



Civil Service Group
Conference 2019

Civil Service Group
Annual Delegate
Conference

Wellington Park Hotel
Belfast

Agenda 2019

Thursday 7th November 2019

Timetable

Thursday 7th November 2019

10.30 a.m.	Tea/Coffee	
11.00 a.m.	Chairperson's Address	
11.15 a.m.	Appointment of Scrutineers and Tellers Adoption of Standing Orders Report No.1	
11.30 a.m.	Pay	Motions 1-6
12.15 p.m.	Allowances	Motions 9-10
12.30 p.m.	Terms and Conditions I	Motions 13-18
1.00 p.m.	Lunch	
2.00 p.m.	Privatisation	Motions 21-22
2.15 p.m.	Promotion & Recruitment	Motions 25-28
2.40 p.m.	Terms and Conditions II	Motions 31-35
3.10 p.m.	Equality	Motions 38
3.20 p.m.	Health and Safety	Motions 41
3.30 p.m.	Guillotined Motions	
4.00 p.m.	Pay Discussion	
5.00 p.m.	Close of Conference	

Special Notice to Delegates

The Standing Orders and Standing Orders Committee Report No.1 should be read in conjunction with the list of motions. In accordance with Standing Order 37, Branches wishing to move reference back to Standing Orders Report No.1 or at any part of it, should notify their intention to do so in writing to the Secretary, NIPSA Standing Orders Committee, Harkin House, 54 Wellington Park, Belfast, BT9 6DP not later than **11.00 a.m., Thursday 31st October 2019.**

Those branches who have so notified their intention to move reference back of Report No.1 will be required to meet the Standing Orders Committee prior to Conference on **Friday 1st November 2019.**

Only those branches who have complied with Standing Order 37 will be permitted to move reference back of Standing Orders Committee Report No.1.

Branches should note that reference back of Standing Orders 1 to 43, or any amendment to them, is not permissible. This rule does not apply to any additional Standing Orders included in Standing Orders Committee Report No.1.

Standing Orders for Conferences

1. These standing orders will apply to General and Group Conferences until they are amended or rescinded by a motion adopted by an annual Delegate General Conference. If any such motion is adopted it shall not come into effect until the conclusion of the conference at which it is adopted.

Reports of Standing Orders Committee

2. Subject to the provisions of these standing orders, the Standing Orders Committee will draw up reports for each conference, setting out its recommendations on the timetable, agenda and such other matters as it considers necessary for the business of the conference. The reports of the Standing Orders Committee will be presented to the conference for consideration and decision.
3. The Standing Orders Committee may, if it considers it necessary recommend **additional standing orders** on matters not covered in these standing orders. Such additional standing orders shall apply only to the conference at which they are adopted.
4. The first report of the Standing Orders Committee to an Annual Conference hereinafter referred to as "**Report No.1**", shall comprise the agenda, which shall contain all the motions received in accordance with these standing orders and the Committee's recommendation on the timetable and other matters.

The Agenda

5. The Standing Orders Committee will include in a **primary agenda** those motions which require a decision by conference and will place the remaining motions in a secondary agenda.
6. In each section of the primary agenda any motions which relate to pay and conditions of service shall be placed at the beginning of the section.
7. The **secondary agenda** will include the following categories:
 - (a) Category A - motions which are covered by a composite or comprehensive motion on the primary agenda.
 - (b) Category B - motions which restate existing union policy.

(c) Category C - motions which can be dealt with by correspondence with Union Headquarters.

(d) Category D - motions which are competent to be dealt with by a body established under rule 6.9(a) of the rules of the Union and which are to be remitted to the General Council for reference to that body.

(e) Category X - motions which the President has ruled are out of order.

8. **Composite motions** will be used whenever possible to cover a number of motions directed at the same issue. The motion selected as a composite is the one which, in the opinion of the Standing Orders Committee, incorporates the points made in motions covered by it.
9. **Comprehensive motions** will whenever possible be constructed by the Standing Orders Committee to cover motions, when although directed on the same issue, contain a number of diverse points. The Standing Orders Committee will recommend who should move a comprehensive motion.
10. The passage of a **composite or comprehensive motion** does not imply acceptance of the detailed variants in the motions which they cover.
11. Motions which seek to **amend the rules of the Union or the annexes to them or which would require an amendment to the rules of the Union or the annexes to them** will be out of order, unless they are presented in a form which sets out clearly the wording of the amendment(s) necessary.
12. An emergency motion shall deal only with urgent business which has arisen since the final date for the submission of motions to conference and shall require a decision by conference. The Standing Orders Committee shall include in Report No.1, the procedure for dealing with emergency motions.
13. The Standing Orders Committee shall have the sole authority to decide whether or not a motion is competent for consideration as a matter of urgency. It shall publish those motions which it considers to be emergency motions in a report which shall also include provisions for their discussion.

The Timetable

14. The Standing Orders Committee will arrange motions in the primary agenda into sections and specify periods of time for the discussion of each section and for other conference business. If alterations to the timetable become necessary during the course of a conference the Standing Orders Committee shall submit recommendations to the conference. For such an alteration it is not necessary to resort to the procedure set out in Standing Order No.35.
 15. The time allotted to each section of the agenda shall be adhered to as far as possible.
 16. The Standing Orders Committee may recommend an opportunity, before motions in a section of the agenda are discussed, for the General Council to place before the delegates any **factual material necessary to bring up-to-date the annual report** in respect of subjects to which the section relates. The time allocated for this purpose to a speaker for the General Council shall be limited to 4 minutes, subject to the President's discretion in exceptional circumstances.
 17. Motions shall be taken in the order in which they appear on the agenda. The time allotted to each motion shall be at the discretion of the President.
 18. In order to make the maximum use of conference time for the discussion of motions on which there may be differing opinions, the General Council will indicate which **motions, if any, on the primary agenda it is willing to have adopted without discussion**. These motions will be listed in a report of the Standing Orders Committee and by adopting the report the conference will carry the motions.
 19. **Motions which are not taken because of lack of time** shall be dealt with as if they had been remitted by conference to the General Council.
- Orders Committee, his or her name and office before speaking on any point.
23. Speeches by movers of motions shall be limited to **4 minutes** and other speeches to **3 minutes**, but these times may be varied at the discretion of the President.
 24. The mover of a motion on the agenda shall have the **right of reply** at the close of the debate upon the motion, if anyone has expressed opposition to the motion.
 25. Immediately before the mover of a motion on the agenda exercises his or her right of reply or before the vote is taken if there is no right of reply or it is waived, a **speaker on behalf of the General Council** will be afforded the opportunity of addressing conference.
 26. A **motion may be withdrawn** only by the proposers with the approval of conference.
 27. No one other than a delegate or a member of the Standing Orders Committee may address conference unless authorised by the General Council.
 28. Speakers must on all occasions confine themselves strictly to the matter under discussion.
 29. **Points of information** shall be allowed only at the discretion of the President.
 30. If the President, rises **to call a member to order**, or for any purpose connected with the proceedings, the member speaking shall thereon resume his or her seat and no other member shall rise until the chair is resumed.
 31. **The ruling of the President** on any question under standing orders or on points of order or explanation, shall be final unless challenged by not less than 10 delegates. In the event of such a challenge the President shall vacate the chair. The Vice-President, failing whom a member of the General Council, shall then take the chair and shall put it to the vote that the ruling of the President be upheld. Unless two-thirds of the delegates present and voting vote against the motion that the ruling of the President be upheld, the ruling of the President shall stand. When the result of the vote has been declared, the President shall resume the chair and proceed in accordance with the result of the vote.
 32. Subject to the rules of the union, a **card vote** may be taken. Card votes for, against or abstaining on the motion under debate will be collected simultaneously.

Conduct of Debates

20. It shall **not be necessary to second motions** or emergency motions included in a Standing Orders Committee report which has been adopted by conference.
21. If the **mover of any motion is not present** when it is called, the President may invite a Branch or the General Council, to move the motion. If the motion is not moved, it will be deemed to have fallen.
22. Each **speaker shall announce his or her name** and Branch or, in the case of a person speaking on behalf of the General Council or the Standing

33. No question which has not been included in Report No.1 of the Standing Orders Committee and no emergency motion shall be decided on a card vote.

Procedural Motions

34. Motions on procedural matters must be moved **and** seconded by delegates or members of the General Council. The mover of a procedural motion may speak on the motion only once and no other speeches shall be allowed save as provided elsewhere in these standing orders.
35. **These standing orders** or any part of them or any provision of a Standing Orders Committee report made under them shall be **suspended** if a motion to that effect is supported by two-thirds of the delegates present and voting. The mover of such a motion shall be allowed by the President sufficient time to explain the purpose of the proposed suspension within the time limit for speeches then applying. If the motion is seconded the President shall similarly allow the Standing Orders Committee to reply before taking the vote.
36. When the motion to adopt a report of the Standing Orders Committee has been moved the President may call any Branch or the General Council, which wishes to move reference back to vary or delete a part of the report. The Standing Orders Committee may reply to such a **reference back** before it is voted upon. If subsequently the motion to adopt the report is carried, the report shall have effect as amended by any reference back accepted by the conference.
37. Reference back of Report No.1 of the Standing Orders Committee or any part of it, must be notified to the Committee in writing at least one week before the start of conference and should be discussed with the Committee before the conference. The Standing Orders Committee shall announce arrangements for such discussions.
38. A debate shall be closed if:
- (a) A motion **“that the vote now be taken”** is carried but such a motion cannot be put to Conference until the opportunity to oppose the motion under debate has been given. Then if such a motion is moved and seconded it shall be put to the vote without discussion. Such a motion shall not be moved or seconded by a delegate who has previously spoken in the debate. If such a motion is carried the mover of the motion under debate shall, before the motion is put exercise any right of reply that s/ he may have but no other speeches shall be allowed.

- (b) A motion **“that conference proceed to next business”** is carried but such a motion cannot be put to Conference until the opportunity to oppose the motion under debate has been given. Then if such a motion is moved and seconded it shall not be moved or seconded by a delegate who has previously spoken in the debate. If such a motion is carried, conference shall proceed forthwith to the next item on the agenda.

39. A motion **“that this motion be remitted to the General Council”** may be moved and seconded by delegates or members of the General Council. The debate on the original motion may continue after the motion to remit it to the General Council has been proposed and seconded, unless the President decides otherwise. At the conclusion of the debate the mover of the original motion shall exercise his or her right of reply, following which the President shall immediately put to conference the proposal that the motion be remitted to the General Council. If the motion to remit is carried, conference shall proceed forthwith to the next item on the agenda, otherwise the original motion will be put to conference.

Miscellaneous

40. In the **absence of the President** the Vice-President shall preside at conference. In the absence of both the President and Vice-President, the General Council shall elect a member of the Council to preside. The use of the term “President” in these standing orders shall be construed to include the person, other than the President, who presides at conference in accordance with this standing order.
41. Delegates must give one week’s notice in writing to the General Secretary of their intention to ask any question on **the annual report** or the **financial statement**.
42. Delegates must give one week’s notice in writing to the General Secretary of their intention to move a **reference back** of part of the **annual report** and **financial statement** specifying which section(s) they propose to refer back. A motion to refer back the annual report or financial statement must be moved and seconded by delegates. The mover of the motion may speak on the motion only once and no other speeches shall be allowed, save that a speaker on behalf of the General Council will be afforded the opportunity of addressing Conference.
43. During conference **smoking** will not be permitted.

Standing Orders Report No.1

1. A Primary and Secondary Agenda have been devised in accordance with Standing Orders 5, 6 and 7.
2. Composite Motions have been used in accordance with Standing Order 8. Comprehensive Motions have been used in accordance with Standing Order 9.
3. Delegates representing Branches whose motions are covered by either a Composite Motion or Comprehensive Motion which their Branch is not due to propose shall be afforded an opportunity to speak to the relevant Composite or Comprehensive Motion.

The Standing Orders Committee have decided that there are no Composite or Comprehensive Motions on this agenda.

4. In order to expedite Conference business, Standing Orders Committee recommend that delegates wishing to speak to a Motion once it has been moved, occupy seats reserved for such persons at the front of the Conference hall. Only those delegates who comply with this procedure may be called upon to address Conference.
5. In accordance with Standing Order 12. Branches are hereby informed that Notice of Emergency Motions must be submitted in writing to the Standing Orders Committee at Harkin House not later than **12 noon on Thursday 31st October 2019**. Such submission must be signed by two Branch Officers and indicate the date of the General Meeting at which the Emergency Motions were adopted by the Branch.

Signed: M McKee

B Dornan

B White

Primary Agenda

Motions in this Agenda are due to be discussed.

● Pay

Motion No.1 (to be moved by the Executive Committee)

Conference notes the terms of the 2019-20 Pay claim lodged in September 2019 following a branch consultation exercise. Conference calls on the Civil Service Group Executive Committee to use every means at its disposal to ensure that a fair and just pay increase is delivered which is above inflation, and addresses the issue of pay restoration.

Over the past 10 years members have been denied thousands of pounds of pay by receiving no, or below inflation, increases. This ranges from £5,850 at AO level to over £16,000 at Grade 6 level. This is unacceptable and means that the standard of living of all members has fallen dramatically during this period of time.

Conference fully supports the continued industrial action strategy to deliver a fair pay deal for members. It is important that NI civil servants, who have gone above and beyond in the absence of an Assembly, are rewarded not by a paltry plaque on the wall, or a token NICS Award but by a real and meaningful increase in their pay so that they and their families can ensure they do not have to rely on other sources of income to maintain a decent standard of living.

Conference therefore calls on the incoming Civil Service Group Executive Committee to continue with a strong strategy to deliver fair pay for members and ensure that we no longer accept the imposition of a pay deal which does not adequately reward hard working civil servants.

Motion No.2 (Branch 70)

Conference condemns the Austerity programme followed by successive Chancellors of the Exchequer since 26 April 2009 when David Cameron declared in a keynote speech to the Conservative Party forum in Cheltenham, - "The age of irresponsibility is giving way to the age of Austerity".

Since then, the deliberate policy of making public expenditure cuts to "balance the Budget" combined with the selling off of state assets and privations of services has failed in every respect.

The investigation carried out by Philip Alston, the United Nations Special Rapporteur in extreme poverty and Human Rights, into the effect of austerity policies in the UK, described the programme as "entrenching high levels of poverty and inflicting unnecessary misery in one of the richest countries in the world".

Economically, it served to shrink demand and productivity in the economy and leave a legacy of lower pay for public servants who suffered directly from this misplaced experiment in neo-liberal economics. This legacy must be addressed in the interests of fairness for civil servants and economic growth of the wider economy in Northern Ireland.

Conference notes that in this context, the concept of pay restoration should inform and drive the negotiations on pay that are conducted with Department of Finance. This approach will enable the negotiations to consider not only the current rate of inflation and level of settlement in similar employment areas, but also the legacy of low pay since 2009 and the measures that might be required over a period to restore the real value of NICS pay.

Motion No.3 (to be moved by the Executive Committee)

Conference congratulates all members for overwhelmingly voting for strike action and action short of strike action in pursuit of both a just, fair and

decent pay increase for all members and to ensure the Management Side are clear that they cannot get away with unilateral changes to members terms and conditions. No longer are members prepared to tolerate having fewer opportunities, with more work for less pay.

Conference also welcomes and congratulates the brave stand taken by members to date regarding strike action and action short of strike action and this Conference reiterates that the Civil Service Group Executive Committee must ensure that our campaign continues to deliver for members. This strategy must engage with members, political representatives and others to ensure that the Management Side are forced back to the negotiating table to resolve this dispute.

Conference instructs the incoming Civil Service Group Executive Committee to continue to support a strong campaign for a decent pay increase and the protection of terms and conditions.

Motion No.4 (Branch 118)

Conference condemns the Civil Service Group Executive Committee for its failure to capitalise on the success of the 26 July strike action.

We condemn the lack of forward planning and seeming lack of joined up thinking.

The lack of action following 26 July is a shameful dereliction of duty, abdication of responsibility and leaves members in a state of limbo.

The action short of strike action is risible, impotent, confusing and ineffectual.

We call upon the incoming Civil Service Group Executive to immediately re-invigorate this moribund campaign, engage with members and to engage in a properly constructed campaign of industrial action.

Motion No.5 (Branch 70)

Conference instructs the incoming Civil Service Group Executive Committee to review the use made in the current dispute around our pay, terms and conditions, of the various forms of media, such as newspapers, radio news and phone-in programmes, television news and current affairs programmes, social media platforms such as Facebook and Twitter and our own website to examine the interventions made and their apparent effectiveness.

Conference also notes that such interventions are best made in the context of a public relations strategy agreed by the Civil Service Group Executive Committee, which identifies the key themes and argument to be advanced in the campaign and the appropriate media and political representatives that may be approached according to the issues. Conference therefore commends this approach in ongoing and future campaigns.

Motion No.6 (Branch 53)

NIPSA recognises the unintended injustices that resulted from the NICS Equal Pay Claim of 2009/2010. In particular the Union has acknowledged its own failures to successfully negotiate and litigate for all of the (approximate) 3000 civil servants who were excluded in whole or part from the claim. Those locked out from the Equal Pay settlement primarily worked in the Criminal Justice areas and before the devolution of such functions received no compensation which is still the case.

In addition for more than 17 months after the NICS pay uplift they continued to receive approximately 28% less pay than their fellow Civil Servants.

Conference instructs the Civil Service Executive Committee to demand that at least the pay element (17 months back pay) of this gross unfairness be addressed as part of every future pay settlement until a satisfactory outcome is reached for these members.

Motions No.7–No.8 unallocated

● **Allowances**

Motion No.9 (Branch 119)

We currently have a handbook which has not been updated for many years. Work practices have however changed, especially with the introduction of VWP/AWP staff. This has resulted in a disconnect between the handbook and what goes on in the work place. The Evening Meal Allowance is a prime example, brought in rightly to compensate members of staff who miss out on their evening meal due to working overtime. However when VWP/AWP staff do their overtime it is in the morning before their shift starts, so they miss a meal too but not the evening one.

This means that two staff at the same grade and increment, one SWP and one VWP/AWP, could work the same hours but one would receive the meal allowance they deserve while the other does not. Meaning they get paid different amounts of remuneration for the exact same work.

This Conference therefore calls upon the incoming Civil Service Group Executive Committee to demand that this part of the Handbook is updated to allow for the Meal Allowance to be available to all staff regardless of shift pattern.

Motion No.10 (Branch 48)

Conference calls on the incoming Civil Service Group Executive Committee to renegotiate the eligibility criteria of the Prison Environmental Allowance as part of the continued pay negotiations with Management Side.

Branch 48 are of the belief that all members working on a prison site are at increased risk and should therefore be entitled to the allowance.

Motions No.11–No.12 unallocated

● **Terms and Conditions I**

Motion No.13 (to be moved by the Executive Committee)

Conference is extremely concerned about the proposed delegation of responsibilities to line managers of the functions currently carried out by NICSHR. Under the misnomer of 'ER Standardisation', the NICS intends to delegate to line managers, various aspects of the processes around the management of sickness absence including all review and appeal meetings with the ultimate aim of delegating all decision making. Conference recognises that plans to delegate work on Grievance and Dignity at Work are currently on hold.

Conference believes that all this work must remain within the remit of staff in NICSHR who have been trained to carry out this function taking account of equality, disability and all other appropriate considerations. Delegating this work to line managers puts them and those who are affected by the decisions they may make at risk from a flawed process and an unharmonious working environment.

This additional work also adds work pressures to line managers who are not resourced to carry it out.

Conference, instructs the Civil Service Group Executive Committee to take whatever action is necessary to challenge this delegation of work to line managers.

Motion No.14 (Branch 34)

Conference notes with concern the centralised approach being adopted by Civil Service Departments particularly in relation to matters such as the roll out of the ER standardisation programme particularly in relation to Managing Attendance and Performance Management.

Conference believes that greater engagement, better communication and consultation with members is required if we are to protect our hard fought for terms and conditions. Therefore given the ongoing moves towards centralisation it is entirely appropriate for NIPSA to follow suit and move away from the existing Departmental silo approach to dealing with such matters.

Conference instructs the incoming Civil Service Executive to set up as a matter of urgency a cross cutting inter departmental committee drawing on representatives from all departments to meet on a monthly basis to share knowledge and experience and to develop a unified approach to the defence of our members and their terms and conditions.

Motion No.15 (Branch 138)

Conference notes that under Employee Relations Standardisation, decision making about inefficiency procedures has already been devolved to Line Managers, and a pilot is under way to devolve information gathering.

Conference is concerned that this will lead to the same inconsistencies of approach to decision making between offices and between Line Managers that resulted in it being centralised in the first place.

Conference is also concerned that staff might not wish to disclose sensitive information to their Line Manager with whom they work from day today, rather than to a relatively unknown member of Departmental HR staff.

Conference instructs Civil Service Group Executive Committee to oppose this move which, rather than achieving the aim of standardisation, will result in greater divergence of approach.

Motion No.16 (Branch 34)

Conference notes with concern the roll out of the ER Standardisation particularly in relation to Managing Attendance and Performance Management. Experience shows that these changes are detrimental and adversely affect our terms and conditions.

Conference recognises the need to involve the membership at all stages of consultation and negotiation in order to defend our hard won terms and conditions from attack by management.

On that basis conference instructs the incoming Civil Service Group Executive Committee to consult with Branches at all stages of negotiations in relation to any proposed changes to terms and conditions in order that Branches may present any views, disagreements and/or concerns that they wish to be taken into account, before a formal reply is made to management.

Motion No.17 (Branch 119)

We have recently witnessed a dramatic rise in the use Agency Workers in the NICS. Many of these Agency Workers have been in post for several years and this Conference is concerned that this practice may be preventing hundreds of posts from being filled by substantive Civil Servants.

While we are opposed to the privatisation of NICS jobs, we are also mindful that through no fault of their own, large numbers of the Agency Workers are becoming trapped in a situation of precarious employment. There is ample evidence that many are being denied even the basic protections that the Agency Workers Regulations 2011 offer them with management preferring instead, to refer to Protocols drawn up by themselves rather than the legislation. This practice must stop.

To date, recruiting Agency Workers into NIPSA has been problematic. Extremely high levels of attrition and a perception that joining a union can afford them little protection are only two of the possible reasons. Despite these difficulties, in some areas, for example within CMS, there has been an increasing rise in the numbers who have joined NIPSA and they have supported our industrial action in large numbers across the NICS. We commend them for their support.

We are increasingly witnessing two tier levels of rights in our workplaces whereby staff are performing identical work but have vastly different terms and conditions. We cannot accept this level of inequality between workers. There is no doubt, that while hundreds of our fellow workers have relatively few rights and protections, then our terms and conditions cannot be viewed as secure. While our primary objective must be to see that the posts currently occupied by Agency Workers are made into substantive NICS posts, in the meantime we are not prepared to stand by while our fellow workers and members are bullied, harassed or treated less fairly through their employment status.

This Conference therefore calls upon the incoming Civil Service Group Executive Committee to:

Establish exactly what parts of the NICS Handbook should be shared by Agency Workers and further, establish the rationale underpinning any terms and conditions that are not applicable, with a view to improving these where possible.

Confirm the right of Agency Workers to an annual increment where they have satisfied the criteria applicable to substantive staff.

Demand that the current Protocols be re-examined and request that there is TU input to the revised document to ensure that Agency members receive the maximum protections possible under current legislation.

Motion No.18 (Branch 117)

Conference notes that a regular fixture of NIPSA conference agendas are motions relating to the use of agency workers within the public sector. Whilst we must continue to campaign against the use of agency workers in place of permanent posts, we as a union must acknowledge agency workers within our membership and take all necessary steps to ensure that they receive the best service our union has to offer and expand our membership in this area. With this in mind conference instructs the incoming Group Executive to facilitate an inter departmental working group with representative from all NICS departments, dedicated to advancing the interests of agency workers within the NICS and expanding our agency membership. Responsibilities of the group may include (but are not limited to), the drafting of recruitment and retention strategies in relation to agency workers, developing bespoke literature relating to agency workers' rights, feeding back recommendations via NIPSA HQ to the Civil Service Group Executive Committee and advancing collective agreements between the various recruitment agencies and NIPSA in conjunction with the relevant HQ Official.

Motions No.19 – No.20 unallocated

● Privatisation

Motion No.21 (to be moved by the Executive Committee)

Conference in noting Resolution 33 from the 2018 Civil Service Group Conference reiterates strong opposition to the renewal of HR Connect contract which is due for renewal in 2020.

Conference notes that this issue has been raised with Management Side and urgent meetings have been sought to address the difficulties with the current contract with a view to bring the work back in house.

Conference instructs the Civil Service Group Executive Committee to vigorously oppose the renewal of the contract and to campaign for the return of all functions to the NICS. In addition Conference instructs the Civil Service Group Executive Committee to seek to recruit HR Connect staff and to investigate the possibility of TUPE arrangements to bring appropriate staff into the NICS.

Motion No.22 (Branch 13)

Conference reaffirms its commitment in seeking to ensure that the NICS ICT profession remains an internal function within the Northern Ireland Civil Service, staffed by public sector NICS employees.

This motion comes in the wake of some concerning recommendations made in recent years as part of the Public Sector Shared Services Programme (PSSSP), a persistent culture of rumour within ITAssist regarding the constant threat of privatization, and following the recent award of a contract for significant contractor resources to be brought into Digital Development (part of Digital Shared Services) with a 'likely value' estimated at £12,500,000, and potentially up to £30,000,000.

Given that the Full Business Case for the ongoing Transformation of NICS ICT Services project highlighted that at least one department already had an unhealthy overreliance on external contractors, and sought to reduce this, it is concerning for members to then see the award of additional large contracts to several private ICT companies to bring in external resources to work within the teams. Should this arrangement be allowed to continue for a significant period of time, it will invariably result, in effect, in the creation of a two-tier workforce - as we already know to be the case in one department.

NIPSA rejects any move to privatise any aspect of the NICS ICT function, either directly or by stealth. Conference believes that public services are always best delivered by public servants.

Motions No.23 – No.24 unallocated

● Promotion and Recruitment

Motion No.25 (to be moved by the Executive Committee)

Conference congratulates the Civil Service Group Executive Committee for taking the decision to challenge the lack of consultation on the SO/DP Competition and the potential for future externalisation of all competitions through a Judicial Review.

It is appalling that the Management Side sought to ignore the Staff Handbook provisions without any negotiations citing Brexit as a reason. This is totally unacceptable as the Management Side, across the NICS, have singularly failed to put in place a workforce strategy for many years which has resulted in the outworking of the Voluntary Exit Scheme demonstrating significant

gaps in the ability to deliver services at this critical time. This is not the fault of individual civil servants. The fault clearly lies in decisions that were taken at a political level with no strategic workforce plan in place. Against this backdrop the Management Side are claiming that the only way they can address recruitment gaps is via external competition.

Conference notes the Judicial Review hearing will be on 29 November 2019 and irrespective of the outcome the Civil Service Group Executive Committee must continue to press for proper and meaningful consultation and negotiation on all recruitment exercises which impact on members.

Motion No.26 (Branch 118)

Conference calls upon the incoming Civil Service Group Executive Committee to address the discrimination within the Civil Service in regards to promotion for part-time workers and workers on an alternative working pattern.

Frequently many promotion opportunities are offered as full-time posts and, as such, members on part-time working patterns are denied the chance to avail of same.

Conference calls upon the NI Civil Service Group Executive Committee to campaign to end this discriminatory practice and to ensure that members on an alternative work pattern are able to avail of all and any promotion opportunities without have to commit to a full-time working pattern.

Motion No.27 (to be moved by the Executive Committee)

Conference is concerned by the NICS continuing to use potentially discriminatory psychometric testing as part of promotion competitions and most recently as part of the external competitions for Staff Officer and Deputy Principal. Independent research, including some commissioned by the NICS itself, has clearly demonstrated that psychometric tests results demonstrate the potential for differential scoring that may adversely affect people in relation to religion, gender, age and disability.

Conference is aware of the case of *Essop & others v Home Office* and believes that the NICS failed in its statutory duty to adequately assess the impact of its promotion procedures by its failure to conduct a comprehensive Equality Impact Assessment. Conference instructs the Civil Service Group Executive Committee to robustly challenge the use of psychometric testing, including by legal means if necessary.

Motion No.28 (to be moved by the Executive Committee)

Conference notes that Management Side believe there should be two distinct recruitment exercises for Administrative Officers in the NICS. Management Side are proposing that we have an Administrative Officer (Operational Delivery) and an Administrative Officer (Generalist). The Civil Service Group Executive Committee do not believe this is appropriate and is being used as a smoke screen to not to recruit at Administrative Officer level and instead bring in thousands of Agency Workers into the system.

It is a disgrace that a major public sector employer in Northern Ireland is seeking to keep workers in their place by ensuring they do not have secure employment and also undermine collective bargaining rights for NIPSA.

It is vital that as part of the current and ongoing industrial action strategy NIPSA forces the Management Side to run a competition for Administrative Officers on the basis of previous external recruitment exercises to ensure that the NICS workforce is stabilised to address the many demands going forward.

Conference therefore instructs the Civil Service Group Executive Committee to take all necessary steps to ensure that Management Side immediately commit to a competition for Administrative Officers and a separate competition for Variable Working Pattern Administrative Officers in the Child Maintenance Service.

Motions No.29 – No.30 unallocated

● **Terms and Conditions II**

Motion No.31 (Branch 118)

Conference calls upon the incoming Civil Service Group Executive Committee to launch an immediate campaign for the introduction of a 4 day working week for all staff within the NI Civil Service.

The NICS should lead the way with this change and recognise this positive impact this can have on the health of members and embrace the benefits it brings to the work/life balance.

Motion No.32 (Branch 31)

Conference continues to be aware of the negative impact that the re-organisation of the HR function of the NICS Departments since the inception of NICS HR in 2017.

Conference notes with concern that members are being disciplined and dismissed by DoF staff irrespective of which Department that member is employed by.

Conference is reminded of Motion 13 unanimously adopted at the 2018 Civil Service Group Conference, mandating the Civil Service Group Executive Committee to seek the necessary legal advice as to who the employer is and report back to Branches. Conference notes that to date this instruction has not been carried out.

Conference therefore instructs the incoming Civil Service Group Executive Committee to investigate this issue, seek the necessary legal advice as to who the employer is and report back to Branches within a period to be agreed between the Civil Service Group Executive Committee and Branch 31.

Motion No.33 (Branch 92)

Conference is concerned that HR Connect is keeping records on members longer than is necessary and that this information may be visible to line managers. Such records include annual reports, sickness absence, special leave and inefficiency and disciplinary warnings. Some of this information may be very sensitive and personal to our members.

Under the Data Protection Act 2018 and GDPR, data must not be kept indefinitely and must be removed after an appropriate period of time has elapsed, unless there is a full and proper justification for retention. In addition, only those who need access to such information should be permitted to view it. Therefore a line manager should not be able to view old records on a staff member if they are no longer relevant.

Conference calls on the incoming Civil Service Executive to investigate the data retention policies of the HR Connect system and the paper HR records that preceded it and take action as necessary.

Motion No.34 (Branch 51)

Branch 51 oppose the introduction of revised travel and subsistence claims. We, as an arms length body, have been directed by our management that we have to deduct home-to-base mileage from all business journeys. This has not been applied consistently in other arms length bodies and not applied at all in mainstream NICS.

We feel this is extremely unfair and discriminatory to our members and we call on Conference to support this motion that the Civil Service Group Executive Committee ensure this is resolved urgently.

Motion No.35 (Branch 92)

Conference notes that under the NICS managing attendance policy, there has been an increase in warnings for sick absence and a decrease in successful appeals by members. These warnings are effective for 2 years from the date of the decision letter. Conference is concerned that the delay in making the decision means that members who receive a warning for sick absence are being punished well beyond the date of the actual absence, sometimes by months. This is clearly unjust.

Conference calls on the incoming Civil Service Executive to press Management Side to amend the managing attendance policy so the warning is backdated to the first day of return to work.

Motions No.36 – No.37 unallocated

● Equality

Motion No.38 (Branch 118)

NIPSA styles itself as the leading public sector union and it is, therefore, with this in mind that we call upon the incoming Civil Service Group Executive Committee to campaign for the introduction of gender-neutral toilet facilities in all building which are used by the Civil Service.

This will go some way to recognising the changing demographic of the Civil Service in the 21st century and addressing the needs of a growing number of our members.

Motions No.39 – No.40 unallocated

● Health and Safety

Motion No.41 (Branch 34)

Conference notes with concern the steady increase in the number of mandatory training packages which staff are required to undertake. Of particular concern are the subject matters such as “resilience”, “difficult conversations”, and conditions including stress and mental health etc. all of which point clearly towards increased pressures on members.

Conference notes that employers are required in law to consult with TUS on the delivery of any training offered or required in relation to Health & Safety.

Conference instructs the incoming Civil Service Executive to ensure going forward that full consultation with TUS takes place on all training which is Health and Safety based and which is to be offered to staff whether on a mandatory or voluntary basis and to establish the rationale behind, and suitability of, any other training staff may be offered or mandated to undertake.

Motions No.42–No.43 unallocated

Secondary Agenda

**Motions in this Agenda are
not to be discussed.**

Category D

Motions which are competent to be dealt with by a body established under Rule 6.9(c) of the Rules of the Union which are remitted to the Executive Committee for reference to that body.

Motion No.44 (Branch 134)

Conference commends the Fire Brigades Union for taking the Tribunal case on age discrimination grounds against our Employer with regards to the changes in Public Sector Pensions imposed in 2015 and welcomes the findings of the Court of Appeal in December 2018 and the McCloud Ruling.

Conference also welcomes the stance taken by our sister union the Public and Commercial Services Union in demanding that their members are reimbursed immediately the monies overpaid as a result of the Governments illegal action (a minimum of 2% per month over a four year period).

Conference therefore instructs the incoming Civil Service Group Executive Committee to assist and liaise with any and all other affected unions to ensure the best possible outcome for our members, and to ensure that our members are treated no less favourable as a result of any settlement that may occur.

Motion No.45 (Branch 144)

Conference, Branch 144, Guidance, Learning and Development wish to move this motion regarding mental health first aiders in DFC. Our branch is responsible for delivering training to operational staff in central operations, Belfast and across the local office network. We currently provide 'suicide awareness' training to staff working with the public but the staff in our department have not be able to avail of 'mental health first aid' training to supplement and further enhance the service they provide to our customers some of who have been very negatively affected by welfare reform changes. Whether you work in PIP, UC or ESA you will encounter customers who threaten to harm themselves due to the financial constraints imposed by welfare reforms. This Conference should instruct the Civil Service Group Executive Committee to put pressure on management side to introduce mental health first aid training to all staff who engage with DFC customers, equipping them with the necessary skills to competently handle such difficult and stressful encounters with DFC customers.

Northern Ireland Public Service Alliance

Civil Service Group

Annual Delegate Conference 2019

The following candidates have been nominated for election at the Annual Delegate Conference 2019:

Candidate's Name

Candidate's Name

Chairperson (1 Vote)

Creaney, T

Garland, S

Harvey, S

Vice Chairpersons (2 Votes)

Dale, P

Lowry, D

Mulholland, B

Toner, D

Veighey, J

Standing Orders Committee

Boal, A*

White, B*

**Returned Unopposed*

Executive Committee 22 (votes)

Candidate's Name

Candidate's Name

Candidate's Name

Candidate's Name

Boersma, I

Doherty, E

McCloskey, M

O'Sandair, R

Brooks, W

Farry, J

McCorry, S

Robinson, M

Cobain, P

Garland, S

McErlan, D

Robinson, P

Collins, L

Godfrey, T

McKee, M

Rooney, J

Cowan, D

Harvey, S

McNulty, J

Russell, V

Creaney, T

Hoy, L

McWilliams, P

Scallan, J

Crilly, D

Loughran, M

Millar, T

Skelcher, C

Dale, P

Lowry, D

Mulholland, B

Toner, D

Dawson, P

Malone, G

Murphy, J

Veighey, J

Dobbin, M

McClenaghan, J

O'Reilly, B

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