

From: [REDACTED]
To: [REDACTED]
Subject: FW: IRC247429 - ESS Public Service Pensions, Policy and Legislation
Date: 10 September 2019 13:03:51
Attachments: [PSP&L SO - roles and responsibilities.docx](#)
[FINAL CIB.pdf](#)
[image001.png](#)

[REDACTED]

This was discussed after today's DP meeting – it was agreed that this post can be filled by Trawl competition.

Thanks

[REDACTED]
| VACANCY MANAGEMENT OPERATIONS | DoF
3rd Floor | Bruce Street | Belfast | BT2 7J

Contact: [REDACTED] | **Tel:** [REDACTED] | **DD:** [REDACTED]



From: [REDACTED]
Sent: 10 September 2019 10:48
To: [REDACTED] (DoF) [REDACTED]
Subject: FW: IRC247429 - ESS Public Service Pensions, Policy and Legislation

[REDACTED]

Blathnaid was asking for an update on this competition. Do you know yet if it will go to trawl?

Thanks

[REDACTED]

From: [REDACTED]
Sent: 02 September 2019 1:45 PM
To: [REDACTED] (DoF) <[REDACTED]>
Subject: FW: IRC247429 - ESS Public Service Pensions, Policy and Legislation

[REDACTED]

Job description and CIB attached.

Thanks

██████████

From: Smyth, Blathnaid
Sent: 02 September 2019 12:29 PM
To: ██████████ <██████████>
Cc: Ball, Stephen <Stephen.Ball@finance-ni.gov.uk>
Subject: FW: IRC247429 - ESS Public Service Pensions, Policy and Legislation

██████████

See attached job description - this can be put into full CIB if approval to trawl is confirmed.

Previous CIB for trawl is also attached for info only.

Thanks

Blathnaid

From: Ball, Stephen
Sent: 29 August 2019 12:26
To: Smyth, Blathnaid <Blathnaid.Smyth@finance-ni.gov.uk>
Subject: FW: IRC247429 - ESS Public Service Pensions, Policy and Legislation

Hi Blathnaid,

In response to NICSHR Resourcing's latest request I've pulled together a draft description of roles and responsibilities. Its based on the previous trawl but updated to take account of fact we are now an autonomous branch and to reflect current priorities. Can probably wait til Monday but let me know any thoughts if you get a chance. I've now received the candidate information booklet for the previous trawl and it is also attached for reference.

Stephen

STEPHEN BALL | Public Service Pensions | Enterprise Shared Services | DoF
Waterside House | 75 Duke Street | Londonderry | BT47 6FP
Contact: Stephen.ball@finance-ni.gov.uk | **Tel:** (028) 71319015 | **DD:** 62015

From: ██████████
Sent: 28 August 2019 16:23
To: Ball, Stephen <Stephen.Ball@finance-ni.gov.uk>
Cc: Smyth, Blathnaid <Blathnaid.Smyth@finance-ni.gov.uk>
Subject: RE: IRC247429 - ESS Public Service Pensions, Policy and Legislation

Stephen

Could you send me a job description or Candidate Information Booklet with the roles & responsibilities required for the post please?

Thanks

█

From: Ball, Stephen

Sent: 28 August 2019 12:31 PM

To: █ <█>

Cc: Smyth, Blathnaid <Blathnaid.Smyth@finance-ni.gov.uk>

Subject: RE: IRC247429 - ESS Public Service Pensions, Policy and Legislation

█,

Clarification on the points raised is provided as follows:

1. The minimum Links/CAL training course requirements associated with the post are listed below. In addition staff would typically require 1 year's supervised in branch training/mentoring to carry out the role.

Introduction to Section 75
Section 75 duties
Legislation – A Foundation
Primary Legislation
Subordinate Legislation
Subordinate Legislation Template
Working with Ministers
Assembly Questions
Public Consultation & Engagement
Regulatory Impact Assessment
Introduction to developing policy
Engagement and consultation
Influencing and negotiating skills
Secretaryship of meetings

2. Training needs assessed with reference to above listing, plus the additional mandatory training required for the So grade.
3. These posts have been filled by trawl previously with the exception of the previous officer who came on promotion but did so from CSP policy and legislation branch and had attained the essential criteria on experience.

Regards

Stephen

STEPHEN BALL | Public Service Pensions | Enterprise Shared Services | DoF

Waterside House | 75 Duke Street | Londonderry | BT47 6FP

Contact: Stephen.ball@finance-ni.gov.uk | **Tel:** (028) 71319015 | **DD:** 62015

From: [REDACTED]

Sent: 28 August 2019 08:58

To: Ball, Stephen <Stephen.Ball@finance-ni.gov.uk>

Subject: IRC247429 - ESS Public Service Pensions, Policy and Legislation

Importance: High

Stephen

I have been asked to clarify the following

1. The type and duration of training required for staff without the skills/experience necessary to carry out the role
2. Will successful applicants receive any training?
3. Have these posts (or any others in the same branch) been filled by any other means in the past?

Thanks

[REDACTED]

From: Ball, Stephen

Sent: 23 August 2019 10:40 AM

To: [REDACTED]

Cc: Smyth, Blathnaid <Blathnaid.Smyth@finance-ni.gov.uk>

Subject: RE: Ref IRC247429 - ESS Public Service Pensions, Policy and Legislation

[REDACTED]

Essential criteria would include:

- Recent practical experience of introducing changes in legislation (possibly further defined to specify both primary and secondary legislation)
- Recent practical experience contributing to the development and implementation of significant policies through drafting submissions and briefing, and taking account of relevant legislation

This criteria reflect similar requirements specified in previous trawls for SO posts within PSPP&L.

Additional desirable criteria could include:

- Recent practical experience of contributing to communication with key stakeholders, including a Ministerial Private Office to enhance working relationships
and
- working experience of a public sector pension scheme

The above wording is draft.

Please let me know if you wish to discuss any points further.

Regards
Stephen

STEPHEN BALL | Public Service Pensions | Enterprise Shared Services | DoF
Waterside House | 75 Duke Street | Londonderry | BT47 6FP
Contact: Stephen.ball@finance-ni.gov.uk | **Tel:** (028) 71319015 | **DD:** 62015

From: [REDACTED]
Sent: 22 August 2019 15:46
To: Ball, Stephen <Stephen.Ball@finance-ni.gov.uk>
Subject: FW: Ref IRC247429 - ESS Public Service Pensions, Policy and Legislation

Stephen

In order to consider a Trawl, what would be the essential skills and/or experience required for this post that could not be found in the GS cadre?

Thanks

[REDACTED]

From: Smyth, Blathnaid
Sent: 21 August 2019 5:14 PM
To: [REDACTED] <[REDACTED]>
Cc: Ball, Stephen <Stephen.Ball@finance-ni.gov.uk>
Subject: Ref IRC247429

[REDACTED]

Further to our earlier conversation

Other Options considered to fill the post:

Temporary Promotion was put in place but leaves gap at EOI as no scope for backfill.

Interest sought from other 3 branches in pensions Division. Limited scope at SO level and no interest shown. No surplus available. NICSHR previously checked priority pools – with no-one available – may need to recheck,.

Re-distribution of work considered but not appropriate for this post. This is a very small branch working on a high profile policy area with significant new work emanating from a supreme court decision impacting across the public sector so pausing or stopping activities is not an option.

Why it is requested that the post is filled by trawl:

This is a very small branch so experienced staff are essential and the new SO would be required to hit the road running. Posts in this branch at SO, DP and Grade 7 have been filled by trawl in the past when pensions reforms were being introduced. Public Service Pensions policy and legislation is an extremely complex area of work. – The McCloud ruling now requires urgent action to develop new policy for all public sector schemes. This includes working closely with HM Treasury in policy development at a UK level and ensuring that it fits for NI schemes. Depending on the timing for any return of a sitting Assembly, it is very likely that this branch will have to perform the role of a Bill Team to take forward primary legislation. Policy decisions in this area impact the NI budget by hundreds of millions pounds annually. Failure to provide a sound policy and legislative framework for public service pensions in NI, that meets the requirements of the McCloud litigation remedy (once determined by the Employment Tribunal) risks further litigation that could have read across in all public sector schemes. Developments are now moving at a fast pace so a full complement of staff is required.

It would be essential that staff have previous experience in developing briefing in a high profile policy area, taking forward primary and secondary legislation, engaging with a wide range of stakeholders and ideally working experience of a public sector pension scheme. (any sector)

Grateful if you could confirm approval for this post to be filled by trawl.

Thanks

Blathnaid