

Agenda

Annual Delegate Conference
Saturday 15th May 2004

Association of
Higher Civil
& Public
Servants

Comhlachas na
Seirbhíseach
Uachtarach Stáit
agus Poiblí

AHCPS

Agenda 2004

1. Minutes of Annual Delegate Conference 2003
2. Appointment of Tellers
3. Adoption of Standing Orders and Reports of the Standing Orders Committee.
4. Chairman's Address and Introduction of Guests
5. Annual Report
6. Statement of Accounts
7. Appointment of Officers, Executive Committee and Standing Orders Committee
8. Motions as on the Order Paper.

Standing Orders

STANDING ORDERS REPORT NO.1

The Standing Orders Committee have received nominations for Officerships, Executive Committee and Standing Orders Committee as set out in the Draft Agenda.

There are two nominations for the post of Chairperson; it will therefore be necessary to have an election for this post.

There is one nomination for the post of Vice Chairperson; it will therefore be unnecessary to have an election for this post.

There are two nominations for the post of Hon. Financial Secretary; it will therefore be necessary to have an election for this post.

There are 23 nominations for the 12 elective places on the Executive Committee; it will therefore be necessary to have an election for these places. The nominees for Chairperson and Hon. Financial Secretary are also nominees for the Executive Committee. When the elections for these officer positions are completed, two nominations for the Executive Committee will lapse leaving 21 nominations for election.

A nominee for the Executive Committee (Tom Allen, Community Rural & Gaeltacht Affairs) has also been nominated for the Standing Orders Committee. Should he be elected to the Executive, his nomination for the Standing Orders Committee lapses.

Five nominations were received for the six positions on the Standing Orders Committee. Branches are accordingly invited to submit further nominations in accordance with Rule 6 (d)(iii).

In all, 43 motions have been received, the text of which is attached.

Brian Ingoldsby (Chair)
John Gordon
Denis Moynihan
Mary Tully
16 March 2004

STANDING ORDERS REPORT NO. 2

1. The Standing Orders Committee recommends that the motions be taken in the order as set out in the timetable at 8 below.

Annual Report

2. It is recommended that, following the presentation of the Annual Report by the General Secretary, it will be open for debate during which the reference back of individual items on the basis of factual accuracy only may be moved and voted upon. Following such general debate, the Report shall be put forward for adoption.

Amendments to Motions

3. Amendments have been tabled to motion nos. 1, 2 and 20 as indicated in the list of motions. The amendments to motions 1 and 2 are in order.
4. The Standing Orders Committee considers that the amendment to motion 20 would introduce new matter not within the ambit of the letter or the spirit of the motion which it seeks to amend. Since the Rules and Constitution are not such as to permit Branches to consider the subject matter of the amendment and if desired propose amendments to that amendment, Standing Orders Committee deems the amendment to be out of order.

Election of Officers

5. Mr Liam Kelly (Finance Branch) has notified the Committee of the withdrawal of his nomination for Chairperson. Accordingly, an election for this post is now unnecessary.
6. As both nominees for the Financial Secretary are also nominees for the Executive Committee, it will be necessary to complete the election for Hon. Financial Secretary before distribution of the ballot papers for the Executive Committee election.
7. No further nominations were received for the Standing Orders Committee. No election will therefore be necessary.

Timetable

8 The following timetable is recommended for the more expeditious conduct of the Conference:

	AGENDA	TIME
No. 1	Opening of Conference and Introduction of Guests	
No. 2	Adoption of the Minutes	
No. 3	Appointment of Tellers	
No. 4	Adoption of Standing Orders Reports Nos.1 & 2	9.30 - 10.00
No. 5	Chairperson's Address	
No. 6	Annual Report	
No. 7	Financial Statement	10.00 - 10.30
No. 8	Election of Officers, Executive Committee and Standing Orders Committee	
No. 9	MOTIONS:	
	Motions 1 to 3 (Pay & Benchmarking)	10.30 - 10.45
	COFFEE	10.45 - 11.00
No. 10	Presentation on Decentralisation By Dr. Edward Walsh, President Emeritus, University Limerick and response by AHCPS General Secretary Sean O Riordain	11.00 - 11.45
No. 9 (cont.)	MOTIONS (Resumed) Motions 12 - 29 (Decentralisation) Remaining Motions in the order in which they Appear in the Final Agenda.	11.45 - 13.00
	LUNCH	13.00 - 14.00
No. 9 (contd.)	Motions (Resumed) Remaining Motions (as necessary)	14.00 - 16.00

9. Where the time allotted for a particular section is exhausted, any motions remaining in that section will fall on time but may be taken later in the Conference if time permits. Where discussion on motions in a section is completed before the time allotted, Conference will move to the next session on the order paper.

Brian Ingoldsby (Chair)
Eoin Faherty
Denis Moynihan
Standing Orders Committee
19 April 2004

Nominations

for Officerships, Executive and Standing Orders Committee 2004

Position

Nominee

Nominated by

Chairperson

O'Doherty Brigittta
(Defence)

Defence
Health & Children
Agriculture & Food

Vice-Chairperson

Crosby Philip
(Revenue)

Defence
Health & Children
Agriculture & Food
Defence
Justice Equality & Law Reform
An Post

Hon. Financial Secretary

Kelly Liam
(Finance)

Finance
Justice Equality & Law Reform

McLoughlin Mary
(Health & Children)

Health & Children
Transport

Standing Orders Committee

Allen Tom
Faherty Eoin
Gordon John
Ingoldsby Brian
Moynihan Denis

Community, Rural & Gaeltacht Affairs
Houses of the Oireachtas
Revenue
Justice, Equality & Law Reform
Social & Family Affairs No.1

Executive Committee

Agnew Terence Courts Service
Allen Tom Community, Rural & Gaeltacht Affairs
Allen Joe Environment & Local Government
Bass Tony Finance
Carpenter Peadar Foreign Affairs
Finnegan Peter Houses of the Oireachtas
Hearns Aine Foreign Affairs
Holleran Noel Agriculture & Food
Hughes Eamon An Post
Kelly Liam Finance
Kirwan Martin Defence

Lehane Ray Social & Family Affairs No.2
McKevitt Brian Office of Ombudsman
McLoughlin Mary Health & Children
Murray Tommy Enterprise Trade & Employment
Noonan Angie Health & Children
O'Connor Peg Social & Family Affairs No.1
O'Reilly Audrey Taoiseach's
Rohan Ciaran Education & Science
Rowley Gerry Justice, Equality & Law Reform
Sheeran Brendan Revenue

Motions

PAY & BENCHMARKING

1. Given the sound economic situation in the country and healthy state of the public purse as indicated by the Exchequer returns, the ADC instructs the Executive to seek in the new pay talks under Sustaining Progress that:

- (i) there would be no pay pause for public servants;
- (ii) a mechanism is agreed to allow early claims for grade increases;
- (iii) any pay increases will at least match movement in the Consumer Price Index; and
- (iv) implementation dates are brought in line with best private sector practices.

Executive Committee

Amendment

(at iii) To delete "at least match" and substitute "exceed".

Defence Branch

2. That Conference instructs the incoming Executive Committee to ensure that payment of general round increases in any future national wage agreements is not dependent on modernisation and flexibility changes or other productivity measures given that such increase are generally to meet increases in the cost of living.

Defence Branch

Amendment

To insert, before "dependent", the word "unreasonably".

Defence Branch

3. This Association

(a) deplores the ongoing negative public criticism of the bench-marking deal and the negative effect of this criticism on the morale of managers and staff in the civil service

(b) calls on the Government to be much more supportive publicly of civil servants in the face of this criticism from various vested interests,

(c) will work with the Public Sector group of unions to devise an effective ongoing public relations effort to highlight the ongoing beneficial gains to the State from the bench-marking deal, service modernisation and continually increasing worker productivity.

Social Family Affairs No 1 Branch

PROMOTION

4. That Conference Agrees that for all future TLAC vacancies the location of the post should be advised.

Revenue Branch

5. This Annual Delegate Conference calls on the incoming Executive to ensure that existing and arising vacancies at AP and PO level are filled in accordance with existing Agreements and agreed procedures and without further preconditions, until such time as new procedures are negotiated and agreed between the staff side and the official side.

Agriculture & Food Branch

6. This ADC instructs the in-coming Executive Committee to secure commitments from the Official Side that there be no delays in filling all vacancies arising in the civil and public service, notwithstanding the ongoing negotiations on the modalities of effecting the Government's recently announced programme of decentralisation.

Enterprise, Trade and Employment Branch

7. This ADC instructs the incoming executive committee to enter into negotiations with the Official Side with a view to securing the amalgamation of the AP and AP1 grades into a single grade with a unified salary scale running from the current minimum of the AP grade to the current maximum of the AP1 grade subject to the provision that no staff currently on higher scales suffer any reduction in current or projected pay as a result.

Justice Equality & Law Reform Branch

8. This ADC instructs the incoming executive committee to enter into negotiations with the Official Side with a view to securing the amalgamation of the PO and PO1 grades into a single grade with a unified salary scale running from the current minimum of the PO grade to the current maximum of the PO1 grade subject to the provision that no staff currently on higher scales suffer any reduction in current or projected pay as a result.

Justice Equality & Law Reform Branch

9. That this ADC instructs the incoming Executive Committee to negotiate an extension to the current interdepartmental panels, or seek some other remedy, to ensure that members on existing panels are not discriminated against due to uncertainty associated with the Government's public service relocation programme.

Finance Branch

Superannuation

10. This Association calls for a system of early retirement /severance to be put in place for all civil service staff over age 50 (regardless of current work location) on attractive terms and on a strictly voluntary basis.

Social Family Affairs No 1 Branch

11. That the executive committee explore the setting up of a pre-retirement scheme similar to that enjoyed by FÁS and civil servants in some European countries.

Social & Family Affairs No.2 Branch

DECENTRALISATION

12. This ADC congratulates the Executive Committee and Officers of the Association for the excellent work already carried out in relation to the analysis of the likely consequences of the Government's decentralisation policy and in particular the publication of the Report – "Public Service Relocation - An opportunity missed and a challenge to meet" and calls on the incoming Executive Committee to continue with this campaign to keep the public informed of the likely impact on the delivery of public services and on the quality of public administration if this policy is implemented.

Transport Branch

13. This conference requests an analysis by Government of the service delivery implications of the proposed decentralisation of all Departments prior to any Department or portion of a Department being decentralised.

Justice Equality & Law Reform Branch

14. This conference requests the Government to conduct meaningful and detailed consultation with the AHCPs and indeed all of the staff side representatives, on all aspects of decentralisation prior to any Department or portion of a Department being decentralised. The previous lack of consultation very much goes against the spirit of partnership in which the staff side has signed up to both the strategic management initiative and performance management.

Justice Equality & Law Reform Branch

15. This conference strongly condemns the continued absence of strategic planning evident in the proposed decentralisation of a major portion of public administration in the State which reflects unrealistic expectations of the abilities of e-government and which is likely to result in adverse effects on the efficiency and delivery of public administration to many customers.

Justice Equality & Law Reform Branch

16. That Conference agrees that in the event of insufficient numbers volunteering for decentralisation, there will no compulsory transfer of members.

Revenue Branch

17. That this ADC instructs the Executive to ensure that any redeployment of staff within the Dublin area arising from the non-transfer of such staff to decentralised locations is conducted in such a manner as to minimise disruption to family life and that appropriate arrangements are made to identify and accommodate the particular circumstances and preferences of staff subjected to redeployment.

Community Rural & Gaeltacht Affairs Branch

18. This conference requests written assurance from Government that members taking or returning from career breaks will not be pressurised in any manner whatsoever into accepting decentralised posts as a condition of their being granted a career break.

Justice Equality & Law Reform Branch

19. That this ADC instructs the incoming Executive Committee to ensure that our members are given access to a CAO process for Dublin locations where posts are relocating to new decentralized locations. This should also apply where a last in first out approach results in AHCPs members being forced to move out of their parent Department.

Finance Branch

20. Given the significant proportion of members currently working in Dublin who do not wish to decentralise, this ADC instructs the Executive Committee to take immediate steps to clarify the arrangements and procedures for dealing with these staff.

Education & Science Branch

Amendment [see Standing Orders Report No.2]

If, following such clarification, members are not allowed, in the upcoming CAF process to express a clear preference to remain in Dublin, that this ADC requests the incoming Executive Committee to instruct members not to cooperate with the CAF process.

Revenue Branch

21. Given that a significant number of members, particularly those in Dublin, do not wish to move out of their Departments and Offices to the locations covered by decentralisation, this ADC calls on the Executive Committee to ensure that the career development (quality and variety of work as well as progression) of these members is not damaged.

Education & Science Branch

22. This Annual Delegate Conference calls on the incoming Executive Committee to ensure that staff in Departments who decentralise in the initial stages should not be put in any less favourable position than staff decentralising later on.

In particular the ADC calls on the Executive Committee to ensure that staff in Departments decentralising first

- (a) do not lose promotion outlets as a result of moving first
- (b) do not lose out in any benefits or concessions that may be made to staff decentralising at a later stage

Agriculture & Food Branch

23. This ADC calls upon the Executive Committee to ensure that a comprehensive system of lateral mobility is put into place as part of the decentralisation programme so that staff in regional and Dublin locations have access to mobility between Departments and Offices in a particular geographic area.

Education & Science Branch

24. That this ADC instructs the incoming Executive Committee to ensure that civil servants retain the same level of access to courses, seminars and programmes during implementation of the Government's public service relocation programme and in particular to ensure that personal development needs identified during the PMDS process are not neglected due to a focus on business orientated training necessitated by transfers to new areas of work.

Finance Branch

25. That this ADC instructs the incoming Executive Committee to use every means at its disposal to highlight the negative business impact of moving the three main Civil Service training & development organisations (Civil Service Training & Development Centre; Gaeleagras and the Civil Service Language Centre) from Dublin to Tullamore and to ensure that the ongoing training & development of civil servants is not adversely affected during implementation of the Government's public service relocation programme.

Finance Branch

26. That this ADC instructs the incoming Executive Committee to ensure that the same number of AP/PO Higher Scale posts are retained in each Department, and/or across the Civil Service overall, during the implementation of the Government's public service relocation programme.

Finance Branch

27. That this ADC instructs the incoming Executive Committee to ensure that crèche, gym/shower facilities, adequate parking and canteens are provided in each location during the implementation of the Government's public service relocation programme.

Finance Branch

28. That the ADC instructs the Executive to secure the agreement of the Government to bringing all proceedings etc of the Decentralisation Implementation Committee and any other successor committees or groups within the terms of the Freedom of Information Acts 1997 and 2003.

Community Rural & Gaeltacht Affairs Branch

29. This ADC calls upon the Executive Committee to ensure that the agreement on decentralisation with the Official Side includes an arrangement that members forced to

move from their existing Departments to other locations are appropriately recompensed by a substantial amount for this disruption and that a claim be immediately pursued to this effect.

Education & Science Branch

WORK LIFE BALANCE

30. That this ADC instructs the Executive Committee to ensure that all family work life balance initiatives including flexi time in the public service are made available to the grades represented by the AHCPs in all departments, offices and agencies. Decentralisation has brought this issue into sharp focus because of the need for members to be able to transfer to other organisations and maintain the conditions of service which prevailed in their existing area of work

Executive Committee

31. That this ADC instructs the incoming Executive Committee to seek additional confidential support services, such as an enhanced Employee Assistance Service, to be put in place for staff who may experience:-

- changes affecting them over which they have no control;
- major life changing personal decisions that have to be made;
- major change and adjustment for children and partners;
- negotiations, serious decisions and possibly conflict at home; and/or,
- increased levels of stress,
- as a result of the Government's public service relocation programme

Finance Branch

STATE ENTERPRISE

32. That Conference notes the serious financial difficulties facing An Post, endorses the Association's negotiating position in its deliberations with the Company and calls on the incoming Executive Committee to continue with its support in this difficult time for the Associations members in An Post.

An Post

ORGANISATION

33. That Conference instructs the Executive Committee in view of the scale of decentralisation proposals, to examine the Association's own structure and organisation, including possible regionalisation or joint branches, with a view to serving members interests into the future.

Defence Branch

34. That Conference Agrees that in the light of the recent increase in membership, the Association examines the scope to reduce its membership subscription rate.

Revenue Branch

35. This conference requests that the Executive Committee examine Branch Organisation with view to establishing a post of Branch Treasurer who shall have access to 5% of branch member's contributions for association purposes, the unspent balance of which will be returned to the funds of the Association.

Justice Equality & Law Reform Branch

STAFFING RESOURCES

36. That this branch demands that adequate resources be provided to ensure that the goals set out in business plans and PMDS agreements can be met.

Social & Family Affairs No.2

EU

37. That this ADC instructs the incoming Executive Committee to seek the removal of Departmental quotas for the appointment/secondment of Irish civil servants to serve as Detached National Experts (DNE's) with the European Commission or European institutions.

Finance Branch

38. That this ADC instructs the incoming Executive Committee to secure improved supports (e.g. language training, examination preparation, CV assistance, letters of endorsement, orientation visits etc.) for Irish civil servants seeking positions with European institutions in line with the practice in other EU member states.

Finance Branch

TRAVEL & SUBSISTENCE

39. That this branch deplores the annual cut in T & S budgets despite increased mileage and subsistence rates and the expectation by the official side of ever increasing productivity.

Social & Family Affairs No.2

ANNUAL LEAVE

40. That the ADC instructs the incoming Executive Committee to press for a system of granting **additional paid leave**, on a once-off basis within the relevant year, to staff who e.g. reach 20, 25, 30, 35 years of service.

Finance Branch

RECRUITMENT

41. This ADC calls on the Government and Minister for Finance to ensure that the provisions and implementation of the Public Service Management (Recruitment and Appointments) Bill, on enactment, particularly as regards the proposed use of recruitment agencies - which must only be agencies appropriately licensed under the Employment Agency Act, 1971 - in no way erodes the professional integrity, non-political nature and national character of the Irish Civil Service; the maintenance of a wholly independent recruitment and promotions system throughout the civil and public service becoming ever more crucial in the era of increased decentralisation of our civil and public service.

Enterprise, Trade and Employment Branch

42. This Association is very concerned at the increasingly serious negative impact of the Government reduction in staffing numbers on the management of the business of Departments/Offices in the face of ever-increasing work volumes and expansion of services, and calls for this policy to be reversed now, with a lifting of embargoes on recruitment, particularly in locations at or adjacent to proposed decentralised offices.

Social Family Affairs No 1 Branch

TRAINING & DEVELOPMENT

43. That this ADC instructs the incoming Executive Committee to ensure that our members are given equal access to the full-time Masters in Policy Analysis programme for the Irish Civil Service as that afforded to other grades in 2003/04.

Finance Branch