

**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** NICSHR Additional Response Section 6 SoC  
**Date:** 07 March 2025 14:46:39  
**Attachments:** [image001.jpg](#)  
[image002.png](#)

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**From:** NICS HR Director [REDACTED]  
**Sent:** 05 March 2025 09:45  
**To:** Fleetham, Joan <[REDACTED]>  
**Cc:** Shannon, Catherine <[REDACTED]>; Beggs, Beverly <[REDACTED]>; Director People & OD <[REDACTED]>  
**Subject:** FW: Private Occupations submission to FHRAG

Joan

Please see below additional comment:-

- Any impact assessment of this change is likely to indicate that this will have significant ramifications for Electoral office operations and Census amongst other things that are for the most part for the wider societal benefit.
  - could a solution of short term 'on loans' be considered or an annex built into the secondment or mobility policy as some sort of remedy for this issue as there is likely to be significant political pressure if this policy change leads to staff not putting themselves forward for electoral office support?
- Should there be a reference to the number of days unpaid leave allowable being at the discretion of management? We had query on this previously and the Policy advice given was:

*There is no upper limit referred to in the Special Leave policy for unpaid leave. Really, the limit would be determined by how the absence could be managed operationally- e.g if for extended blocks of time would management need to put acting up arrangements in place etc. As with annual leave, there is no automatic entitlement to this leave as Business needs must take priority. If the amount of absence is adversely affecting the running of the Branch this may be an issue which should be raised through to senior management to have an involvement in.*
- It may also be worth considering moving the reference to the HRConnect approval process and form (paras 2.2 and 2.3) to a user guide or FAQ to try and keep system processes separate from policy to future proof?

Thanks

Thomas

Street| Belfast| BT2 7JD

| ✉: [REDACTED]



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**From:** NICS HR Director  
**Sent:** 05 March 2025 07:48  
**To:** Fleetham, Joan [REDACTED]  
**Cc:** Shannon, Catherine <[REDACTED]> Director People & OD  
[REDACTED]  
**Subject:** RE: Private Occupations submission to FHRAG

Joan

One comment from NICS HR relating to Pensions abatement, there may be one other comment to follow later this morning.

Many thanks

Thomas

**Thomas Craig | NICS HR | Deputy Secretary, NICS HR's Office |** Bruce Street 2-4 Bruce Street| Belfast| BT2 7JD

| ✉: [REDACTED]



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**From:** Director People & OD <[REDACTED]>  
**Sent:** 03 March 2025 09:10  
**To:** Duffy, Paul [REDACTED]; Minne, Jill <[REDACTED]>  
Shannon, Catherine <[REDACTED]>; Gallagher, Sharon <[REDACTED]>;  
Malcolm, David (TEO) <[REDACTED]>; McGeown, Declan <[REDACTED]>  
Luney, Peter [REDACTED]; Greer, John [REDACTED]; Matthews, Chris (Resource and Corporate Management) <[REDACTED]>  
Armour, Ronnie <[REDACTED]>; Johnston, Gareth <[REDACTED]>;  
Brown, Deborah [REDACTED]; Redmond, Kerri [REDACTED]

<[REDACTED]>; Gibson, Neil [REDACTED]; McBurney, Joanne [REDACTED]; Simpson, Tony <[REDACTED]> [REDACTED] DAERA Corporate Services Deputy Secretary <[REDACTED]>; Hughes, David (DoF) [REDACTED]; [REDACTED] Murphy, Shane [REDACTED]; Quinn, Aisling (P&OD) <[REDACTED]>; Martin, Olivia [REDACTED] Fullerton, Janine <[REDACTED]>  
**Cc:** Sherlock, Debbie <[REDACTED]>; Wallace, Karen (DoF) [REDACTED]; Beggs, Beverly <[REDACTED]> Fleetham, Joan [REDACTED] DoF Corporate Services Division [REDACTED]  
**Subject:** RE: Private Occupations submission to FHRAG

Good morning

Thanks to those who have provided a return. Any outstanding returns should be sent to [REDACTED] by cop tomorrow, **4 March 2025**.

Kind regards

[REDACTED]

[REDACTED] | **Governance & Support Branch | People & Organisational Development | NI Civil Service**

2-4 Bruce Street | Belfast | BT2 7JD

**Contact:** [REDACTED]

[REDACTED] | [REDACTED]

Image



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**From:** Director People & OD

**Sent:** 18 February 2025 16:51

**To:** Duffy, Paul <[REDACTED]> Minne, Jill <[REDACTED]> Shannon, Catherine <[REDACTED]> Gallagher, Sharon [REDACTED]; Malcolm, David (TEO) [REDACTED] McGeown, Declan [REDACTED]; Luney, Peter [REDACTED]; Greer, John [REDACTED]; Matthews, Chris (Resource and Corporate Management) [REDACTED] Armour, Ronnie <[REDACTED]> Johnston, Gareth [REDACTED]; Brown, Deborah [REDACTED] Redmond, Kerri [REDACTED] Gibson, Neil [REDACTED]; McBurney, Joanne <[REDACTED]> Simpson, Tony <[REDACTED]>

[redacted]; DAERA Corporate Services Deputy Secretary <[redacted]>  
Hughes, David (DoF) [redacted]; [redacted]  
[redacted] Murphy, Shane [redacted] Quinn, Aisling (P&OD)  
[redacted]; Martin, Olivia [redacted]  
Fullerton, Janine [redacted]  
**Cc:** Sherlock, Debbie [redacted] Wallace, Karen (DoF)  
[redacted]; Beggs, Beverly [redacted]  
Fleetham, Joan [redacted] Director People & OD  
[redacted]  
[redacted]

**Subject:** Private Occupations submission to FHRAG

Afternoon all

Please see attached paper and annex.

Any feedback on the attached should be sent to [redacted] by cop  
**4 March 2025.**

Kind regards

[redacted]

[redacted] | Governance & Support Branch | People & Organisational  
Development | NI Civil Service

2-4 Bruce Street | Belfast | BT2 7JD

Contact: [redacted]

Image

