

**Public Service Commission
Minutes of Proceedings**

**2pm, Monday 26 January 2009
Boardroom 10 Cromac Place
The Gasworks**

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

In Attendance: Miss Susan Dornan
Ms Anne Walker

1. Apologies

There were no apologies. The Chairman welcomed Anne Walker who has joined the Secretariat on a temporary basis to provide administrative support.

2. Minutes of Meeting of 17 December 2008

The minutes were agreed.

3. Matters Arising

Local Government – term appointment update

The chairman advised that he had written to Paul Simpson on the 5th January reflecting the Commission's view that filling the Chief Executive, HR and Finance Director posts on a term appointment basis would clearly not be compliant with the Guiding Principles, would not safeguard the interests of staff nor ensure a smooth transfer, and would fail to meet statutory obligations in relation to redundancy. Paul Simpson responded on 6 January that he will reflect carefully on the Commission's views with the HR sub-group and come back to the Commission in due course.

Codes of Practice/Guidance Notes Update

The progress report from Jacqui Wallace, Central Personnel Group (CPG, dated 21 January 2009) was tabled. Commissioners noted the progress on the guidance notes/codes of practice for Guiding Principles 2, 3 and 4. Discussion ensued on the necessity of producing a booklet comprising the Guiding Principles as accepted by the Executive, associated guidance notes/codes of practice, a foreword and appropriate branding.

Agreed: Commission to approach OFMDFM to discuss the production of a booklet of the Guiding Principles and codes of practice/guidance notes.

5th Guiding Principle

The Chairman advised that the 5th Guiding Principle had been accepted by the Executive and formal confirmation would follow in due course.

Pensions/secondment arrangements

Commissioners discussed the papers on Pensions and Temporary Transfer Arrangements provided by Jacqui Wallace under cover of her note dated 21 January 2009.

Agreed: Commission to write to Jacqui Wallace expressing concern that there was no mention of the Guiding Principles and to seek further clarification on the status of the papers and alignment with the Guiding Principles.

Compliance – update

The Chairman advised that the Commission's views on the draft Compliance paper, which were articulated in the Acting Chief Executive's letter of 3 December 2008 to Derek Baker, had been circulated to RPA HR Cross Sector Forum members at their meeting on 22 January. Commissioners noted that a response from Central Personnel Group (CPG) is awaited. The acting Chief Executive advised that clarification had been offered to CPG on the "lessons learned" paper.

Communication event – update

The Chairman informed Commissioners that a meeting had been arranged for the 9 February with the Local Government Staff Commission to discuss follow up event(s) to the Communication seminar on 9 December 2008.

The Chairman also advised that he had written to John McMillen on 15 January giving him an update on the success of the 9 December event.

Commissioners will be kept informed of developments.

Health and Social Care Reform – update

The Chairman reported that David Bingham had affirmed that the Guiding Principles would apply to the currently envisaged process of implementing shared services in Health and Social Care.

Role of PSC in Shared Services/Status of Guiding Principles – update

The Chairman reported that this is a work in progress and that a draft may be available for discussion at the next Commission meeting.

4. DRAFT FIFTH GUIDING PRINCIPLE ON VOLUNTARY SEVERANCE ARRANGEMENTS

This was covered under item 3 above.

5. RPA Progress Reports

Commissioners briefly discussed the progress reports supplied on Local Government, Education, NILA and Health.

6. Chairman's Business

Library Authorities

Commissioners discussed the query from Mary Walker and agreed to investigate further before making a substantive reply.

Agreed: Commission to investigate further and discuss before making a substantive reply.

7. Northern Ireland Assembly/Executive Developments

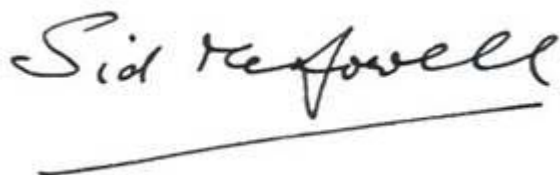
Progress on the 5th Guiding Principle had been noted at item 3 above.

8. Any Other Business

None.

9. Date of Next Meeting

The next Commission meeting is due to take place on Monday 23 February 2009 at 2pm.


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