

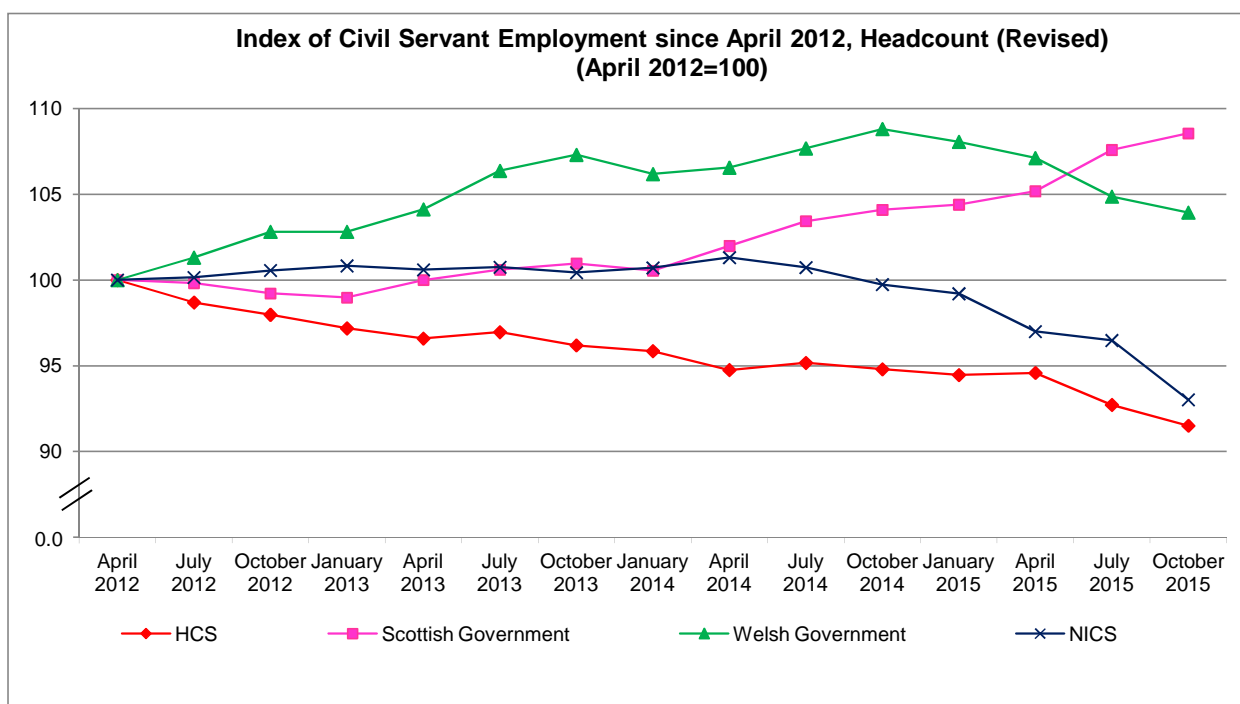
STATISTICAL BULLETIN:
EMPLOYMENT IN THE NORTHERN
IRELAND CIVIL SERVICE
1st October, 2015



This bulletin provides details on staff numbers* in the Northern Ireland Civil Service (NICS) at 1st October 2015, 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 October 2015 was 25,802 of whom 25,677 were permanent staff and 125 were temporary/casual staff. The number of full-time equivalent staff in the NICS was 24,156.
- The headcount number of staff in the NICS represents a decrease of 961 (-3.6%) from the position at 1st July 2015. Around 84% of this decrease is accounted for by staff who left through the first tranche of the NICS Voluntary Exit Scheme. Full-time equivalent numbers decreased by 817 (-3.3%) over the same period.
- Quarter on quarter, there was a reduction in the headcount number of staff in the Home Civil Service in Great Britain of 5,640 (-1.3%) and in the Welsh Government of 50 (-0.9%). This contrasts with an increase of 160 (0.9%) in the number of civil servants in the Scottish Government.
- Over the twelve months to October 2015 staff numbers in the NICS decreased by 1,864 (-6.7%). By way of comparison, there were decreases of 3.5% (-15,290) in the Home Civil Service and 4.5% (-260) in the Welsh Government. Conversely, the Scottish Government saw an increase in staff numbers of 4.3% (740).



*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 some 440.

Table 1 (a)
All Employees, Headcount

Department	1st July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,844	1,161	3,005	1,767	1,123	2,890	-115	-3.8%	-171	-5.6%
DCAL	167	131	298	165	131	296	-2	-0.7%	3	1.0%
DE	234	412	646	223	397	620	-26	-4.0%	-36	-5.5%
DETI	210	261	471	200	255	455	-16	-3.4%	-16	-3.4%
DFP	1,866	1,671	3,537	1,776	1,621	3,397	-140	-4.0%	-159	-4.5%
DEL	713	1,493	2,206	673	1,443	2,116	-90	-4.1%	-116	-5.2%
DHSSPS	212	278	490	200	268	468	-22	-4.5%	-32	-6.4%
DOE	1,211	898	2,109	1,165	850	2,015	-94	-4.5%	-677	-25.1%
DRD	1,657	547	2,204	1,564	527	2,091	-113	-5.1%	-150	-6.7%
DSD	2,928	4,121	7,049	2,855	4,019	6,874	-175	-2.5%	-305	-4.2%
OFMDFM	148	211	359	142	203	345	-14	-3.9%	-24	-6.5%
DOJ	1,769	1,898	3,667	1,714	1,838	3,552	-115	-3.1%	-140	-3.8%
PPS	197	356	553	178	343	521	-32	-5.8%	-27	-4.9%
Total of 13 Depts	13,156	13,438	26,594	12,622	13,018	25,640	-954	-3.6%	-1,850	-6.7%
Other ²	73	96	169	71	91	162	-7	-4.1%	-14	-8.0%
Total	13,229	13,534	26,763	12,693	13,109	25,802	-961	-3.6%	-1,864	-6.7%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

Table 1 (b)
Permanent Employees, Headcount

Department	1st July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,843	1,160	3,003	1,766	1,122	2,888	-115	-3.8%	-162	-5.3%
DCAL	167	131	298	164	131	295	-3	-1.0%	2	0.7%
DE	234	412	646	223	397	620	-26	-4.0%	-34	-5.2%
DETI	210	261	471	200	255	455	-16	-3.4%	-15	-3.2%
DFP	1,858	1,662	3,520	1,767	1,616	3,383	-137	-3.9%	-143	-4.1%
DEL	712	1,492	2,204	673	1,443	2,116	-88	-4.0%	-106	-4.8%
DHSSPS	212	278	490	200	268	468	-22	-4.5%	-32	-6.4%
DOE	1,211	898	2,109	1,165	850	2,015	-94	-4.5%	-674	-25.1%
DRD	1,656	547	2,203	1,563	527	2,090	-113	-5.1%	-144	-6.4%
DSD	2,849	4,086	6,935	2,783	3,987	6,770	-165	-2.4%	-288	-4.1%
OFMDFM	148	211	359	142	203	345	-14	-3.9%	-24	-6.5%
DOJ	1,766	1,897	3,663	1,712	1,837	3,549	-114	-3.1%	-135	-3.7%
PPS	197	356	553	178	343	521	-32	-5.8%	-27	-4.9%
Total of 13 Depts	13,063	13,391	26,454	12,536	12,979	25,515	-939	-3.5%	-1,782	-6.5%
Other ²	73	96	169	71	91	162	-7	-4.1%	-13	-7.4%
Total	13,136	13,487	26,623	12,607	13,070	25,677	-946	-3.6%	-1,795	-6.5%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

Table 1 (c)
Temporary/Casual Employees, Headcount

Department	1st July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1	1	2	1	1	2	0	0.0%	-9	-81.8%
DCAL	0	0	0	1	0	1	1	0.0%	0	0.0%
DE	0	0	0	0	0	0	0	N/A	-2	-100.0%
DETI	0	0	0	0	0	0	0	0.0%	-1	-100.0%
DFP	8	9	17	9	5	14	-3	-17.6%	-16	-53.3%
DEL	1	1	2	0	0	0	-2	-100.0%	-10	-100.0%
DHSSPS	0	0	0	0	0	0	0	0.0%	0	N/A
DOE	0	0	0	0	0	0	0	N/A	-3	-100.0%
DRD	1	0	1	1	0	1	0	0.0%	-6	-85.7%
DSD	79	35	114	72	32	104	-10	-8.8%	-17	-14.0%
OFMDFM	0	0	0	0	0	0	0	0.0%	0	N/A
DOJ	3	1	4	2	1	3	-1	-25.0%	-5	-62.5%
PPS	0	0	0	0	0	0	0	0.0%	0	N/A
Total of 13 Depts	93	47	140	86	39	125	-15	-10.7%	-68	-35.2%
Other ²	0	0	0	0	0	0	0	0.0%	-1	0.0%
Total	93	47	140	86	39	125	-15	-10.7%	-69	-35.6%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, 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 July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,789	1,032	2,821	1,726	1,000	2,726	-95	-3.4%	-155	-5.4%
DCAL	164	115	279	164	115	279	0	0.0%	4	1.5%
DE	228	377	605	219	366	585	-20	-3.3%	-29	-4.7%
DETI	204	236	440	196	230	426	-14	-3.2%	-16	-3.6%
DFP	1,815	1,503	3,318	1,741	1,459	3,200	-118	-3.6%	-145	-4.3%
DEL	686	1,306	1,992	654	1,265	1,919	-73	-3.7%	-119	-5.8%
DHSSPS	203	253	456	194	245	439	-17	-3.7%	-28	-6.0%
DOE	1,187	814	2,001	1,149	772	1,921	-80	-4.0%	-628	-24.6%
DRD	1,621	482	2,103	1,541	469	2,010	-93	-4.4%	-137	-6.4%
DSD	2,858	3,599	6,457	2,789	3,512	6,301	-156	-2.4%	-320	-4.8%
OFMDFM	145	195	340	139	188	327	-13	-3.8%	-25	-7.1%
DOJ	1,742	1,740	3,482	1,692	1,686	3,378	-104	-3.0%	-145	-4.1%
PPS	194	327	521	176	316	492	-29	-5.6%	-25	-4.8%
Total of 13 Depts	12,836	11,979	24,815	12,380	11,623	24,003	-812	-3.3%	-1,768	-6.9%
Other ²	70	88	158	69	84	153	-5	-3.2%	-13	-7.8%
Total	12,906	12,067	24,973	12,449	11,707	24,156	-817	-3.3%	-1,781	-6.9%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

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

Department	1st July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1,788	1,031	2,819	1,725	999	2,724	-95	-3.4%	-146	-5.1%
DCAL	164	115	279	163	115	278	-1	-0.4%	3	1.1%
DE	228	377	605	219	366	585	-20	-3.3%	-27	-4.4%
DETI	204	236	440	196	230	426	-14	-3.2%	-15	-3.4%
DFP	1,807	1,494	3,301	1,732	1,454	3,186	-115	-3.5%	-129	-3.9%
DEL	685	1,305	1,990	654	1,265	1,919	-71	-3.6%	-109	-5.4%
DHSSPS	203	253	456	194	245	439	-17	-3.7%	-28	-6.0%
DOE	1,187	814	2,001	1,149	772	1,921	-80	-4.0%	-625	-24.5%
DRD	1,620	482	2,102	1,540	469	2,009	-93	-4.4%	-131	-6.1%
DSD	2,779	3,564	6,343	2,717	3,480	6,197	-146	-2.3%	-303	-4.7%
OFMDFM	145	195	340	139	188	327	-13	-3.8%	-25	-7.1%
DOJ	1,740	1,740	3,480	1,690	1,686	3,376	-104	-3.0%	-142	-4.0%
PPS	194	327	521	176	316	492	-29	-5.6%	-25	-4.8%
Total of 13 Depts	12,744	11,933	24,677	12,294	11,585	23,879	-798	-3.2%	-1,702	-6.7%
Other ²	70	88	158	69	84	153	-5	-3.2%	-12	-7.3%
Total	12,814	12,021	24,835	12,363	11,669	24,032	-803	-3.2%	-1,714	-6.7%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

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

Department	1st July 2015			1st October 2015			Change on last Quarter		Change on last Year ¹	
	Male	Female	Total	Male	Female	Total	Value	%	Value	%
DARD	1	1	2	1	1	2	0	0.0%	-9	-81.8%
DCAL	0	0	0	1	0	1	1	0.0%	1	0.0%
DE	0	0	0	0	0	0	0	N/A	-2	-100.0%
DETI	0	0	0	0	0	0	0	0.0%	-1	-100.0%
DFP	8	9	17	9	5	14	-3	-17.6%	-16	-53.3%
DEL	1	1	2	0	0	0	-2	-100.0%	-10	-100.0%
DHSSPS	0	0	0	0	0	0	0	0.0%	0	N/A
DOE	0	0	0	0	0	0	0	N/A	-3	-100.0%
DRD	1	0	1	1	0	1	0	0.0%	-6	-85.7%
DSD	79	35	114	72	32	104	-10	-8.8%	-17	-14.0%
OFMDFM	0	0	0	0	0	0	0	0.0%	0	N/A
DOJ	2	0	2	2	0	2	0	0.0%	-3	-60.0%
PPS	0	0	0	0	0	0	0	0.0%	0	N/A
Total of 13 Depts	92	46	138	86	38	124	-14	-10.1%	-66	-34.7%
Other ²	0	0	0	0	0	0	0	0.0%	-1	0.0%
Total	92	46	138	86	38	124	-14	-10.1%	-67	-35.1%

¹ As at 1st October 2014.

² Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, 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 October 2015

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	21	261	263	531	824	401	188	399	0	2,888
DCAL	8	21	42	57	68	55	21	23	0	295
DE	20	103	95	79	158	125	40	0	0	620
DETI	9	37	80	89	144	76	20	0	0	455
DFP	41	303	506	585	883	884	169	12	0	3,383
DEL	10	54	138	207	1,004	637	66	0	0	2,116
DHSSPS	19	60	109	108	96	45	31	0	0	468
DOE	13	94	250	372	459	691	80	56	0	2,015
DRD	12	75	205	285	527	432	95	459	0	2,090
DSD	15	109	230	459	2,376	3,089	492	0	0	6,770
OFMDFM	22	49	75	65	72	52	10	0	0	345
DOJ	22	124	242	350	626	758	101	22	1,304	3,549
PPS	9	67	112	29	101	128	75	0	0	521
Total of 13 Depts	221	1,357	2,347	3,216	7,338	7,373	1,388	971	1,304	25,515
Other ¹	5	26	42	19	38	19	12	1	0	162
Total	226	1,383	2,389	3,235	7,376	7,392	1,400	972	1,304	25,677

¹ Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, and the Historical Institutional Abuse Inquiry Team.

Table 3 (b)
Permanent Employees, Headcount, 1st July 2015

Department	Analogous Grade Levels									Total
	G5+	G6/7	DP	SO	EOI/EOII	AO	AA	Industrial	Prison Grades	
DARD	22	269	279	546	860	419	204	404	0	3,003
DCAL	6	23	42	59	69	56	20	23	0	298
DE	20	103	101	86	165	128	43	0	0	646
DETI	9	37	83	91	150	80	21	0	0	471
DFP	44	325	531	608	914	905	181	12	0	3,520
DEL	10	59	145	216	1,036	670	68	0	0	2,204
DHSSPS	20	62	112	112	100	48	36	0	0	490
DOE	15	109	265	389	476	713	80	62	0	2,109
DRD	12	79	211	298	562	452	105	484	0	2,203
DSD	16	116	242	477	2,422	3,163	499	0	0	6,935
OFMDFM	22	50	79	69	74	55	10	0	0	359
DOJ	22	128	250	372	646	780	106	23	1,336	3,663
PPS	10	73	114	30	108	136	82	0	0	553
Total of 13 Depts	228	1,433	2,454	3,353	7,582	7,605	1,455	1,008	1,336	26,454
Other ¹	5	27	43	22	38	21	12	1	0	169
Total	233	1,460	2,497	3,375	7,620	7,626	1,467	1,009	1,336	26,623

¹ Staff in the Health and Safety Executive for Northern Ireland, the Office of the Attorney General for Northern Ireland, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints, 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 July 2015		1st October 2015		Change on last Quarter				Change on last Year ¹			
	F/T	P/T	F/T	P/T	F/T	%	P/T	%	F/T	%	P/T	%
Male	12,126	1,010	11,772	835	-354	-2.9%	-175	-17.3%	-781	-6.2%	-104	-11.1%
Female	8,644	4,843	8,379	4,691	-265	-3.1%	-152	-3.1%	-878	-9.5%	-32	-0.7%
Total	20,770	5,853	20,151	5,526	-619	-3.0%	-327	-5.6%	-1,659	-7.6%	-136	-2.4%

¹ As at 1st October 2014.

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 July 2015 (Revised)	1st October 2015			Change on last Quarter		Change on last Year ¹	
	Total	Male	Female	Total	Value	%	Value	%
NICS	26,763	12,693	13,109	25,802	-961	-3.6%	-1,864	-6.7%
Home Civil Service, GB	430,700	195,980	229,080	425,060	-5,640	-1.3%	-15,290	-3.5%
Scottish Government	17,870	9,380	8,640	18,030	160	0.9%	740	4.3%
Welsh Government	5,600	2,320	3,240	5,550	-50	-0.9%	-260	-4.5%

Table 6
Comparison with Northern Ireland Public Sector, Headcount

	1st July 2015 (Revised)	1st October 2015			Change on last Quarter		Change on last Year ¹	
	Total	Male	Female	Total	Value	%	Value	%
NICS	26,763	12,693	13,109	25,802	-961	-3.6%	-1,864	-6.7%
NI Public Sector	208,620	67,420	137,140	204,560	-4,060	-1.9%	-3,860	-1.9%

¹ As at 1st October 2014.

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 June 2015 and September 2015.

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.detini.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 ¹	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

¹ 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*

-	+						
<table border="1"> <thead> <tr><th>Years 2002-04</th></tr> </thead> <tbody> <tr><td>Size of Reduction: 400</td></tr> <tr><td>Industrial Development Board (creation of Invest NI)</td></tr> </tbody> </table>	Years 2002-04	Size of Reduction: 400	Industrial Development Board (creation of Invest NI)	<table border="1"> <thead> <tr><th>Year 2010</th></tr> </thead> <tbody> <tr><td>Size of Increase: 1,000</td></tr> <tr><td>NI Court Service & Youth Justice Agency (Devolution of Policing and Justice)</td></tr> </tbody> </table>	Year 2010	Size of Increase: 1,000	NI Court Service & Youth Justice Agency (Devolution of Policing and Justice)
Years 2002-04							
Size of Reduction: 400							
Industrial Development Board (creation of Invest NI)							
Year 2010							
Size of Increase: 1,000							
NI Court Service & Youth Justice Agency (Devolution of Policing and Justice)							
<table border="1"> <thead> <tr><th>Year 2006</th></tr> </thead> <tbody> <tr><td>Size of Reduction: 700</td></tr> <tr><td>Department of Agriculture and Rural Development Science Service (became part of Agri-Food & Biosciences Institute)</td></tr> </tbody> </table>	Year 2006	Size of Reduction: 700	Department of Agriculture and Rural Development Science Service (became part of Agri-Food & Biosciences Institute)	<table border="1"> <thead> <tr><th>Year 2012</th></tr> </thead> <tbody> <tr><td>Size of Increase: 1,700</td></tr> <tr><td>Inclusion of Prison Grade staff</td></tr> </tbody> </table>	Year 2012	Size of Increase: 1,700	Inclusion of Prison Grade staff
Year 2006							
Size of Reduction: 700							
Department of Agriculture and Rural Development Science Service (became part of Agri-Food & Biosciences Institute)							
Year 2012							
Size of Increase: 1,700							
Inclusion of Prison Grade staff							
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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, staff of The Assembly Ombudsman for Northern Ireland/ The Northern Ireland Commissioner for Complaints 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 and the second tranche left at the end of November. Exits in tranches 3 and 4 are scheduled for the end of January 2016 and the end of March 2016. Exits in the fifth and final tranche are to occur no later than the end of June 2016. Details on the VES may be found at <https://www.dfpni.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 system¹ 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.

¹ 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: March 2016

Further Information

16. All media enquiries should be directed to DFP Communications Office:-
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