

FOI DOF/2026-0021

Request

Please can I submit another FOI and that is for the data supplied in annex b of DOF/2025-0717 FOI Response to be broken down by grade also please? (For permanent NICS staff only).

DoF response

I can confirm the department holds the information requested.

Further to Part B of the response issued under DoF/2025-0717, the table below outlines the age profile of permanent NICS staff in post by Substantive (and analogous) grade, as at the end of December 2025 (the most recent data available at the time of the request).

| Substantive Grade | Age Range | | | | | | | | | | Total |
|----------------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|---------------|
| | 16-24 | 25-29 | 30-34 | 35-39 | 40-44 | 45-49 | 50-54 | 55-59 | 60-64 | 65+ | |
| Senior Civil Servant | | 1 | 3 | 14 | 23 | 47 | 73 | 77 | 27 | 7 | 272 |
| Grade 6 | | | 3 | 9 | 45 | 69 | 75 | 75 | 31 | 14 | 321 |
| Grade 7 | | | 31 | 129 | 277 | 397 | 288 | 294 | 168 | 34 | 1,618 |
| Deputy Principal | 1 | 27 | 112 | 274 | 475 | 557 | 483 | 525 | 340 | 89 | 2,883 |
| Staff Officer | 42 | 187 | 293 | 383 | 562 | 541 | 430 | 477 | 380 | 116 | 3,411 |
| Executive Officer 1 | 29 | 180 | 266 | 344 | 499 | 485 | 430 | 473 | 355 | 144 | 3,205 |
| Executive Officer 2 | 53 | 200 | 318 | 515 | 760 | 759 | 644 | 654 | 428 | 135 | 4,466 |
| Admin Officer | 255 | 698 | 595 | 701 | 973 | 840 | 643 | 730 | 606 | 215 | 6,256 |
| Admin Assistant | 28 | 28 | 15 | 46 | 64 | 76 | 82 | 114 | 108 | 59 | 620 |
| Prison Grades | 55 | 128 | 231 | 220 | 163 | 135 | 156 | 177 | 84 | 20 | 1,369 |
| Total | 463 | 1,449 | 1,867 | 2,635 | 3,841 | 3,906 | 3,304 | 3,596 | 2,527 | 833 | 24,421 |

Source: HRConnect & COMPASS ME December 2025

Note: Figures relate to NICS Permanent staff only, except for those in HSENI, Crown Solicitors Office and AGNI. Figures also exclude 36 Fixed Term & Casual Staff.

The difference in totals between the two FOI requests reflects a difference in scope between the two requests. The earlier FOI request asked for all Civil Service employees and therefore included permanent staff as well as fixed-term and casual employees. This FOI request asks for permanent staff only. As a result, fixed-term and casual employees have been excluded from the figures in this response. This distinction has been added in the notes, and the number of fixed-term and casual staff has been provided in the explanatory notes to allow you to reconcile the difference between the two totals.

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.