

**Public Service Commission  
Minutes of Proceedings**

**2.15 pm, Wednesday 2 December 2009  
Boardroom, 10 Cromac Place  
The Gasworks**

Present: Mr Sid McDowell (Chairman)  
Mr Brian Hanna  
Professor Bernard Cullen  
Mrs Brenda McLaughlin  
Mr Jim McCusker  
Mr Dessie Mitchell  
Dr Collim Patton

In Attendance: Mrs Patricia Stringer  
Mrs Gillian McKeown

Robbie McGreevy (Head of HR, ESAIT)  
Jill Dowie (HR Project Manager, ESAIT)

**1. Apologies**

No apologies.

**2. Minutes of Meeting of 2 November 2009**

The minutes were agreed.

**3. Matters Arising**

Draft Guidance Note on 5<sup>th</sup> Guiding Principle

The Chairman advised Commissioners that the Guidance Note had been finalised and would be issued to all RPA Affected Employers shortly.

Economic Appraisal Report

The Chairman advised Commissioners that their feedback on the Report had been submitted to Local Government Policy Division and was to be considered at the Strategic Leadership Board on 9 December.

NILA

The Chairman advised that NILA's application for funding will fall under the December monitoring round, so they will not know until January whether they will get funding or not.

### Health

The chairman advised that further to correspondence with John Compton in Health, they had ceased their selection process for Assistant Director. The process now to be followed would be fully in accordance with the Executive's Guiding Principles.

He also advised that a letter was sent to Andrew McCormick, Permanent Secretary, DHSSPSNI, requesting statistics on the vacancies/new posts to date which have been filled in the new Health bodies.

The Chairman advised that in response to the letter sent to the RPA Central Unit making them aware of the issues that had arisen with advertising posts, John McMillen issued a circular to all staff reminding them of the obligation to adhere to the Executive's Guiding Principles.

Brenda McLaughlin suggested that a letter should go out from the Commission to Hugh McPoland thanking him for his speedy response to the Commission's concerns.

**Agreed:** Secretariat to seek an update on Assistant Finance Director posts from Hugh McPoland.

Letter to issue from Chairman to Hugh McPoland as above.

### Education

The Minister's announcement on 1 December was discussed.

#### **4. Delegation from ESAIT**

Robbie McGreevy and Jill Dowie provided an update on progress, including the Budget, Assistant Director posts, Staff Transfer Schemes, Vacancy Control and Early Severance Schemes.

They also supplied statistics on staff acting up/on temporary promotion that Commissioners had requested from Gavin Boyd.

This was followed by a discussion with Commissioners. The Chairman requested a copy of the Transfer Scheme for Department of Education staff.

**Agreed:** Secretariat to arrange a meeting with Gavin Boyd and Permanent Secretary, DENI before Christmas, if possible.

#### **5. Compliance**

The Chairman advised Commissioners that he would be meeting with Desmond Mitchell and Patricia Stringer after the meeting to finalise the draft of the proposed Questionnaire which would then be forwarded to DFP for consideration

#### **6. RPA Progress Reports**

Commissioners briefly discussed the progress reports.

Brian Hanna advised Commissioners that the Minister had extended the life of the Local Government Staff Commission by one year.

#### **7. Chairman's Business**

The Chairman invited Collim Patton to provide an overview of the 'Implementing change for better public services' conference which he had attended on 4 November on behalf of the Public Service Commission. The Chairman advised Commissioners that Patricia Stringer, Collim Patton and himself would be attending the LGSC/SOLACE Conference on 10 and 11 December. The Chairman further indicated that he would be speaking at the conference immediately following the Leo O'Reilly, Permanent Secretary, DFPNI and then participating in a question and answer session.

#### **7. Northern Ireland Assembly/Executive Developments**

None.

#### **8. Any Other Business**

Dates were set for the meetings after January – Thursday 11 February at 10:30am, Thursday 4 March at 1:30pm, Tuesday 13 April at 2pm and Tuesday 11 May at 2pm.

#### **9. Date of next meeting**

The next meeting will be held on Wednesday 13 January at 10.30am.

Sid Kempwell