

COMMISSIONERS' BUSINESS MEETINGS: SUMMARY MINUTES

17-May-07		
Agenda		
1. Introduction		The Chairperson welcomed Rosemary Crawford, recently appointed Secretary to the Commissioners. It was noted that Maureen Tipping would be joining the staff of OCSC on 4 June.
2. Minutes of Meeting held on 27 March 2007		Agreed as drafted.
3. Matters arising	Disability Action Plan: application for exemption	Application rejected by the Equality Commission. Draft Disability Action Plan considered and agreed by Commissioners. Consultation on the Plan to commence 18 May and end 18 June 07. Action: Secretariat.
4. Senior Appointments	Update on competitions	Current status of ongoing competitions noted.
	Update on SCS secondments	Noted.
	Checklist for senior competitions	Commissioners suggested further amendments to the draft. Agreed that the checklist should be raised at the next meeting with DFP. Action: Commissioners/Secretariat.
5. Tied Score policy		Commissioners noted DFP's response to the draft policy. Agreed to discuss the issue at the next meeting with DFP. Action: Commissioners/Secretariat.
6. Annual Report 2006/07		Some minor amendments suggested to the first draft of the Annual Report 2006/07. Commissioners agreed to discuss a change to the format of the next Report at their business planning day in November 07. Action: Commissioners/Secretariat.
7. Audits	Attracting Candidates audit: update	DFP to be permitted to provide additional evidence to the auditors, however this will be reflected in the Report.
	New audit contract: update	New audit contractor appointed. Representatives of the Goldblatt McGuigan audit team to meet the Commissioners at a future business meeting. Action: Secretariat.
	Audit Programme 2007/08	Programme confirmed. Secretariat to meet the new audit team towards the end of May to initiate the programme. Action: Secretariat.
8. Section 75 duties	Annual Progress report: update	A draft report will be forwarded to the Commissioners for comment during June 07. Action: Secretariat.
9. Budget update		No decision has yet been received from the NIO on the request for an increase to the Commissioners' budget.

10. Any other business	Irish Language Bill consultation paper	Noted that if / when enacted, the Bill would require Commissioners to prepare an Irish Language Scheme. Agreed not to seek exemption should this occur. In the meantime, Secretariat to consider the experience of the RoI, Wales and Canada in regard to language schemes. Action: Secretariat.
	Location of Commissioners in devolved government	Paper agreed subject to one minor amendment. Position to be reviewed in the autumn. Action: Secretariat.
	Meeting with Penny Pollard	Penny Pollard who had been contracted by Design Innovation Division, DFP attended for this item to obtain Commissioners' views as part of DFP's consultation on transformation of CPG to the new Corporate Centre. Ms Pollard took note of the Commissioners' views on CPG as part of the consultation project assisting the transformation to the new Corporate Centre. Ms Pollard took note of the Commissioners' views and undertook to present them to DFP in her report.
	Updates on meetings	Commissioners were updated on the following: recent Links meetings; the Chairperson's meeting with the First Commissioner of the GB Commissioners; a meeting with CPG on 28 March; and meeting with Capita 4 May 2007. The Chairperson and Deputy Secretary also attended a meeting with the Public Appointments Service (RoI) and representatives of the Canadian Public Appointments Service at which the latter provided information on how public appointments are made in Canada. Action: Secretariat.
	Code of Ethics appeal	Commissioners noted that legal advice had been sought on a potential Code of Ethics complaint and that an overview of the case would be sent to them for consideration. Action: Secretariat.
	Information papers	Noted. Commissioners agreed to discuss further the GB Commissioners' new work planning process at their business planning day in November 2007. Action: Secretariat.
11. Future meetings		Dates: June 07 - Age Discrimination training; meeting with CPG; Business Meeting. August - meeting with PSG Sub-Group. Action: Commissioners/ Secretariat.