the limitations of a general comparison of this kind, see Annex 10.

Figure 3: Female Representation in the NICS by Analogous Grade Level, 2010 and 2011, Permanent Staff*



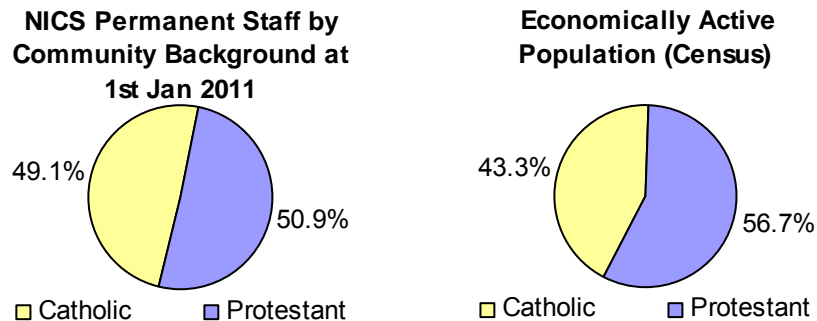
* For underlying data, see Annex 5, Tables A5.3.

Community background

2.9 The composition of the NICS is 50.9% Protestant, 49.1% Catholic² – see Figure 4. (These proportions exclude the 693 staff whose community background was ‘Not Determined’). There is no definitive up-to-date information on the composition of the economically active population in terms of community background. Evidence on the composition is, however, available from a range of sources.

2.10 The community background composition of the NICS at January 2011 is 5.8 percentage points more Catholic/less Protestant than the economically active population^{1,2} in 2001^f. This comparison does not take into account recent changes in the religious composition of the economically active population. Simple calculations based on ageing forward³ the 2001 census population would suggest that over the period 2001 to 2011 Protestant representation in the population aged 16-64 decreased by around 2.9 percentage points and Catholic representation increased by around 2.9 percentage points.

Figure 4
Comparison of NICS and economically active population¹
(community background)



* For underlying data, see Annex 5, Table A5.4.

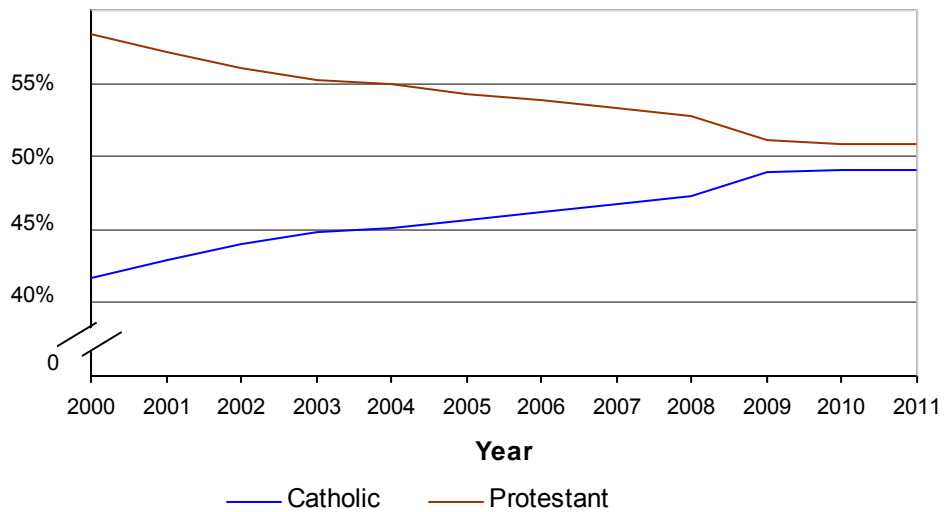
How has the composition changed over time?

2.11 Over the period 2001-2011, Catholic representation has increased by 6.2 percentage points, from 42.9% to 49.1% – see Figure 5 – and Protestant representation has decreased by 6.2 percentage points, from 57.1% to 50.9%. The increase in Catholic representation over the period 2000-2009 in the full-time public sector workforce, as reported in the Equality

^f For a discussion on the limitations of a general comparison of this kind, see Annex 10. Note in particular the reference to analysis undertaken for “Article 55” reviews.

Commission's monitoring data⁹, was 6.0 percentage points, as was the decrease in Protestant representation. Obviously this is only a broad comparison, because of the wide range of organisations and occupations that comprise the monitored public sector workforce; however, it does suggest that the changes that have occurred in the NICS are similar in scale to those in the public sector as a whole.

Figure 5: Protestant and Catholic Representation in the NICS 2000-2011, All Permanent Staff*



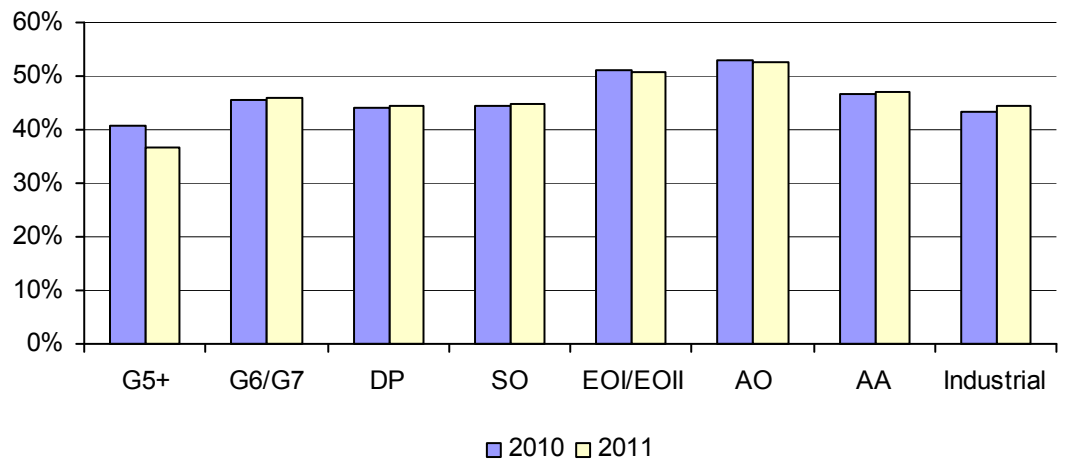
* For underlying data, see Annex 5, Table A5.5.

What have been the greatest changes over the past year?

2.12 Over the period 2010-2011 there was no significant change in the community background profile at the majority of grade levels – see Figure 6. The largest change was a decrease in Catholic representation, and corresponding increase in Protestant representation, at analogous Grade 5 and above (4.2 percentage points).

⁹ See http://www.equalityni.org/sections/default.asp?cms=Publications_Fair%20employment%20and%20treatment_monitoring%20reports&cmsid=7_35_256&id=256&secid=8

Figure 6: Catholic Representation in the NICS by Analogous Grade Level, 2010 and 2011, Permanent Staff*

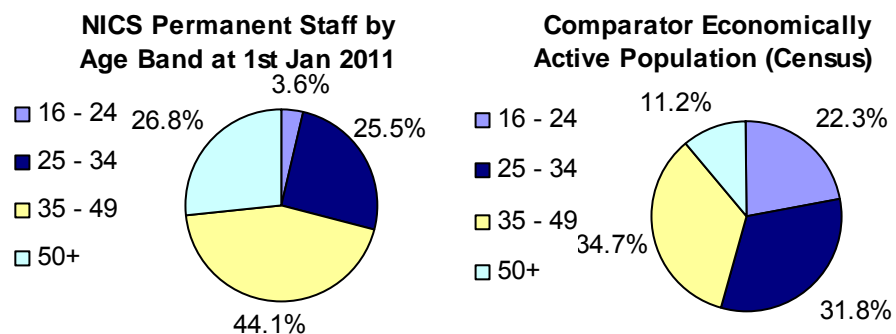


* For underlying data, see Annex 5, Tables A5.6.

Age-group

2.13 The NICS has an older age profile than the economically active population aged 16-64^h – see Figure 7. The proportions of NICS staff aged 16-24 and 25-34 are lower than the proportions of the economically active population in these age groups, whilst the opposite is true for those aged 35-49 and 50+.

**Figure 7
Comparison of NICS and economically active population¹
(age-group)**



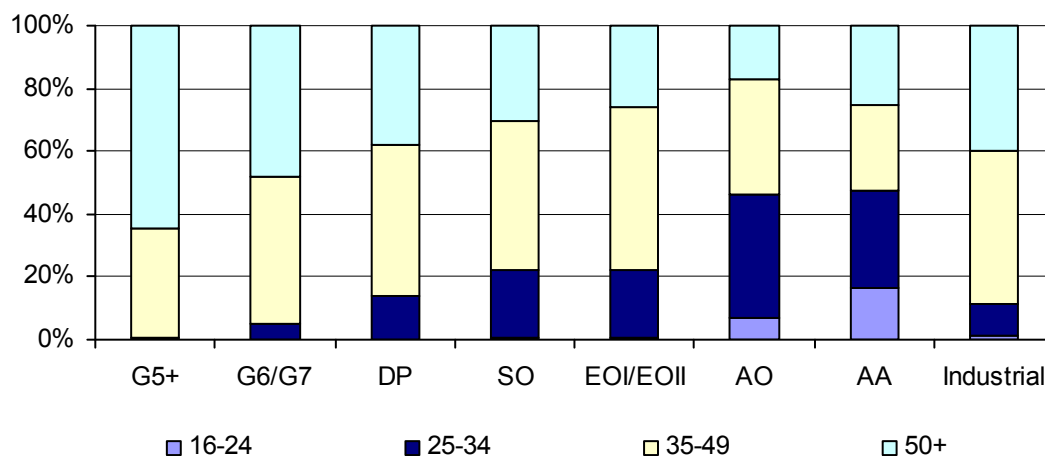
* For underlying data, see Annex 5, Table A5.7.

^h For a discussion on the limitations of a general comparison of this kind, see Annex 10.

What is the position for the various grade levels?

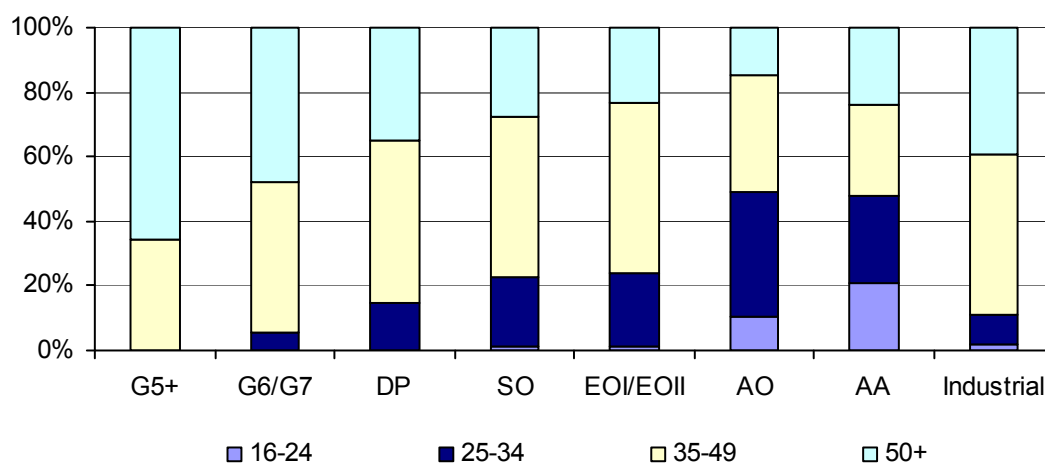
2.14 The age-group composition of the various grade levels varies considerably – see Figure 8(a). Those aged 35+ are in a majority at each grade level. The proportion aged 50+ increases from 17.0% at AO through to 64.7% at analogous Grade 5 and above.

Figure 8(a): Age-Group Composition of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff



* For underlying data, see Annex 5, Table A5.8(a).

Figure 8(b): Age-Group Composition of the NICS by Analogous Grade Level at 1st Jan 2010, Permanent Staff



* For underlying data, see Annex 5, Table A5.8(b).

How has the age profile changed over time?

2.15 The median age of staff has increased from 39 in 2001 to 43 in 2011. This is reflected in an increase in the proportion of staff aged 50+ at all analogous grade levels and a decrease in the proportion of staff aged 16-24 at all grades up to and including analogous Staff Officer level.

Ethnicityⁱ

2.16 The composition of the NICS is 0.2% (53 staff) from minority ethnic groups – see Figure 9. (The largest groups are Chinese(12) and Indian(13); because of the small numbers, no further analysis of these is presented in this report).

2.17 The proportion of staff in the NICS at January 2011 who were from minority ethnic groups was 0.6 percentage points lower than in the economically active population¹ in 2001^j – see Figure 9. Evidence from household and other official surveys indicates that the proportion of the population from minority ethnic groups has increased since the 2001 Census. For example, the annual school census shows an increase of 1.7 percentage points in the proportion of pupils from minority ethnic groups between 2001/02 and 2010/11.

Figure 9
Comparison of NICS and economically active population¹
(ethnicity)



* For underlying data, see Annex 5, Table A5.9.

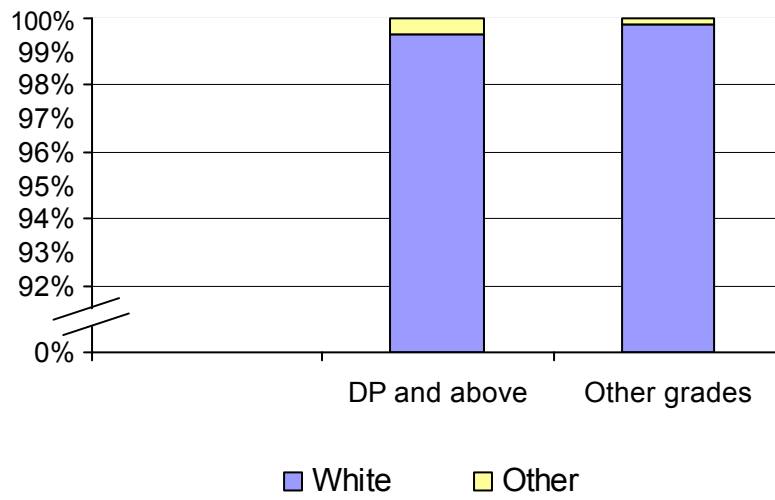
What is the position for the various grade levels?

2.18 Minority ethnic representation is higher at analogous grade levels DP and above than in the other analogous grade levels – see Figure 10.

ⁱ Analysis excludes those staff who have not provided monitoring information. See Annex 1 for details.

^j For a discussion on the limitations of a general comparison of this kind, see Annex 10.

Figure 10: Ethnic Composition of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff

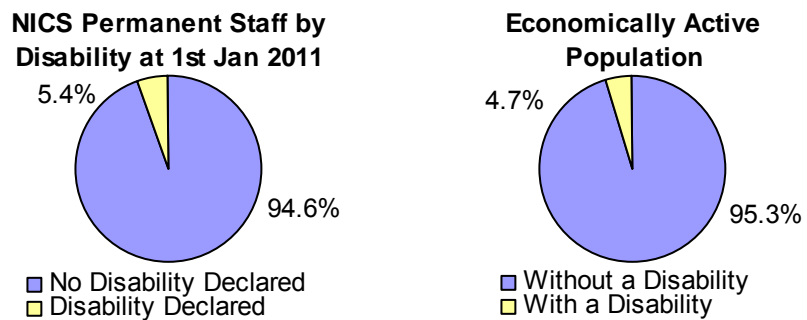


* For underlying data, see Annex 5, Table A5.10.

Disability^k

2.19 The proportion of NICS staff who have declared a disability (5.4%) is broadly in line with the estimated proportion of the economically active population who have a disability (4.7%)^l – see Figure 11.

Figure 11
Comparison of NICS and economically active population⁴
(disability)



* For underlying data, see Annex 5, Table A5.11.

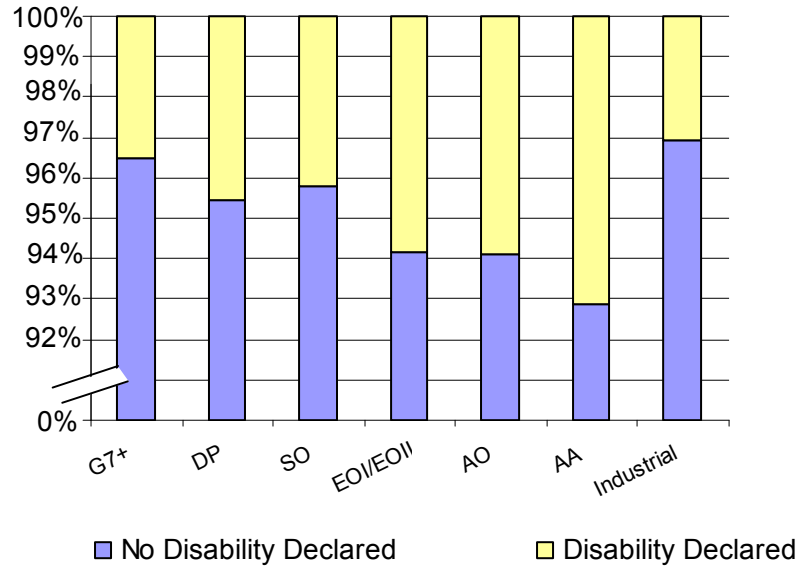
What is the position for the various grade levels?

2.20 The proportion of NICS staff who have declared a disability is highest in the lower grades: it ranges from 7.1% at analogous AA level to 3.5% at analogous Grades 7 and above. Industrials have the lowest proportion of staff declaring a disability at 3.1% – see Figure 12.

^k For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category. For an assessment of the effect of the missing data, see Annex 1.

^l For a discussion on the limitations of a general comparison of this kind, see Annex 10.

Figure 12: Disability Composition of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff



* For underlying data, see Annex 5, Table A5.12.

NOTES

¹ Economically active population aged 16-64 with at least 1 GCSE. Source: 2001 Census of Population. Crown copyright material is reproduced with the permission of the Controller of HMSO. Reproduced under the terms of the Click-Use Licence. Licence number C2009001949.

² In this report, 'Catholic' is used to describe those who indicated on the monitoring form that they are a member of the Roman Catholic community, and those whose background has been attributed to the Roman Catholic community.

³ This figure has been derived by comparison of the Catholic:Protestant composition of the population aged 16-64 in 2001 with the Catholic:Protestant composition of the population aged 6-54 in 2001, since the latter would be aged 16-64 in 2011.

⁴ Economically active population aged 16-64 with one or more GCSEs A*-C (or equivalent or higher qualifications). See Annex 6 for details.

3. Recruitment

3.1 This section relates to posts advertised externally. (Applicants for such posts may, of course, include existing members of the NICS). In any given year these posts can cover the full range of analogous grade levels and occupational groups. Throughout 2010 the existence of a temporary embargo on General Service (AA to G6/7) recruitment resulted in relatively few appointments being made to the NICS.

3.2 In NICS recruitment competitions for permanent positions with an application closing date in 2010 from which appointments had been made by 1 May 2011, there were 78 appointments – see Table 1. In Figure 13, comparators^m for the composition of applicants and appointees are provided, using data on the economically active population (those in work, or seeking work and available to start work).

3.3 The limitations that apply to comparisons with respect to the composition of staff also apply to comparisons with respect to the composition of applicants and recruits.

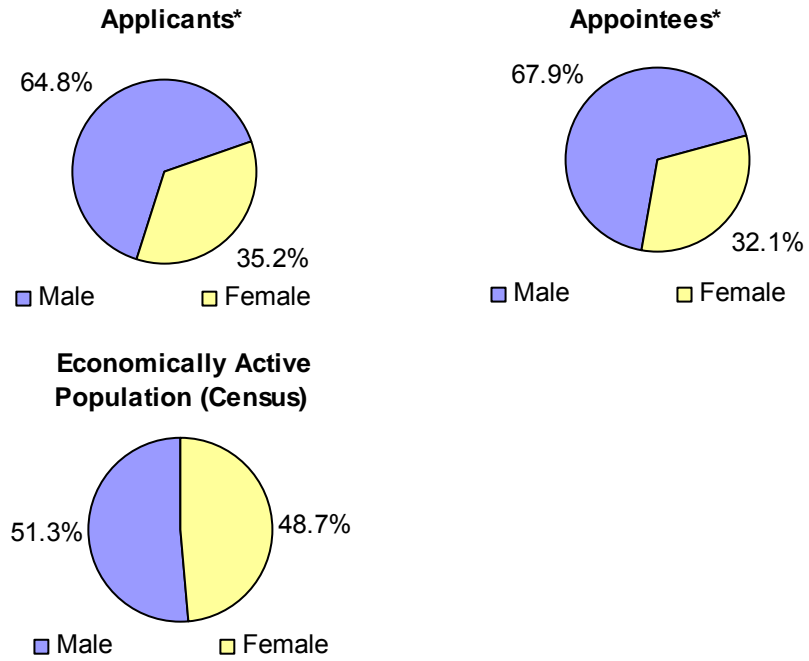
3.4 It should be noted that the number of applicants in these competitions is much lower than in a typical year when high volume general service competitions are in operation. The composition of applicants is also influenced by the nature of the specific recruitment competitions e.g. applicants for the Industrial Electrician competition were predominately male and those for the Food Technology Inspector competition were predominately female.

3.5 Due to the small number of total appointments, particular caution should be exercised when drawing conclusions from the comparisons with the economically active population.

^m For a discussion on the limitations of a general comparison of this kind, see Annex 10.

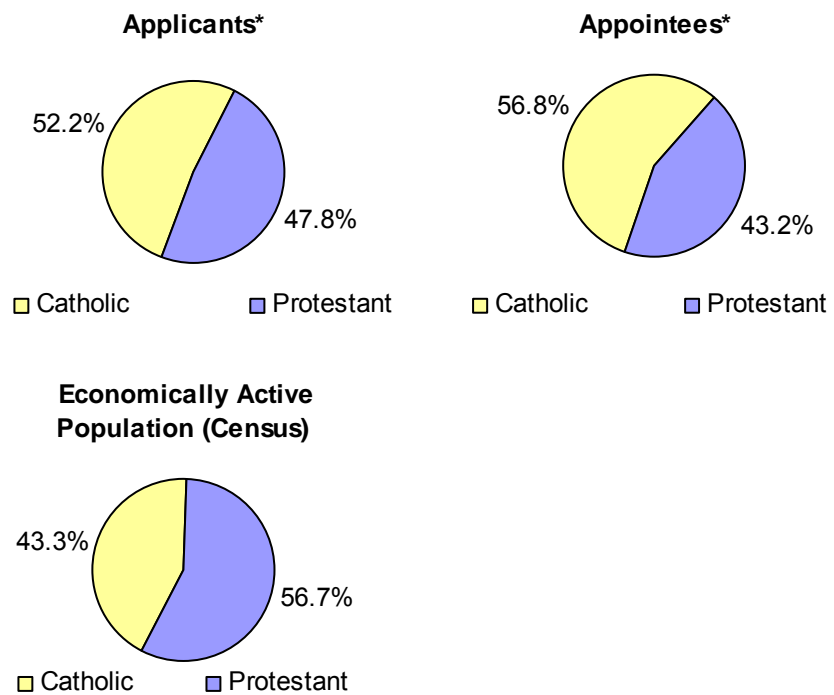
Figure 13
NICS Recruitment competitions for permanent positions
with an application closing date in 2010 from which
appointments had been made by 1 May 2011: comparison
of NICS applicants, appointees and economically active
population^{5,6,7}

(a) Gender



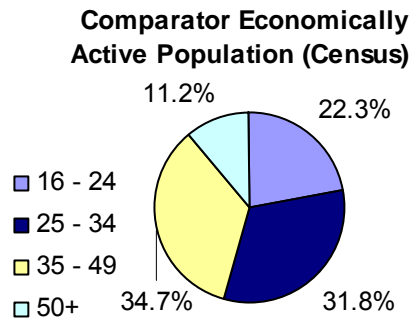
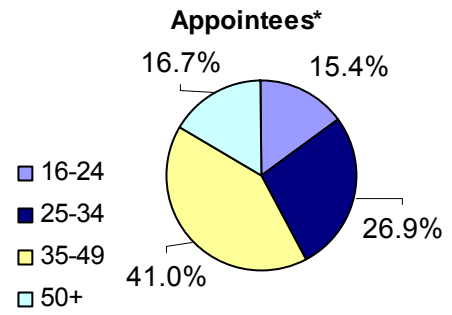
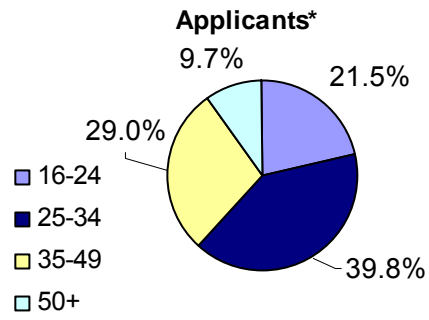
* For underlying data, see Annex 5, Table A5.13(a).

(b) Community Background



* For underlying data, see Annex 5, Table A5.13(b).

(c) Age-Group



* For underlying data, see Annex 5, Table A5.13(c).

Was there equality of outcome in recruitment competitions?

3.4 For NICS Recruitment competitions for permanent positions with an application closing date in 2010 from which appointments had been made by 1 May 2011, we have taken the profile of applicants and calculated the composition of appointees that would have been expected if the groups within the equality categories (e.g. males and females) had been equal in merit. These results were then added together to obtain the 'expected' compositions reported in Table 1ⁿ.

3.5 Table 1 shows that the Gender and Community Background profile of appointees was in line with the 'expected' numbers. The number of appointees aged 25-34 was lower than the 'expected' number.

ⁿ Unlike an individual competition, it is not appropriate to calculate an overall success rate for a set of competitions.

Table 1
NICS Recruitment competitions for permanent positions
with an application closing date in 2010 from which
appointments had been made by 1 May 2011: comparison
of actual and 'expected'⁸ appointees

Equality Category	Description	Applicants	'Expected' appointees under equality of outcome	Actual appointees ^o	Difference (Actual minus 'Expected')
Overall	Total	2,198	78	78	0
Gender	Male	1,425	53	53	0
	Female	773	25	25	0
Community Background ^p	Protestant/ Not Determined	1,111	38	36	-2
	Catholic	1,087	40	42	+2
Ethnicity ^q	White	2,154	76	#	#
	Minority Ethnic Groups	44	2	*	#
Disability	With a declared disability	26	1	*	#
	Without a declared disability ^r	2,172	77	#	#
Age-group ^s	16-24	473	10	12	+2
	25-34	873	27	21	-6
	35-49	636	30	32	+2
	50+	214	11	13	+2

Number has been suppressed, to avoid disclosing another number that is too small to publish.

* Number of cases too small to publish (i.e. below 10).

^s Note that invalid date of birth is recorded for 2 applicants.

^o Up to 1 May 2011.

^p The number of Not Determined Appointees is below 10, so too small to publish. Accordingly, the Not Determined has been combined with the next smallest categories of appointees.

^q Analysis excludes those staff who have not provided monitoring information.

^r For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

What happened in high volume General Service competitions?

3.6 Due to the recruitment embargo no large-scale recruitment occurred from General Service competitions during 2010.

3.7 A commitment was made in the 2010 edition of this report to provide data on appointments for three high volume competitions which were not available at the time of publication. However, due to the small numbers of staff appointed to date, analysis is not appropriate at this time.

NOTES

⁵ Economically active population aged 16-64 with at least 1 GCSE (except for disability). Source: 2001 Census of Population. Crown copyright material is reproduced with the permission of the Controller of HMSO. Reproduced under the terms of the Click-Use Licence. Licence number C2009001949.

⁶ It should be noted that over the period 2001 to 2011, it is likely, based simply on ageing forward Census data, that Protestant representation in the population aged 16-64 decreased by around 2.9 percentage points and Catholic representation increased by around 2.9 percentage points.

⁷ For disability, economically active population aged 16-64 with one or more GCSEs A*-C (or equivalent or higher qualifications). See Annex 6 for details.

⁸ For each competition, the composition of appointees was compared with what would be expected if each group of eligible applicants (e.g. males and females) was equal in terms of merit. These results were then aggregated to obtain the expected compositions reported in the table.

4. Promotion

4.1 In any given year promotion competitions advertised internally^s can cover posts in a wide range of analogous grade levels and occupational groups. The embargo on General Service recruitment throughout 2010 also extended to promotion within the General Service grades.

4.2 There were 86 promotees in NICS promotion competitions for permanent positions with an application closing date in 2010 and from which promotions had been made by 1 May 2011 – see Table 2.

4.3 We have taken the profile of applicants for these competitions and calculated the composition of promotees that would have been expected if the groups within the equality categories (e.g. males and females) had been equal in merit. These results were then added together to obtain the 'expected' compositions reported in Table 2.

4.4 Across all the equality categories the composition of promotees was broadly in line with the expected proportions.

^s Including 'Trawl Notices' for specific vacancies where the post in question required specialist skills or aptitudes.

Table 2
NICS promotion competitions for permanent positions (including trawls) with an application closing date in 2010 from which appointments had been made by 1 May 2011

Equality Category	Description	Applicants	'Expected' promotees under equality of outcome	Actual promotees ^t	Difference (Actual minus 'Expected')
Overall	Total	568	86	86	0
Gender	Male	418	65	67	+2
	Female	150	21	19	-2
Community Background	Protestant/ Not Determined	293	46	44	-2
	Catholic	275	40	42	+2
Ethnicity ^u	White	510	79	#	#
	Minority Ethnic Groups	*	0	*	#
Disability	With a declared disability	27	3	*	#
	Without a declared disability ^v	541	83	#	#
Age-group ^s	16-24	60	6	5	-1
	25-34	206	30	31	+1
	35-49	260	44	45	+1
	50+	41	7	5	-2

Number has been suppressed, to avoid disclosing another number that is too small to publish.

* Number of cases too small to publish (i.e. below 10).

^s Date of birth is missing for 1 applicant.

^t Up to 1 May 2011.

^u Analysis excludes those staff who have not provided monitoring information.

^v For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

5. Leavers

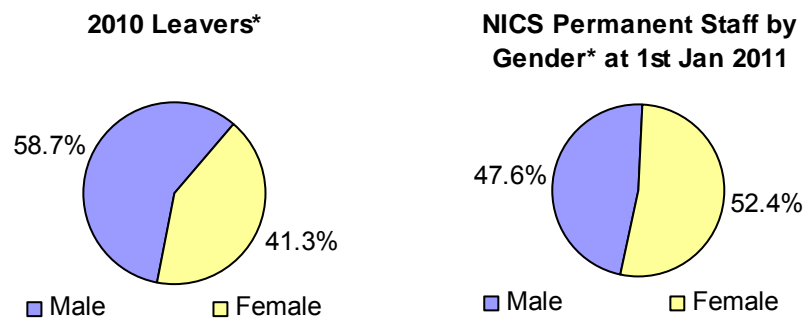
Profile of leavers

5.1 There were 748⁹ leavers in 2010 – see Annex 5, Tables A5.14 (a)-(e). The main differences between the profile of leavers and of staff in post relate to age-group – see Figure 14. As would be expected, those aged 50+ constituted a much higher proportion of leavers (56.0%) than of staff in post (26.8%). Those aged under 25 also constituted a much higher proportion of leavers (11.1%) than of staff in post (3.6%).

5.2 Males constituted a greater proportion of leavers (58.7%) than of staff in post (47.6%) – see Figure 14(a). Protestants constituted a greater proportion of leavers (57.4%) than of staff in post (50.9%) – see Figure 15(b). A greater proportion of leavers had declared a disability (9.0%) compared to staff in post (5.4%).

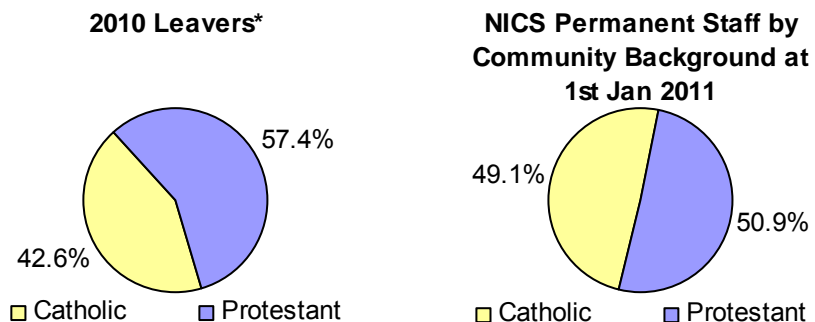
Figure 14
Comparison of 2010 leavers and NICS

(a) Gender



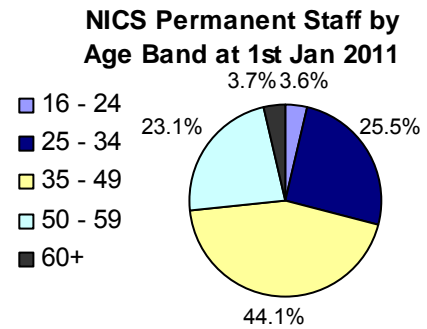
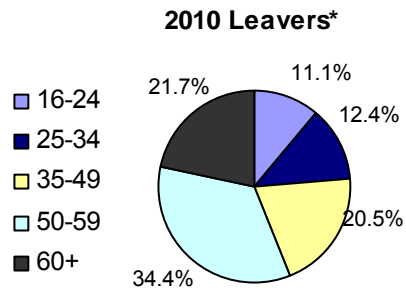
* For underlying data, see Annex 5, Table A5.14(a).

(b) Community Background



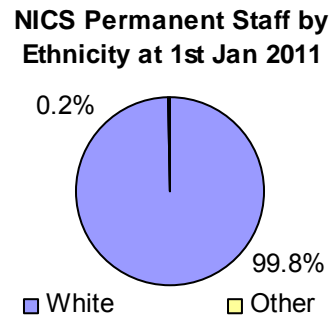
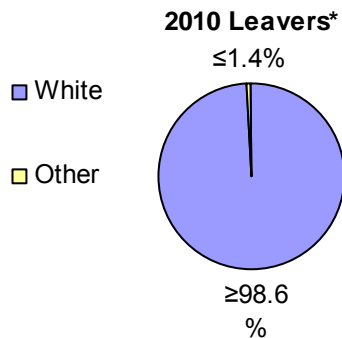
* For underlying data, see Annex 5, Table A5.14(b).

(c) Age-group



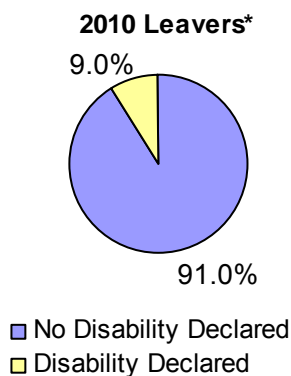
* For underlying data, see Annex 5, Table A5.14(c).

(d) Ethnicity^w



* For underlying data, see Annex 5, Table A5.14(d).

(e) Disability^x



* For underlying data, see Annex 5, Table A5.14(e).

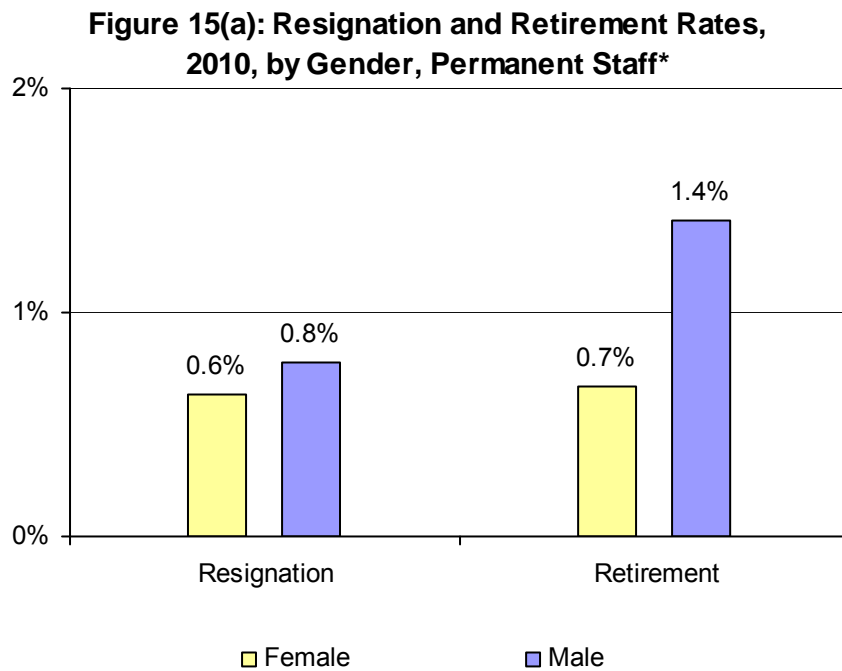
^w Excludes leavers whose ethnicity is missing.

^x For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

Resignation and retirement^y rates

5.3 To explore in more detail the similarities and differences between the equality groups^z, we have calculated leaving rates^{aa} for the two most common reasons for leaving: resignation and retirement. (Between them, these account for almost two thirds of all leavers).

5.4 Females had a lower resignation rate than males, and a lower retirement rate than males – see Figure 15(a).



* For underlying data, see Annex 5, Table A5.15(a).

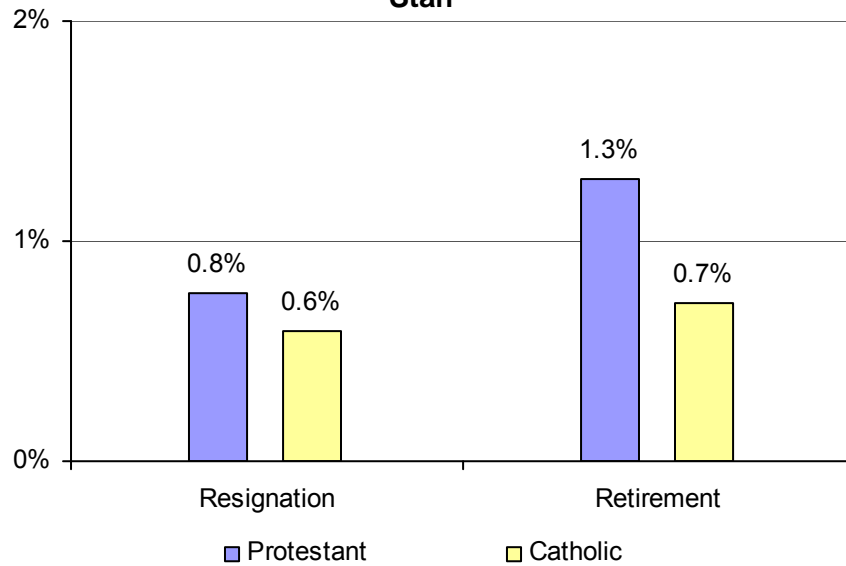
^y Including early retirement.

^z Apart from the disability and ethnicity groups, because the number of disabled and ethnic minority leavers is too small to present reasons for leaving.

^{aa} The resignation rate is the number (of males, say) who resigned in 2010 divided by the number of (male) staff in post at 1 January 2010. The retirement rate is calculated similarly.

5.5 Protestants had a slightly higher resignation rate than Catholics, and a much higher retirement rate than Catholics – see Figure 15(b).

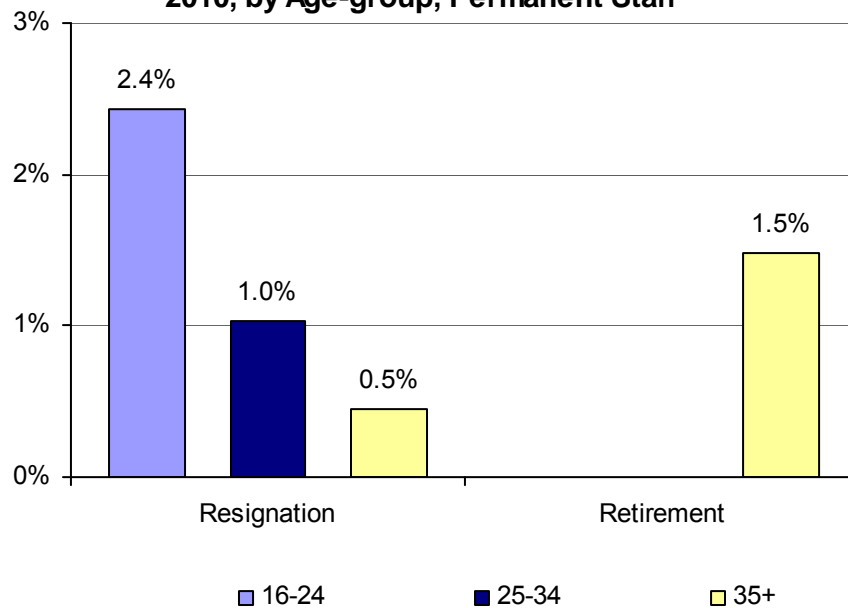
Figure 15(b): Resignation and Retirement Rates, 2010, by Community Background, Permanent Staff*



* For underlying data, see Annex 5, Table A5.15(b).

5.6 Resignation rates were strongly related to age, falling from 2.4% in the 16-24 age-group to 0.5% in the 35+ age-group – see Figure 15(c).

Figure 15(c): Resignation and Retirement Rates, 2010, by Age-group, Permanent Staff*



* For underlying data, see Annex 5, Table A5.15(c).

NOTES

⁹ It should be noted that this figure differs from the figure contained in the annual Fair Employment monitoring return to the Equality Commission. An explanation of the difference is given in Annex 2.

6. Further Information

6.1 All media inquiries should be directed to DFP
Communications Office;-
Telephone: 028 9052 7278.

Further statistical information can be obtained from
Paul McKillen,
NISRA Human Resource Consultancy Services,
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Royston House,
34 Upper Queen Street,
BELFAST,
BT1 6FD

Telephone: 028 9054 2081
Fax: 028 9054 2048
E-mail: paul.mckillen@dfpni.gov.uk

ANNEX 1

BACKGROUND ON DATA

Data Sources

With the exception of data relating to the Prison Service, the NI Courts & Tribunals Service, and, in part, the Youth Justice Agency, the source of data for this report (2011 figures^a) is HRConnect, the Human Resource service for the NICS. Data on staff in the Prison Service, the NI Courts & Tribunals Service, and (for staff not covered by HRConnect) the Youth Justice Agency were obtained from the personnel data systems of those organisations. The data obtained from all data sources related to 1 January 2011.

Discontinuities

Over the period 2001-2011, several parts of the NICS changed their status and ceased to be part of the civil service; in addition, NICS staff on secondment to the Police Service of Northern Ireland (PSNI) ceased to be civil servants and became PSNI employees – whereas the NI Court Service and the Youth Justice Agency became part of the NICS. The table below lists the years in which these changes occurred, and the approximate number of people who ceased to be, or who became, NICS staff as a result.

Year of change	Staff ceasing to be, or becoming, part of the NICS	Size of Change (Headcount) in NICS
2002-04	Industrial Development Board (creation of Invest NI)	- 400
2006	Department of Agriculture and Rural Development Science Service (became part of Agri-Food and Biosciences Institute)	-700
2007	Water Service (became NI Water)	-1,700
2008	Civilian staff seconded to PSNI (became PSNI staff)	-1,200
2010	NI Court Service and Youth Justice Agency (devolution of policing and justice)	+1,000

^a Pre-2009 is based on extracts taken from the Human Resource Management System (HRMS).

Missing data

Ethnicity

Ethnicity is based on the answers of each member of staff (or applicant) to the monitoring questions:-

Are you:

<i>White</i>	<i>Of Black African origin</i>
<i>Of Black Caribbean origin</i>	<i>Of Bangladeshi origin</i>
<i>Of Chinese origin</i>	<i>Of Indian origin</i>
<i>Of Pakistani origin</i>	<i>Other (please specify)</i>

Are you a member of a mixed ethnic group?

Yes No

Are you a member of the Irish Travelling Community?

Yes No

Data on ethnicity were missing for 3,311 staff. The table below shows, for each analogous grade level, the proportion of staff for whom ethnicity data were missing. For industrial staff, this was 28.5%; for non-industrial staff it ranged from 8.3% at the Grade 6/Grade 7 analogous grade level to 12.9% at the Executive Officer analogous grade level.

Analogous Grade Level	Staff whose ethnicity was missing, as a proportion of all staff
G5+	9.1%
G6/G7	8.3%
DP	9.3%
SO	9.7%
EOI/EOII	12.9%
AO	11.3%
AA	11.9%
Industrial	28.5%
Total	12.0%

Disability

Disability is based on the answers of each member of staff (or applicant) to the monitoring question:-

'Do you consider yourself to have a disability?'

On the former Human Resource Management System (HRMS) at October 2008, just before it was superseded by HRConnect, the proportion who had a disability was 5.6% of those staff who had answered the disability question. It should be noted that data were missing for 10.8% of staff (those who had not answered the disability question). On the HRConnect system it is not possible to identify all the staff who were asked the disability question but answered 'no'; accordingly the number of staff who have answered that they have a disability needs to be expressed as a proportion of all staff. From HRMS we know that at October 2008 the proportion of all staff who said they had a disability was 5.0%. The table below shows how the two proportions compare for each analogous grade. The largest difference is 1.4 percentage points (industrial staff).

Plans are in place to remind staff to check that their disability monitoring information is correct.

Analogous Grade Level	Staff who said they had a disability, as a proportion of staff who answered the disability question (October 2008 data)	Staff who said they had a disability, as a proportion of all staff (October 2008 data)
G5+	3.5%	3.3%
G6/G7	3.5%	3.3%
DP	4.4%	4.1%
SO	4.6%	4.2%
EOI/EOII	5.8%	5.1%
AO	5.8%	5.3%
AA	8.5%	7.5%
Industrial	4.7%	3.3%
Total	5.6%	5.0%

ANNEX 2

DIFFERENCES BETWEEN STAFF COVERAGE IN THIS REPORT AND IN THE NICS FAIR EMPLOYMENT MONITORING RETURN

Under fair employment legislation all registered employers including the NICS are required to complete an annual monitoring return detailing the community background, full/part-time status, occupational group and gender profile of their workforce. The most recent NICS Monitoring return, which details the compositional profile of the service at 1st Jan 2011, recorded some 29,275 staff, whereas this report relates to 27,701 staff.

The statistics in this report differ somewhat from those contained in the Fair Employment monitoring return due to the inclusion of different employee groupings in each report. The information in this report is based on permanent NICS staff, including those on career breaks and secondment. In contrast the monitoring return includes both permanent and casual staff and excludes staff on career breaks. The monitoring return includes 1801 uniformed Prison Service staff who are not recorded in this report.

The monitoring return also provides data on 'Appointees', 'Promotees' & 'Leavers' which for the above reasons will also not be identical to the statistics provided in this report.

A copy of the most recently published Equality Commission Fair Employment monitoring report can be found at the link below:

http://www.equalityni.org/archive/pdf/MonitoringReportNo20_FINAL_171110.pdf

ANNEX 3

ANALOGOUS GRADE LEVELS (GENERAL SERVICE GRADE) LISTED IN DESCENDING ORDER

Abbreviation	NI Departments
G5	Grade 5 (Assistant Secretary)
G6/G7	Grade 6 (Senior Principal) & Grade 7 (Principal)
DP	Deputy Principal
SO	Staff Officer
EOI/EOII	Executive Officer I & Executive Officer II
AO	Administrative Officer
AA	Administrative Assistant

ANNEX 4

COMPOSITION OF NICS OVERALL AND BY OCCUPATIONAL GROUP^a

Table A4.1(a)

NICS: gender composition of each analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G5+	77	30.6%	175	69.4%	252	100.0%
G6/G7	598	40.2%	889	59.8%	1,487	100.0%
DP	1,064	43.7%	1,373	56.3%	2,437	100.0%
SO	1,635	46.0%	1,919	54.0%	3,554	100.0%
EOI/EOII	4,627	55.8%	3,662	44.2%	8,289	100.0%
AO	5,408	63.6%	3,094	36.4%	8,502	100.0%
AA	1,072	51.9%	995	48.1%	2,067	100.0%
Industrial	47	4.2%	1,066	95.8%	1,113	100.0%
Total	14,528	52.4%	13,173	47.6%	27,701	100.0%

Table A4.1(b)

NICS: community background composition of each analogous grade level

Analogous Grade Level	Protestant		Catholic		Not Determined		Total	
	No.	%	No.	%	No.	%	No.	%
G5+	149	59.1%	86	34.1%	17	6.7%	252	100.0%
G6/G7	759	51.0%	644	43.3%	84	5.6%	1,487	100.0%
DP	1,309	53.7%	1,051	43.1%	77	3.2%	2,437	100.0%
SO	1,898	53.4%	1,543	43.4%	113	3.2%	3,554	100.0%
EOI/EOII	3,990	48.1%	4,119	49.7%	180	2.2%	8,289	100.0%
AO	3,965	46.6%	4,398	51.7%	139	1.6%	8,502	100.0%
AA	1,078	52.2%	954	46.2%	35	1.7%	2,067	100.0%
Industrial	590	53.0%	475	42.7%	48	4.3%	1,113	100.0%
Total	13,738	49.6%	13,270	47.9%	693	2.5%	27,701	100.0%

^a Each occupational group has its own grading structure. In order to make the data easier to understand, and to facilitate comparison between different groups, we have shown the data using the analogous General Service grades.

Table A4.1(c)
NICS: age-group composition of each analogous grade level

Analogous Grade Level	16-24		25-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%
G7 and above			77	4.4%	779	44.8%	883	50.8%	1,739	100.0%
DP			333	13.7%	1,180	48.4%	924	37.9%	2,437	100.0%
SO	19	0.5%	775	21.8%	1,689	47.5%	1,071	30.1%	3,554	100.0%
EOI/EOII	55	0.7%	1,770	21.4%	4,322	52.1%	2,142	25.8%	8,289	100.0%
AO	584	6.9%	3,349	39.4%	3,123	36.7%	1,446	17.0%	8,502	100.0%
AA	335	16.2%	642	31.1%	571	27.6%	519	25.1%	2,067	100.0%
Industrial	15	1.3%	113	10.2%	544	48.9%	441	39.6%	1,113	100.0%
Total	1,008	3.6%	7,059	25.5%	12,208	44.1%	7,426	26.8%	27,701	100.0%

Table A4.1(d)
NICS: disability^a composition of each analogous grade level

Analogous Grade Level	No Disability Declared		Disability Declared		Total	
	No.	%	No.	%	No.	%
G7 and above	1,679	96.5%	60	3.5%	1,739	100.0%
DP	2,326	95.4%	111	4.6%	2,437	100.0%
SO	3,404	95.8%	150	4.2%	3,554	100.0%
EOI/EOII	7,804	94.1%	485	5.9%	8,289	100.0%
AO	8,001	94.1%	501	5.9%	8,502	100.0%
AA	1,920	92.9%	147	7.1%	2,067	100.0%
Industrial	1,079	96.9%	34	3.1%	1,113	100.0%
Total	26,213	94.6%	1,488	5.4%	27,701	100.0%

Table A4.1(e)
NICS: ethnicity^b composition by analogous grade level

Analogous Grade Level	White		Other		Total	
	No.	%	No.	%	No.	%
DP and above	3,785	99.5%	18	0.5%	3,803	100.0%
SO/EOI/EOII	10,410	99.8%	18	0.2%	10,428	100.0%
AO/AA/Industrial	10,142	99.8%	17	0.2%	10,159	100.0%
Total	24,337	99.8%	53	0.2%	24,390	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Analysis excludes those staff who have not provided monitoring information.

Table A4.2(a)
General Service: gender composition of each grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G5+	53	28.60%	132	71.4%	185	100.0%
G6/G7	277	43.40%	361	56.6%	638	100.0%
DP	676	50.00%	677	50.0%	1,353	100.0%
SO	1,095	57.70%	802	42.3%	1,897	100.0%
EOI/EOII	3,824	65.50%	2,017	34.5%	5,841	100.0%
AO	5,209	66.80%	2,584	33.2%	7,793	100.0%
AA	904	58.90%	630	41.1%	1,534	100.0%
Total	12,038	62.60%	7,203	37.4%	19,241	100.0%

Table A4.2(b)
General Service: community background composition of each grade level

Analogous Grade Level	Protestant		Catholic		Not Determined		Total	
	No.	%	No.	%	No.	%	No.	%
G5+	107	57.8%	67	36.2%	11	5.9%	185	100.0%
G6/G7	333	52.2%	284	44.5%	21	3.3%	638	100.0%
DP	721	53.3%	608	44.9%	24	1.8%	1,353	100.0%
SO	997	52.6%	852	44.9%	48	2.5%	1,897	100.0%
EOI/EOII	2,730	46.7%	3,033	51.9%	78	1.3%	5,841	100.0%
AO	3,534	45.3%	4,156	53.3%	103	1.3%	7,793	100.0%
AA	763	49.7%	749	48.8%	22	1.4%	1,534	100.0%
Total	9,185	47.7%	9,749	50.7%	307	1.6%	19,241	100.0%

Table A4.2(c)
General Service: age-group composition of each analogous grade level

Analogous Grade Level	16-24		25-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%
G5+					66	35.7%	119	64.3%	185	100.0%
G6/G7			18	2.8%	291	45.6%	329	51.6%	638	100.0%
DP			125	9.2%	686	50.7%	542	40.1%	1,353	100.0%
SO	11	0.6%	293	15.4%	998	52.6%	595	31.4%	1,897	100.0%
EOI/EOII	29	0.5%	1,130	19.3%	3,311	56.7%	1,371	23.5%	5,841	100.0%
AO	562	7.2%	3,169	40.7%	2,827	36.3%	1,235	15.8%	7,793	100.0%
AA	322	21.0%	601	39.2%	369	24.1%	242	15.8%	1,534	100.0%
Total	924	4.8%	5,336	27.7%	8,548	44.4%	4,433	23.0%	19,241	100.0%

Table A4.2(d)
General Service: disability^a composition of each grade level

Analogous Grade Level	No Disability Declared		Disability Declared		Total	
	No.	%	No.	%	No.	%
G7 and above	793	96.4%	30	3.6%	823	100.0%
DP	1,278	94.5%	75	5.5%	1,353	100.0%
SO	1,810	95.4%	87	4.6%	1,897	100.0%
EOI/EOII	5,455	93.4%	386	6.6%	5,841	100.0%
AO	7,309	93.8%	484	6.2%	7,793	100.0%
AA	1,412	92.0%	122	8.0%	1,534	100.0%
Total	18,057	93.8%	1,184	6.2%	19,241	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

Table A4.3(a)
Secretarial: gender composition by analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
EOI/EOII	261	100.0%			261	100.0%
AO	38	100.0%			38	100.0%
AA	113	100.0%			113	100.0%
Total	412	100.0%			412	100.0%

Table A4.3(b)
Secretarial: community background composition by analogous grade level

Analogous Grade Level	Protestant		Catholic/Not Determined		Total	
	No.	%	No.	%	No.	%
EOI/EOII	160	61.3%	101	38.7%	261	100.0%
AO	23	60.5%	15	39.5%	38	100.0%
AA	62	54.9%	51	45.1%	113	100.0%
Total	245	59.5%	167	40.5%	412	100.0%

Table A4.3(c)
Secretarial: age-group composition by analogous grade level

Analogous Grade Level	25-49		50+		Total	
	No.	%	No.	%	No.	%
EOI/EOII	142	54.4%	119	45.6%	261	100.0%
AO	24	63.2%	14	36.8%	38	100.0%
AA	47	41.6%	66	58.4%	113	100.0%
Total	213	51.7%	199	48.3%	412	100.0%

Table A4.3(d)
Secretarial: disability^{ab} composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
392	95.1%	20	4.9%	412	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Numbers are too small to provide a breakdown by grade.

Table A4.4(a)
Scientific: gender composition by analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G6/G7	10	27.8%	26	72.2%	36	100.0%
DP	43	37.4%	72	62.6%	115	100.0%
SO	67	42.4%	91	57.6%	158	100.0%
EOI/EOII	104	54.5%	87	45.5%	191	100.0%
AO	22	56.4%	17	43.6%	39	100.0%
Total	246	45.6%	293	54.4%	539	100.0%

Table A4.4(b)
Scientific: community background composition by analogous grade level

Analogous Grade Level	Protestant		Catholic/Not Determined		Total	
	No.	%	No.	%	No.	%
G6/G7	26	72.2%	10	27.8%	36	100.0%
DP	60	52.2%	55	47.8%	115	100.0%
SO	93	58.9%	65	41.1%	158	100.0%
EOI/EOII	102	53.4%	89	46.6%	191	100.0%
AO	26	66.7%	13	33.3%	39	100.0%
Total	307	57.0%	232	43.0%	539	100.0%

Table A4.4(c)
Scientific: age-group composition by analogous grade level

Analogous Grade Level	16-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%
G6/G7			13	36.1%	23	63.9%	36	100.0%
DP	11	9.6%	62	53.9%	42	36.5%	115	100.0%
SO	30	19.0%	97	61.4%	31	19.6%	158	100.0%
EOI/EOII/AO	122	53.0%	87	37.8%	21	9.1%	230	100.0%
Total	163	30.2%	259	48.1%	117	21.7%	539	100.0%

Table A4.4(d)
Scientific: disability^{ab} composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
520	96.5%	19	3.5%	539	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Numbers are too small to provide a breakdown by grade.

Table A4.5(a)**Technology: gender composition by analogous grade level**

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G7 and above	17	10.2%	150	89.8%	167	100.0%
DP	70	19.3%	293	80.7%	363	100.0%
SO	103	20.0%	411	80.0%	514	100.0%
EOI/EOII/AA	118	17.9%	542	82.1%	660	100.0%
Total	308	18.1%	1,396	81.9%	1,704	100.0%

Table A4.5(b)**Technology: community background by analogous grade level**

Analogous Grade Level	Protestant		Catholic		Not Determined		Total	
	No.	%	No.	%	No.	%	No.	%
DP and above	321	60.6%	193	36.4%	16	3.0%	530	100.0%
SO	268	52.1%	236	45.9%	10	1.9%	514	100.0%
EOI/EOII/AA	322	48.8%	320	48.5%	18	2.7%	660	100.0%
Total	911	53.5%	749	44.0%	44	2.6%	1,704	100.0%

Table A4.5(c)**Technology: age-group composition by analogous grade level**

Analogous Grade Level	16-24		25-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%
DP and above			39	7.4%	207	39.1%	284	53.6%	530	100.0%
SO and below	18	1.5%	372	31.7%	382	32.5%	402	34.2%	1174	100.0%
Total	18	1.1%	411	24.1%	589	34.6%	686	40.3%	1,704	100.0%

Table A4.5(d)
Technology: disability^{ab} composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
1,645	96.5%	59	3.5%	1,704	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Numbers are too small to provide a breakdown by grade.

Table A4.6(a)**Legal: gender composition by analogous grade level**

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G5+	15	41.7%	21	58.3%	36	100.00%
G6/G7	124	65.3%	66	34.7%	190	100.00%
DP and below	83	68.6%	38	31.4%	121	100.00%
Total	222	64.0%	125	36.0%	347	100.00%

Table A4.6(b)**Legal: community background composition by analogous grade level**

Analogous Grade Level	Protestant		Catholic/ Not Determined		Total	
	No.	%	No.	%	No.	%
G5+	24	66.7%	12	33.3%	36	100.0%
G6/G7	72	37.9%	118	62.1%	190	100.0%
DP and below	42	34.7%	79	65.3%	121	100.0%
Total	138	39.8%	209	60.2%	347	100.0%

Table A4.6(c)**Legal: age-group composition by analogous grade level**

Analogous Grade Level	25-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%
G7 and above	34	15.0%	111	49.1%	81	35.8%	226	100.0%
DP and below	68	56.2%	40	33.1%	13	10.7%	121	100.0%
Total	102	29.4%	151	43.5%	94	27.1%	347	100.0%

Table A4.7(a)
Computing: gender composition by analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
DP and above	28	30.4%	64	69.6%	92	100.0%
SO	33	22.3%	115	77.7%	148	100.0%
EOI/EOII/AO	95	24.1%	299	75.9%	394	100.0%
Total	156	24.6%	478	75.4%	634	100.0%

Table A4.7(b)
Computing: community background composition by analogous grade level

Analogous Grade Level	Protestant		Catholic/ Not Determined		Total	
	No.	%	No.	%	No.	%
G6/G7	11	40.7%	16	59.3%	27	100.0%
DP	27	41.5%	38	58.5%	65	100.0%
SO	79	53.4%	69	46.6%	148	100.0%
EOI/EOII	180	51.1%	172	48.9%	352	100.0%
AO	21	50.0%	21	50.0%	42	100.0%
Total	318	50.2%	316	49.8%	634	100.0%

Table A4.7(c)
Computing: age-group composition by analogous grade level

Analogous Grade Level	16-24		25-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%
DP and above					39	42.4%	53	57.6%	92	100.0%
SO			12	8.1%	75	50.7%	61	41.2%	148	100.0%
EOI/EOII/AO	10	2.5%	149	37.8%	198	50.3%	37	9.4%	394	100.0%
Total	10	1.6%	161	25.4%	312	49.2%	151	23.8%	634	100.0%

Table A4.7(d)
Computing: disability^{ab} composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
603	95.1%	31	4.9%	634	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Numbers are too small to provide a breakdown by grade.

Table A4.8(a)
Departmental Specialisms: gender composition of each analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
G7 and above	171	37.7%	283	62.3%	454	100.0%
DP	174	41.1%	249	58.9%	423	100.0%
SO	332	40.2%	493	59.8%	825	100.0%
EOI/EOII	221	23.1%	735	76.9%	956	100.0%
AO/AA	112	15.2%	623	84.8%	735	100.0%
Total	1,010	29.8%	2,383	70.2%	3,393	100.0%

Table A4.8(b)
Departmental Specialisms: community background composition of each analogous grade level

Analogous Grade Level	Protestant		Catholic/Not Determined		Total	
	No.	%	No.	%	No.	%
G5+	16	55.2%	13	44.8%	29	100.0%
G6/G7	218	51.3%	207	48.7%	425	100.0%
DP	236	55.8%	187	44.2%	423	100.0%
SO	456	55.3%	369	44.7%	825	100.0%
EOI/EOII	487	50.9%	469	49.1%	956	100.0%
AO	301	58.7%	212	41.3%	513	100.0%
AA	124	55.9%	98	44.1%	222	100.0%
Total	1,838	54.2%	1,555	45.8%	3,393	100.0%

Table A4.8(c)
Departmental Specialisms: age-group composition of each analogous grade level

Analogous Grade Level	16-34		35-49		50+		Total	
	No.	%	No.	%	No.	%	No.	%
G7 and above	20	4.4%	232	51.1%	202	44.5%	454	100.0%
DP	94	22.2%	209	49.4%	120	28.4%	423	100.0%
SO	281	34.1%	338	41.0%	206	25.0%	825	100.0%
EOI/EOII	215	22.5%	391	40.9%	350	36.6%	956	100.0%
AO	135	26.3%	229	44.6%	149	29.0%	513	100.0%
AA	36	16.2%	85	38.3%	101	45.5%	222	100.0%
Total	781	23.0%	1,484	43.7%	1,128	33.2%	3,393	100.0%

Table A4.8(d)
Departmental Specialisms: disability^{ab} composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
3,271	96.4%	122	3.6%	3,393	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

^b Numbers are too small to provide a breakdown by grade.

Table A4.9(a)
Centralised Services: gender composition by analogous grade level

Analogous Grade Level	Female		Male		Total	
	No.	%	No.	%	No.	%
EOI/EOII/AO	31	36.5%	54	63.5%	85	100.0%
AA	45	24.9%	136	75.1%	181	100.0%
Total	76	28.6%	190	71.4%	266	100.0%

Table A4.9(b)
Centralised Services: community background composition

Analogous Grade Level	Protestant		Catholic/ Not Determined		Total	
	No.	%	No.	%	No.	%
EOI/EOII/AO	65	76.5%	20	23.5%	85	100.0%
AA	118	65.2%	63	34.8%	181	100.0%
Total	183	68.8%	83	31.2%	266	100.0%

Table A4.9(c)
Centralised Services: age-group composition

Analogous Grade Level	16-49		50+		Total	
	No.	%	No.	%	No.	%
AO	32	37.6%	53	62.4%	85	100.0%
AA	74	40.9%	107	59.1%	181	100.0%
Total	106	39.8%	160	60.2%	266	100.0%

Table A4.10(a)
Industrial: gender composition

Female		Male		Total	
No.	%	No.	%	No.	%
47	4.2%	1,066	95.8%	1,113	100.0%

Table A4.10(b)
Industrial: community background composition

Protestant		Catholic		Not Determined		Total	
No.	%	No.	%	No.	%	No.	%
590	53.0%	475	42.7%	48	4.3%	1,113	100.0%

Table A4.10(c)
Industrial: age-group composition

16-24		25-34		35-49		50+		Total	
No.	%	No.	%	No.	%	No.	%	No.	%
15	1.3%	113	10.2%	544	48.9%	441	39.6%	1,113	100.0%

Table A4.10(d)
Industrial: disability^a composition

No Disability Declared		Disability Declared		Total	
No.	%	No.	%	No.	%
1,079	96.9%	34	3.1%	1,113	100.0%

^a For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

ANNEX 5

UNDERLYING DATA FOR GRAPHS

Table A5.1

NICS Permanent staff by Gender at 1st January 2011 (see Figure 1)

Gender	Number	Column Percentage
Male	13,173	47.6%
Female	14,528	52.4%
Total	27,701	100.0%

Table A5.2

Female Representation in the NICS 2000-2011, Permanent Staff (see Figure 2)

Year	Female staff	Male staff	Total staff	Female staff as proportion of all staff
2000	13,198	14,351	27,549	47.9%
2001	13,865	14,564	28,429	48.8%
2002	14,507	14,973	29,480	49.2%
2003	15,198	15,392	30,590	49.7%
2004	15,597	15,635	31,232	49.9%
2005	15,933	15,821	31,754	50.2%
2006	15,923	15,727	31,650	50.3%
2007	15,319	15,047	30,366	50.4%
2008	14,864	13,393	28,257	52.6%
2009	14,197	13,152	27,349	51.9%
2010	14,192	13,207	27,399	51.8%
2011	14,528	13,173	27,701	52.4%

Table A5.3

Female and Male Representation in the NICS by Analogous Grade Level, 2000-2011, Permanent Staff (see Figure 3)

	Industrial		AA/AO		EOI/EOII		SO/DP		G7/G6		G5+		Overall	
	F (%)	M (%)	F (%)	M (%)	F (%)	M (%)	F (%)	M (%)	F (%)	M (%)	F (%)	M (%)	F (%)	M (%)
2000	2.2	97.8	72.6	27.4	46.9	53.1	27.1	72.9	21.8	78.2	11.3	88.8	47.9	52.1
2001	2.5	97.5	71.6	28.4	48.2	51.8	28.8	71.2	23.1	76.9	13.2	86.8	48.8	51.2
2002	2.5	97.5	70.9	29.1	49.3	50.7	32.0	68.0	23.6	76.4	16.1	83.9	49.2	50.8
2003	2.3	97.7	70.3	29.7	50.4	49.6	33.6	66.4	26.8	73.2	16.9	83.1	49.7	50.3
2004	2.4	97.6	70.1	29.9	50.0	50.0	35.0	65.0	28.5	71.5	19.7	80.3	49.9	50.1
2005	2.5	97.5	69.5	30.5	49.7	50.3	36.8	63.2	30.4	69.6	22.6	77.4	50.2	49.8
2006	2.1	97.9	65.5	34.5	53.2	46.8	37.7	62.3	32.2	67.8	25.5	74.5	50.3	49.7
2007	2.7	97.3	65.1	34.9	53.8	46.2	38.6	61.4	34.8	65.2	25.4	74.6	50.4	49.6
2008	4.2	95.8	64.6	35.4	55.7	44.3	41.0	59.0	35.8	64.2	27.4	72.6	52.6	47.4
2009	4.8	95.2	62.0	38.0	56.2	43.8	42.7	57.3	37.7	62.3	29.0	71.0	51.9	48.1
2010	4.7	95.3	61.1	38.9	55.6	44.4	43.6	56.4	38.8	61.3	31.0	69.0	51.8	48.2
2011	4.2	95.8	61.3	38.7	55.8	44.2	45.1	54.9	40.2	59.8	30.6	69.4	52.4	47.6

Table A5.4
NICS permanent staff by community background at 1st January 2011
(see Figure 4)

Community Background	Number	Column Percentage
Catholic	13,270	49.1%
Protestant	13,738	50.9%
Total (excluding Not Determined)	27,008	100.0%
Not Determined	693	

Table A5.5
Catholic Representation in the NICS 2000-2011, Permanent Staff (see Figure 5)

Year	Catholic staff	Protestant staff	Total staff (excluding 'Not Determined')	'Not Determined' staff	Catholic staff as proportion of total staff (excluding 'Not Determined')
2000	10,948	15,292	26,240	1,309	41.7%
2001	11,687	15,571	27,258	1,171	42.9%
2002	12,517	15,928	28,445	1,035	44.0%
2003	13,307	16,400	29,707	883	44.8%
2004	13,705	16,650	30,355	877	45.1%
2005	14,139	16,772	30,911	843	45.7%
2006	14,234	16,564	30,798	852	46.2%
2007	13,840	15,772	29,612	754	46.7%
2008	13,037	14,532	27,569	688	47.3%
2009	13,068	13,651	26,719	630	48.9%
2010	13,139	13,599	26,738	661	49.1%
2011	13,270	13,738	27,008	693	49.1%

Table A5.6
Catholic and Protestant Representation in the NICS by Analogous Grade Level, 2000-2011, Permanent Staff (see Figure 6)

	Industrial		AA/AO		EOI/EOII		SO/DP		G7/G6		G5+		Overall	
	P	C	P	C	P	C	P	C	P	C	P	C	P	C
	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)	(%)
2000	60.8	39.2	54.9	45.1	56.6	43.4	64.3	35.7	72.4	27.6	75.5	24.5	58.3	41.7
2001	60.4	39.6	53.2	46.8	55.6	44.4	63.9	36.1	71.4	28.6	73.9	26.1	57.1	42.9
2002	60.4	39.6	51.8	48.2	54.7	45.3	95.1	90.1	69.5	30.5	72.4	27.6	56.0	44.0
2003	60.4	39.6	51.1	48.9	53.9	46.1	60.8	39.2	67.7	32.3	70.5	29.5	55.2	44.8
2004	61.0	39.0	50.9	49.1	53.3	46.7	60.2	39.8	66.4	33.6	67.9	32.1	54.9	45.1
2005	61.3	38.7	50.3	49.7	52.9	47.1	59.3	40.7	63.3	36.7	65.9	34.1	54.3	45.7
2006	61.4	38.6	50.4	49.6	52.2	47.8	58.8	41.2	60.6	39.4	63.3	36.7	53.8	46.2
2007	60.5	39.5	50.3	49.7	51.6	48.4	57.8	42.2	58.0	42.0	62.4	37.6	53.3	46.7
2008	60.9	39.1	50.5	49.5	50.8	49.2	57.0	43.0	56.7	43.3	59.9	40.1	52.7	47.3
2009	57.5	42.5	48.4	51.6	49.2	50.8	55.8	44.2	55.3	44.7	58.8	41.2	51.1	48.9
2010	56.5	43.5	48.2	51.8	49.0	51.0	55.8	44.2	54.5	45.5	59.2	40.8	50.9	49.1
2011	55.4	44.6	48.5	51.5	49.2	50.8	55.3	44.7	54.1	45.9	63.4	36.6	50.9	49.1

Table A5.7**NICS permanent staff by age-group at 1st January 2011 (see Figure 7)**

Age-group	Number	Column Percentage
16-24	1,008	3.6%
25-34	7,059	25.5%
35-49	12,208	44.1%
50-59	6,393	23.1%
60+	1,033	3.7%
Total	27,701	100.0%

Table A5.8(a)**Age-Group Composition of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff (see Figure 8(a))**

Analogous Grade Level	16-24		25-34		35-49		50-59		60+		All	
	No.	Row %	No.	Row %	No.	Row %	No.	Row %	No.	Row %	No.	Row %
G5+	0	0.0%	*	*	88	34.9%	141	56.0%	#	#	252	100.0%
G6/G7	0	0.0%	#	#	691	46.5%	624	42.0%	#	#	1,487	100.0%
DP	0	0.0%	333	13.7%	1,180	48.4%	789	32.4%	135	5.5%	2,437	100.0%
SO	19	0.5%	775	21.8%	1,689	47.5%	961	27.0%	110	3.1%	3,554	100.0%
EOI/EOII	55	0.7%	1,770	21.4%	4,322	52.1%	1,918	23.1%	224	2.7%	8,289	100.0%
AO	584	6.9%	3,349	39.4%	3,123	36.7%	1,250	14.7%	196	2.3%	8,502	100.0%
AA	335	16.2%	642	31.1%	571	27.6%	392	19.0%	127	6.1%	2,067	100.0%
Industrial	15	1.3%	113	10.2%	544	48.9%	318	28.6%	123	11.1%	1,113	100.0%

* Number less than 10. # Number suppressed to avoid disclosing another number, less than 10.

Table A5.8(b)**Age-Group Composition of the NICS by Analogous Grade Level at 1st January 2010, Permanent Staff (see Figure 8(b))**

Analogous Grade Level	16-24		25-34		35-49		50-59		60+		All	
	No.	Row %	No.	Row %	No.	Row %	No.	Row %	No.	Row %	No.	Row %
G5+	0	0.0%	0	0.0%	84	34.3%	148	60.4%	13	5.3%	245	100.0%
G6/G7	0	0.0%	86	5.7%	705	46.4%	641	42.2%	88	5.8%	1,520	100.0%
DP	0	0.0%	374	15.0%	1,252	50.3%	757	30.4%	108	4.3%	2,491	100.0%
SO	33	1.0%	754	22.0%	1,686	49.1%	861	25.1%	101	2.9%	3,435	100.0%
EOI/EOII	100	1.2%	1,854	22.7%	4,312	52.9%	1,706	20.9%	186	2.3%	8,158	100.0%
AO	879	10.7%	3,149	38.3%	2,979	36.2%	1,062	12.9%	160	1.9%	8,229	100.0%
AA	450	20.9%	585	27.1%	609	28.2%	390	18.1%	124	5.7%	2,158	100.0%
Industrial	20	1.7%	110	9.5%	573	49.3%	321	27.6%	139	12.0%	1,163	100.0%

Table A5.9**NICS permanent staff by ethnicity at 1st January 2011 (see Figure 9)**

Ethnicity	Number	Column Percentage
White	24,337	99.8%
Other Ethnicity	53	0.2%
Total (excluding Missing)	24,390	100.0%
Missing	3,311	

Table A5.10**Ethnic Composition^a of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff (see Figure 10)**

Analogous Grade Level	White		Other		All	
	No.	Row %	No.	Row %	No.	Row %
DP and above	3,785	99.5%	18	0.5%	3,803	100.0%
Other grades	20,552	99.8%	35	0.2%	20,587	100.0%

Table A5.11**NICS permanent staff by disability at 1st January 2011 (see Figure 11)**

Disability	Number	Column Percentage
No disability declared ^b	26,213	94.6%
Disability declared	1,488	5.4%
Total	27,701	100.0%

Table A5.12**Disability Composition of the NICS by Analogous Grade Level at 1st January 2011, Permanent Staff (see Figure 12)**

Analogous Grade Level	No disability declared^b		Disability declared		All	
	No.	Row %	No.	Row %	No.	Row %
G7/G6/G5+	1,679	96.5%	60	3.5%	1,739	100.0%
DP	2,326	95.4%	111	4.6%	2,437	100.0%
SO	3,404	95.8%	150	4.2%	3,554	100.0%
EOI/EOII	7,804	94.1%	485	5.9%	8,289	100.0%
AO	8,001	94.1%	501	5.9%	8,502	100.0%
AA	1,920	92.9%	147	7.1%	2,067	100.0%
Industrial	1,079	96.9%	34	3.1%	1,113	100.0%

^a Excludes staff whose ethnicity is missing.

^b For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

Table A5.13(a)

NICS Recruitment competitions for permanent positions with application closing date in 2010 from which appointments had been made by 1 May 2011: (see Figure 13(a))

Gender	Applicants		Appointees	
	Number	Column Percentage	Number	Column Percentage
Male	1,425	64.8%	53	67.9%
Female	773	35.2%	25	32.1%
Total	2,198	100.0%	78	100.0%

Table A5.13(b)

NICS Recruitment competitions for permanent positions with application closing date in 2010 from which appointments had been made by 1 May 2011: (see Figure 13(b))

Community Background	Applicants		Appointees	
	Number	Column Percentage	Number	Column Percentage
Catholic	1,087	52.2%	42	56.8%
Protestant	995	47.8%	32	43.2%
Total (excluding Not Determined)	2,082	100.0%	74	100.0%

Table A5.13(c)

NICS Recruitment competitions for permanent positions with application closing date in 2010 from which appointments had been made by 1 May 2011: (see Figure 13(c))

Age-Group	Applicants		Appointees	
	Number	Column Percentage	Number	Column Percentage
16-24	473	21.5%	12	15.4%
25-34	873	39.8%	21	26.9%
35-49	636	29.0%	32	41.0%
50+	214	9.7%	13	16.7%
Total	2196	100.0%	78	100.0%

Note that invalid date of birth is recorded for 2 applicants.

Table A5.14(a)
2010 leavers^a (see Figure 14(a))

Gender	Number	Column Percentage
Male	439	58.7%
Female	309	41.3%
Total	748	100.0%

Table A5.14(b)
2010 leavers^a (see Figure 14(b))

Community Background	Number	Column Percentage
Catholic	303	42.6%
Protestant	409	57.4%
Total (excluding Not Determined)	712	100.0%
Not Determined	36	

Table A5.14(c)
2010 leavers^a (see Figure 14(c))

Age-group	Number	Column Percentage
16-24	83	11.1%
25-34	93	12.4%
35-49	153	20.5%
50-59	257	34.4%
60+	162	21.7%
Total	748	100.0%

Table A5.14(d)
2010 leavers^a (see Figure 14(d))

Ethnicity	Number	Column Percentage
White	#	≥98.6%
Other Ethnicity	*	≤1.4%
Total (excluding Missing)	645	100.0%
Missing	103	

* Number less than 10. # Number suppressed to avoid disclosing another number, less than 10.

Table A5.14(e)
2010 leavers^a (see Figure 14(e))

Disability	Number	Column Percentage
No disability declared ^b	681	91.0%
Disability declared	67	9.0%
Total	748	100.0%

^a Leavers data excludes DOJ Staff in Northern Ireland Prison Service, YJA and Courts Service.

^b For the purposes of this report, anyone whose disability information is missing is allocated to the 'No disability declared' category.

Table A5.15(a)
Resignation and retirement rates^a (see Figure 15(a))

Gender	Resignations in 2010	Retirements in 2010	Staff in post at 1 January 2010	Resignation rate 2010	Retirement rate 2010
Male	103	186	13,207	0.8%	1.4%
Female	90	95	14,192	0.6%	0.7%

Table A5.15(b)
Resignation and retirement rates^a (see Figure 15(b))

Community Background	Resignations in 2010	Retirements in 2010	Staff in post at 1 January 2010	Resignation rate 2010	Retirement rate 2010
Catholic	78	94	13,139	0.6%	0.7%
Protestant	103	174	13,599	0.8%	1.3%
Not Determined	12	13	661	1.8%	2.0%

Table A5.15 (c)
Resignation and retirement rates^a (see Figure 15(c))

Age-group	Resignations in 2010	Retirements in 2010	Staff in post at 1 January 2010	Resignation rate 2010	Retirement rate 2010
16-24	36	0	1,482	2.4%	0.0%
25-34	71	0	6,912	1.0%	0.0%
35+	86	281	19,005	0.5%	1.5%

^a Leavers data excludes DOJ Staff in Northern Ireland Prison Service, YJA and Courts Service.

ANNEX 6

DISABILITY: DERIVATION OF CONTEXTUAL FIGURES

Economically Active Aged 16-64 With A Disability^a

Fieldwork for the Northern Ireland Survey of Activity Limitation and Disability (NISALD) – adults and children in private households – was conducted throughout 2006 and was completed in early 2007. Accordingly, to provide an estimated number of persons from the survey findings, it is best to use mid-2006 population estimates. The number of persons aged 16-64 at mid-2006 was 1,122,131.

Economically active aged 16-64, irrespective of qualifications

The estimated proportion of 16-64 year olds who have a disability^a and are economically active is 3.9%. [Source: NISALD]. The estimated number is therefore 43,800.

The estimated number (2006) of economically active people aged 16-64 is 782,000. [Source: Labour Force Survey (LFS)].

Of economically active people aged 16-64, the estimated proportion with a disability^a is therefore 5.6%.

Economically active aged 16-64 with one or more GCSEs A*-C (or equivalent or higher qualifications)

The estimated proportion of 16-64 year olds who have a disability^a, are economically active and possess one or more GCSEs A*-C (or equivalent or higher qualifications) is 2.5%. [Source: NISALD]. The estimated number is therefore 28,100.

The estimated number (2006) of economically active people aged 16-64 with one or more GCSEs A*-C (or equivalent or higher qualifications) is 592,000. [Source: LFS].

Of economically active people aged 16-64 with one or more GCSEs A*-C (or equivalent or higher qualifications), the estimated proportion with a disability^a is therefore 4.7%.

Economically active aged 16-64 with one or more A-Levels (or equivalent or higher qualifications)

The estimated proportion of 16-64 year olds who have a disability^a, are economically active and possess one or more one or more A-levels (or equivalent or higher qualifications) is 1.4%. [Source: NISALD]. The estimated number is therefore 15,700.

^a Disability or long-standing activity limitation. For definition see Section 1.3 of *The Prevalence of Disability and Activity Limitations amongst adults and children living in private households in Northern Ireland*, NISRA, July 2007, available at <http://www.csu.nisra.gov.uk/survey.asp12.htm> .

The estimated number (2006) of economically active people aged 16-64 with one or more A-levels (or equivalent or higher qualifications) is 424,000. [Source: LFS].

Of economically active people aged 16-64 with one or more A-levels (or equivalent or higher qualifications), the estimated proportion with a disability^a is therefore 3.7%.

Economically active aged 16-64 with degree-level qualifications

The estimated proportion of 16-64 year olds who have a disability^a, are economically active and possess a degree or equivalent is 0.6%. [Source: NISALD]. The estimated number is therefore 6,700.

The estimated number (2006) of economically active people aged 16-64 with a degree or equivalent is 153,000. [Source: LFS].

Of economically active people aged 16-64 with degree or equivalent, the estimated proportion with a disability^a is therefore 4.4%.

ANNEX 7

CONTEXTUAL STATISTICS – STAFF AT GRADE 5 AND ABOVE

Economically active population aged 16-64 with at least 2^aA levels

Equality Category	Description	Proportion
Gender	Male	50.6%
	Female	49.4%
Community Background ^b	Catholic	43.4%
	Protestant	56.6%
Age-group	16-24	20.2%
	25-34	33.6%
	35-49	34.0%
	50-59	10.8%
	60+	1.5%
Ethnicity	White	98.9%
	Minority Ethnic Groups	1.1%
Disability	With a disability	3.7%
	Without a disability	96.3%

Sources: 2001 Census of Population (all equality categories except disability). Crown copyright material is reproduced with the permission of the Controller of HMSO. Reproduced under the terms of the Click-Use Licence. Licence number C2009001949.

Disability data: Northern Ireland Survey of Activity Limitation and Disability; Labour Force Survey (for denominator). See Annex 6 for details.

^a Except for the disability data, where the threshold is one or more A-levels (or equivalent or higher qualifications).

^b Adjusted for age profile of Staff at grade 5 and above. See Annex 8.

ANNEX 8

ADJUSTING FOR AGE OF STAFF AT GRADE 5 AND ABOVE STAFF – DETAILED CALCULATION

In producing a comparator based on the economically active population for the composition of NICS staff at Grade 5 and above in terms of community background, it is appropriate to take account of the age structure of these staff. As the representation of the various groups in the wider population is different for each age-band, the various age-bands are considered separately before aggregating to obtain the overall representation. This table shows the methodology used to derive the Community Background figures shown in Annex 7.

Age-band	Number of senior staff (Protestant & Catholic)	Economically active population with 2+ A Levels ¹		'Expected' number of senior staff, to mirror economically active population with 2+ A Levels	
		Protestant [%]	Catholic [%]	Protestant No.	Catholic No.
16-19	0			0	0
20-24	0			0	0
25-29	0			0	0
30-34	1	49.9	50.1	0	1
35-39	14	51.0	49.0	7	7
40-44	24	52.4	47.6	13	11
45-49	46	53.4	46.6	25	21
50-54	61	56.2	43.8	34	27
55-59	70	59.7	40.3	42	28
60+	19	63.6	36.4	12	7
Total	235			133 [56.6%]	102 [43.4%]

1. Census figures have been aged forward from 2001 to 2011.

For each age-band, 'expected' numbers were calculated for each group, based on the total actual number of senior staff in the age-band and the proportions of each group from the wider population. These are the numbers from each group that would be expected if the profile of senior staff in the age band was representative of the wider population. In the table above, there were 24 senior staff aged 40-44. The wider economically active population with 2+ A Levels in this age group was 52.4% Protestant and 47.6% Catholic, so, if the composition of senior staff in this age-band was representative, the expected profile would be 13 Protestant and 11 Catholic. This was repeated for each age-band. The total 'expected' number of senior staff for each group was then calculated by adding together the numbers expected for the group in each age-band. From these total 'expected' numbers (133 Protestant, 102 Catholic), the overall 'expected' percentages were calculated (56.6% Protestant, 43.4% Catholic).

ANNEX 9

CONTEXTUAL FIGURES FOR NICS APPLICANTS OVERALL AND FOR NICS STAFF

Economically active population aged 16-64 with at least 1 GCSE^a

Equality Category	Description	Proportion
Gender	Male	51.3%
	Female	48.7%
Community Background ^b	Catholic	43.3%
	Protestant	56.7%
Age-group	16-24	22.3%
	25-34	31.8%
	35-49	34.7%
	50-59	9.8%
	60+	1.4%
Ethnicity	White	99.2%
	Minority Ethnic Groups	0.8%
Disability	With a disability	4.7%
	Without a disability	95.3%

Sources: 2001 Census of Population (all equality categories except disability). Crown copyright material is reproduced with the permission of the Controller of HMSO. Reproduced under the terms of the Click-Use Licence. Licence number C2009001949.

Disability data: Northern Ireland Survey of Activity Limitation and Disability; Labour Force Survey (for denominator). See Annex 6 for details.

^a In the case of Disability, one or more GCSEs A*-C (or equivalent or higher qualifications).

^b It is likely that over the period 2001 to 2011 Protestant representation in the population aged 16-64 decreased by around 2.9 percentage points and Catholic representation increased by around 2.9 percentage points.

ANNEX 10

LIMITATIONS OF GENERAL COMPARISONS BETWEEN CONTEXTUAL FIGURES (E.G. COMPOSITION OF THE ECONOMICALLY ACTIVE POPULATION) AND THE COMPOSITION OF THE NICS

Introduction

As explained in paragraph 1.10, the NICS consists of a wide variety of occupations. To be a civil servant in these occupations often requires particular academic or vocational qualifications and/or experience in the occupations, outside the civil service. Thus, for each occupation there will be an eligible pool of labour. Ideally, the composition of this eligible pool of labour, with respect to the various equality categories, would be known. In practice, this is not the case and the best that can be done is to use data from the most recent Census of Population as a proxy. (This will necessarily be several years out of date, and does not contain information on specific qualifications, e.g. degree subject, or length of experience). The occupational classification does not always distinguish between NICS specialisms, e.g. economists and statisticians.

Overall contextual figures

The overall contextual figures given in this report relate to the economically active population, and do not take account of the occupational profile of the NICS^a. ***They therefore give only a broad general comparison and cannot be used to conclude that there is under- or over-representation of any equality group.*** Accordingly, more detailed analysis is required in order to make such an assessment. For example, 2001 Census data on people in employment show that women constituted 18% of science and technology professionals, but 65% of teaching and research professionals. Comparisons need to be at the level of specific occupations.

For community background, such analysis is undertaken for “Article 55” reviews. The most recent review can be accessed at

<http://www.dfpni.gov.uk/article-55-review-final-report-june-09.pdf>.

How aggregation can conceal inequalities

Imagine, for the sake of argument, an organisation with 500 staff, 100 of whom are science and technology professionals, and 400 of whom are teaching and research professionals. Suppose the gender composition of the organisation was as shown in the table below:-

	Male	Female	Total
Science and technology professionals	90	10	100
Teaching and research professionals	160	240	400
Total	250	250	500

^a As stated in paragraph 1.10, some 69% of NICS staff are in the general administrative grades and the remainder are spread across eight other occupational groups.

Whilst the overall gender composition is 50% female, women are under-represented among science and technology professionals where they constitute 10% of staff (compared with the Census figure of 18%) and are also under-represented among teaching and research professionals where they constitute 60% of staff (compared with the Census figure of 65%).

Obviously the limitations that apply to comparisons with respect to the composition of staff also apply to comparisons with respect to the composition of recruits.

ANNEX 11

EXAMPLES OF THE GRADES WITHIN OCCUPATIONAL GROUPS

Occupational Group	Grade
General Service	Administrative Officer, Executive Officer I, Deputy Principal
Secretarial	Typist, Personal Secretary
Scientific	Scientific Officer, Fisheries Officer, Microbiologist
Technology	Graduate Trainee Quantity Surveyor, Electrical Engineer, Architect, Trainee Civil Engineering Assistant, Tracer
Legal	Legal Assistant, Law Clerk
Computing	Programmer, Programmer Analyst, Systems Analyst
Departmental Specialisms	Graduate Trainee Valuer, Inspector(G6)*, Nursing Officer, Statistician, Vehicle Inspector, Veterinary Officer
Centralised Services	Security Guard, Support Grade Band 1, Support Grade Band 2
Industrial	Road Workers, Industrial, Technicians, Porters, Farm Workers, Labourers, Fish Farm Assistants

* Education & Training Inspectorate.

ANNEX 12

QUALITY ASSESSMENT

The purpose of this Annex is to inform users of the statistics about the quality of the data used to produce the publication, and any statistics derived from these data.

Dimension	Assessment by the Author
Relevance	<p><i>The degree to which the statistical product meets user needs in both coverage and content.</i></p> <p>Covers composition of Northern Ireland Civil Service (NICS) permanent staff at 1 January by gender, community background, age-group, ethnicity and disability. Some historical comparisons with the NICS's workforce composition since 2000 are also given. The report includes analysis of leavers for the most recent calendar year, and of success in recruitment and promotion competitions.</p> <p>Ethnicity data are missing for 12.0% of staff, and disability data are missing for an estimated 11% of staff.</p>
Accuracy	<p><i>The proximity between an estimate and the unknown true value.</i></p> <p>Coverage of staff is 100%, but two equality categories are affected by missing data: ethnicity and disability.</p> <p>Ethnicity data are missing for 12.0% of staff. Of staff for whom ethnicity is available, 0.2% were from ethnic minorities. Potentially, therefore, the true proportion of ethnic minority staff could be as high as 12.2% (on the most extreme scenario where all missing data related to minority ethnic staff). However, even if ethnic minority staff were as much as eight times as likely to have their ethnicity unrecorded as white staff, the true proportion of ethnic minority staff would still be less than 1%.</p> <p>Disability data are missing for an estimated 10.8% of staff. Some 5.4% of all staff were recorded as disabled. Potentially, therefore, the true proportion of disabled staff could be as high as 16.2% (on the most extreme scenario where all missing data related to disabled staff). If disabled staff were as much as two times as likely to have their information unrecorded as non-disabled staff, the true proportion of disabled staff would be less than 7%.</p>

Dimension	Assessment by the Author
Timeliness and Punctuality	<p><i>Timeliness refers to the time gap between publication and the reference period. Punctuality refers to the gap between planned and actual publication dates.</i></p> <p>Report relates to 1st January, and published by 6th July.</p>
Accessibility and Clarity	<p><i>Accessibility is the ease with which users are able to access the data, also reflecting the format in which the data are available and the availability of supporting information. Clarity refers to the quality and sufficiency of the metadata, illustrations and accompanying advice.</i></p> <p>The report is available on the NISRA website, and there are plans to place additional, more detailed, statistics on the website. The report contains contact details for further information.</p> <p>Numerous footnotes and annexes cover a range of explanatory information, including sources/ discontinuities/ missing data, age adjustment, the derivation of the contextual statistics relating to the labour market, and the limitations of comparisons between the composition of the NICS and the labour market.</p> <p>Stakeholder consultation on an illustrative draft of the report was generally very positive in respect of clarity and accessibility.</p>

Dimension	Assessment by the Author
Coherence and Comparability	<p><i>Coherence is the degree to which data that are derived from different sources or methods, but refer to the same topic, are similar. Comparability is the degree to which data can be compared over time and domain.</i></p> <p>Counts of staff depend on the reference date, whether the figure is a headcount or full-time equivalent, whether staff are permanent or casual, whether those on a career break are included, and whether secondees are included.</p> <p>There are two alternative sources of information on the equality composition of the NICS: the Quarterly Employment Survey Supplement (gender), and the annual Monitoring Report published by the Equality Commission for Northern Ireland (community background). The Quarterly Employment Survey differs from our report in that it includes casual staff, and excludes staff on career breaks. The annual Monitoring Report differs from our report in that it includes casual staff, and excludes staff on career breaks; moreover, the latest published Monitoring Report relates to data two years older than in our report.</p> <p>There have been various changes in the scope of the NICS over the past decade as a result of the transfer of functions (and the associated staff) to new bodies outside the NICS, or from outside bodies to the NICS. These discontinuities are listed in Annex 1 of the report.</p>
Trade-offs between Output Quality Components	<p><i>Trade-offs are the extent to which different aspects of quality are balanced against each other.</i></p> <p>We decided to trade off Coherence with the Equality Commission’s Monitoring Report and Comparability over time by choosing a coverage of staff that was consistent with the statistics previously published by the NICS over many years.</p>

Dimension	Assessment by the Author
Assessment of User Needs and Perceptions	<p><i>The processes for finding out about users and uses, and their views on the statistical products.</i></p> <p>When this publication was first being developed, we conducted a consultation with key stakeholders – NICS Corporate HR, the Equality Commission, Civil Service Commissioners, Departments, the trade union NIPSA, and the Statistics Advisory Committee. The consultation letter offered a meeting, and several of the bodies consulted took up this offer. Responses to the illustrative draft in the consultation were very favourable; specific suggestions were taken on board where feasible.</p> <p>Specific uses identified are the measurement of the effectiveness of NICS equality policies, identifying possible areas for further action; and contextual data, for other employers, on applicant pools.</p>
Performance, Cost and Respondent Burden	<p><i>The effectiveness, efficiency and economy of the statistical output.</i></p> <p>The annual operational cost (staff time) of producing the report is approximately £11,500.</p> <p>There is no respondent burden, since the data are held on an administrative system, and data on new recruits are collected as part of the job application process.</p>
Confidentiality, Transparency and Security	<p><i>The procedures and policy used to ensure sound confidentiality, security and transparent practices.</i></p> <p>Suppression is applied where the number of cases in a cell is less than 10; this is described in table footnotes. If appropriate, cells are merged.</p> <p>Data are held on a network that is only accessible to the few statisticians who need access. Printouts containing individual records or small cell sizes are locked away, and shredded as soon as possible.</p>