

**Public Service Commission  
Minutes of Proceedings**

**10.30 am, Wednesday 7 October 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: Miss Susan Dornan

**1. Apologies**

The apology from Gillian McKeown was noted.

**2. Minutes of Meeting of 8 September 2009**

The minutes were agreed.

**3. Matters Arising**

Draft Guidance Note on 5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

Commissioners were advised that Government is consulting with NICICTU and members of the HR Cross Sector Forum on the points raised in the Commission's letter of 8 September. The Commission will be advised of the outcome of the consultation in due course.

Local Government Staff Commission – Vacancy control

Commissioners briefly discussed the Local Government Reform Joint Forum LGRF/01 circular of September 2009 on Vacancy Control Procedures within local government.

Shared Services Update

Work on the high level draft principle has not yet commenced.

**4. Education and Skills Authority**

Commissioners briefly discussed Gavin Boyd's letter of 16 September which addressed a number of the points raised by Commissioners at their September meeting.

*Agreed:* Commission to write to Gavin Boyd, broadly welcoming the information and reassurance provided and seeking clarification of the outstanding points which had not been fully addressed.

The Chairman outlined the content of Will Haire's letter of 1 October regarding the ESA Director of Strategic Planning and the proposal to fill the post by open competition. Commissioners were concerned with the proposed approach, considering that there may well be appropriately qualified staff in the RPA Affected Group as a whole who could meet the requirements of the post and who are, at the very least and as provided for in the Executive's Guiding Principles, entitled to be considered for the post.

*Agreed:* Commission to write to Will Haire outlining their strong concerns about the Department's proposed method for filling of the post of Director of Strategic Planning.

## **5. Compliance/Lessons Learned**

The Chairman summarised Derek Baker's letter of 17 September 2009, highlighting that NISRA's Human Resource Consultancy has agreed to provide assistance in undertaking this exercise which will assess compliance with the NI Executive's Principles.

*Agreed:* Chairman, Dessie Mitchell and Acting Chief Executive to meet to discuss the content of the questionnaire.

## **6. RPA Progress Reports**

Commissioners briefly discussed the progress reports. The recent advertisement for Assistant Director of Finance posts in the Health and Social Care Board was raised and briefly discussed.

*Agreed:* Commission to write to the Permanent Secretary of the DHSSPS seeking assurance that the method for filling the posts complied with the NI Executive's Principles.

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

None.

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

None.

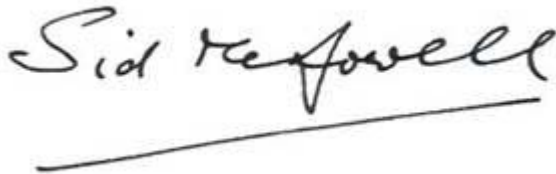
## **9. Any Other Business**

*Agreed:* Commission to reschedule the meeting with the Department of Environment/Local Government Staff Commission to coincide with the Commission's meeting in November.

*Agreed:* Commission to ascertain if it is required to provide an input into the RPA progress update to the Executive as per the exercise commissioned by John McMillen OFMDFM on 30 September 2009.

## **10. Date of the next meeting**

The next meeting will be held on Monday 2 November at 2.15pm.

A handwritten signature in black ink that reads "Sid McDowell". The signature is written in a cursive style and is positioned above a solid horizontal line.

SID MCDOWELL  
CHAIRMAN