Rialtas na hÉireann
Government of Ireland

Local Authority Action Plan – Progress Report

Prepared by the Department of Housing, Local Government and Heritage

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Action Plan Reporting Template

OVERVIEW

PRIORITY 1 Improving access to services and increased flexibility in our resourcing model to deliver better services

Action	Outcome	Timeframe	Measure	Owner (Dept./Body/Section)	Previously anticipated achievement by Aug 2021	Progress report update and achievements August 2021
1.5 .2(2) Co-operation by all staff with the development and implementation of online service options for the delivery of local authority services	Improved service delivery to clients	Q1 2021- Q4 2022	Implementation of new service delivery models	DHLGH		The union side has confirmed its commitment to co-operation and no issues have arisen to date
1.5.3(1) 1.5.3(2) Continued cooperation with staff reassignment where required to meet critical demands as they arise (e.g. Covid19 response). Cooperation with the retention of the temporary assignment policy	Ensuring essential service can continue to be delivered at specific times where required	Q1 2021 – Q4 2022	Ensuring essential service can continue to be delivered at specific times where required	DHLGH	Staff temporarily assigned across the Public Service as required for key initiatives (e.g. contract tracing, vaccination programme support).	The union side has confirmed its commitment to co-operation to ongoing responses to the Covid 19 pandemic and will support same if such requirements arise going forward
1.3.3, 1.3.5, 1.5.3(1), 1.5.2(1) Extending and expanding the assignment of staff within local authorities and the assignment across local authorities where required	Ensuring services can continue to be delivered at specific times where required	Q1 2021 – Q4 2022	Policy live and in operation.	DHLGH		This has been accepted in principle both Management and union side have agreed that any redeployment envisaged by the Sectoral Action Plan relating to redeployment across county boundaries will require advance consultation with the appropriate union
1.5.2(2) Acceptance of the implementation of the My Open Library Programme across the sector as a whole	Improved service delivery to clients	Q1 2021-Q4 2022	Implementation of Open Libraries across the sector.	DHLGH		Both sides have engaged on this and are proceeding to finalise proposal for the implementation of Open Libraries reflecting the agreement between the parties

PRIORITY 2 The potential for technology to transform service delivery

Further embrace and support the use of technology through:

- Engagement with new and emerging technology
- Streamlined processes and procedures, including automation, redesign and digitalisation
- Upskilling and reskilling

Action	Outcome	Timeframe	Measure	Owner (Dept./Body/Section)	Previously anticipated achievement by Aug 2021	Progress report update and achievements August 2021
1.4.1, 1.3.5 **Shared and common services** Cooperation with the continued move towards greater use of shared and common services	Economies of scale, rationalisation, common platforms, supports collaboration, enhanced productivity,	Q1 2021 – Q4 2022	Numbers of initiatives being implemented using shared or common services.	DHLGH		The union side has confirmed its commitment to co-operation and no issues have arisen to date
Cooperation with move to common delivery of utility ICT services, infrastructures and applications.	Greater levels of innovation and capacity to adopt new digital workplace tools and solutions, will be enabled through upskilling/ reskilling of staff with higher levels of ICT and digital literacy skills					

1.4.1 **New and emerging technology** Acceptance of new ways of working that move away from traditional models of service provision in the delivery of local authority services including process redesign enabling digital service delivery and digital processing, advanced CRM and data analytics and the implementation of Robotic Process Automation	More efficient and environmentally friendly service delivery	Q1 2021- Q4 2022	Greater levels of automation and digital innovation. Address numbers in transactional areas.	DHLGH	Numbers of initiatives being implemented using new or emerging technology.	The union side has confirmed its commitment to co-operation and no issues have arisen to date
1.4.1 **New and emerging technology** Acceptance of the elimination of paper pay slips for all staff and the implementation of online pay slips for all staff	More efficient and environmentally friendly service delivery	Q4 2022	Elimination of pay slips.	**DHLGH**		Both sides accept that this will require further discussion between the parties in relation to the implementation of on line payslips
1.4.1 **New and emerging technology** Acceptance of fortnightly pay schedules for retained firefighters	Rationalisation of existing service demands	Q4 2022		DHLGH		Both sides accept that this his will require further discussion between the parties in relation to the implementation of fortnightly pay periods for retained firefighters
1.4.1 **New and emerging technology** Co-operation by all staff with the development and implementation of online attendance and payroll systems	Rationalisation of existing service demands	Q4 2022		DHLGH	Significant progress to development of pilot	

1.4.1 **New and emerging technology** Implementation of handheld technology for staff engaged in service delivery external to office locations	Improvements in service delivery	Q1 2021-Q4 2022		DHLGH		The union side have confirmed their commitment to co-operation however this will require further technological development in order to proceed
1.4.1 **New and emerging technology** Implementation of national telematics policy and development of more efficient use of vehicles based on data provided.	More efficient and climate friendly use of vehicle resources	Q1 2021-Q4 2022	Implementation	DHLGH		Progress is being made based on agreed template
PRIORITY 3 Flexibility and Strengthening Capacity						
Action	**Outcome**	**Timeframe**	**Measure**	**Owner (Dept./Body/Section)**	**Previously anticipated achievement by Aug 2021**	**Progress report update and achievements August 2021**
1.3.1(4), 1.3.5(4), 1.5.4(5) **Flexible working** Agreement to work with departments/offices in relation to revised or new flexible working arrangements. This will include, but is not limited to the following: Blended working policies	Increased flexibility for employee, employer and better services to the public	Q1 2021 - Q4 2022	Blended Working Policy Framework agreed Blended working policy in place in sector Cooperation in relation to revised or new flexible working arrangements including agreement on blended working policies and associated changes to work practices.	DHLGH		Both parties note the discussions to take place nationally on this matter and are committed to sectoral discussions on this issue

1.3.1(4), 1.3.5(4), 1.5.4(5) **Accommodation** Full cooperation with any changes to property utilisation required by departments to support their business , including preparatory changes aimed at making better and/or more efficient use of office space. This specifically includes changes in office space resulting from flexible ways of working (e.g. blended working.) This may mean, but is not limited to the following: Agile, open plan accommodation (at all grades): Optimising the utilisation of desks through no automatic right to a designated workstation: Optimising office floor plates through no automatic right to single occupancy office for any grade: Colocation across local authorities when required:	More efficient use of capital resources and reduction in overhead costs.	Q1 2021 - Q4 2022	Co-operation with changes to associated working practices and changes to accommodation to deliver efficiencies.	DHLGH		Discussions to take place between the parties on this

1.3.3 **Organisational Reviews** Acceptance of mainstreaming Strategic Workforce Planning to ensure that the local government sector has the capability and capacity required to deliver on its strategic goals and objectives in the coming years. The workforce planning exercise will also reflect the development of appropriate qualifications to reflect the changing role requirements to deliver on strategic objectives of the sector		Q1 2021-Q4 2022				Discussions to take place between the parties on this both at local and national level
1.3.3, 1.5.2, 1.4.1(3) **Professionalization** Cooperation with the development of strategies for further professionalization of functional expertise Co-operation with the implementation of current ICT strategies in place.	Accelerate the professionalization of functions through defined strategies, including functional career paths	Q1 2021-Q4 2022	Number of Functional Development Strategies across Local Authorities Number of "defined specialist career paths" in local authorities Number of specialist competitions	DHLGH		Discussions are taking place between the parties on this at national level

PRIORITY 4 Business/operational/policy changes leading to internal efficiencies						
Action	**Outcome**	**Timeframe**	**Measure**	**Owner (Dept./Body/Section)**	**Previously anticipated achievement by Aug 2021**	**Progress report update and achievements August 2021**
1.3.3 Acceptance of reassignment to new roles because of structural changes or implementation of new technology	More efficient delivery of services	Q4 2022		DHLGH		It is accepted by all parties that the Local Authority Sectoral Action Plan will take full cognisance and have full regard to existing collective agreements and processes between the parties on these issues
1.5.4 Continuing consultation and co-operation with the implementation of CTRI in retained and full-time fire services	More efficient delivery of services	Q4 2022		DHLGH		It is accepted by all parties that the Local Authority Sectoral Action Plan will take full cognisance and have full regard to existing collective agreements and processes between the parties on these issues
1.5.4 Continuing consultation and co-operation with the implementation of "Keeping Communities Safe- a Framework for Fire Safety in Ireland" in retained and full-time fire services	More efficient delivery of services	Q4 2022		DHLGH		It is accepted by all parties that the Local Authority Sectoral Action Plan will take full cognisance and have full regard to existing collective agreements and processes between the parties on these issues

Please also provide details under the following headings:

SUMMARY OF KEY REFORMS PROGRESSED/INTRODUCED (max 150 words)
Both sides have engaged on the implementation of Open Libraries across the sector and are proceeding to finalise reflecting the agreement between the parties.

LIST OF KEY REFORMS EXPEDITED BY COVID PANDEMIC (max 150 words)
Both parties note the discussions to take place nationally on revised or new flexible working arrangements and are committed to sectoral discussions on blended working policies

KEY OUTCOMES/BENEFITS FOR CITIZEN (max 150 words)
Implementation of the My Open Library Programme across the sector as a whole will improve service delivery to clients

ANY CHALLENGES/OBSTACLES ENCOUNTERED (max 150 words)
N/a

ADDITIONAL COMMENTS/POINTS OF NOTE (max 150 words)
N/a

COMPLIANCE WITH INDUSTRIAL PEACE PROVISIONS OF BUILDING MOMENTUM (max 150 words)
Generally the industrial peace clause has been observed across the sector, where matters of dispute have arisen in individual local authorities, the parties have subsequently engaged with the Workplace Relations Commission in line with the provisions of the Building Momentum agreement.

Secretary General

30 September 2021

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