Civil Service Management Board – 27th January 2017

The list of attendance is appended.

At the outset, the Chair gave a short update on the matters relating to BREXIT, highlighting the requirement for return of Departmental submissions as requested and indicating the need for more detailed discussion at SG level over the coming weeks.

1. Workforce Planning - Future Shape of the Civil Service

David Cagney gave a presentation on the collective challenges facing the Civil Service in the future given the demographics, age-profile and emerging skills requirements, the importance of planning and the opportunities it presents for reconfiguration. Niall Cody also presented, setting out Revenue's approach to workforce planning including the associated challenges, benefits and risk mitigation.

The CSMB welcomed the discussion and highlighted the importance of attracting and retaining the best recruits into the Civil Service, through targeted campaigns, learning from success in other sectors and opportunities to engage with schools and colleges. Other points were made about the value of the Temporary Clerical Officer role, ensuring meaningful work across all grades, the positive impact of new recruits to organisation morale and motivation, managing specialist grades and the need for flexibility to respond to unexpected events especially in smaller organisations.

It was agreed that the Strategic HR team will engage with HR managers across the system on these issues, taking into account feedback from this discussion and developments in related Renewal actions and revert to the CSMB with proposals to advance the process.

2. Milestones 2017

CSMB noted the Milestones set out for 2017 and further work being undertaken by the PMO in conjunction with SG sponsors and Project Managers. They also noted the need for additional SG sponsors for some actions and the need to finalise timelines/milestones for various actions.

Action 3.2 Common Governance Standard

It was agreed that each Department/Office will be responsible for ensuring compliance with published Governance Standards which will eliminate the need for this to be monitored centrally.

Action 20 Organisational Capability Reviews

CSMB noted that the first review is nearing completion, the process will be reviewed by the SG sponsors, and agreed to schedule a discussion at CSMB in February/March to hear from the SG D/TTS on his experience to inform the future process and the possibility of feedback from a member of the External Review team thereafter. Also noted was the need for a decision in relation to the next Department/Agency for review in parallel with the completion of the current review.

3. Priority Actions for Update

CSMB noted the update set out in the paper on priority actions with additional information provided by SG sponsors on:

Action 9 Learning and Development

Significant work in train, including tender for framework of curriculum providers closing next week. A more detailed update will be provided for the next CSMB meeting.

Action 5 Whole of Government

Very good progress was noted on the Youth Mental Health Pathfinder Project following this intital phase of cross-departmental work which is due to conclude shortly. CSMB will consider the next steps.

Action 17 Project Management

Following on from successful network event and launch of the Project Management Handbook last December, there is a good plan in place to take it forward during 2017 and maximise the opportunity for shared learning.

4. Other Actions for Update

Action 15 Mobility Pilot

The online portal for the mobility pilot in Cork and Wexford is going live on 1 February and will be open to the CO/EO staff cohort in those locations.

CSMB Annual Report 2016

Work is underway to draft the Report which will set out progress made during 2016 and might usefully include some of the graphics presented today on Civil Service workforce and recruitment.

5. PMO Update

CSMB noted the monthly report including developments on strategic Communications and progress between the OGCIO and CSO on the National Data Infrastructure which will be presented at the next meeting.

6. AOB

SG D/SP highlighted the upcoming publicity campaign to promote the online identity service MyGOVID and linkages with the Revenue Online Service.

27 January 2017

Attendance

Martin Fraser, D\Taoiseach (Chair)
Robert Watt, D\PER
Padraig Dalton, CSO
Fergal Lynch, D\CYA
Seán Ó Foghlú, D\ES
Jim Breslin, D\Health
Niall Burgess, D\FA
Niall Cody, Revenue
Graham Doyle, D\TTS
Katherine Licken, D\AHG
John McCarthy, D\HCLG
Derek Moran, D\Finance
Niamh O'Donoghue, D\SP
Maurice Quinn, D\Defence
Orlaigh Quinn , D\JEI
Fiona Tierney, PAS
Noel Waters, D\JE

Apologies
Mark Griffin, D\CENR
Maurice Buckley, OPW
Liam O'Daly, AGO
Aidan O'Driscoll, D\AFM

Other/Secretariat
Denis Breen, D\Taoiseach
Lucy Fallon-Byrne, D\PER
David Cagney, Chief Human Resources Officer, DPER

Minutes of 12th CSMB People, Leadership and Talent Sub- Group Meeting
12 January 2017

Attendance

CSMB Members	Robert Watt, Maurice Buckley, Fergal Lynch, John McCarthy, Maurice Quinn, Fiona Tierney, Noel Waters, Orlaigh Quinn.
Support:	Lucy Fallon-Byrne, David Cagney, Liz Canavan, Denis Breen, Sheila O'Brien, Aine Stapleton.
Apologies:	Martin Fraser, Jim Breslin, Niall Cody, Joe Hamill, Graham Doyle, Niamh O'Donoghue, Liam O'Daly.

The following next steps were agreed:

Project	Actions agreed	Who	When
Action 14 Strengthen Professional Expertise	Paper to be revised to reflect the discussion and points made in relation to: • Business needs • Corporate functions • IR issues • Career paths • Communications as a profession • Professional/technical grades • Audit function • Scope for some consolidation of IT function	David Cagney	February Sub-Group meeting
Action 18 Workforce Planning	Paper to be revised to reflect the discussion and points made in relation to the future shape of the Civil Service, the generational shift and regional aspects. Paper to include statistics on recruitment and proposed next steps.	David Cagney Fiona Tierney	January CSMB
Action 7 Develop HR strategic capability	• Present HR Strategy paper to CSMB in Q2 2017. • OPW requested that accommodation be included in the strategy.	David Cagney	Q2 2017
Action 9 Learning & Development	Update provided on RFT issued for single supplier framework for the core curriculum, staffing and accommodation of new L&D Centre. Update to be provided at CSMB meeting.	Niall Cody John McCarthy	January CSMB
Action 10 Talent Management	Paper to be presented to CSMB sub group on • Evaluation of SPS pilot executive leadership programme • Options for selection process for Principal Officer pilot executive leadership programme.	Noel Waters Joe Hamill	February Sub-Group meeting
Action 23 Communications	Comprehensive communications and engagement strategy to be developed including the development of a Civil Service website, collation of good news stories from across the Civil Service, setting up a Strategic Communications Advisory Group and hiring expertise to support the work of the Civil Service Spokesperson. RDO to engage further with PAS on communications and relevant data.	Robert Watt Fiona Tierney RDO	March Sub-Group meeting