

**Public Service Commission
Minutes of Proceedings**

**10am, Thursday 23 April 2009
Boardroom 10 Cromac Place
The Gasworks**

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

In Attendance: Miss Susan Dornan

Beverley Jones – Commission’s legal adviser
(present 10.15 – 12.35, items 5 and 6)

1. Apologies

Apologies from Brian Hanna and Gillian McKeown were noted.

2. Minutes of Meeting of 26 March 2009

The minutes were agreed with a slight amendment.

3. Matters Arising

5th Guiding Principle on Voluntary Severance and draft Guidance Note

The Chairman advised that the Executive had formally accepted the Guiding Principle and a draft Guidance note is due to issue soon. Commissioners briefly discussed the Executive’s response. .

Agreed: Secretariat to respond to John McMillen’s covering letter, dated 10 April 2009.

Agreed: When available, the draft Guidance note to be reviewed closely by the Secretariat.

Agreed: Executive's Fifth Guiding Principle to be placed on the Commission website.

Follow-up to 9 December event – update
Update postponed to next meeting.

4. Meeting re: Education and Skills Authority - update

The Chairman advised that a holding response had only just been received from Will Haire, in response to the Chairman's letters of 3 and 21 April.

Agreed: Secretariat to respond to Will Haire requesting statistics in the interim while the Minister's direction was being sought on the issues raised.

5. Role of PSC in Shared Services/Status of Guiding Principles

Beverley Jones outlined the possible courses of action open to the Commission about how best to secure the application of the Executive's Guiding Principles to cover shared services and outsourcing so as to extend protections offered to the totality of people affected by RPA.

Agreed: Beverley Jones to investigate options for a draft, high level Guiding Principle on public procurement.

6. Compliance/Lessons Learned

Commissioners discussed Derek Baker's paper, dated 25 March, on compliance with the Executive's Guiding Principles. Commissioners were somewhat disappointed with the content of the paper and discussed the option of an independent audit.

Agreed: Secretariat to respond to Derek Baker on the content of the compliance paper reflecting Commissioners' views on the lack of specificity, clarity on accountability and plans to monitor compliance.

Agreed: Secretariat to expand prepared bullet point briefing on compliance for possible inclusion in terms of reference for an independent audit. To be discussed at the next Commission meeting.

7. RPA Progress Reports

Commissioners noted the progress reports supplied on Local Government and the NILA. No reports were received from the Education and Health sectors.

Agreed: Secretariat to ascertain why the Commission has not been included on the consultation list for the Establishment of Transition Committees in Statute document given the staffing implications.

Agreed: Secretariat to seek web trend analysis of Commission website.

8. Chairman's Business

None.

9. Northern Ireland Assembly/Executive Developments

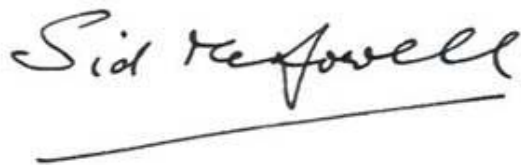
None.

10. Any Other Business

None.

11. Date of the next meeting

The next meeting will be held on Friday 22nd May at 10.30am.

A handwritten signature in cursive script that reads "Sid McFowell". Below the signature is a horizontal line.