Civil Service Management Board – 30th June 2017

The list of attendance is appended.

1. For Approval

1a. Staff Mobility Scheme - Implementation details of Phase 1 (Action 15)

The CSMB acknowledged the significant work by the project team led by SG sponsors on this action and noted that the proposed implementation is a significant step which will involve the cessation of all existing transfer schemes for the grades involved. A number of key business issues arise and proposed solutions are set out in the paper which Departments and Offices will have to manage with the involvement of local HR units as required.

The proposals set out for the implementation of phase 1 incorporating all staff at Clerical and Executive Officer grades were agreed subject to minor adjustment of the wording in relation to staff who do not meet minimum criteria and the provision for organisations to temporarily suspend their outbound list.

Recognising the high volumes and potential for significant churn within Dublin and the primary demand for moves at regional locations, it was agreed to keep Dublin as a single location from the outset and to stagger the launch of phase 1 as follows:

- from September 2017 - all moves within regions or to/from Dublin involving a region
- from 1 February 2018 - all moves internal to Dublin i.e. not involving a region.

The project team will update the paper and engage with discussions with Staff Side on the proposed scheme with a view to implementation in the agreed timelines.

2. Update of Renewal actions

2a. Improving Gender Balance - ESRI Research - findings and response (Action 8.5)

The ESRI Report on Gender Balance in the Civil Service was welcomed noting the plans for its publication in the coming months. It was agreed that the CSMB would hold a detailed discussion on this action possibly in September which could involve a short presentation by ESRI and a consideration of actions underway and progress made.

2b. Learning and Development – progress towards implementation (Action 9)

The current position regarding implementation of training provision and the development of the new L&D Centre was noted including the requirement for further discussion at the People sub-group on the proposed Funding Model. The CSMB welcomed progress towards securing temporary accommodation for the centre in DIT Mountjoy Square, recommending

a target opening date for September 2017 which would represent a significant visible milestone achieved which Departments and Offices could promote among staff.

2c. Performance Management – tackling underperformance (Action 11)
A number of key findings from statistics relating to the management of performance were set out, including a number measures for the identification of staff with patterns of absences indicative of underperformance rather than serious illness. The clear benefits of proactively managing performance and attendance were set out along with the range of central supports, policies, training and levers available to support managers in this task.

The CSMB agreed that a significant response is required to target inappropriate and problematic absenteeism and underperformance as a matter of priority and they will tackle this within their own organisations. In the meantime Martin Fraser and Robert Watt will consider the issues raised. In addition a group of Secretaries General comprising Noel Waters, John McCarthy, Niall Cody and Maurice Buckley agreed to work on this, calling upon any necessary expertise, and to report back to CSMB in September with their considered view.

The statistical findings are currently being finalised, and once this process is complete, Secretary Generals can circulate the report to their Management Boards.

2d. Strengthen policy making skills - progress towards draft Framework (Action 22)
This item was deferred to the next meeting.

3. Discussion on Next Phase of Civil Service Renewal

A brief discussion took place on matters relevant to the future of Civil Service Renewal and the likelihood that a new plan will be developed to underpin the continued work of the CSMB beyond the current three year plan.

4. Programme Director's Monthly Report

The Programme Director's Report was noted including

- publication today of 3rd Progress Report
- the launch of 2017 Civil Service Excellence Awards
- the Town Halls in Ballina (May 2017) and Athlone (June 2017) and the upcoming Town Hall in Killarney on 14 July
- communications on 2017 Civil Service Employee Engagement Survey
- preparations underway by PMO on next phase of Renewal actions

5. AOB

The next meeting is scheduled for Friday 28 July 9:30am.

30 June 2017

Attendance

Martin Fraser, D\Taoiseach (Chair)
Robert Watt, D\PER
Jim Breslin, D\Health
Maurice Buckley, OPW
Elizabeth Canavan, D\RCD
Niall Cody, Revenue
Graham Doyle, D\TTS
Mark Griffin, D\CCAE
Katherine Licken, D\AHRRGA
Fergal Lynch, D\CYA
John McCarthy, D\HCPLG
Damien Moloney, AGO
Niamh O'Donoghue, D\SP
Seán Ó Foghlú, D\ES
Maurice Quinn, D\Defence
Orlaigh Quinn, D\JEI
Fiona Tierney, PAS
Noel Waters, D\JE

Apologies

Niall Burgess, D\FAT
Padraig Dalton, CSO
Derek Moran, D\Finance
Aidan O'Driscoll, D\AFM

Other/Secretariat

Denis Breen, D\Taoiseach
Lucy Fallon-Byrne, D\PER
Louise McGirr, D\PER
Aine Stapleton, D\PER