



Record of members present and business transacted at meeting held on 6th March, 2014 at 10:30am, in the Commissions Secretariat Conference Room, Corporate Centre.

Members Present

Mr. Donovan Ebanks	-	Chairman
Ms Andrea Bryan	-	Member
Mr Lemuel Hurlston	-	Member
Ms Deanna Lookloy	-	Member
Mrs. Stacey van Develde	-	Member

Others Present

Ms. Deborah Boddin	-	Manager, Commissions Secretariat
Mrs. Kirsten Houghton	-	Legal Advisor to the CSAC

Outstanding Appeals

- Appeal 001/2014

It is noted that the appellant in Appeal 001/2014 submitted a response to the CSAC's letter in which it refused to accept the appeal on the grounds that it was outside the jurisdiction of the CSAC.

The appellant has submitted an additional appeal. The CSAC subsequently sought legal advice on that point and as such the Legal Advisor was present to answer any queries. It was agreed that Appeal 001/2014 would remain closed and the new appeal considered.

- Appeal 002/0214

For the record it is noted that Members Andrea Bryan and Lemuel Hurlston continue to recuse themselves from this matter as the appellant previously worked with both Members. They will continue to recuse themselves from any meeting or matter which relates to this appeal.

Upon considering the appeal form, supporting documentation and the additional information provided by the Chief Officer as requested by the CSAC; the appeal was accepted. The CSAC will now forward the appeal submission to the Chief Officer whose decision is being appealed with a request that he provide the CSAC with a response to the allegations raised by the appellant. Once this has been received the appellant will be given an opportunity to respond to any new information raised in the Chief Officer's response; following which the CSAC will meet to review the material submitted by both parties and make a determination as to how the appeal shall be progressed.

New Appeals

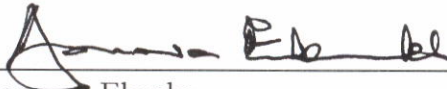
- Appeal 003/2014

The Commission agreed that the subject of the appeal submitted in Appeal 003/2014 fell under the jurisdiction of the CSAC but that the appellant had not completed a formal appeals form and therefore the Commission was lacking the relevant information which would have allowed it to determine whether there was any evidence that the Chief Officer acted in an unfair or biased manner, or in a manner inconsistent with the requirements of Part VII of the PSML.

The Appellant will be asked to complete and submit an appeal form within 10 calendar days and will also be informed that while Appeal 003/2014 and Appeal 001/2014 have similarities, Appeal 001/2014 has been closed and therefore the appellant should ensure he submits any relevant information he would wish the CSAC to consider in relation to deciding whether Appeal 003/2014 will be accepted. Following receipt of the required appeal form the CSAC will then meet to consider the full appeal submission.

Actions

- Draft correspondence to the relevant Chief Officer in Appeal 002/2014 (Secretariat); and
- Draft correspondence to the appellant in Appeal 003/2014 (Secretariat).



Donovan Ebanks

CHAIRMAN

CIVIL SERVICE APPEALS COMMISSION