

FOI DOF/2026-0216

Request

RE: IRC325187

1. Can you please provide the date of vacancy creation for this placement offer. Including the total number of posts to be filled within the vacancy.
2. Please provide the total of AO vacancy creations within NICS between the date of creation of this post/vacancy and offer letter due date.
3. Please can you provide the total number of AO vacancies within Child Maintenance Service at the date of the offer and vacancy creation.
4. Please provide a list of AO vacancy creation dates within Child maintenance service for the past 18months including both standard working pattern and alternative working pattern posts.
5. Please provide a copy of correspondence submitted to HR connect or NICS HR that discuss this vacancy or requesting Aos from the merit list. This request should also be extended to internal communications within child maintenance service and not limited to emails(should include teams communications and mobile device communications). Please also provide correspondence within child maintenance service that discusses vacancies in each of the last 4 months.
6. Please provide the vacancies total for AO's both standard working pattern and alternative working pattern within CMS as of 15/4/26 and the total number of AO's CMS have requested from the merit list

DoF response

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

1. This vacancy was formally declared to NICS HR on 27 October 2023 with one post to be filled against the vacancy reference.
2. The total number of AO vacancies declared to NICS HR between 27 October 2023 (date vacancy declared) and 15 April 2026 (date of offer) inclusive, is 4,392.

3. 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 March 2026, (the most recent figures available at time the offer was issued), NICSHR was managing a caseload of 169 AO vacancies in Child Maintenance Service (GB & NI).

Vacancy IRC325187 was created in October 2023. As at the end of October 2023 (the most recent figures available at time the vacancy was created), NICS HR was managing a caseload of 91 AO vacancies in Child Maintenance Service (GB & NI).

4. In the 18 months prior to the date of this request Child Maintenance Service (GB & NI) declared AO vacancies for both standard working pattern and alternative working pattern posts on the following dates: 28 October 2024, 16 June 2025, 26 August 2025, 13 January 2026 and 15 April 2026.
5. See attached documents (Annex C) held by NICSHR related to this vacancy (IRC325187). Please note that this vacancy was originally declared with the associated vacancy reference of IRC297858 but was recreated as IRC325187 as the vacancy reference had timed out on the system. See attached correspondence with Funding & Headcount forms received from Child Maintenance Service (GB & NI) requesting AOs from the merit list covering the period of the last four months.

Please be advised some information has been redacted as this is exempt from release under Section 40(2) of the Freedom of Information Act. Section 40(2) exempts personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would contravene one of the data protection principles in schedule 1 of the Data Protection Act 2018.

Having considered all the information contained within the Legitimate Interest Test – also known as a Lawful, Fairness and Transparency Test - (attached as a separate document – Annex D), the department has established that, on balance, there is no lawful basis for the disclosure of third-party personal data falling within the scope of the request of which the requester is not the data subject. Making an unrestricted disclosure of personal data for private interests could constitute a disproportionate and unwarranted level of interference with the individuals' rights and freedoms – particularly their right to privacy and family life under the Human Rights Act 1998

Internal communications/correspondence within Child Maintenance Service is not held by the department. You should direct this part of your request to the Department for Communities at the following address: foi@communities-ni.gov.uk

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As at the end of March 2026, (the most recent figures available at the date of request), NICSHR was managing a caseload of 169 AO vacancies (Alternative Working Pattern & Standard Working Pattern) in Child Maintenance Service (GB & NI) all of these vacancies are to be filled from AO general service recruitment competitions.