EQUALITY STATISTICS FOR THE NORTHERN IRELAND CIVIL SERVICE

Based on staff in post at 1 January 2019

Department of **Finance**
An Roinn **Airgeadais**
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NISRA
Northern Ireland
Statistics and Research Agency
Gníomhaireacht Thuaisceart Éireann
um Staitisticí agus Taighde

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CONTENTS

1 Executive Summary

This report provides an overview of diversity and equality in the Northern Ireland Civil Service (NICS) at 1st January 2019 and how it has changed over time. The key findings are summarised below.

1) Composition

Females made up 50.5% of the NICS workforce in 2019, up from 47.9% in 2000 and the same as during the previous year. Within the most senior grades, female representation has increased from 11.3% in 2000 to 38.2% in 2018, remaining unchanged in 2019.

Excluding those with a community background recorded as 'Not Determined', Protestants made up 50.8% and Catholics 49.2% of NICS staff during 2019, a difference of 1.6 percentage points. The comparative difference in 2000 was 16.6 percentage points (Protestants made up 58.3% and Catholics 41.7%).

The NICS has an older age profile than that of the economically active population with 13.8% of NICS staff aged 16-34 compared with 45.2% among the economically active. In 2019 the average age (median 47 years) of staff was eight years older than in 2000 (39 years).

The proportion of staff who declared a disability (5.6%) or who were from minority ethnic groups (NICS, 0.4%; economically active population, 1.8%) continues to be lower than in the economically active population.

2) Recruitment and promotion

Analysis of appointments from recruitment (408 appointees) and promotion (330 appointees) competitions with a 2018 closing date indicates that the profiles of successful candidates to date were broadly in line with what was expected although some differences were observed, particularly in relation to gender and age.

3) Leavers

Retirements accounted for over 40% of the 708 individuals who left the NICS in 2018; resignations and ill health each accounted for one quarter. The proportion of leavers aged 50 and above (64.3%), or who were male (54.1%) or who had a Protestant community background (57.3%) each constituted a greater proportion of leavers than staff in post in 2018 (50+, 39.5%; male, 49.5%; Protestant, 50.9%).

1 | Executive Summary

A summary of the main findings by equality category is provided below. Some high-level information on other equality categories (marital status, sexual orientation, dependants) is included in Appendix 5.

Grade

Males and Protestants outnumber females and Catholics at the most senior grades while the opposite tends to be true at the more junior levels. That said the representation has become more balanced over the past number of years.

Gender

Females made up just over half of the NICS workforce in 2019. While they outnumber males at the more junior grades, the opposite is true in the more senior roles. That said, female representation has been increasing steadily at Staff Officer level and above since 2010.

Ethnicity

0.4% of NICS staff were recorded as being from an ethnic minority in 2019.

NICS

Community Background

Catholics made up almost half of NICS staff in 2019; 41% of the senior civil service were Catholic in 2019 compared with 25% in 2000.

Disability

The number of employees declaring a disability in 2019 (5.6%) was the same as during the previous two years and higher than in 2003 (4.0%).

Age

Almost 14% of civil servants in 2019 were aged under 35. In contrast over 41% were aged 50 and above.

2 | Introduction

Context

The Northern Ireland Civil Service (NICS) holds data on Section 75 equality categories of staff to allow the measurement of the effectiveness of equality policies and to assess whether HR policies or practices adversely affect any particular group. It also enables the NICS to fulfil its statutory obligations under the Fair Employment and Treatment (NI) Order 1998 i.e. to carry out triennial Article 55 Reviews and to complete an annual Fair Employment Monitoring Return (FEMR) for the Equality Commission for Northern Ireland (ECNI), detailing the community background, full/part-time status, occupational group and gender profile of the workforce.

About this Report

This report provides an overview of diversity and equality in the NICS. It includes an analysis of composition and how that composition has changed over time. Where appropriate, comparisons are made with the wider labour market and the Civil Service in Great Britain (GB). An analysis of the flows into, through and out of the NICS using recruitment, promotion and leaver information is also provided.

Data Coverage

The primary data source for this report[1], with the exception in part of the NI Prison Service (NIPS), was HRConnect, the Human Resource Service for the NICS. Data for NIPS staff not already on HRConnect was obtained from NIPS's own personnel data systems.

Information is based on data at 1st January each year with the exception of 2016 when the information was based on data at 1st April. This was to provide an overview of the NICS workforce following the departure of staff leaving under the voluntary exit scheme during 2015/2016.

Figures include all permanent and casual staff. Those on career breaks or secondments outside the NICS are excluded.

Figures are on a headcount basis and include both industrial and non-industrial staff.

The equality categories reported on are gender, community background, age group, ethnicity and disability[2].

Note that the statistics in this report differ from those contained in the FEMR to the Equality Commission due to the inclusion of additional employee groupings (e.g. Employment Support Staff, Fee Paid Interviewers) in the FEMR.

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[1]Figures in this report prior to 2009 are based on extracts taken from the Human Resource Management System (HRMS).
[2]Further information on the availability of information relating to marital status, sexual orientation, dependants status and political opinion is provided in the accuracy and reliability section of Appendix 5.

2 | Introduction

Discontinuities

Since 2002 several parts of the NICS changed their status and ceased to be part of the civil service. NICS staff on secondment to the Police Service of Northern Ireland (PSNI) ceased to be civil servants and became PSNI employees while the NI Court Service and the YJA became part of the NICS. The table below lists the years in which the main changes occurred, and the approximate number of people who ceased to be, or who became NICS staff as a result. These changes are highlighted in this report on charts relating to gender and community background to help explain composition changes, where appropriate.

| Year of change	Staff ceasing to be, or becoming, included in NICS figures	Size of change (headcount) in NICS figures
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 YJA (devolution of policing and justice)	+1,000
2012	Prison Grade staff (availability of sufficiently detailed data for inclusion in the Equality Report)	+1,750

3 Composition

About this chapter

At 1st January 2019 there were 22,924 staff in the NICS; 217 (0.9%) were in the most senior grades (Grade 5 and above), lower than the proportion in senior grades in the Civil Service in Great Britain[1] (1.3%). This chapter provides an overview of the composition of NICS staff in terms of gender, community background, age group, ethnicity and disability.

Throughout this chapter, contextual figures are provided, using data on the economically active population, which comprises both the employed and the unemployed. Contextual figures for gender, community background, age and ethnicity have been sourced from the 2011 Census. Comparative disability data is sourced from the January to March 2019 Labour Force Survey (LFS)[2]. While some jobs in the NICS will have no qualification requirement, most will have at least a basic qualification requirement and so the NICS profile is compared with the economically active population with Level 1 qualifications[3] or higher.

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 and we acknowledge that the compositions may have changed since the time of the Census. Further information relating to the limitations of this approach can be found in Appendix 1. Contextual statistics for Grade 5 and above are detailed in Appendix 2.

Tables showing the composition of staff overall by gender, community background, age and disability are given in Appendix 3. Information for ethnicity has not been provided due to the small numbers of staff involved.

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[1]https://www.gov.uk/government/statistics/civil-service-statistics-2019.
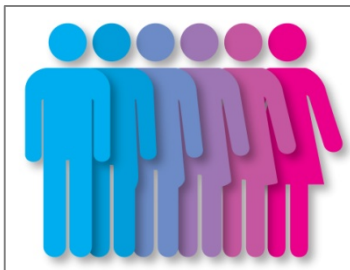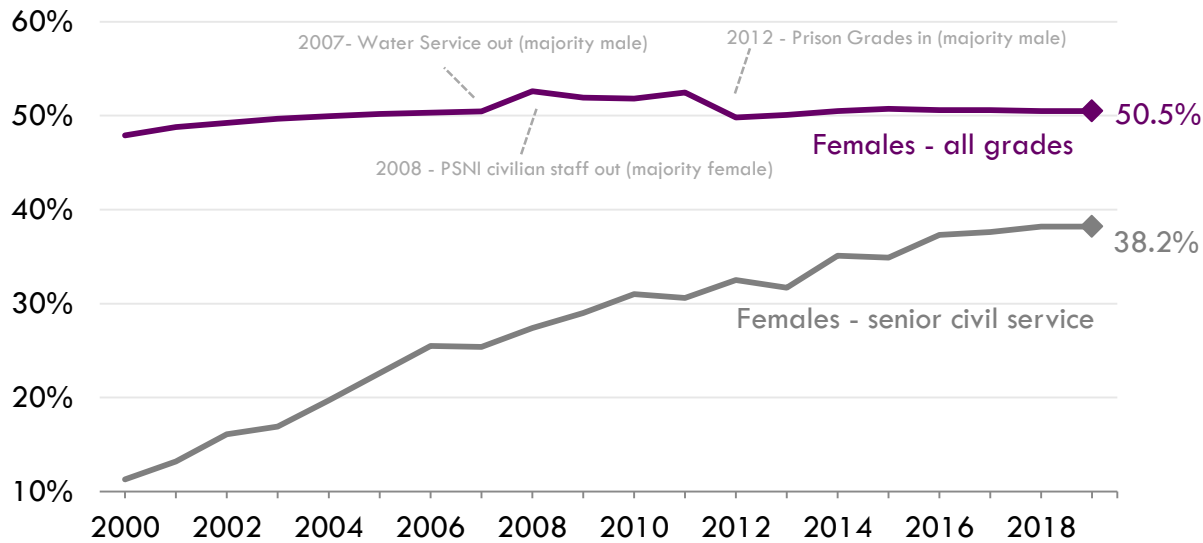
[2]Comparative disability data prior to the 2018 report was sourced from the 2007 Northern Ireland Survey of Activity Limitation and Disability (NISALD).

[3]GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents

3 | Composition: Gender

Figure 1: Female representation in the NICS, 2000 to 2019

2007- Water Service out (majority male)

2012 - Prison Grades in (majority male)

Females - all grades — 50.5%

2008 - PSNI civilian staff out (majority female)

Females - senior civil service — 38.2%

Download Data

Figure 2: Comparing 2019 NICS gender composition with the economically active population (2011 Census)

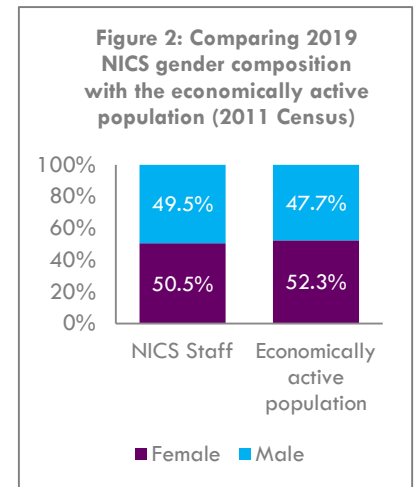|	NICS Staff	Economically active population
Male	49.5%	47.7%
Female	50.5%	52.3%

■ Female ■ Male

Download Data

Overall

Overall females made up 50.5% of the NICS workforce in 2019, up from 47.9% in 2000 and the same as during the previous year.

Within the most senior grades, female representation has increased since 2000 (11.3%). The high of 38.2%, reached in 2018 was unchanged in 2019.

### Economically active comparisons[1]

Overall the gender composition of the NICS quite closely matches that of its comparator population (difference of 1.8 percentage points).

[1]Comparator populations are economically active males and females taken from 2011 Census, aged 16-64 years with Level 1 qualifications or above. i.e. at least GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents.

3 | Composition: Gender

Figure 3: Gender balance at each analogous grade level[1], 2010 to 2019
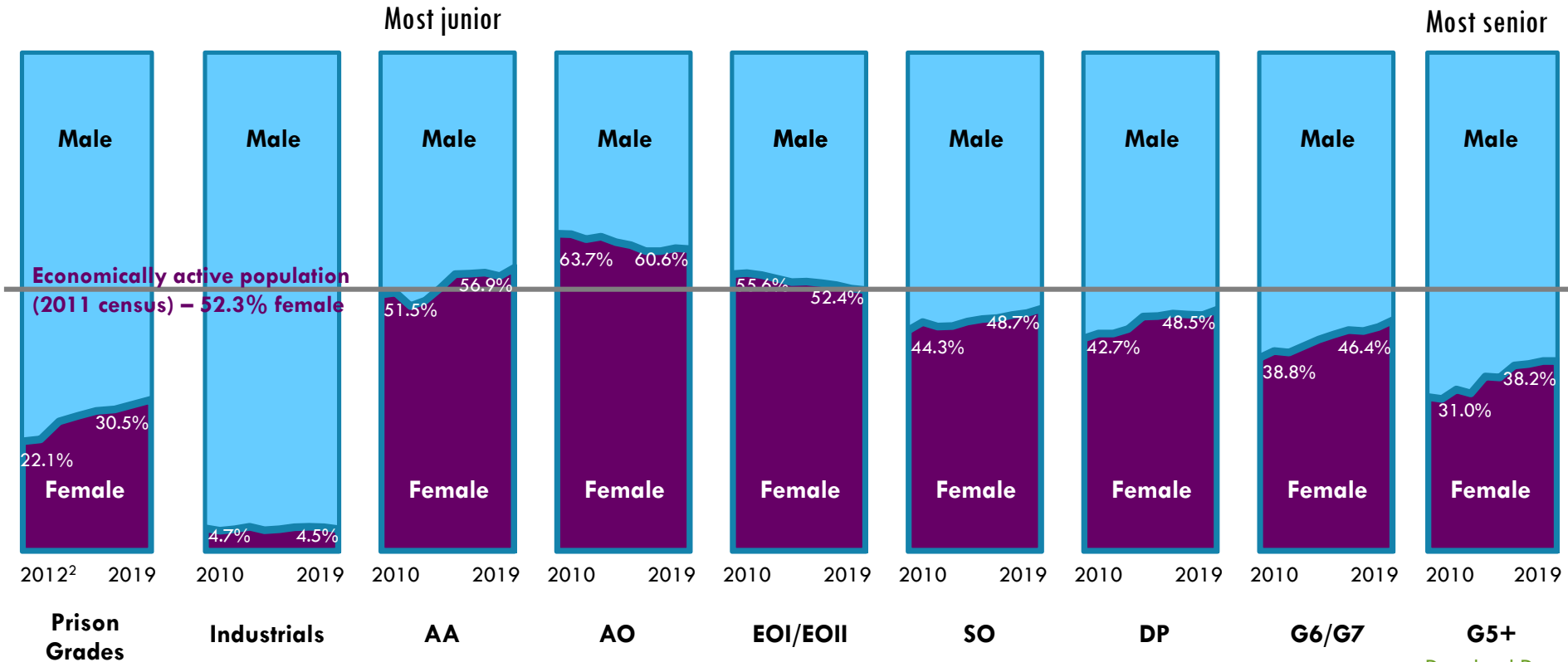
Gender composition across analogous grades

Like previous years, females outnumber males at the more junior grades. While females make up less than half of staff at SO level and above, representation in each of these grades has increased steadily since 2010 with the biggest changes seen at Grade 7 and above.

Economically active comparisons

Female representation at SO level and above is below female representation in the economically active population. In 2019 female representation in the senior civil service remained lower than that in the GB civil service (44.7%). The limitations of comparing the composition of the NICS to contextual figures are detailed in Appendix 1.

[1]See Appendix 3 for a composition breakdown of each analogous grade. This includes individual information for EOII, EOI, Grade 7 and Grade 6. See Appendix 4 for details of analogous grade.
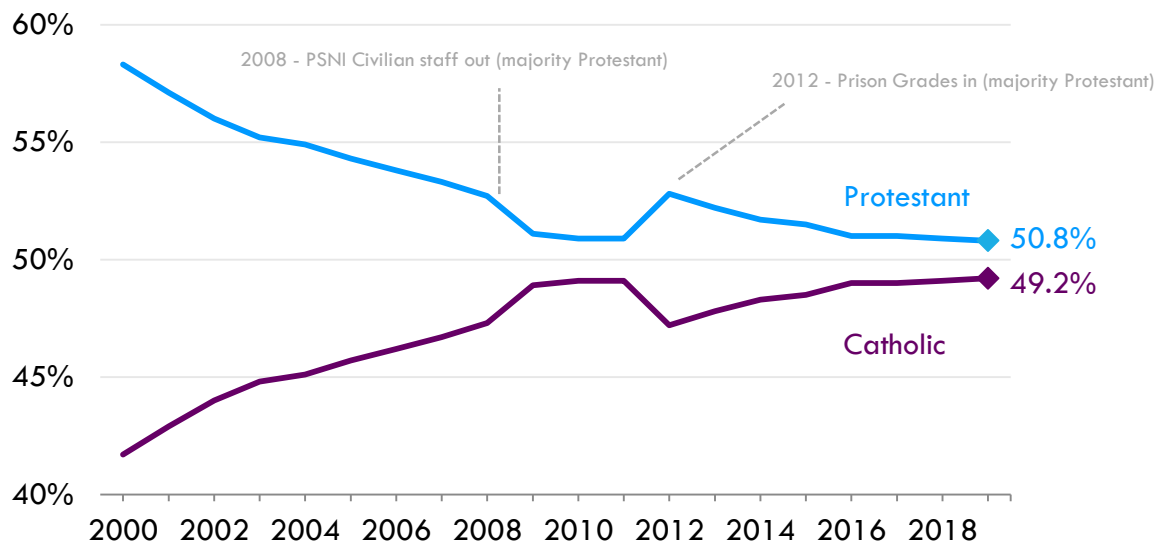[2]Sufficiently detailed data is only available for Prison Grades from 2012 onwards.

3 | Composition: Community Background

## Figure 4: Community background in the NICS, 2000 to 2019

2008 - PSNI Civilian staff out (majority Protestant)

2012 - Prison Grades in (majority Protestant)

Protestant 50.8%

Catholic 49.2%

Download Data

Figure 5: Comparing 2019 NICS community background composition with the economically active population (2011 Census)

	NICS Staff	Economically active population
Protestant	50.8%	52.6%
Catholic	49.2%	47.4%

■ Catholic ■ Protestant

Download Data

Overall

At 1st January 2019 the community background (Protestant, Catholic, Not Determined) was available for all staff. Excluding those described as Not Determined, Catholics made up 49.2% of the NICS workforce. This was over seven percentage points higher than the comparative figure at January 2000 (41.7%). Key changes impacting on community background representation are highlighted in figure 4.
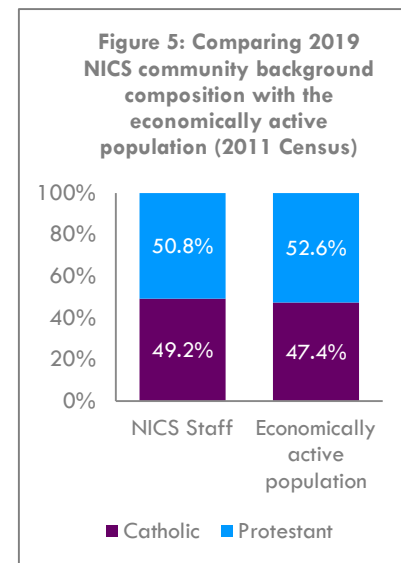
Economically active comparisons[1]

Overall the community background composition of the NICS is similar to that of its comparator population (1.8 percentage points difference).

[1]Comparator populations are economically active Protestant and Catholics taken from 2011 Census, aged 16-64 years with Level 1 qualifications or above. i.e. at least GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents.

3 | Composition: Community Background

Figure 6: Community background balance at each analogous grade level[1], 2010 to 2019

Most junior

Most senior

Economically active population
(2011 Census) – 47.4% Catholic

| | Protestant | Protestant | Protestant | Protestant | Protestant | Protestant | Protestant | Protestant | Protestant |
| Catholic | Catholic | Catholic | Catholic | Catholic | Catholic | Catholic | Catholic | Catholic |

11.0%   16.2%
43.5%   47.7%
46.8%   50.0%
53.1%   53.3%
51.0%   51.7%
44.3%   47.7%
44.0%   48.8%
45.5%   50.9%
40.8%   41.0%

| 2012[2] | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 |

| Prison Grades | Industrials | AA | AO | EOI/EOII | SO | DP | G6/G7 | G5+ |

Download Data

Community background composition across analogous grades

While Catholics made up less than half of staff in five of the nine grade levels in 2019, at all grade levels representation is higher than in 2010 and in seven grade levels is higher than in 2018. Excluding Prison Grades, where 16.2% of staff were Catholic, Catholic representation ranged from 41.0% at Grade 5 and above to 53.3% at AO level.

Economically active comparisons

Catholic representation is lower than that in the economically active population at Grade 5 and above and in the Prison grades. The limitations of comparing the composition of the NICS to contextual figures are detailed in Appendix 1.
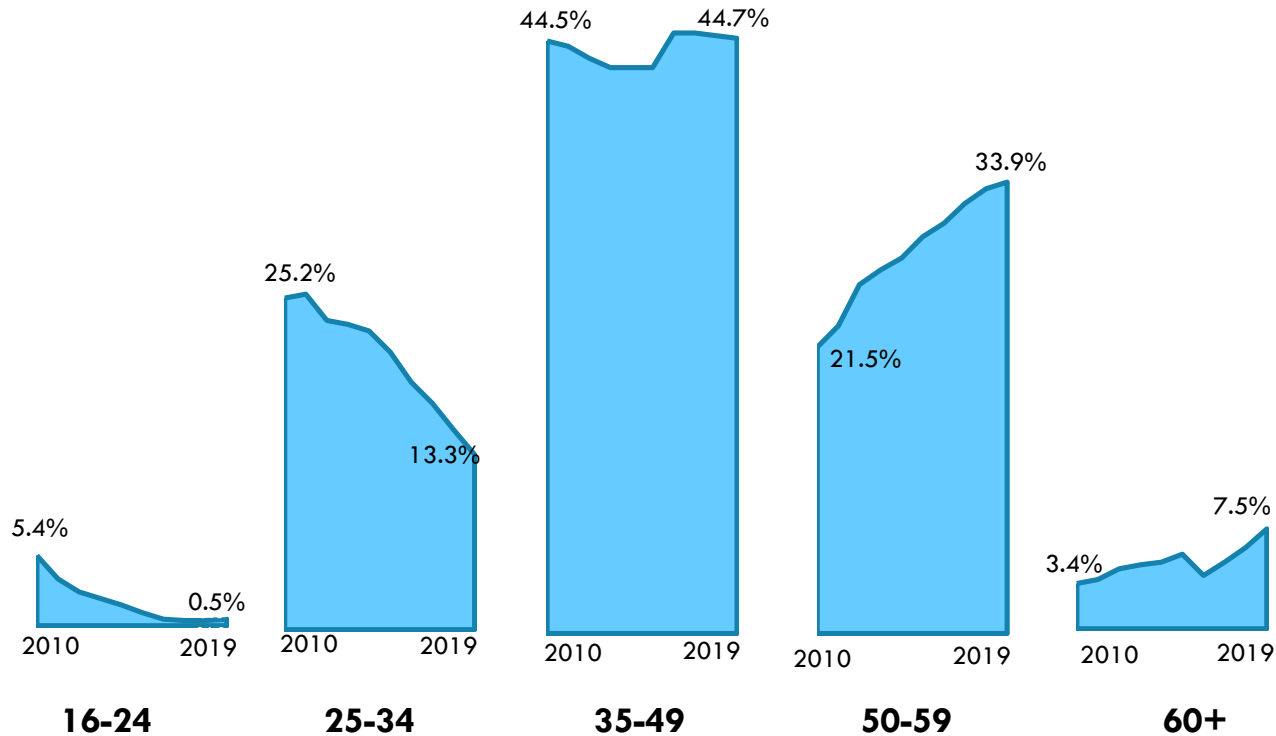
[1]See Appendix 3 for a composition breakdown of each analogous grade. This includes individual information for EOII, EOI, Grade 7 and Grade 6. See Appendix 4 for details of analogous grade.
[2]Sufficiently detailed data is only available for Prison Grades from 2012 onwards.
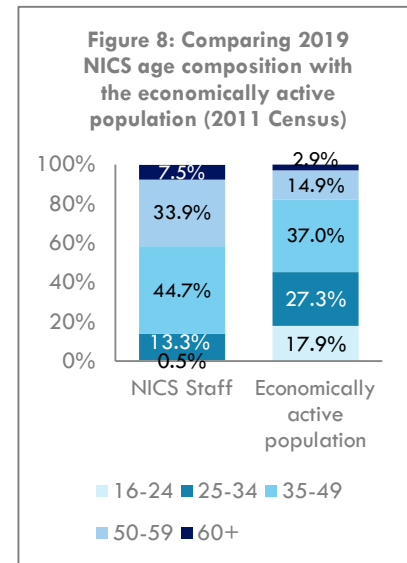
3 | Composition: Age Group

Figure 7: Proportion of civil servants in each age band, 2010 to 2019

44.5% 44.7%

33.9%

25.2%

21.5%

13.3%

5.4%

7.5%

3.4%

0.5%

| 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 |

16-24 **25-34** **35-49** **50-59** **60+**

Download Data

Overall

The proportion of staff aged under 35 has decreased by 16.8 percentage points between 2010 (30.6%) and 2019 (13.8%). In contrast the proportion of staff aged 50 or over has increased by 16.6 percentage points (2010, 24.8%; 2019, 41.4%).

Figure 8: Comparing 2019 NICS age composition with the economically active population (2011 Census)

	NICS Staff	Economically active population
60+	7.5%	2.9%
50-59	33.9%	14.9%
35-49	44.7%	37.0%
25-34	13.3%	27.3%
16-24	0.5%	17.9%

■ 16-24 ■ 25-34 ■ 35-49
■ 50-59 ■ 60+

Download Data

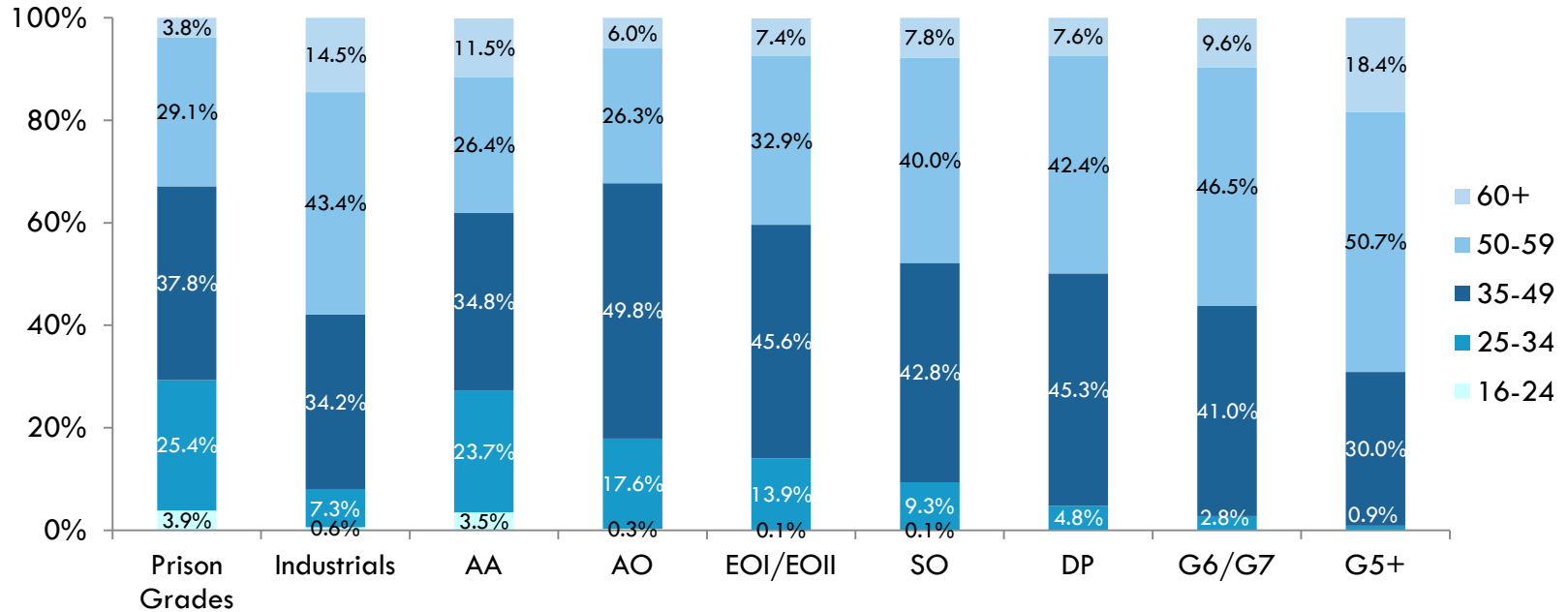### Economically active comparisons[1]

The NICS has an older age profile than the comparator economically active population aged 16-64 years. In particular at January 2019, the proportion of NICS staff aged 50 and over was more than double that of the economically active population.

[1]Comparator populations are the economically active aged 16-24, 25-34, 35-49 and 50-64 taken from the 2011 Census, with Level 1 qualifications or above. i.e. at least GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents.

3 | Composition: Age Group

Figure 9: Age group balance at each analogous grade level[1], 2019

Chart legend: 60+, 50-59, 35-49, 25-34, 16-24

Grade	16-24	25-34	35-49	50-59	60+
Prison Grades	3.9%	25.4%	37.8%	29.1%	3.8%
Industrials	0.6%	7.3%	34.2%	43.4%	14.5%
AA	3.5%	23.7%	34.8%	26.4%	11.5%
AO	0.3%	17.6%	49.8%	26.3%	6.0%
EOI/EOII	0.1%	13.9%	45.6%	32.9%	7.4%
SO	0.1%	9.3%	42.8%	40.0%	7.8%
DP		4.8%	45.3%	42.4%	7.6%
G6/G7		2.8%	41.0%	46.5%	9.6%
G5+		0.9%	30.0%	50.7%	18.4%

Download Data

Age group composition across grade levels

Staff aged 16-24 continued to make up a small minority at all grade levels in 2019 with none at all at DP and above.

In the Industrial grades, and at DP and Grade 6/7 level, at least half of staff are aged 50 and over. This rises to approximately seven in every ten staff at Grade 5 and above.
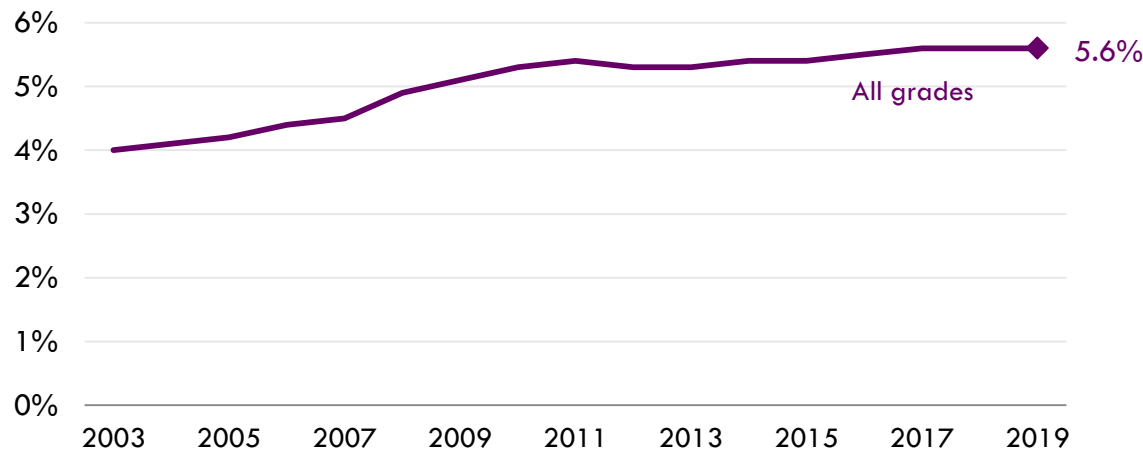
Changes to age profile over time

The median age of staff has increased from 39 in 2000 to 47 in 2019. This is reflected in the increase in the proportion of staff aged 50+ and the decrease in the proportion aged under 35.

[1]See Appendix 3 for a composition breakdown of each analogous grade. This includes individual information for EOII, EOI, Grade 7 and Grade 6. See Appendix 4 for details of analogous grade.

3 | Composition: Disability

Figure 10: Proportion of staff in the NICS with a declared disability, 2003 to 2019


All grades

5.6%

Figure 11: Comparing 2019 composition of NICS staff declaring a disability with the economically active population[1]

5.6%

10.4%

NICS Staff   Economically active population

Overall

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?' Staff who develop a disability at a later stage however may not update their details.

Overall the proportion of employees declaring a disability in 2019 remained the same as during the previous two years (5.6%). For the purposes of this report anyone whose disability information is missing (58.3% of staff in 2019) has been allocated to the 'No disability declared' category. The true proportion of disabled staff is therefore likely to be higher.
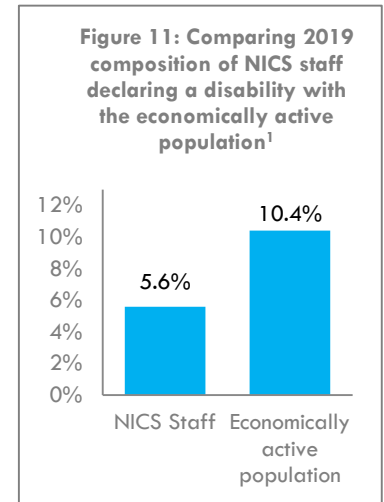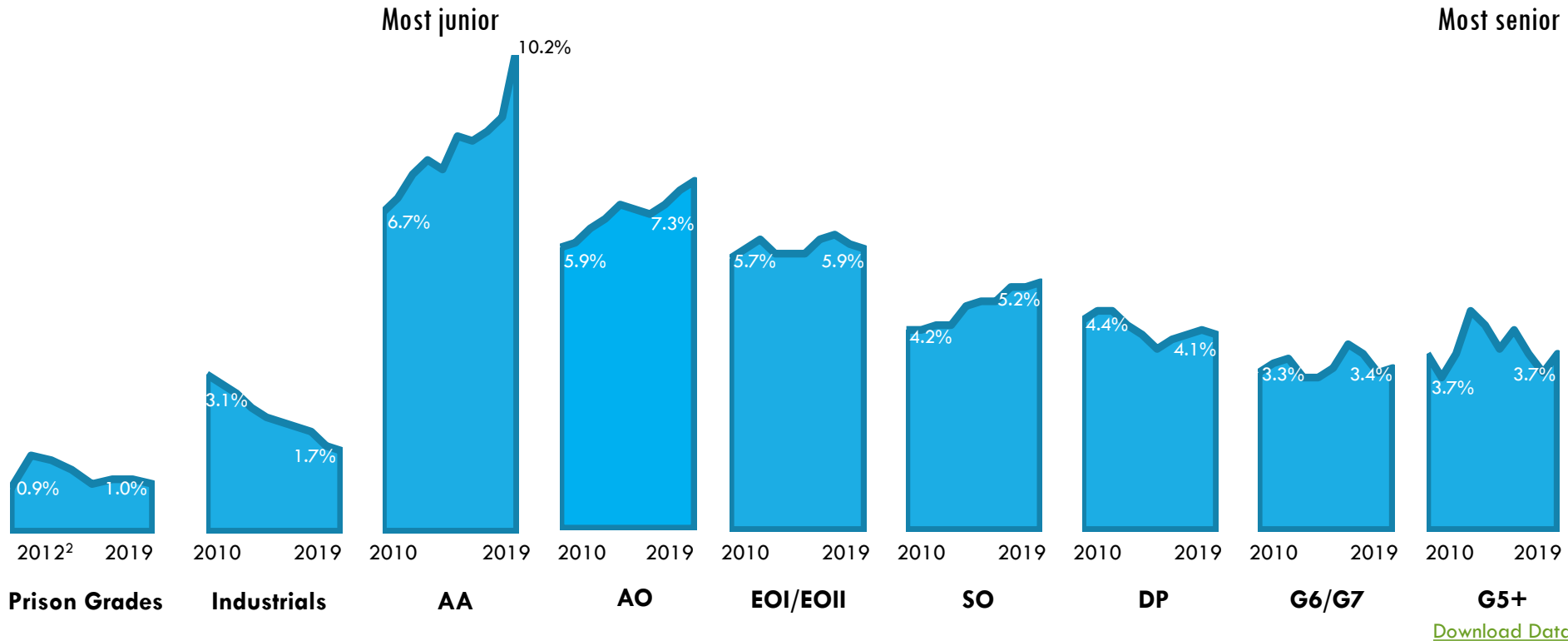
Economically active comparisons

The 2019 figure (5.6%) is lower than that for the comparator economically active population aged 16-64 years who have a disability (10.4%, subject to sampling error). The comparative figure for the GB[2] civil service was 11.7%.

[1]The comparator prior to 2018 was sourced from NISALD. As this survey was completed in early 2007, data in the current report was sourced from the economically active population taken from the January to March 2018 Labour Force Survey (LFS), with Level 1 qualifications or above. i.e. at least GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents. Estimates are subject to sampling error. The definition for disability used in the LFS reflects the Equality Act 2010 changes to the legal definition of disabled and uses the GSS Harmonised Standard definition. In summary, the GSS Harmonised Standard Definition covers people who report a current physical or mental health condition(s) or illnesses lasting or expected to last 12 months or more; and the condition(s) or illness(es) reduce their ability to carry out day-to-day activities.
[2]Employees who have either not responded or actively chosen not to declare their disability status are excluded from the GB civil service calculation. Employees whose disability information is missing in the NICS are allocated to the 'No disability declared' category and included in the calculations.

3 Composition: Disability

Figure 12: Declared disability at each analogous grade level[1], 2010 to 2019

Most junior
Most senior

10.2%

6.7%
7.3%
5.9%
5.9%
5.7%
5.9%
5.2%
4.2%
4.4%
4.1%
3.3%
3.4%
3.7%
3.7%
3.1%
1.7%
0.9%
1.0%

| 2012[2] | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 | 2010 | 2019 |

Prison Grades **Industrials** **AA** **AO** **EOI/EOII** **SO** **DP** **G6/G7** **G5+**

Download Data

Changes over time

In 2019 the proportion of NICS staff who declared a disability was highest in the more junior analogous grades, ranging from 10.2% at AA level to 3.4% at Grade 6/7 level. This was a similar pattern to that observed for the previous nine years.

At 1.0% Prison Grades had the lowest proportion of staff declaring a disability in 2019.

[1]See Appendix 3 for a composition breakdown of each analogous grade. This includes individual information for EOII, EOI, Grade 7 and Grade 6. See Appendix 4 for details of analogous grade.
[2]Sufficiently detailed data is only available for Prison Grades from 2012 onwards.

3 Composition: Ethnicity

Ethnicity

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

Are you:

White	Of Black African origin
Of Black Caribbean origin	Of Bangladeshi origin
Of Chinese origin	Of Indian origin
Of Pakistani origin	Other (please specify)

Are you a member of a mixed ethnic group?
Yes   No

Are you a member of the Irish Travelling Community?
Yes   No

At 1st January 2019 data on ethnicity (first question above) was missing for 2,523 staff (11.0%). Excluding these cases from the analyses 0.4% (77 staff) of NICS staff were from an ethnic minority (including members of mixed ethnic groups and the Irish Travelling Community).

The proportion of NICS staff from an ethnic minority is 1.4 percentage points lower than from the economically active population[1] (1.8%). The comparative figure for the GB civil service was 12.7%.

Figures have not been broken down by grade due to the small numbers of staff involved.

[1]Source the economically active population aged 16-64 with Level 1 qualifications or above. i.e. at least GCSE (grades D-G), CSE (grades 2-5, 1-4 CSEs (grade 1), 1-4 GCSEs (grades A-C), 1-4 'O' level passes, NVQ level 1, GNVQ Foundation or equivalents.
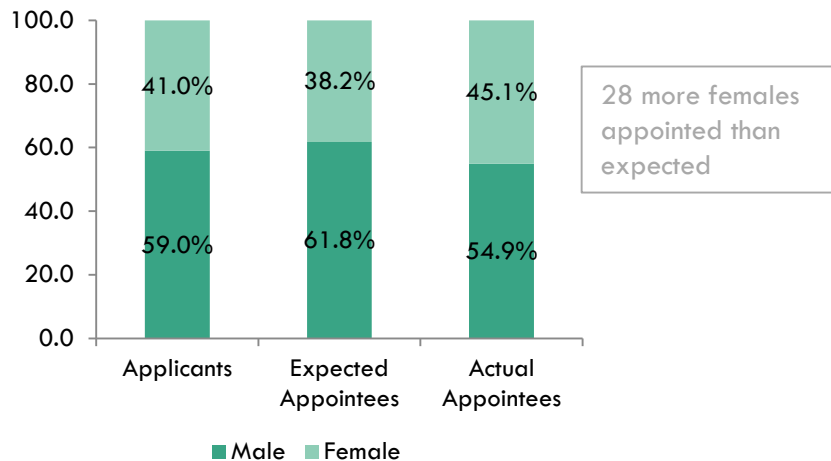
4 | Recruitment

About this chapter

This chapter relates to the 109 NICS recruitment competitions, externally advertised and with a closing date for applications between 1st January 2018 and 31st December 2018.

A total of 6,282 valid applications were received, with the numbers of applicants for individual competitions ranging from 1 to 951. By 4th April 2019, 408 appointments[1] had been made.
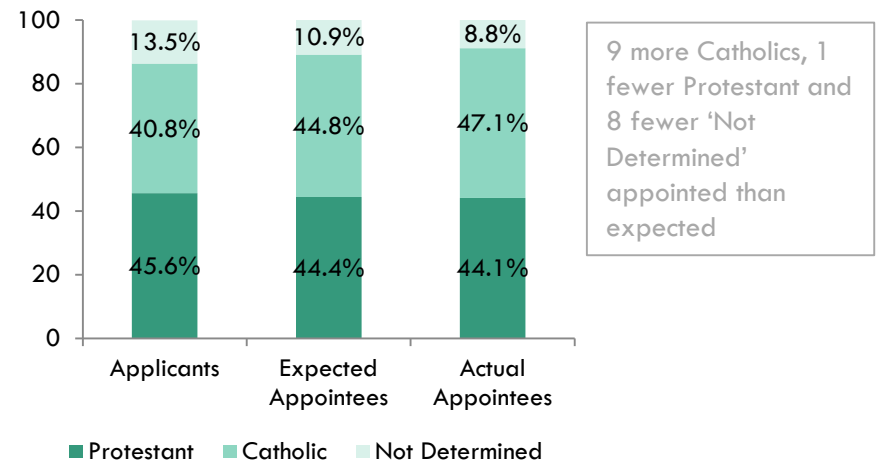
The composition of applicants and appointees by gender, community background, age group, disability and sexual orientation can be found below and on the next page. In addition, the composition of 'expected' appointees has been calculated for each of the five equality categories. This was done using the applicant pool for each of the 109 competitions and calculating the composition of appointees that would have been expected for each individual competition, if the groups within each equality category (e.g. males and females; Protestant, Catholic and Not Determined etc) had been equal in merit. The 109 individual results were then added together to obtain the overall 'expected' composition. Differences between 'expected' and actual appointee compositions are reported in figures 13 to 17.

Figure 13: Applicants and Appointees by Gender

	Male	Female
Applicants	59.0%	41.0%
Expected Appointees	61.8%	38.2%
Actual Appointees	54.9%	45.1%

28 more females appointed than expected

Figure 14: Applicants and Appointees by Community Background

	Protestant	Catholic	Not Determined
Applicants	45.6%	40.8%	13.5%
Expected Appointees	44.4%	44.8%	10.9%
Actual Appointees	44.1%	47.1%	8.8%

9 more Catholics, 1 fewer Protestant and 8 fewer 'Not Determined' appointed than expected
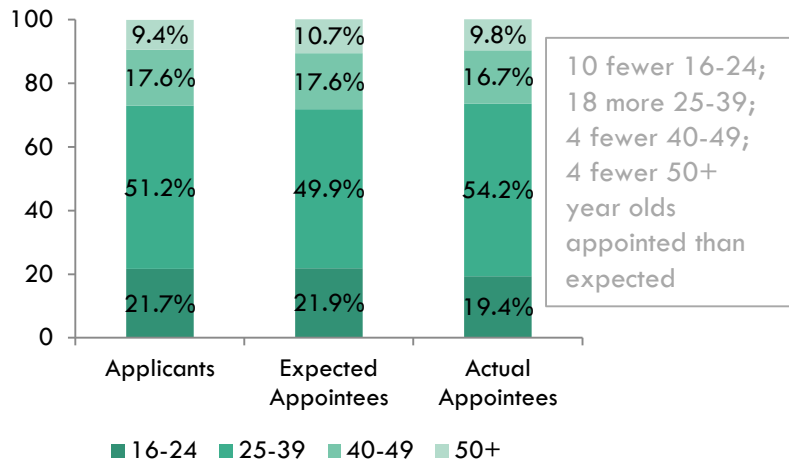
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[1]It should be noted that further appointments may be made from these competitions which may change the profile of appointees.

4 | Recruitment

Information relating to ethnicity has not been presented due to the numbers involved – (147 ethnic minority applicants and 8 expected appointees).
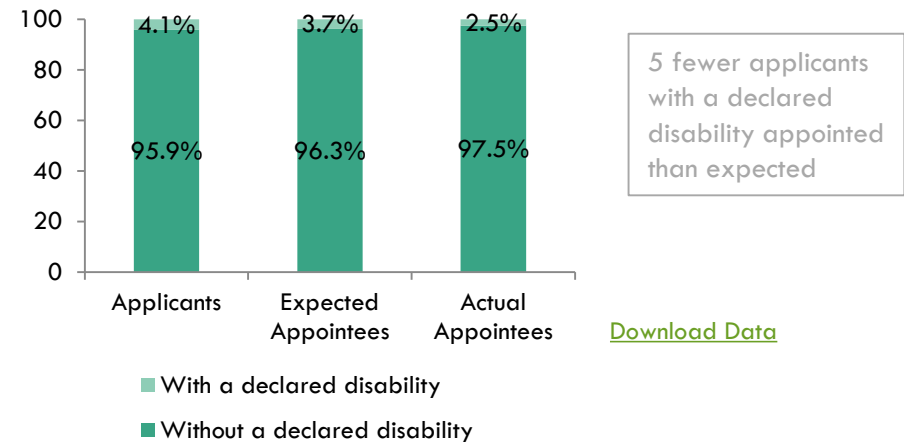
Note that the composition of applicants is influenced by the nature of specific competitions e.g. applicants for the ICT Placement Student competition were predominately male and those for the Food Technology Inspector competition were predominately female.
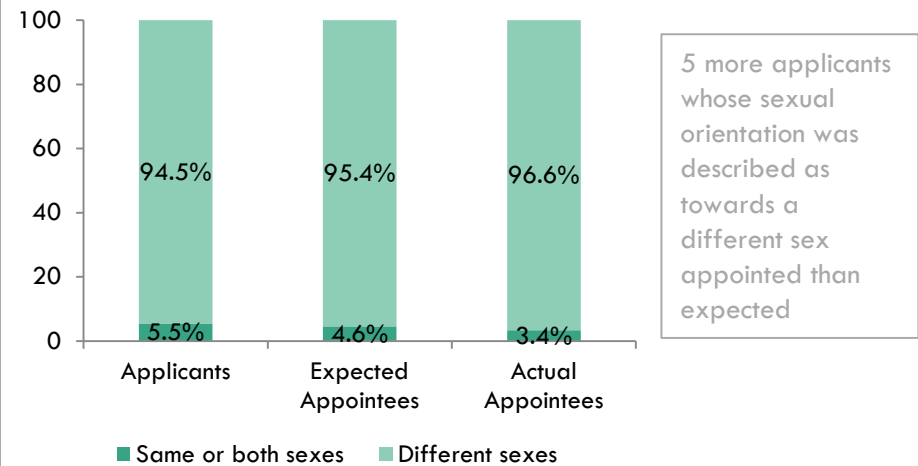
Figure 16: Applicants and Appointees by Declared Disability

	With a declared disability	Without a declared disability
Applicants	4.1%	95.9%
Expected Appointees	3.7%	96.3%
Actual Appointees	2.5%	97.5%

5 fewer applicants with a declared disability appointed than expected

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Figure 15: Applicants and Appointees by Age Group

	16-24	25-39	40-49	50+
Applicants	21.7%	51.2%	17.6%	9.4%
Expected Appointees	21.9%	49.9%	17.6%	10.7%
Actual Appointees	19.4%	54.2%	16.7%	9.8%

10 fewer 16-24; 18 more 25-39; 4 fewer 40-49; 4 fewer 50+ year olds appointed than expected

Download Data

Figure 17: Applicants and Appointees by Sexual Orientation

	Same or both sexes	Different sexes
Applicants	5.5%	94.5%
Expected Appointees	4.6%	95.4%
Actual Appointees	3.4%	96.6%

5 more applicants whose sexual orientation was described as towards a different sex appointed than expected
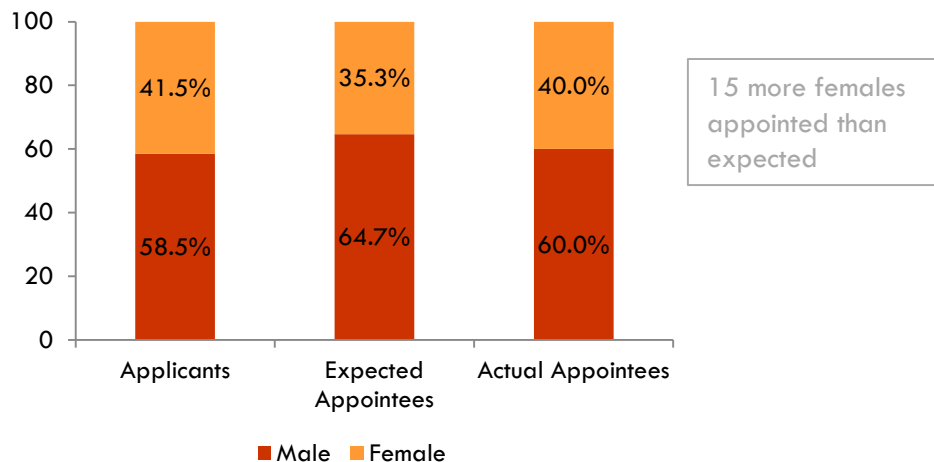
Download Data

16

5 | Promotion

About this chapter

This chapter relates to the 87 NICS promotion competitions (including trawls) held with a closing date for applications between 1st January 2018 and 31st December 2018.

A total of 3,712 valid applications were made, with the numbers of applicants for individual competitions ranging from 1 to 1,324. By 4th April 2019, 330 appointments[1] had been made.

The composition of applicants and appointees by gender can be found below. The composition of 'expected' appointees has also been calculated. This was done using the applicant pool for each of the 87 competitions and calculating the composition of appointees that would have been expected for each individual competition, if the groups within each equality category (e.g. males and females; Protestant, Catholic and Not Determined etc.) had been equal in merit. The 87 individual results were then added together to obtain the overall 'expected' composition. Differences between the 'expected' and actual appointee composition are reported in figures 18-21.

Figure 18: Applicants and Appointees by Gender

	Applicants	Expected Appointees	Actual Appointees
Female	41.5%	35.3%	40.0%
Male	58.5%	64.7%	60.0%

■ Male ■ Female

Download Data

15 more females appointed than expected

Figure 19: Applicants and Appointees by Community Background

	Applicants	Expected Appointees	Actual Appointees
Not Determined	3.4%	3.9%	3.9%
Catholic	49.2%	49.3%	49.1%
Protestant	47.3%	46.9%	47.0%

■ Protestant ■ Catholic ■ Not Determined

Download Data

1 fewer Catholic appointed than expected

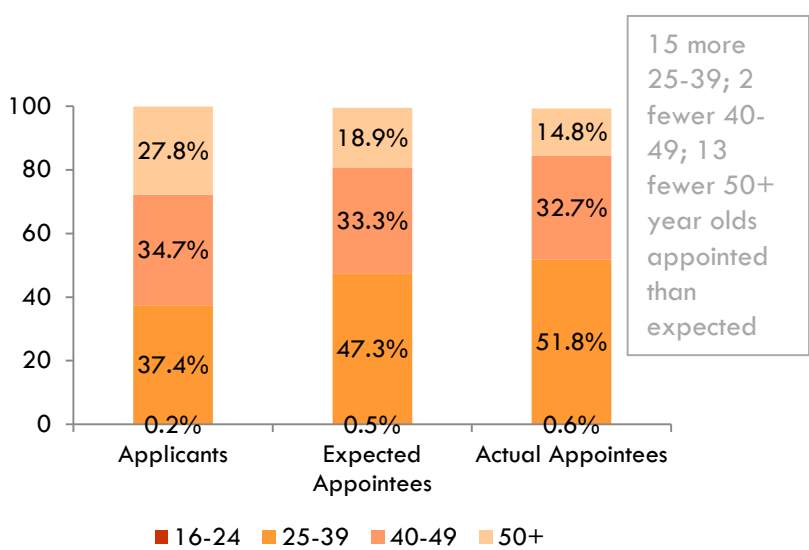[1]It should be noted that further appointments may be made from these competitions which may change the profile of appointees.
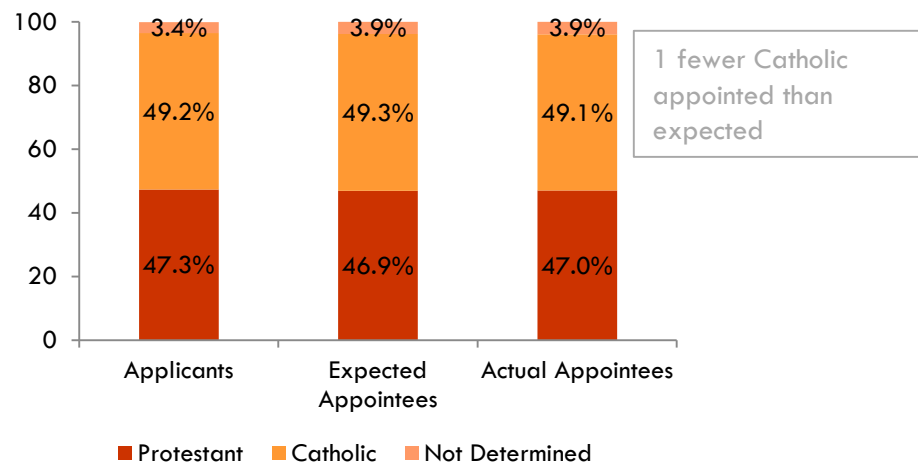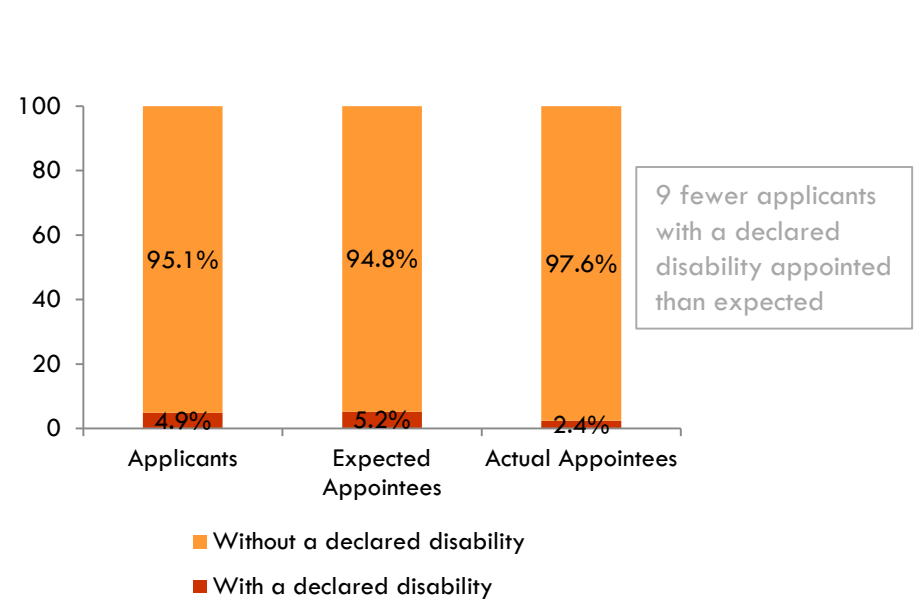
5 | Promotion

Information relating to ethnicity has not been presented due to the small number of candidates coming from an ethnic minority group – 19 applicants and 1 expected appointee. Information relating to sexual orientation has not been presented due to the lack of available data.

Figure 20: Applicants and Appointees by Age Group

	Applicants	Expected Appointees	Actual Appointees
50+	27.8%	18.9%	14.8%
40-49	34.7%	33.3%	32.7%
25-39	37.4%	47.3%	51.8%
16-24	0.2%	0.5%	0.6%

■ 16-24 ■ 25-39 ■ 40-49 ■ 50+

15 more 25-39; 2 fewer 40-49; 13 fewer 50+ year olds appointed than expected

Download Data

Figure 21: Applicants and Appointees by Declared Disability

	Applicants	Expected Appointees	Actual Appointees
Without a declared disability	95.1%	94.8%	97.6%
With a declared disability	4.9%	5.2%	2.4%

■ Without a declared disability
■ With a declared disability

9 fewer applicants with a declared disability appointed than expected
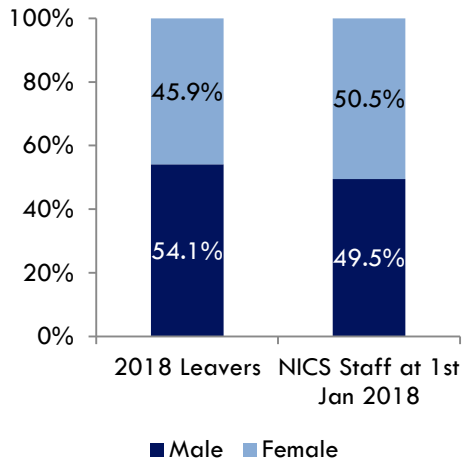
Download Data

6 | Leavers

About this chapter

This chapter provides an overview of the gender, community background, age group and disability composition, for the 708 staff, who left the NICS during 2018. Comparative figures for all NICS staff at 1st January 2018 have been included.
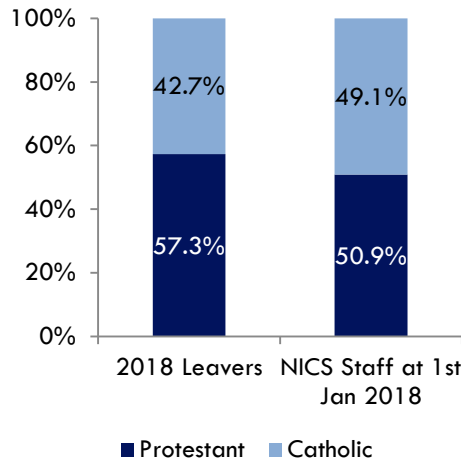
Profile of leavers

The proportion of leavers aged 50+ (64.3%) was considerably higher than the proportion who were staff in post (37.4%). Males (4.6 percentage points) and Protestants (6.4 percentage points) each constituted a greater proportion of leavers than staff in post.
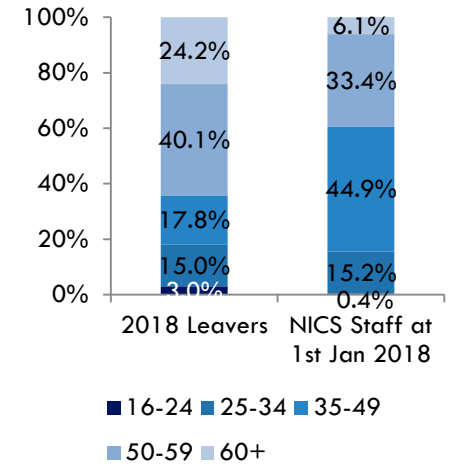
Figure 24: 2018 Leavers by Age Group

Legend: 16-24, 25-34, 35-49, 50-59, 60+

Download Data

Figure 22: 2018 Leavers by Gender

Legend: Male, Female

Download Data

Figure 23: 2018 Leavers by Community Background (excluding Not Determined)

Legend: Protestant, Catholic

Download Data

Figure 25: 2018 Leavers by Declared Disability
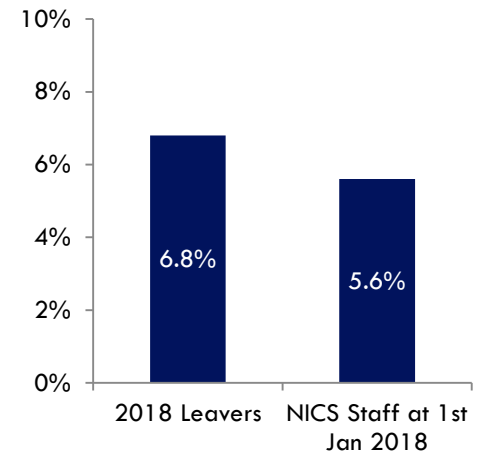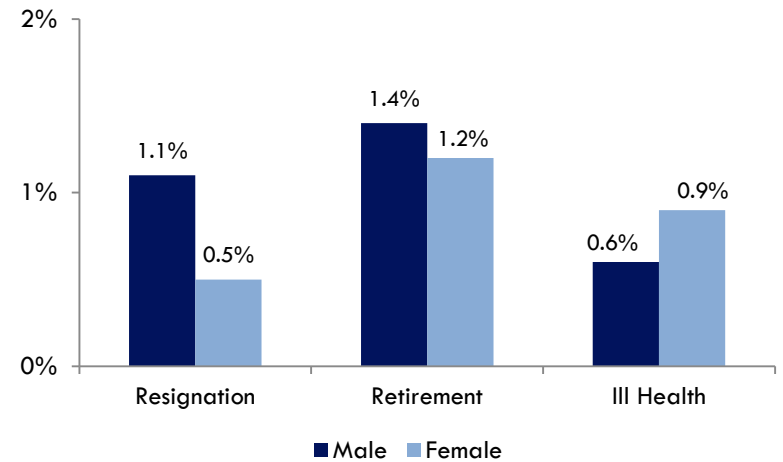
Download Data

6 | Leavers

Reasons for leaving

To explore differences between gender, community background and age in more detail, leaving rates[1] for the three most common reasons for leaving (retirement (43% of all leavers), resignation (26% of all leavers) and ill health (25% of all leavers)) were calculated.

Leaving rates were higher among those aged 50 and above and to a lesser extent among males and Protestants.
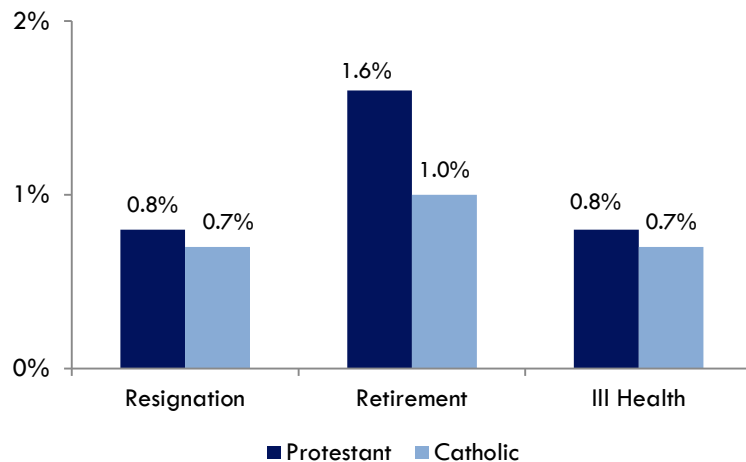
Leaving rates by disability and ethnicity are not presented due to the small numbers involved.

Figure 26: 2018 Leaving Rates by Gender

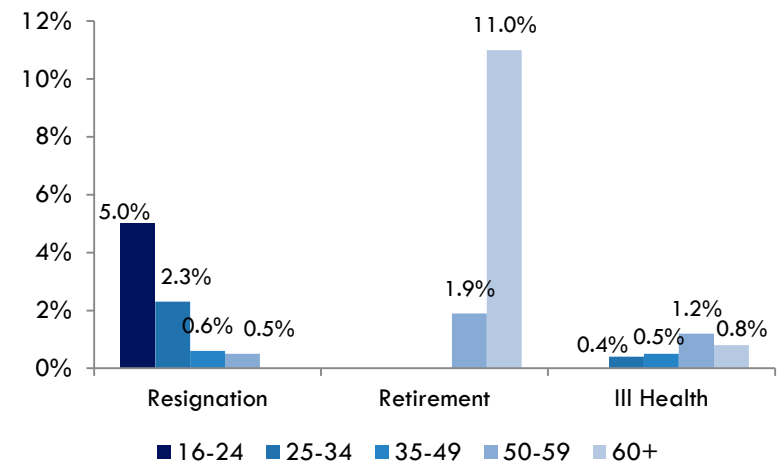Download Data

Figure 27: 2018 Leaving Rates by Community Background

Download Data

Figure 28: 2018 Leaving Rates by Age Group

Download Data

[1]For example the resignation rate is the number (e.g. of males) who resigned in 2018 divided by the number of (e.g. male) staff in post at 1st January 2018. The retirement and ill health rates are calculated similarly.

Appendix 1 – Limitations of general comparisons between contextual figures and the composition of the NICS

Introduction

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. 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. *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, 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 https://www.finance-ni.gov.uk/publications/article-55-reviews.

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.

Whilst the overall gender composition is 50% female, women are underrepresented 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%).

	Male	Female	Total
Science and Technology professionals	90	10	100
Teaching and Research professionals	160	240	400
Total	250	250	500

Appendix 2 – Contextual figures for Grade 5 and above

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

Source: 2011 Census of Population for all information with the exception of disability which has been calculated using the Labour Force Survey[1].

Equality Category	Description	Proportion[3]
Gender[2]	Male	50.6%
	Female	49.4%
Community background[2]	Catholic	42.3%
	Protestant	57.7%
Age group	16-24	20.2%
	25-34	33.6%
	35-49	34.0%
	50-59	10.8%
	60+	1.5%
Ethnicity	White	98.2%
	Minority Ethnic Groups	1.8%
Disability	With a disability	9.5%
	Without a disability	90.6%

[1]Source the economically active population taken from the January to March 2019 Labour Force Survey (LFS), with two or more A levels or 4 or more AS levels or equivalent. Estimates are subject to sampling error. The definition for disability used in the LFS reflects the Equality Act 2010 changes to the legal definition of disabled and uses the GSS Harmonised Standard definition. In summary, the GSS Harmonised Standard Definition covers people who report a current physical or mental health condition(s) or illnesses lasting or expected to last 12 months or more; and the condition(s) or illness(es) reduce their ability to carry out day-to-day activities.
[2]Adjusted for age profile of staff at Grade 5 and above.
[3]Percentages may not sum to 100.0% due to rounding.

Appendix 3 – Composition of NICS overall

Table 1: Gender composition at each analogous grade level, 2019

Analogous grade level	Number			%	
	Male	Female	Total	Male	Female
Grade 5+	134	83	217	61.8%	38.2%
Grade 6	134	127	261	51.3%	48.7%
Grade 7	585	495	1,080	54.2%	45.8%
DP	1,211	1,140	2,351	51.5%	48.5%
SO	1,514	1,435	2,949	51.3%	48.7%
EOI	1,548	1,365	2,913	53.1%	46.9%
EOII	1,789	2,306	4,095	43.7%	56.3%
AO	2,443	3,761	6,204	39.4%	60.6%
AA	344	454	798	43.1%	56.9%
Industrial	788	37	825	95.5%	4.5%
Prison Grades	856	375	1,231	69.5%	30.5%
Total	11,346	11,578	22,924	49.5%	50.5%

Appendix 3 – Composition of NICS overall

Table 2: Community background composition at each analogous grade level, 2019

Analogous grade level	Number				%		
	Protestant	Catholic	Not Determined	Total	Protestant	Catholic	Not Determined
Grade 5+	115	80	22	217	53.0%	36.9%	10.1%
Grade 6	107	147	7	261	41.0%	56.3%	2.7%
Grade 7	520	504	56	1,080	48.1%	46.7%	5.2%
DP	1,167	1,114	70	2,351	49.6%	47.4%	3.0%
SO	1,495	1,362	92	2,949	50.7%	46.2%	3.1%
EOI	1,367	1,436	110	2,913	46.9%	49.3%	3.8%
EOII	1,929	2,097	69	4,095	47.1%	51.2%	1.7%
AO	2,853	3,261	90	6,204	46.0%	52.6%	1.5%
AA	390	390	18	798	48.9%	48.9%	2.3%
Industrial	415	379	31	825	50.3%	45.9%	3.8%
Prison Grades	928	179	124	1,231	75.4%	14.5%	10.1%
Total	11,286	10,949	689	22,924	49.2%	47.8%	3.0%

Appendix 3 – Composition of NICS overall

Table 3: Age composition at each analogous grade level, 2019

Analogous grade level	Number					%			
	16-34 years	35-49 years	50-59 years	60+ years	Total	16-34 years	35-49 years	50-59 years	60+ years
Grade 5+	2	65	110	40	217	0.9%	30.0%	50.7%	18.4%
Grade 6	6	96	126	33	261	2.3%	36.8%	48.3%	12.6%
Grade 7	32	454	498	96	1,080	3.0%	42.0%	46.1%	8.9%
DP	113	1,064	996	178	2,351	4.8%	45.3%	42.4%	7.6%
SO	277	1,263	1,179	230	2,949	9.4%	42.8%	40.0%	7.8%
EOI	306	1,283	1,051	273	2,913	10.5%	44.0%	36.1%	9.4%
EOII	680	1,913	1,258	244	4,095	16.6%	46.7%	30.7%	6.0%
AO	1,113	3,088	1,632	371	6,204	17.9%	49.8%	26.3%	6.0%
AA	217	278	211	92	798	27.2%	34.8%	26.4%	11.5%
Industrial	65	282	358	120	825	7.9%	34.2%	43.4%	14.5%
Prison Grades	361	465	358	47	1,231	29.3%	37.8%	29.1%	3.8%
Total	3,172	10,251	7,777	1,724	22,924	13.8%	44.7%	33.9%	7.5%

Appendix 3 – Composition of NICS overall

Table 4: Disability status at each analogous grade level, 2019

Analogous grade level	Number			%	
	No declared disability	Disability declared	Total	No declared disability	Disability declared
Grade 5+	209	8	217	96.3%	3.7%
Grade 6	257	4	261	98.5%	1.5%
Grade 7	1,039	41	1,080	96.2%	3.8%
DP	2,255	96	2,351	95.9%	4.1%
SO	2,796	153	2,949	94.8%	5.2%
EOI	2,742	171	2,913	94.1%	5.9%
EOII	3,851	244	4,095	94.0%	6.0%
AO	5,753	451	6,204	92.7%	7.3%
AA	717	81	798	89.8%	10.2%
Industrial	811	14	825	98.3%	1.7%
Prison Grades	1,219	12	1,231	99.0%	1.0%
Total	21,649	1,275	22,924	94.4%	5.6%

Appendix 4 – Analogous grade level

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

Appendix 5 – Quality Assessment

This section provides information about the quality of the data used to produce this publication, and any statistics derived from these data.

Dimension	Assessment by the author
Introduction:-	This report provides an overview of the equality profile of the Northern Ireland Civil Service (NICS) at 1st January 2019 and how it has changed over time. It includes an analysis of composition by gender, community background, age, disability status and ethnicity, and how that composition has changed over time. An analysis of the flows into, through and out of the NICS using recruitment, promotion and leaver information is also provided. The primary data source, with the exception in part of the NIPS, was HRConnect, the Human Resource Service for the NICS. Data for NIPS staff not on HRConnect was obtained from NIPS's own personnel data systems. Figures are based on actual staff in post at 1st January each year; analyses of leavers are based on the previous calendar year. Recruitment and promotion analyses are based on appointments to date from competitions with a closing date for applications in the previous calendar year.
Relevance:- *The degree to which the statistical product meets user needs in both coverage and content.*	Covers the composition of NICS staff at 1st January 2019 by gender, community background, age group, ethnicity and disability. Comparative information has been included from 2000 onwards. The report also includes analysis of leavers for 2018, and of success in recruitment and promotion competitions with a 2018 closing date. Disability and ethnicity data are missing for 58% and 11% of staff respectively. Information on sexual orientation is missing for 88% of staff, while information on dependants is missing for 86% of staff. The low coverage for these two categories means that it would not be appropriate to present figures with the same level of detail as other categories due to uncertainty about the representativeness of the staff for whom information is available. Information on sexual orientation is collected from all applicants to recruitment competitions and so information is presented relating to this aspect in the recruitment section.

Appendix 5 – Quality Assessment

Dimension	Assessment by the author
Accuracy and reliability:- *The proximity between an estimate and the unknown true value.*	Coverage of staff is 100%, but ethnicity and disability are affected by missing data. Ethnicity data are missing for 11.0% of staff. Of staff for whom ethnicity is available, 0.4% were from ethnic minorities. Potentially, therefore, the true proportion of ethnic minority staff could be as high as 11.4% (on the most extreme scenario where all missing data related to minority ethnic staff). However, even if ethnic minority staff were as much as four times as likely to have their ethnicity unrecorded as white staff, the true proportion of ethnic minority staff would still be less than 1%. Disability data are missing for 58.3% of staff. Some 5.6% of all staff were recorded as disabled. Potentially, therefore, the true proportion of disabled staff could be as high as 63.9% (on the most extreme scenario where all missing data related to disabled staff). If disabled staff were as likely to have their information unrecorded as non-disabled staff, the true proportion of disabled staff would be approximately 13%. Sexual orientation data are missing for 87.9% of NICS staff. Of those staff for whom data are available 2.4% described their orientation as towards someone of the same sex, 0.9% towards both sexes and 96.7% towards someone of different sex. However since coverage is limited to a relatively small proportion of staff, staff with a recorded sexual orientation may not be representative of the whole NICS and so it would not be appropriate to use these figures as an estimate of the NICS profile. Data on dependants are missing for 86.4% of NICS staff. For those staff with data on dependants, 60.6% identify as having no dependants, with 39.5% stating they have dependants. However since coverage is limited to a relatively small proportion of staff, staff with recorded information on dependants may not be representative of the whole NICS and so it would not be appropriate to use these figures as an estimate of the NICS profile. Data on marital status are missing or unknown for 8.5% of NICS staff. For those staff for whom data are available, 29.8% are recorded as single and 63.0% as married. The NICS does not collect data on the political opinion of staff.

Appendix 5 – Quality Assessment

Dimension	Assessment by the author
Timeliness and punctuality:- *Timeliness refers to the time gap between publication and the reference period. Punctuality refers to the gap between planned and actual publication dates.*	The report relates to 1st January 2019, and is published on 14th August 2019. The gap between the reference date and the publication date is due to the time it took to resolve various data quality issues. The publication date for the current report is the earliest to date, being four weeks earlier than last year's report, and twelve weeks earlier than the 2017 report.
Accessibility and clarity:- *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 metadata, illustrations and accompanying advice.*	The report is available on the NISRA website and contains contact details for further information. Explanatory information including sources, discontinuities and missing data have been included. Data tables to accompany the charts in the report are available on the website in a non-proprietary open format.
Coherence and comparability:- *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.*	Counts of staff depend on the reference date, whether staff are permanent or casual, whether those on a career break are included, and whether secondees are included. 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 this report in that it relates to data captured at a different point in time. The annual Monitoring Report differs from our report in that it includes additional employee groupings. 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.

Appendix 5 – Quality Assessment

Dimension	Assessment by the author
Assessment of user needs and perceptions:- *The process for finding out about users and uses, and their views on the statistical products.*	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.
	Specific uses identified were the measurement of the effectiveness of NICS equality policies, identifying possible areas for further action and contextual data, for other employers, on applicant pools.
	The report currently contains contact details in case users wish to provide feedback, comments or queries on the publication. Where possible changes have been incorporated – for example the 50 years and over category has been split into 50-59 years and 60 years and over.
	Key stakeholders, notably NICS HR, also regularly communicate their requirements to NISRA. In addition a regular customer satisfaction survey is undertaken to review the publication by gathering feedback on the statistics produced, how well they meet user needs and whether there are any suggested improvements. The most recent survey conducted in February 2018 indicated that all respondents were satisfied with the publication overall.

Appendix 5 – Quality Assessment

Dimension	Assessment by the author
Trade-offs between output and quality components:-	Coverage of staff is 100% although as previously highlighted information for the disability and ethnicity variables is not complete. The main computer system from which the data are extracted is also used to pay staff.
Performance, cost and respondent burden:- *The effectiveness, efficiency and economy of the statistical output.*	The annual operational cost (staff time) of producing the report is approximately £11,500. 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.
Confidentiality, transparency and security:- *The procedures and policy used to ensure sound confidentiality, security and transparent practices.*	Suppression would be applied where the number of cases in a cell containing personal information is disclosive; this is described in table footnotes. If appropriate, cells are merged. 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.