

## **RECORD OF DECISION - IP/LAN 15**

Pursuant to the Agreement between the Government of Ireland and the Government of the United Kingdom of Great Britain and Northern Ireland establishing a North/South Ministerial Council done at Dublin on 8 March 1999, the Agreement between the Government of Ireland and the Government of the United Kingdom of Great Britain and Northern Ireland establishing Implementation Bodies done at Dublin on 8 March 1999 and to the supplementary Agreement between the Government of Ireland and the Government of the United Kingdom of Great Britain and Northern Ireland constituted by the exchange of letters dated 18 June 1999, as amended by the supplementary Agreement between the Government of Ireland and the Government of the United Kingdom of Great Britain and Northern Ireland constituted by the exchange of notes dated 19 November 2002, Ms. Angela Smith, M.P., Parliamentary Under Secretary of State and Mr. Eamon Ó Cuív, T.D., Minister for Community, Rural and Gaeltacht Affairs have given consent to the decision in paper **IP/LAN 15** set out below. The effective date of this decision is 27 July 2004.

### **Decision sought in Paper IP/LAN 15**

Following the determination by the Body and the approval of Finance Ministers, Ministers are now invited to approve the remuneration and other conditions of service and the assimilation arrangements that will apply to the CEO of the Ulster Scots Agency as set out in the attached Annex in accordance with the requirement of the Implementation Bodies Agreement, Annex 2, part 7, paragraph 3.2.

**Proposals: CEO of the Ulster-Scots Agency**

**Salary**

1. The salary scale shall be based on that of the Northern Ireland Civil Service Grade 7;
  - 1.1 the pay scale shall consist of four fixed pay points;
  - 1.2 the scale at 1 April 2003 shall be £29744, £35063, £40382 and £45700 per annum;
  - 1.3 the Body shall assimilate the CEO to the new pay scale on the equivalent or next highest point on the new pay scale;
  - 1.4 the post-holder shall progress through the pay scale by moving up one point annually subject to satisfactory performance;
  - 1.5 the salary shall be adjusted in future in line with that of the Northern Ireland Civil Service grade on which the new scale is based.

***Performance Pay***

2. In addition, the CEO will be subject to a performance pay regime, common to the CEOs of all the Bodies, and containing the following elements:-
  - 2.1 The CEO to prepare annually a set of four challenging personal objectives to be achieved in the forthcoming year;
  - 2.2 Those objectives to be discussed and approved by the Board of the Agency and the sponsor Departments;
  - 2.3 At the end of the year the CEO to prepare a written self-assessment of performance for submission to the Board of the Agency and to the sponsor Departments;
  - 2.4 Also at the end of the year, the CEO to prepare a written statement on the achievements of the Ulster-Scots Agency against the Agency's Business Plan, for submission to the Board of the Agency and to the sponsor Departments;

- 2.5 The Chairman of the Board of the Agency, in consultation with the sponsor Departments, to decide on the appropriate bonus;
- 2.6 All corporate governance requirements, as specified in the financial memorandum for the Language Body as they relate to the Ulster-Scots Agency, are to be met in full for the year in question, as a prerequisite of the payment of bonus;
- 2.7 The maximum bonus normally attainable should be 10% of salary. Amounts in excess of 10% may be paid only in the most exceptional circumstances;
- 2.8 No performance bonuses will be payable before April 2005, to allow for an assessment of performance during 2004/2005;
- 2.9 The decision at 2.5 to be notified to the Departments of Finance, by the sponsor Departments, to facilitate monitoring.

***Other Common Arrangements***

- 3 Without prejudice to the position of any of the current CEO post-holders in the Bodies, a car will not be provided.
- 4 Existing annual leave entitlements will remain unchanged.
- 5 In relation to other standard public sector benefits - e.g. sick leave, bank holidays, flexi-leave - the public sector practices prevailing in the relevant jurisdiction will be applied.