



16<sup>th</sup> October 2012

Mr Ted McEnery  
Clerk to the Committee  
Public Accounts Committee  
Leinster House  
Dublin 2

**Re: Request for details of allowances**

Dear Mr McEnery,

I refer to your letter of 21 September 2012 requesting details of all allowances for which I am accountable as Accounting Officer, including general allowances that fall into the civil service wide category.

As the Committee will be aware, Departments were requested to provide individual business cases where Departmental specific allowances or premium payments were in payment. Allowances or premium payments in payment to civil servants across more than one Department ("common" or "general" allowances) were reviewed directly by the Department of Public Expenditure & Reform. As a result, individual business cases for these allowances were not required.

Detail of the "common" or "general" civil service allowances currently paid to a small number of officers at my Department is attached as Appendix 1a to this letter.

**Specific Allowances to this Department**

**Bed Phone Management Service (On-Call Allowance):**

This allowance is €14,475 per annum and relates to the provision of Bed Management Phone Service after hours during the week and for week-ends and public holidays for the Irish Youth Justice Service. The allowance is currently shared between two officers on a 50:50 basis.

The purpose of the service is to ensure a single point of contact at all times for the Probation Service, Gardaí and Courts anywhere in the country for ascertaining the availability of bed spaces at the Children Detention Schools in Oberstown which might be required at short notice. The service is managed during the working week by staff in the unit and the allowance relates specifically to after hours service requirements.

The Department of Public Expenditure sanctioned this allowance for retention in July 2012. I enclose a copy of the relevant business case for information.

## **Allowances for Agencies under the aegis of the Department**

### **Irish Youth Justice Service**

When the review of allowances was announced by the Department of Public Expenditure & Reform in December 2011, the Department of Justice & Equality was responsible for the Irish Youth Justice Service and the Children Detention Schools (CDS). Allowances and premia payments make up approximately 16% of current pay at the CDS and the majority fall into the following categories (i) unsocial hours, (ii) shift allowance, and (iii) disturbed adolescent allowance. These three allowance categories account for nearly 85% of all allowance/premia payments.

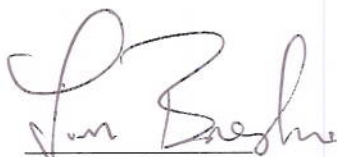
When this Department took over responsibility for the Irish Youth Justice and Children Detention Schools in January of this year it was understood that the Department of Justice & Equality had included these allowances in the Justice Sector return. It subsequently transpired that this was not the case and my Department is completing a full analysis of allowances and premium payments being paid. I expect that this will be finalised very shortly and a submission made to the Department of Public Expenditure & Reform. I will forward details of this submission to the Committee once complete. Therefore, while there are currently no published business cases associated with these payments, I will forward these to you in the coming days, once compiled; together with the other details requested regarding numbers involved and actual payments in 2011.

### **Agencies**

There are two higher duties allowances paid within the Family Support Agency based upon the sanction by the Department of Public Expenditure and Reform in February of this year. Details are set out at Appendix 1b attached. I can confirm that there are no allowances in payment at the remaining agencies that fall under the aegis of this Department: The National Educational Welfare Board, the Adoption Authority of Ireland and the Office of the Ombudsman for Children.

I trust the above is of assistance and I will forward further details in respect of the Irish Youth Justice Service in the coming days.

Yours sincerely



Jim Breslin  
Secretary General



Appendix 1a – ‘Common’ or ‘General’ allowances in payment at the Department						
Title of Allowance	Number of current recipients	Total Cost for 2011	Range of payments	Date commenced (as a general allowance)	Date rate last changed	Will it be paid to new recruits or in respect of new appointments
Child Allowance	7	€1,256	€19.13 - €337.22	1979	January 2010	No - This allowance is only payable to officers who were serving on 31 December 1978 and are serving in what were former marriage differentiated grades
Footwear Allowance	3	€195 <sup>1</sup>		1991	January 2010	Service Officers will continue to be entitled to claim this allowance but it will now only be payable once every two years and on a vouched basis (was previously paid on a yearly basis)
Franking Machine Allowance	3	€2,553	€531.96 - €1,010.60	1984	January 2010	Yes, but the allowance is now subject to review and/or modification <sup>2</sup>
Machine Duties Allowance	2	€1,011		1983 (some form of this allowance has	January 2010	Yes, but the allowance is now subject to review and/or modification <sup>3</sup>

<sup>1</sup> The Footwear Allowance for the three current recipients was paid by the Department of Community Equality & Gaeltacht Affairs in 2011 (prior to the establishment of this Department in June 2011).

<sup>2</sup> Franking Machine & Machine Duties are carried out by the Service Officer grade in this Department. A review of the duties of the Services Officer grade is to be carried out by the Department of Public Expenditure & Reform in the coming months

<sup>3</sup> See 2 above

					been around since the early 1950's			
Key Holder Allowance	1	€1,106			1990	January 2010	Yes	
Private Secretary to Minister	1	€22,564			Pre-1940	January 2010	Yes, but the allowance is now subject to review and/or modification	
Retention element of the Private Secretary to Minister/Minister of State	3	€27,452			1948	January 2010	No	Retention element of allowance to be abolished for new beneficiaries
Private Secretary to the Secretary General	1	€5,475 <sup>4</sup>			Pre-1970's	January 2010	Yes, but the allowance is now subject to review and/or modification	
Higher Duties Allowance -Directors Allowance	2	€11,978 <sup>5</sup> €0 <sup>6</sup>			2006	January 2010	All Acting up/higher duties allowances are restricted under the moratorium. Where exceptions are allowed, such allowances can now only be paid where the acting period exceeds a continuous period of 84 days (previously four weeks)	
Higher Duties Allowance - Principal Officer	1	€0 <sup>7</sup>				January 2010	All Acting up/higher duties allowances are restricted under the moratorium.	

<sup>4</sup> This relates to a half year cost only. The full allowance is €10,951 per annum.

<sup>5</sup> See 5 above

<sup>6</sup> Awarded in 2012. Sanction is for limited period (approx. cost to be €3,673)

<sup>7</sup> Awarded in 2012 – Sanction is for limited period (approx. €1,000 for period)

						Where exceptions are allowed, such allowances can now only be paid where the acting period exceeds a continuous period of 84 days (previously four weeks)
Higher Duties Allowance –Assistant Principal	1	€0 <sup>8</sup>			January 2010	All Acting up/higher duties allowances are restricted under the moratorium. Where exceptions are allowed, such allowances can now only be paid where the acting period exceeds a continuous period of 84 days (previously four weeks)
Foreign Delegates Allowance	3	€2,845			January 2010	No. Allowance abolished with effect from 19 September 2012

<sup>8</sup> Only awarded in June 2012 – approx. cost in 2012 will be €2,750.

<b>Appendix 1b – ‘Common’ or ‘General’ allowances in payment in Departmental Agencies</b>						
<b>Title of Allowance</b>	<b>Number of current recipients</b>	<b>Total Cost for 2011</b>	<b>Range of payments</b>	<b>Date commenced (in the agency)</b>	<b>Date rate last changed</b>	<b>Will it be paid to new recruits or in respect of new appointments</b>
Higher Duties Allowance – CEO (Principal Officer level)	1	€0		Feb 2012		All Acting up/higher duties allowances are restricted under the moratorium. Where exceptions are allowed, such allowances can now only be paid where the acting period exceeds a continuous period of 84 days (previously four weeks)
Higher Duties Allowance –Assistant Principal	1	€0		Feb 2012		All Acting up/higher duties allowances are restricted under the moratorium. Where exceptions are allowed, such allowances can now only be paid where the acting period exceeds a continuous period of 84 days (previously four weeks)



## APPENDIX – BUSINESS CASE – BED MANAGEMENT ALLOWANCE IN THE IRISH YOUTH JUSTICE SERVICE

### PART 1: GENERAL INFORMATION

1. Name of Allowance: IYJS Bed Management Allowance
2. Description: Compensates staff for being the appointed person to hold the IYJS bed management mobile phone for the children detention schools after hours and for weekends / public holidays.
3. Number on Spreadsheet: N/A

### PART 2: BUSINESS CASE PROPOSAL

Please tick relevant box

Maintain ☒

Modify ☐

#### SECTION (a) BUSINESS CASE FOR RETAINING ALLOWANCE

- (1) What does employer receive in return for the allowance?

Provision of a consistent, 24/7/365 bed management phone service for Gardai, Probation Service, Courts on the availability of beds for the detention of children in the children detention schools.

- (2) Is the allowance cost effective / represent value for money?

Yes. The allowance totals €14,475 per annum, split between 3 officers in the IYJS. It is fully subject to tax and PRSI, and is not counted as pensionable service. It is reasonable payment for a person making him / herself available at any time, day or night to answer an urgent call in relation to children in custody off working hours, over weekends and public holidays. The net cost to the exchequer is very small once these aspects are factored in.

### (3) Other Pertinent Issues

It will be possible in the medium term to end this allowance, once the 3 detention schools are integrated under a single campus director. The service is required outside of working hours and has contributed to a better management of the bed capacity of the children detention schools.