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To: Chief Executives, Chief Officers, Chairpersons

**REVIEW OF PUBLIC ADMINISTRATION – DEFINITION OF RPA
AFFECTED GROUP**

1. The Public Service Commission has issued a 2nd Guiding Principle on “Managing Vacancies Effectively”, which I forwarded to you on 31 August. Guidance on applying this principle will issue shortly. This note draws your attention to the initial definition of the RPA Affected Group for the purposes of this 2nd Guiding Principle and other draft recommendations from the Public Service Commission – attached as RPA Circular 04/2006.
2. The main purpose of this Circular is to provide all organisations with an opportunity to comment on the proposition that they (or parts of them) should be included or excluded from the definition of the RPA Affected Group. The position of teaching and non-teaching staff in schools is still being considered as is the position of the 4 Health bodies currently listed as excluded.
3. The initial definition of the RPA Affected Group may have a particular significance for staff in your organisation who are interested in applying for posts in new organisations. It is therefore important that you bring this definition to the attention of all staff as soon as possible and advise me of any adjustments required to the definition. Where part of an organisation is referred to in the definition, you should work closely with your sponsor Department to reach a more accurate definition for the benefit of the staff affected in your organisation. You should also work in consultation with trade unions to reach this more accurate definition and on any further information to be published to staff. I will be

sending a separate note to the heads of these organisations partly affected, identifying any details which have been passed initially to the RPA Central Unit and the HR Cross-Sector Working Group.

4. I am also taking this opportunity to remind you of the Public Service Commission's recommendation that each organisation provides its staff with an identified contact point to which RPA specific queries might be directed. I am grateful to those of you who have already responded and would ask others to supply details of this contact person in your organisation urgently to admin@rpani.gov.uk so that I can direct all future communications to them also.

5. Finally, you will note that the attached Circular has been allocated the number "04/2006". I should be grateful if you would treat the PSC's 1st and 2nd Guiding Principles circulated by me on 31 August as 01/2006 and 02/2006 respectively. The bulletin which issued on the same date should be taken as 03/2006.

JOHN McMILLEN

RPA CIRCULAR 04/2006

DEFINITION OF THE RPA AFFECTED GROUP

1. Government has accepted the Public Service Commission's 2nd Guiding Principle, Managing Vacancies Effectively. The Commission has also circulated for comment a draft 4th Guiding Principle relating to filling posts in new organisations. For the purposes of implementing these principles, it is necessary to define the RPA Affected Group and this Guidance Note seeks to do this. In regard to the draft 4th Principle, the Commission's recommendation is that applications in respect of posts in new organisations should be sought, in the first instance, from people employed in the RPA affected group.

Definition of the RPA Affected Group

2. The attached definition identifies the Group by initially including or excluding organisations or parts of them for the purposes of the definition. Those organisations included are listed in Annex 1, divided into non-NICS and NICS organisations. Some further refinement may be necessary at the margins in due course as functions moving from the Northern Ireland Civil Service to local government are more closely defined.

Exclusion of organisations from the definition

3. It is proposed to exclude a number of bodies and parts of bodies from the definition where these remain largely unaffected by RPA decisions or where any reorganisation resulting from the RPA is regarded as internal. These are listed in Annex 2. Staff in these bodies or functions are not included in the RPA Affected Group and will not be eligible to apply for posts in new organisations where competitions for these draw from this Group in the first instance.

Publication of the RPA Affected Group

4. The main purpose in circulating this definition is to provide all organisations (included in and excluded from the definition) with an opportunity to comment on the proposition that they (or parts of them) should be included or excluded from the definition.

Ongoing refinement of the definition

5. There are a number of large employing bodies where the proportion of staff transferring is small in relation to the total organisation and where there is still a lack of complete clarity on what parts might transfer. In these circumstances, inclusion of the whole body in the Group is not considered appropriate and the definition refers to parts only of those organisations or functions currently identified as transferring to a new employer.

RPA Central Unit

25 September 2006

Non-NICS RPA Affected Group

Wholly affected

Local Government (DOE)

Antrim Borough Council
Ards Borough Council
Armagh City and District Council
Ballymena Borough Council
Ballymoney Borough Council
Banbridge District Council
Belfast City Council
Carrickfergus Borough Council
Castlereagh Borough Council
Coleraine Borough Council
Cookstown District Council
Craigavon Borough Council
Derry City Council
Down District Council
Dungannon & South Tyrone Borough Council
Fermanagh District Council
Larne Borough Council
Limavady Borough Council
Lisburn City Council
Magherafelt District Council
Moyle District Council
Newry & Mourne District Council
Newtownabbey Borough Council
North Down Borough Council
Omagh District Council
Strabane District Council

Education

Youth Council for Northern Ireland

Northern Ireland Council for the Curriculum, Examinations & Assessment

Belfast Education & Library Board

North Eastern Education & Library Board

South Eastern Education & Library Board

Southern Education & Library Board

Western Education & Library Board

Staff Commission for Education & Library Board

Regional Training Unit

Health

The Royal Group of Hospitals & Dental Hospital HSS Trust

Mater Infirmorum Hospital HSS Trust

Altnagelvin Hospitals HSS Trust

Armagh & Dungannon HSS Trust

Belfast City Hospital HSS Trust

Causeway HSS Trust

Craigavon Area Hospital HSS Trust

Craigavon & Banbridge Community HSS Trust

Down Lisburn HSS Trust

Foyle HSS Trust

Green Park HSS Trust

Homefirst HSS Trust

South & East Belfast HSS Trust

North & West Belfast HSS Trust

Newry & Mourne HSS Trust

Sperrin Lakeland HSS Trust

Ulster Community & Hospitals HSS Trust

United hospitals HSS Trust

Eastern Health & Social Services Board

Northern Health & Social Services Board

Southern Health & Social Services Board

Western Health & Social Services Board
Eastern Health & Social Services Council
Northern Health & Social Services Council
Southern Health & Social Services Council
Western Health & Social Services Council
Northern Ireland Regional Medical Physics Agency
Health Promotion Agency
Central Services Agency (DHSSPS)
NI Practice and Education Council for Nursing and Midwifery (DHSSPS)
NI Medical and Dental Training Agency (DHSSPS)
Mental Health Commission for NI (DHSSPS)
Regulation and Quality Improvement Authority

Executive Public Bodies

NI Fishery Harbour Authority (DARD)
Local Government Staff Commission (DOE)
NI Events Company (DCAL)
Construction Industry Training Board (DEL)
Rural Development Council (DARD)

Advisory Public Bodies

Disability Living Allowance Advisory Board (DSD)
NI Housing Council (DSD)
Drainage Council (DARD)
Council for Nature, Conservation and the Countryside (DOE)
Historic Buildings Council (DOE)
Historic Monuments Council (DOE)

Largely Transferring (include all for now)

Education

Council for Catholic Maintained Schools
Northern Ireland Council for Integrated Education
Comhairle na Gaelscolaíochta

Partly Transferring

Executive Public Bodies

NI Housing Executive (DSD) (part only)

National Museums Northern Ireland (Armagh County Museum (DCAL))

Abolished

Executive Public Bodies

Fisheries Conservancy Board (DCAL)

NI Museums Council (DCAL)

Enterprise Ulster (DEL)

Pig Production Development Committee (DARD)

Transferred Responsibility

Health

Fire and Rescue (Fire Authority for NI) (DHSSPS)

NICS RPA Affected Group

Wholly affected

Executive Agencies

Health Estates Agency (Health (see DHSSPS below))

Largely Transferring

Executive Agencies

Department of the Environment - Planning Service

Department for Regional Development - Roads Service

Partly Transferring

Department for Social Development

Department for Employment and Learning

Department of Education

Department of Health, Social Services and Public Safety

Department for Regional Development

Bodies not in RPA Affected Group

NICS

Department of Enterprise, Trade and Investment
Department of Culture, Arts and Leisure
Department of Agriculture and Rural Development
Department of Finance and Personnel
Office of the First Minister and the Deputy First Minister

Department of the Environment (excluding planning service)
Department for Social Development (part)
Department for Regional Development (part, also excluding roads service)
Department for Employment and Learning (part)
Department of Health, Social Services and Public Safety (part)
Department of Education (part)

Executive Agencies

Driver & Vehicle Licensing (DOE)
Driver & Vehicle Testing Agency for NI (DOE)
Public Record Office NI (DCAL)
Ordnance Survey NI (DCAL)
Rivers Agency (DARD)
Environment and Heritage Service (DOE)
Valuation and Lands Agency (DFP)
Rate Collection Agency (DFP)
Land Registers NI (DFP)
Child Support Agency (DSD)
Social Security Agency (DSD)
NI Statistics and Research Agency (DFP)
Forest Service (DARD)
Business Development Service (DFP)

Non-NICS

Executive Public Bodies

Arts Council of NI (DCAL)

Sports Council (DCAL)

NI Local Government Officers' Superannuation Committee (DOE)

NI Transport Holding Company (DRD)

Trust Ports (DRD)

General Consumer Council for NI (DETI)

Health & Safety Executive for NI (DETI)

Equality Commission for NI (OFMDFM)

NI Commissioner for Children and Young People (OFMDFM)

Strategic Investment Board (OFMDFM)

ILEX (OFMDFM)

Economic Research Institute of NI (OFMDFM)

Community Relations Council (OFMDFM)

NI Film and Television Commission (DCAL)

Museums and Galleries of NI (DCAL)

Ulster Supported Employment Ltd (DEL)

Labour Relations Agency (DEL)

Agricultural Wages Board (DARD)

Livestock and Meat Commission (DARD)

Invest NI (DETI) – not clear if any staff will transfer

NI Tourist Board – not clear if any staff will transfer

Advisory Public Bodies

Higher Education Council (DEL)

Research and Education Advisory Panel (DARD)

Charities Advisory Committee (DSD)

Office of the Social Fund Commissioner for NI (DSD)

Statute Law Committee for NI (OFMDFM)

Advisory Council on Infrastructure Investment (OFMDFM)

Statistics Advisory Committee (DFP)

NI Building Regulations Advisory Committee (DFP)

The Lay Observer (DFP)

Law Reform Advisory Committee for NI (DFP)

Tribunals

Combined Tribunal Administration Service under NI Court Service

Health

Guardian Ad Litem Agency

Blood Transfusion Agency

NI Social Care Council

Ambulance Trust

Education

General Teaching Council