

From: Minne, Jill
Sent: 02 March 2020 19:51
To: Meharg, Tracy; Godfrey, Katrina (Dfl – Perm Sec)
Cc: Cooke, Michael (HR)
Subject: RE: URGENT, OFFICIAL AND SENSITIVE: HR matters relating to coronavirus within the NICS.

Sensitivity: Confidential

Thank you.

Yes, the home working issue (ie the fact that it's not suitable for all jobs) is covered in the guidance .

We will also say that the guidance will be kept under review and may be subject to change.

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From: Meharg, Tracy [REDACTED]
Date: Monday, 02 Mar 2020, 7:45 pm
To: Minne, Jill [REDACTED] Brennan, Mike [REDACTED] Browne, Mark (Deputy Secretary) [REDACTED] Stewart, Chris (TEO) [REDACTED] Baker, Derek [REDACTED] DfE Permanent Secretary Support [REDACTED] Godfrey, Katrina (Dfl – Perm Sec) [REDACTED] Gray, Sue (DoF) [REDACTED] King, Brenda [REDACTED] , May, Peter [REDACTED] McMahon, Denis [REDACTED] Widdis, Hugh [REDACTED] , Sterling, David [REDACTED]
Cc: Cooke, Michael (HR) [REDACTED] McNabb, Chris [REDACTED] [REDACTED] >, NICS HR Director [REDACTED] , McLaughlin, Mark (DOF) [REDACTED] , Rooney, Bernie [REDACTED]
Subject: RE: URGENT, OFFICIAL AND SENSITIVE: HR matters relating to coronavirus within the NICS.

Jill
This looks sensible to me and I am content. As Katrina says home working will not be possible for lots of staff

Regards
Tracy Meharg

From: Minne, Jill [REDACTED]
Date: Monday, 02 Mar 2020, 5:07 pm
To: [REDACTED] Brennan, Mike [REDACTED] Browne, Mark (Deputy Secretary) [REDACTED] Stewart, Chris (TEO) [REDACTED]

[Redacted]
Baker, Derek [Redacted], DfE Permanent Secretary Support
[Redacted], [Redacted]
[Redacted], Godfrey, Katrina (DfI – Perm Sec)
Gray, Sue (DoF) [Redacted] King, Brenda
[Redacted] May, Peter
McMahon, Denis [Redacted]
[Redacted], Meharg, Tracy [Redacted], Pengelly, Richard [Redacted]
[Redacted]
[Redacted] Widdis, Hugh
[Redacted], Sterling, David [Redacted]
Cc: Cooke, Michael (HR) [Redacted] McNabb, Chris [Redacted]
[Redacted], NICSHR HR Director [Redacted] >, McLaughlin, Mark (DOF)
[Redacted] Rooney, Bernie [Redacted]
Subject: URGENT, OFFICIAL AND SENSITIVE: HR matters relating to coronavirus within the NICS.

Dear NICS Board colleagues

As discussed at our meeting on Friday please find attached a paper setting out decisions required from the NICS Board on how absence relating to coronavirus will be managed within the NICS.

Following agreement on these matters NICSHR and communications colleagues will issue detailed guidance to managers and staff (agency staff will be covered in the guidance) and advise TUS.

Given the urgency of this issue I should be very grateful for a response on these particular matters by 2.00 pm tomorrow if possible.

Should you have any queries please do not hesitate to contact me.

Jill Minne
Strategic HR Director, NI Civil Service
3rd Floor | 2-4 Bruce Street | Belfast | BT2 7JD
Contact: [Redacted]

