ANNEX A

FOI DOF/2025-0646

Request

1. How many grade 7 vacancies exist at the present time?

2. Please may I have this information by Department

3. How many candidates remain unallocated from the general grade 7 list?

Clarification received 13/11/25

I am referring to the general service competition you mention for both Q1 and Q3

DoF Response

I can confirm the Department holds some of the information requested.

1. Details of the total vacancies in each department is not held centrally by Department of Finance. Each Civil Service department is responsible for managing its resources – both financial and staff. Each department determines its individual workforce needs and is responsible for ensuring that any additional staffing resources are affordable. When a department identifies a vacancy that needs filled, the request is referred to NICSHR to initiate the process to fill the post. NICSHR liaises with all departments on an ongoing basis to seek to prioritise recruitment activity within allocated financial and staff resources.

   As at the end of October 2025, (the most recent figures available at time of the request), NICSHR was managing a caseload of 28 Grade 7 vacancies which may be filled from competition IRC306697

2. The breakdown by Department is shown in the tables below.

Department	Number of vacancies
DAERA	6
DfC	2
DfE	4
DfI	3
DoF	5
DoH	3
DOJ	2
TEO	3
Total	**28**

3. As at the date of the request, there were 73 candidates unallocated from the merit list for competition IRC306697.

Annex B - Internal Reviews

An Internal Review request examines the response based on applied exemptions, search adequacy, or response timeliness.

It is not the following, which will be treated as specified:

- Questions asking for clarification on information provided: Will be treated as part of the original FOI request.
- Additional questions about the information in the response: Will be treated as a new FOI request.
- Questions about the subject not related to the original request: Will be treated as new FOI request.
- Questions regarding how a service operates or why a decision was made: Will be treated as normal business and responded to accordingly.
- Complaints or concerns raised in response to information provided: Will be treated in line with relevant complaints procedure.

To make an Internal Review request:

- **Clearly state**: That you want an internal review of a previous FOI response and provide the necessary details.
- **Follow the timeline:** Be sure to submit your request within 40 working days of receiving the original response. If the Department has not responded at all, you have 40 working days after the original 20-day response period has passed.
- **Wait for a response:** The review is typically completed within 20 working days but can take up to 40 working days in exceptional circumstances. The Department should inform you of any delays.

What the review includes

- A fresh decision based on a reconsideration of all relevant factors.
- An assessment of whether the request was handled correctly and if exemptions were applied appropriately.
- The review will be conducted by someone who was not involved in the original decision.

If you wish to request an internal review, please email foi@finance-ni.gov.uk or write to FOI/EIR Team, Department of Finance, 2nd Floor, Craigantlet Buildings, Stoney Road, Belfast, BT4 3SX.