



FREEDOM OF INFORMATION REQUEST

FOI Reference number: 20/2014 (b)

Date: 24 July 2014

Request:

"Pursuant to the above FOI request I would ask for the minutes of the meeting (which I believe should have been provided in my previous request) relating to the "PCSP appointment panel will meet on Thursday 17 April at 8.45am to consider appointments to Omagh, Fermanagh, Coleraine and Antrim PCSPs"

Answer:

Attached is a copy of the redacted notes from the appointment panel held on 17 April 2014 to appoint an Independent Member to Fermanagh PCSP.

These notes were considered as part of your original request, however were not supplied as the contents were classed as personal information and exempt under Section 40(2) (Third Party Data) of FOIA. It was decided not to include the notes at that time due to the amount of redaction.

If you have queries about this request or the decision, please contact the Board quoting the reference number above. If you are unhappy with the service you have received and wish to make a complaint or request a review, you should write to the Board's Chief Executive at the following address:

Northern Ireland Policing Board
Waterside Tower
31 Clarendon Road
Clarendon Dock
Belfast BT1 3BG

Email: foi@nipolicingboard.org.uk

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner. Generally, the Information Commissioner's Office cannot investigate or make a decision on a case unless you have exhausted the complaints procedure provided by the Board. The Information Commissioner can be contacted at:-

The Information Commissioner's Office – Northern Ireland
3rd Floor
12 Cromac Place
Gasworks
Ormeau Road
Belfast
BT7 2JB.

Telephone: - 0303 1231114

Email: - ni@ico.org.uk

Please be advised that all Policing Board replies under Freedom of Information will be released into the public domain via our website @ www.nipolicingboard.org.uk.

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.

APPOINTMENT PANEL 17/4/14

PRESENT

AMANDA STEWART

[REDACTED]

[REDACTED]

[REDACTED]

GEREY KELLY

DEBBIE WATTERS

RYAN FEENY

FERMANAGH,

LEFT - MALE [REDACTED]

UNDERREPRESENTATION OF WOMAN & CATHOLICS

[REDACTED]

[REDACTED]

LOOKING AT [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



INVESTOR IN PEOPLE



FREEDOM OF INFORMATION REQUEST

FOI Reference number: 20/2014

Date: 10 June 2014

Request:

“For all correspondence and minutes regarding the casual vacancy and subsequent appointment process in Fermanagh PCSP”

Answer:

In response to your request, by way of background information the Fermanagh PCSP competition commenced in March 2012, from which 9 candidates were appointed and 6 candidates were placed on the reserve list. On 24 March 2014, a letter of resignation was received from a member of Fermanagh PCSP via the PCSP Manager.

In order to make the appointment from the reserve list, a Board appointment panel had to be convened. A panel consisting of 3 Board Members and an Independent Panel Member was arranged for 17 April 2014. The Impartial Assessor was also in attendance.

The panel secretary was Amanda Stewart, Director of Partnership and she informed the panel of the community background and gender of the PCSP member who had resigned. The panel had a copy of the data which showed the makeup of Fermanagh PCSP and it was agreed by the panel that they would try to make an appointment to make Fermanagh PCSP as representative as possible of the local community. The whole process was overseen by the Impartial Assessor.

Following the appointment panel, a letter of offer was issued and a response form was received from the candidate stating that they accepted the position and they were appointed to Fermanagh PCSP with immediate effect.

The Board assumes your FOI request is in relation to the most recent appointment panel on 17 April 2014, therefore, we have provided the following documentation in response to your FOI request which covers the timeframe from 24 March 2014 – 14 May 2014:

- An e-mail to the panel members to advise of the details of the PCSP appointment panel;
- Offer letter;
- Completed Acceptance Form from candidate; and
- E-mail to Fermanagh PCSP to confirm appointment of candidate.

(Please note that the redacted information from the above documents and any documents that have not been provided is classed as personal information and exempt under Section 40(2) (Third Party Data) of FOIA).

If you have queries about this request or the decision, please contact the Board quoting the reference number above. If you are unhappy with the service you have received and wish to

make a complaint or request a review, you should write to the Board's Chief Executive at the following address:

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[REDACTED]

From: [REDACTED]
Sent: 15 April 2014 11:51
To: 'Ryan feeney'; 'Debbie Watters'
Cc: [REDACTED]; [REDACTED], Amanda Stewart
Subject: Appointment panel

Tracking:	Recipient	Read
	'Ryan feeney'	
	'Debbie Watters'	
	[REDACTED]	Read: 15/04/2014 12:29
	[REDACTED]	
	Amanda Stewart	Read: 17/04/2014 02:12

Ryan/ Debbie

Just to confirm that a PCSP appointment panel will meet on Thursday 17 April at 8.45am to consider appointments to Omagh, Fermanagh, Coleraine and Antrim PCSPs.

Regards

[REDACTED]

[REDACTED]

Partnership Branch
Northern Ireland Policing Board
Tel: [REDACTED]
Email: [REDACTED]

PCSP [REDACTED]

Anne Connolly
Chair

CONFIDENTIAL

Date: 7 May 2014

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED]

Offer of Appointment as an Independent Member of a Policing and Community Safety Partnership [PCSP] / District Policing and Community Safety Partnership

I am writing on behalf of the Northern Ireland Policing Board [the Board] to offer you appointment as an Independent Member of Fermanagh PCSP. Your details had been held on a reserve list and following a resignation from Fermanagh PCSP you were selected by a Board appointment panel.

If you accept this offer, your appointment will be effective with immediate effect and under current legislation your appointment will continue until the date of the next Local Government Elections.

In order to progress this I would be grateful if you would now;

1. Read the attached Terms of Appointment
2. Complete and sign the attached Response Form indicating whether or not you are prepared to accept this offer of appointment. I would ask that you provide your response to the Board by return
3. Complete the biographical data sections of the Response Form. Under the Code of Practice for the Appointment of Independent Members to PCSPs and DPCSPs, the Board is required to publish this information. Your biographical data will be on the Board's website. If you are unwilling to have this information published, the Board will not be able to complete your appointment.

If you accept this appointment your contact details will be passed to the PCSP Manager and they will be in touch regarding future meetings.

PCSP [REDACTED]

If you require clarification on any of the above, please contact the Board's Partnership Manager, Amanda Stewart on 02890 408587.

Please note that until the Board has published details of your appointment, all details must remain confidential.

Thank you. I look forward to receiving an early response.

Yours sincerely

[REDACTED]

Anne Connolly
Chair

TERMS OF APPOINTMENT FOR AN INDEPENDENT MEMBER OF A POLICING AND COMMUNITY SAFETY PARTNERSHIP [PCSP] OR DISTRICT POLICING AND COMMUNITY SAFETY PARTNERSHIP [DPCSP]

April 2012

1. Appointment:

Your appointment as an independent member of Fermanagh PCSP is made under Schedule 1 (or 2 for a DPCSP), Paragraph 3 to the Justice Act (Northern Ireland) 2011.

2. Meeting Expenses:

Membership of a PCSP/DPCSP is similar to a 'public appointment' and is not classed as employment. All members of the PCSP and DPCSP would be eligible to claim an expense payment of £60 for each meeting or event associated with the PCSP/DPCSP up to a maximum of 20 meetings/events per year. Councils have the discretion to provide funding for any additional meetings. Payment is intended to cover reasonable out-of-pocket expenses related to PCSP/DPCSP duties.

3. Travel:

In addition, travel expenses can be claimed. This will be paid in line with Local Government rates and conditions and will be based on actual expenditure.

4. Tax and Benefits:

Payments will be taxable. The payment is unlikely to impact on benefit, however, members may wish to seek advice from the appropriate agency.

5. Time Commitment:

The number of meetings/events held by each PCSP/DPCSP will vary depending on local need and members should make every effort to be flexible and attend as many meetings and events as possible.

Engagement with the local community is a key part of independent membership and as such, members will be expected to fully participate in such engagement.

Members will also be expected to attend events and briefings organised by the PCSP or the Policing Board and Department of Justice.

6. Training:

All PCSP/DPCSP members are expected to attend any training specific to their role on the PCSP/DPCSP.

7. Period of Office:

In accordance with Schedule 1, Paragraph 4 of the Justice Act (Northern Ireland) 2011 for PCSPs and Schedule 2, Paragraph 4 for the DPCSPs Justice Act (Northern Ireland) 2011, your appointment will continue until the date of the next Local Government election.

8. Termination of your PCSP/DPCSP Membership:

Your appointment may be lawfully terminated by you at any time by giving notice in writing to the Board.

9. Removal from Office:

You may be removed from office if during the period referred to in paragraph 6 (above), the Policing Board, or the Council with the approval of the Policing Board, is satisfied that –

- You have failed to make the necessary disclosure in relation to a conviction for a *criminal offence in Northern Ireland or elsewhere*;
- You have acted in breach of the terms of your declaration against terrorism;
- You have been convicted in Northern Ireland or elsewhere after the date of your *appointment of a criminal offence (whether committed before or after that date)*;
- You have become bankrupt or have made a composition or arrangement with your creditors;
- You have failed to comply with any of the terms of your appointment; or
- You are otherwise unable or unfit to discharge your functions as a member of the PCSP /DPCSP.

10. Probity:

During the period of your appointment as an independent member of the PCSP/DPCSP you must ensure that your integrity and impartiality are beyond reproach and that your actions do not bring the PCSP/DPCSP into disrepute.

You will also ensure the proper, effective and efficient use of resources while participating in the work of the PCSP/DPCSP.

If you have any doubts or concerns over whether or not something is covered by this paragraph, you should ensure that you follow the financial processes as detailed in the PCSP Financial Guidelines issued by the Joint Committee.

If you take up any other appointment following your appointment to the PCSP/DPCSP, you should declare this to the Chairperson of the PCSP/DPCSP who will notify the Policing Board.

11. Confidentiality and Sensitivity of Information:

Whilst the aim of the PCSP/DPCSP is to carry out its work in the most open and transparent way possible, you will be expected to recognise and respect the sensitivity of some of the issues you will be dealing with and the information you will have access to in the course of your membership of the PCSP/DPCSP.

12. Partnership Effectiveness:

The Joint Committee will assess the overall effectiveness of the PCSP/DPCSP. This will include a satisfactory level of attendance and participation from members.

13. Equality:

In discharging your duties as a member of the PCSP/DPCSP you will be expected to adhere to the statutory obligations of the PCSP/DPCSP including equality and human rights legislation. The PCSP/DPCSP is subject to section 75 of the Northern Ireland Act 1998.

14. Personal liability:

The Council may indemnify you against any legal proceedings brought against you, where you have acted honestly, in good faith and without negligence in the execution or purported execution of your duties as a member of the PCSP/DPCSP

Note:

Any variation to the information set out in this document shall not be effective unless it is in writing and has been signed by or on behalf of the Board.

RESPONSE FORM

Please tick one of the following boxes

I accept your offer of appointment as an Independent Member of Fermangh PCSP and agree to abide by the Terms of Appointment as provided. I also agree to the Policing Board publishing my biographical data as confirmed by me in the table below.

I do not accept your offer of appointment.

Biographical Data

If you are accepting this offer of appointment please insert your biographical data in the fields below.

	Please provide biographical details under the headings set out below
Name:	
Age:	
Home Town:	
Occupation:	
Other Public Appointments:	
Political Activity Information:	

Signed: _____

Date: _____

RESPONSE FORM

Please tick one of the following boxes

I accept your offer of appointment as an Independent Member of Fermanagh PCSP and agree to abide by the Terms of Appointment as provided. I also agree to the Policing Board publishing my biographical data as confirmed by me in the table below.

I do not accept your offer of appointment.

Biographical Data

If you are accepting this offer of appointment please insert your biographical data in the fields below.

Please provide biographical details under the headings set out below	
Name:	MAIRAD MCMAHON
Age:	[REDACTED]
Home Town:	ENNISKILLEN
Occupation:	DIRECTOR OF CHARITY SERVICES* [REDACTED]
Other Public Appointments:	[REDACTED]
Political Activity Information:	[REDACTED]

Signed: [REDACTED]

Date: [REDACTED]

Northern Ireland Policing Board

Waterside Tower, 31 Clarendon Road, Clarendon Dock, Belfast BT1 3BG

Tel: 028 9040 8500 **Fax:** 028 9040 8525 **Textphone:** 028 9052 7668

Email: information@nipolicingboard.org.uk **Web:** www.nipolicingboard.org.uk

 policingboard  @nipolicingboard

[Redacted]

From: [Redacted]
Sent: 14 May 2014 17:00
To: Fermanagh, [Redacted]
Subject: New PCSP Member

Hi [Redacted]

Your new member has now confirmed that she will be taking up the vacant position on Fermanagh PCSP. Her details are as follows:

Mairaid McMahon

[Redacted]
[Redacted]
[Redacted]
[Redacted]

Mobile: [Redacted]
Email: [Redacted]

She has been informed that the appointment is with immediate effect and that you will be contacting her shortly re details re your upcoming meetings.

Thanks

[Redacted]

[Redacted]
[Redacted]
Northern Ireland Policing Board
Waterside Tower
[Redacted]