

FOI DOF/2024-0414

Request

Re : IRC297090 SPTO Civil Engineering Assistant competition, please send me:

1. The practical job analysis.
2. The register of panel member training of the panel members of panel 2 going back 30 months from the date of the start of the interviews for the competition. I believe the training is called the official NICS recruitment and selection standards and skills panel member training.
3. please confirm the same (how many of panel 2 attended and the dates) for the pre board briefing meeting related to this specific competition
4. The minutes from the competition initiation meeting.
5. The minutes from the pre-board briefing meetings.
6. The checklists from the quality assurance meeting between the panel chairperson and NICS HR/Competition Lead.
7. All messages relating to the eligibility criteria which the Competition Lead received.
8. On 3/09/2024 I received the response from a FOI which I have attached. One of the responses informed me that Panel 1 gave an average assessment score of 120.27 however today I received the breakdown of the scores for panel 1 (also attached) and I calculated an average score of 166.6 for panel 1.

Please confirm what is the correct average score for panel 1.

9. Please also confirm that if the correct average score is indeed 166.6, that anyone who received the incorrect average score has been informed of the correct average score.

DoF Response

I can confirm the department holds some of the information requested.

1. This information is not held by the department. You may wish to seek this information from the Department of Infrastructure at the following address: dfiimu@infrastructure-ni.gov.uk

2. This information is withheld because it is exempt under section 40(2) of the Freedom of Information Act. Section 40(2) exempts personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would contravene one of the data protection principles in schedule 1 of the Data Protection Act 2018.

In this case, I believe disclosure would contravene the first data protection principle, which provides that personal data must be processed lawfully and fairly.

Having considered all the information contained within the Legitimate Interest Test – lawful, fairness and transparency test (attached as a separate document – Annex B), the department has established that, on balance, there is no lawful basis for the disclosure of third-party personal data falling within the scope of the request of which the requester is not the data subject.

I can confirm, however, that all three members of panel 2 completed the required Recruitment & Selection training within the set timescales prior to the competition.

3. An additional preboard meeting took place on 21 February 2024 via WebEx. I can confirm that all members of Panel 2 attended.
4. Minutes are not taken at competition initiation meetings. A CIM Booklet is completed by HRConnect. Please see copy at Annex C. Please note, some information has been withheld because it is exempt under section 40(2) of the Freedom of Information Act. Section 40(2) exempts personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would contravene one of the data protection principles in schedule 1 of the Data Protection Act 2018.
5. Minutes are not taken at pre-board briefing meetings. Please find a copy of the Pre-Board Matrix at Annex D
6. Please see Annex C [same as question 4]
7. All messages relating to the eligibility criteria which the Competition Lead received can be found at Annex E. Please note, some information has been withheld because it is exempt under section 40(2) of the Freedom of Information Act. Section 40(2) exempts personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would contravene one of the data protection principles in schedule 1 of the Data Protection Act 2018.
8. I can confirm that the correct average score for Panel 1 was 166.6. The previous information was given in error. Apologies for any inconvenience caused.
9. I can confirm that anyone who received the incorrect average score has been informed of the correct average score.