

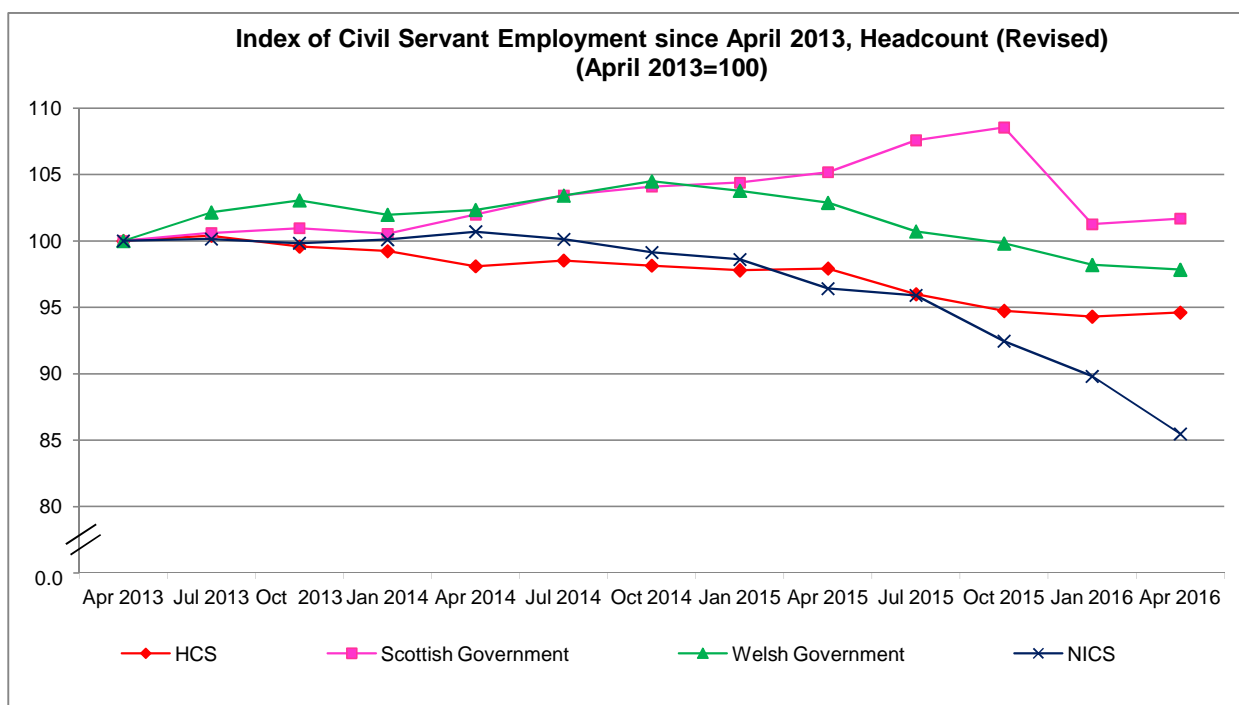
**STATISTICAL BULLETIN:**  
**EMPLOYMENT IN THE NORTHERN**  
**IRELAND CIVIL SERVICE**  
**1st April, 2016**



This bulletin provides details on staff numbers\* in the Northern Ireland Civil Service (NICS) at 1st April 2016, and comparisons with the previous quarter and the wider public sector. A comparison with the previous year is also presented. This bulletin is provided as a resource to users requiring data on NICS staff numbers and is published on a quarterly basis.

**Key Points**

- The headcount number of staff in the NICS at 1st April 2016 was 23,853, of whom 23,752 were permanent staff and 101 were temporary/casual staff. The number of full-time equivalent staff in the NICS was 22,365.
- The headcount number of staff in the NICS represents a decrease of 1,211 (-4.8%) from the position at 1st January 2016. Over 90% of this decrease is accounted for by staff who left through the third and fourth tranches of the NICS Voluntary Exit Scheme. Full-time equivalent numbers decreased by 1,120 (-4.8%) over the same period.
- Quarter on quarter, there was an increase in the headcount number of staff in the Home Civil Service in Great Britain of 1,360 (0.3%), and in the Scottish Government of 70 (0.4%). The NI Public Sector also had an increase in staff numbers, of 190 (0.1%). The Welsh government experienced a reduction in their headcount number of staff of 20 (-0.4%).
- Over the twelve months to April 2016 staff headcount in the NICS decreased by 11.3% (-3,053). By way of comparison, there were decreases of 3.4% (-14,870) in the Home Civil Service, 4.9% (-280) in the Welsh Government, 3.3% (-580) in the Scottish Government and 2.3% (-4,750) in the NI Public Sector.



\*Please note Recruitment Agency staff numbers are not included in these NICS figures. The latest available total number of such staff working in the NICS is 534.

**Table 1 (a)**  
**All Employees, Headcount**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,718	1,109	2,827	1,639	1,005	2,644	-183	-6.5%	-382	-12.6%
DCAL	164	128	292	157	116	273	-19	-6.5%	-24	-8.1%
DE	211	387	598	207	360	567	-31	-5.2%	-81	-12.5%
DETI	196	246	442	190	240	430	-12	-2.7%	-44	-9.3%
DFP	1,743	1,574	3,317	1,665	1,456	3,121	-196	-5.9%	-408	-11.6%
DEL	650	1,390	2,040	619	1,311	1,930	-110	-5.4%	-276	-12.5%
DHSSPS	192	257	449	180	247	427	-22	-4.9%	-68	-13.7%
DOE	1,119	807	1,926	1,093	740	1,833	-93	-4.8%	-302	-14.1%
DRD	1,500	496	1,996	1,398	460	1,858	-138	-6.9%	-351	-15.9%
DSD	2,807	3,943	6,750	2,732	3,850	6,582	-168	-2.5%	-507	-7.2%
OFMDFM	141	202	343	141	201	342	-1	-0.3%	-20	-5.5%
DOJ	1,657	1,787	3,444	1,550	1,682	3,232	-212	-6.2%	-486	-13.1%
PPS	162	327	489	159	322	481	-8	-1.6%	-68	-12.4%
Total of 13 Depts	12,260	12,653	24,913	11,730	11,990	23,720	-1,193	-4.8%	-3,017	-11.3%
Other <sup>2</sup>	65	86	151	57	76	133	-18	-11.9%	-36	-21.3%
Total	12,325	12,739	25,064	11,787	12,066	23,853	-1,211	-4.8%	-3,053	-11.3%

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Table 1 (b)**  
**Permanent Employees, Headcount**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,717	1,109	2,826	1,638	1,005	2,643	-183	-6.5%	-377	-12.5%
DCAL	163	128	291	156	116	272	-19	-6.5%	-25	-8.4%
DE	211	387	598	207	360	567	-31	-5.2%	-80	-12.4%
DETI	196	246	442	190	240	430	-12	-2.7%	-44	-9.3%
DFP	1,736	1,570	3,306	1,661	1,454	3,115	-191	-5.8%	-396	-11.3%
DEL	650	1,390	2,040	619	1,311	1,930	-110	-5.4%	-273	-12.4%
DHSSPS	192	257	449	180	247	427	-22	-4.9%	-68	-13.7%
DOE	1,119	807	1,926	1,093	740	1,833	-93	-4.8%	-301	-14.1%
DRD	1,500	496	1,996	1,398	460	1,858	-138	-6.9%	-349	-15.8%
DSD	2,738	3,913	6,651	2,667	3,823	6,490	-161	-2.4%	-478	-6.9%
OFMDFM	141	202	343	141	201	342	-1	-0.3%	-20	-5.5%
DOJ	1,655	1,785	3,440	1,550	1,681	3,231	-209	-6.1%	-483	-13.0%
PPS	162	327	489	159	322	481	-8	-1.6%	-68	-12.4%
Total of 13 Depts	12,180	12,617	24,797	11,659	11,960	23,619	-1,178	-4.8%	-2,962	-11.1%
Other <sup>2</sup>	65	86	151	57	76	133	-18	-11.9%	-36	-21.3%
Total	12,245	12,703	24,948	11,716	12,036	23,752	-1,196	-4.8%	-2,998	-11.2%

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Table 1 (c)**  
**Temporary/Casual Employees, Headcount**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1	0	1	1	0	1	0	0.0%	-5	-83.3%
DCAL	1	0	1	1	0	1	0	0.0%	0	0.0%
DE	0	0	0	0	0	0	0	N/A	-1	-100.0%
DETI	0	0	0	0	0	0	0	N/A	0	N/A
DFP	7	4	11	4	2	6	-5	-45.5%	-12	-66.7%
DEL	0	0	0	0	0	0	0	N/A	-3	-100.0%
DHSSPS	0	0	0	0	0	0	0	N/A	0	N/A
DOE	0	0	0	0	0	0	0	N/A	-1	-100.0%
DRD	0	0	0	0	0	0	0	N/A	-2	-100.0%
DSD	69	30	99	65	27	92	-7	-7.1%	-29	-24.0%
OFMDFM	0	0	0	0	0	0	0	N/A	0	N/A
DOJ	2	2	4	0	1	1	-3	-75.0%	-3	-75.0%
PPS	0	0	0	0	0	0	0	N/A	0	N/A
Total of 13 Depts	80	36	116	71	30	101	-15	-12.9%	-55	-35.3%
Other <sup>2</sup>	0	0	0	0	0	0	0	N/A	0	N/A
Total	80	36	116	71	30	101	-15	-12.9%	-55	-35.3%

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

**Table 2 (a)**  
**All Employees, Full Time Equivalent (FTE)**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,680	990	2,670	1,603	899	2,502	-168	-6.3%	-346	-12.1%
DCAL	163	114	277	156	104	260	-17	-6.1%	-18	-6.5%
DE	207	357	564	203	332	535	-29	-5.1%	-71	-11.7%
DETI	192	222	414	187	216	403	-11	-2.7%	-40	-9.0%
DFP	1,710	1,416	3,126	1,636	1,316	2,952	-174	-5.6%	-361	-10.9%
DEL	633	1,222	1,855	602	1,158	1,760	-95	-5.1%	-239	-12.0%
DHSSPS	187	236	423	177	228	405	-18	-4.3%	-56	-12.1%
DOE	1,104	737	1,841	1,076	680	1,756	-85	-4.6%	-273	-13.5%
DRD	1,480	442	1,922	1,379	411	1,790	-132	-6.9%	-321	-15.2%
DSD	2,742	3,441	6,183	2,669	3,352	6,021	-162	-2.6%	-485	-7.5%
OFMDFM	138	187	325	138	186	324	-1	-0.3%	-22	-6.4%
DOJ	1,637	1,642	3,279	1,532	1,546	3,078	-201	-6.1%	-457	-12.9%
PPS	161	302	463	157	297	454	-9	-1.9%	-63	-12.2%
<b>Total of 13 Depts</b>	<b>12,034</b>	<b>11,308</b>	<b>23,342</b>	<b>11,515</b>	<b>10,725</b>	<b>22,240</b>	<b>-1,102</b>	<b>-4.7%</b>	<b>-2,752</b>	<b>-11.0%</b>
Other <sup>2</sup>	63	80	143	55	70	125	-18	-12.6%	-34	-21.4%
<b>Total</b>	<b>12,097</b>	<b>11,388</b>	<b>23,485</b>	<b>11,570</b>	<b>10,795</b>	<b>22,365</b>	<b>-1,120</b>	<b>-4.8%</b>	<b>-2,786</b>	<b>-11.1%</b>

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Table 2 (b)**  
**Permanent Employees, Full Time Equivalent (FTE)**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,679	990	2,669	1,602	899	2,501	-168	-6.3%	-341	-12.0%
DCAL	162	114	276	155	104	259	-17	-6.2%	-19	-6.8%
DE	207	357	564	203	332	535	-29	-5.1%	-70	-11.6%
DETI	192	222	414	187	216	403	-11	-2.7%	-40	-9.0%
DFP	1,703	1,412	3,115	1,632	1,314	2,946	-169	-5.4%	-349	-10.6%
DEL	633	1,222	1,855	602	1,158	1,760	-95	-5.1%	-236	-11.8%
DHSSPS	187	236	423	177	228	405	-18	-4.3%	-56	-12.1%
DOE	1,104	737	1,841	1,076	680	1,756	-85	-4.6%	-272	-13.4%
DRD	1,480	442	1,922	1,379	411	1,790	-132	-6.9%	-319	-15.1%
DSD	2,673	3,411	6,084	2,604	3,325	5,929	-155	-2.5%	-456	-7.1%
OFMDFM	138	187	325	138	186	324	-1	-0.3%	-22	-6.4%
DOJ	1,635	1,640	3,275	1,532	1,545	3,077	-198	-6.0%	-455	-12.9%
PPS	161	302	463	157	297	454	-9	-1.9%	-63	-12.2%
<b>Total of 13 Depts</b>	<b>11,954</b>	<b>11,272</b>	<b>23,226</b>	<b>11,444</b>	<b>10,695</b>	<b>22,139</b>	<b>-1,087</b>	<b>-4.7%</b>	<b>-2,698</b>	<b>-10.9%</b>
Other <sup>2</sup>	63	80	143	55	70	125	-18	-12.6%	-34	-21.4%
<b>Total</b>	<b>12,017</b>	<b>11,352</b>	<b>23,369</b>	<b>11,499</b>	<b>10,765</b>	<b>22,264</b>	<b>-1,105</b>	<b>-4.7%</b>	<b>-2,732</b>	<b>-10.9%</b>

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Table 2 (c)**  
**Temporary/Casual Employees, Full Time Equivalent (FTE)**

Department	1st January 2016 (Revised)			1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1	0	1	1	0	1	0	0.0%	-5	-83.3%
DCAL	1	0	1	1	0	1	0	0.0%	1	0.0%
DE	0	0	0	0	0	0	0	N/A	-1	-100.0%
DETI	0	0	0	0	0	0	0	N/A	0	N/A
DFP	7	4	11	4	2	6	-5	-45.5%	-12	-66.7%
DEL	0	0	0	0	0	0	0	N/A	-3	-100.0%
DHSSPS	0	0	0	0	0	0	0	N/A	0	N/A
DOE	0	0	0	0	0	0	0	N/A	-1	-100.0%
DRD	0	0	0	0	0	0	0	N/A	-2	-100.0%
DSD	69	30	99	65	27	92	-7	-7.1%	-29	-24.0%
OFMDFM	0	0	0	0	0	0	0	N/A	0	N/A
DOJ	2	1	3	0	1	1	-2	-66.7%	-1	-50.0%
PPS	0	0	0	0	0	0	0	N/A	0	N/A
<b>Total of 13 Depts</b>	<b>80</b>	<b>35</b>	<b>115</b>	<b>71</b>	<b>30</b>	<b>101</b>	<b>-14</b>	<b>-12.2%</b>	<b>-53</b>	<b>-34.4%</b>
<b>Other<sup>2</sup></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>
<b>Total</b>	<b>80</b>	<b>35</b>	<b>115</b>	<b>71</b>	<b>30</b>	<b>101</b>	<b>-14</b>	<b>-12.2%</b>	<b>-53</b>	<b>-34.4%</b>

<sup>1</sup> As at 1st April 2015.

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. The names of Departments and corresponding abbreviations are given in the Background Notes.

Excludes staff on a Career Break.

Please note that data in Tables 2(a) 2(b) and 2(c) are displayed as whole numbers and as such, the user should note that the totals may not match due to rounding of figures.

**Table 3 (a)**  
**Permanent Employees, Headcount, 1st April 2016**

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	20	248	239	490	741	349	171	385	0	2,643
DCAL	6	18	38	54	67	48	18	23	0	272
DE	18	93	83	75	143	120	35	0	0	567
DETI	9	38	75	89	130	70	19	0	0	430
DFP	38	285	475	542	827	802	135	11	0	3,115
DEL	9	50	124	183	950	572	42	0	0	1,930
DHSSPS	19	57	99	101	85	43	23	0	0	427
DOE	12	87	220	333	420	646	70	45	0	1,833
DRD	12	71	188	259	477	379	80	392	0	1,858
DSD	13	106	211	433	2,307	2,988	432	0	0	6,490
OFMDFM	21	49	75	66	71	50	10	0	0	342
DOJ	21	113	214	307	566	695	80	15	1,220	3,231
PPS	10	58	106	26	89	123	69	0	0	481
<b>Total of 13 Depts</b>	<b>208</b>	<b>1,273</b>	<b>2,147</b>	<b>2,958</b>	<b>6,873</b>	<b>6,885</b>	<b>1,184</b>	<b>871</b>	<b>1,220</b>	<b>23,619</b>
Other <sup>1</sup>	4	21	45	12	26	13	11	1	0	133
<b>Total</b>	<b>212</b>	<b>1,294</b>	<b>2,192</b>	<b>2,970</b>	<b>6,899</b>	<b>6,898</b>	<b>1,195</b>	<b>872</b>	<b>1,220</b>	<b>23,752</b>

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Table 3 (b)**  
**Permanent Employees, Headcount, 1st January 2016 (Revised)**

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	20	260	248	518	809	387	188	396	0	2,826
DCAL	8	19	40	57	66	56	22	23	0	291
DE	19	98	91	77	150	124	39	0	0	598
DETI	9	37	78	90	137	72	19	0	0	442
DFP	39	288	491	577	867	870	162	12	0	3,306
DEL	10	50	137	192	978	613	60	0	0	2,040
DHSSPS	19	59	103	105	93	44	26	0	0	449
DOE	11	86	228	352	440	684	76	49	0	1,926
DRD	12	70	197	274	504	411	89	439	0	1,996
DSD	14	107	220	441	2,343	3,038	488	0	0	6,651
OFMDFM	22	49	74	65	72	51	10	0	0	343
DOJ	22	119	233	335	597	741	96	17	1,280	3,440
PPS	10	59	108	27	94	122	69	0	0	489
<b>Total of 13 Depts</b>	<b>215</b>	<b>1,301</b>	<b>2,248</b>	<b>3,110</b>	<b>7,150</b>	<b>7,213</b>	<b>1,344</b>	<b>936</b>	<b>1,280</b>	<b>24,797</b>
Other <sup>1</sup>	5	22	42	16	37	16	12	1	0	151
<b>Total</b>	<b>220</b>	<b>1,323</b>	<b>2,290</b>	<b>3,126</b>	<b>7,187</b>	<b>7,229</b>	<b>1,356</b>	<b>937</b>	<b>1,280</b>	<b>24,948</b>

<sup>2</sup> April 2016 figures include staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, and the Historical Institutional Abuse Inquiry Team.

**Notes:**  
 Data sourced from HRConnect and additional DOJ databases.  
 In the table, abbreviations are used. The names of Departments, analogous grade levels and corresponding abbreviations are given in the Background Notes.  
 Excludes staff on a Career Break.

**Table 4**  
**Permanent Employees, Headcount**

	1st January 2016 (Revised)		1st April 2016		Change on last Quarter				Change on last Year <sup>1</sup>			
	F/T	P/T	F/T	P/T	F/T	%	P/T	%	F/T	%	P/T	%
Male	11,443	802	10,941	775	-502	-4.4%	-27	-3.4%	-1,254	-10.3%	-227	-22.7%
Female	8,147	4,556	7,662	4,374	-485	-6.0%	-182	-4.0%	-1,101	-12.6%	-416	-8.7%
Total	19,590	5,358	18,603	5,149	-987	-5.0%	-209	-3.9%	-2,355	-11.2%	-643	-11.1%

<sup>1</sup> As at 1st April 2015.

**Notes:**

Data sourced from HRConnect and additional DOJ databases.

In the table, abbreviations are used. F/T relates to full-time staff and P/T relates to part-time staff.

Excludes staff on a Career Break.

**Table 5**  
**Comparison with Great Britain, Headcount of Civil Servants**

Organisation	1st January 2016 (Revised)	1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Total	Male	Female	Total	Value	%	Value	%
NICS	25,064	11,787	12,066	23,853	-1,211	-4.8%	-3,053	-11.3%
Home Civil Service, GB	423,130	195,580	228,910	424,490	1,360	0.3%	-14,870	-3.4%
Scottish Government	16,820	8,720	8,170	16,890	70	0.4%	-580	-3.3%
Welsh Government	5,460	2,260	3,180	5,440	-20	-0.4%	-280	-4.9%

**Table 6**  
**Comparison with Northern Ireland Public Sector, Headcount**

	1st January 2016 (Revised)	1st April 2016			Change on last Quarter		Change on last Year <sup>1</sup>	
	Total	Male	Female	Total	Value	%	Value	%
NICS	25,064	11,787	12,066	23,853	-1,211	-4.8%	-3,053	-11.3%
NI Public Sector	205,210	66,410	138,990	205,400	190	0.1%	-4,750	-2.3%

<sup>1</sup> As at 1st April 2015.

**Notes:**

Data for NICS sourced from HRConnect and additional DOJ databases.

Home Civil Service, Scottish Government and Welsh Government totals may not sum due to rounding.

Home Civil Service, Scottish Government, Welsh Government and NI Public Sector figures relate to December 2015 and March 2016.

Data and other relevant information for Home Civil Service, Scottish Government and Welsh Government, from Statistical Bulletin 'Public Sector Employment', published by the Office for National Statistics.

Data for Northern Ireland Public Sector sourced from the NISRA 'Quarterly Employment Survey'. Further information about this survey is available at: <https://www.economy-ni.gov.uk/articles/quarterly-employment-survey>

The Northern Ireland Public Sector comprises central government (including bodies under the aegis of central government), local government and public corporations.

Latest Northern Ireland Public Sector figures are always provisional and rounded to the nearest ten.

Please note these figures are not seasonally adjusted.



**Table 7**  
**Yearly Comparison\* of NICS Employees, Headcount**

Year <sup>1</sup>	Male	Female	Total
2000	14,784	13,507	28,291
2001	14,830	13,988	28,818
2002	15,211	14,688	29,899
2003	15,582	15,287	30,869
2004	15,951	15,745	31,696
2005	15,921	15,799	31,720
2006	15,762	15,662	31,424
2007	15,178	15,091	30,269
2008	13,389	14,485	27,874
2009	13,303	13,828	27,131
2010	13,265	13,669	26,934
2011	13,083	13,934	27,017
2012	14,050	13,944	27,994
2013	13,961	14,008	27,969
2014	13,832	14,104	27,936
2015	13,557	13,962	27,519
2016	12,325	12,739	25,064

<sup>1</sup> Figures as at 1st January (revised).

\* Over the period 2000-2015 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. Increases in the latter years are due to the devolution of Policing and Justice and the subsequent inclusion of Prison Grade Staff. Legal Services Agency and the Planning Office staff previously of DOE also contribute to the fluctuation in numbers. The table to the right lists the years in which the main changes occurred, and the approximate increase/decrease in NICS staff as a result.

**Discontinuity\***

-	+
<b>Years 2002-04</b>	<b>Year 2010</b>
Size of Reduction: 400	Size of Increase: 1,000
Industrial Development Board (creation of Invest NI)	NI Court Service & Youth Justice Agency (Devolution of Policing and Justice)
<b>Year 2006</b>	<b>Year 2012</b>
Size of Reduction: 700	Size of Increase: 1,700
Department of Agriculture and Rural Development Science Service (became part of Agri-Food & Biosciences Institute)	Inclusion of Prison Grade staff
<b>Year 2007</b>	<b>Year 2015</b>
Size of Reduction: 1,700	Size of Increase: 130
Water Service (became NI Water)	Legal Services Agency became part of the NICS
<b>Year 2008</b>	
Size of Reduction: 1,200	
Civilian staff seconded to PSNI (became PSNI staff)	
<b>Year 2015</b>	
Size of Reduction: 430	
Planning Office staff became employees of the Local Councils	

# Background Notes

## Concepts and Definitions

### *The Northern Ireland Civil Service (NICS)*

1. The NICS is the civil service of the devolved administration. It includes staff working in the 12 Northern Ireland ministerial departments and staff working in the Public Prosecution Service for Northern Ireland (which is a non-ministerial Government department). Civil servants in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland and the Historical Institutional Abuse Inquiry Team are also shown.

2. Since the devolution of policing and justice in 2010, the NICS includes staff who were formerly in the Northern Ireland Court Service, the Youth Justice Agency, and the Northern Ireland Prison Service.

### *Coverage of NICS Staff*

3. Figures relate to employees with an employment contract who are being paid by the Organisation. Employees can be permanent, on a fixed-term contract or employed on a casual basis. Self-employed, contract workers and agency workers are excluded. Staff on career breaks or on secondment outside the NICS are also excluded.

### *Permanent and Temporary/Casual staff*

4. Permanent employees are employees with a contract with no agreed expiry date or a fixed-term contract of more than 12 months. Temporary/casual employees are those with a fixed term contract of twelve months or less, or employed on a casual basis.

### *Headcount Figures*

5. Headcount figures count each employee as one member of staff, irrespective of whether they work full or part-time.

### *Full-time Equivalent (FTE) Figures*

6. FTE figures are calculated by expressing each part-time employee's hours as a proportion of a full time employee's hours. Thus, for example, someone working 18.5 hours per week counts as 0.5 staff, since a full-time employee is considered to work 37 hours per week.

### *Full-Time and Part-Time Staff*

7. Full-time staff are employees who are considered to work 37 hours per week and so have an FTE of 1.0. Part-time staff have an FTE of less than 1 and represent staff who over the course of a year work an average of less than 37 hours per week. As such, job share and term time staff are deemed to be part-time.

## 8. Names and abbreviations of Departments

Name	Abbreviation
Office of the First Minister and deputy First Minister	OFMDFM
Department of Agriculture and Rural Development	DARD
Department of Culture, Arts and Leisure	DCAL
Department of Enterprise, Trade and Investment	DETI
Department of Education	DE
Department of the Environment	DOE
Department of Finance and Personnel	DFP
Department for Employment and Learning	DEL
Department for Regional Development	DRD
Department for Social Development	DSD
Department of Health, Social Services and Public Safety	DHSSPS
Department of Justice	DOJ
Public Prosecution Service for Northern Ireland	PPS

## Analogous Grade Levels

Each grade in each occupational group has an associated grade level. (The titles of the grade levels are actual grades in the General Service; in other occupational groups the grade names would be different). The table below lists the grade levels in descending order of seniority.

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

## Voluntary Exit Scheme

9. The NICS launched a Voluntary Exit Scheme (VES) in March 2015. The first tranche of staff to leave under the scheme did so at the end of September 2015 with subsequent tranches leaving at the end of November 2015, January 2016 and March 2016. The final tranche left at the end of May 2016. Details on the VES may be found at <https://www.finance-ni.gov.uk/topics/working-northern-ireland-civil-service/nics-voluntary-exit-scheme>.

## Information on Quality

### *Relevance to users*

10. The consultation with key stakeholders indicated that both the coverage and content are appropriate to the needs of users.

### *Accuracy*

11. Coverage of staff is 100%. The main computer system<sup>1</sup> from which the data are extracted is also used to pay staff.

### *Accessibility and Clarity*

12. The bulletin is available on the NISRA website. It contains a description of the staff covered, and definitions of the terms used. Stakeholder consultation on an illustrative draft of the report was generally very positive in respect of clarity and accessibility.

### *Assessment of User Needs and Perceptions*

13. When this publication was first being developed, we conducted a consultation with key stakeholders, including NICS Corporate HR, the Economic and Labour Market Statistics User Group, and the Statistics Advisory Committee. Responses to the illustrative draft in the consultation were generally favourable; specific suggestions have been taken on board where feasible.

### *Performance, Cost and Respondent Burden*

14. The operational cost (staff time) of producing each issue of the bulletin is approximately £1000. There is no respondent burden, since the data are held on an administrative system.

### *Confidentiality, Transparency and Security*

15. Data are held on a network that is only accessible to the few statisticians who need access.

<sup>1</sup> Run by HRConnect, the Human Resource Service for the NICS. There are separate systems covering the Northern Ireland Prison Service, and part of the Youth Justice Agency.

**Next Publication:** September 2016

## Further Information

16. All media enquiries should be directed to DFP Communications Office:-  
Telephone: 028 90816 724 or 028 90816 725.

Further statistical information can be obtained from:

Nigel Wilson  
NISRA Human Resource Consultancy Service,  
Level 7A,  
Royston House,  
34 Upper Queen Street,  
Belfast,  
BT1 6FD

Telephone: 028 9054 2089  
Fax: 028 9054 2048  
E-mail: [nigel.wilson@dfpni.gov.uk](mailto:nigel.wilson@dfpni.gov.uk)

Data Supplied by:

