

Minutes of Board Meeting LGMA

22nd July 2021

Teams

Attendees:

- Ms J Maguire (Chair)
- Mr O Keegan
- Mr T Lucey
- Ms C Byrne
- Mr T Enright
- Ms M Hurley
- Mr M Walsh
- Ms S Neary

In Attendance:

Mr P Dunne
Ms M Kelly
Ms E McEaney

Apologies: Mr B McGrath
Mr E O'Sullivan

Following consultation, no member expressed conflicts of interest with any item on the agenda.

1. Minutes of the Meeting held on 27th May 2021

The minutes of the meeting held on the 27th of May 2021 were approved and were signed by the Chairperson.

2. Matters Arising

There were no matters arising.

3. Chief Executive Report

The meeting noted the report which was circulated in advance. A number of issues were discussed and highlighted as follows.

The recruitment process for two of the competitions for the PSROG Centralised Data Unit has been completed and the position offers accepted by both candidates.

The design of the *Customer Satisfaction Surveys* has been completed. The national *Awareness Survey* has been designed and approved by the Research Advisory Group. Data collection is ongoing over the month of July.

Your Council Day 2021 took place on Thursday the 1st of July 2021. This year's focus was on the people who work in local authorities and the value of their work, tying to the launch of the Local Government Jobs website and linking to the Local Government People Strategy ambition to position the sector as an Employer of Choice.

More than 90% of library branches are open as per the government plan, offering browsing services, contact and collect services, printing, scanning and photocopying services as well as mobile services where resources permit. There is increasing demand from users across the country for time-limited access to PCs for job-seeking and access to government services.

Agreement has been reached to strike out the LMS legal proceedings and withdraw the FOI request. Contract negotiations with the new LMS supplier Civica UK Ltd to conclude the new contract have resumed.

The LGMA is preparing a tender on behalf of the local authorities to secure an end-to-end Asset Management system.

DHLGH has agreed to fund fully four additional posts for HDCO. The majority of the roles under the graduate programme have now been offered/filled. Supplemental interviews are now being arranged to fill a small number of roles and it is expected that these will be completed within the next week.

The *Blended Working Policy for Local Authorities* will be circulated to Chief Executives.

An update on discussions in respect of Irish Water was provided by the CEO. Options under discussion are a secondment model, an exit package, Irish Water having direct control of water services but populated by local authority employees and then replaced directly by Irish Water employees. Discussion is underway in the Workplace Relations Commission (WRC). A return to the WRC in the Autumn is expected.

The members noted that discussions on stranded cost would still be required and that the sector does not want to enter into extended Service Level Agreements for the provision of water services. Ms. Hurley expressed appreciation for the engagement on this issue to date.

The Small Business Assistance Scheme for COVID has processed applications to the total value of c. €12m. The closing date for Q2 applications is the 21st of July 2021.

A total of €14.76 million has already been processed in respect of the NPPR charge to date in 2021. Collection of the 2009 charge and associated penalties will cease as and from the 1st of August 2021. Collection of the 2010 charge and associated penalties will then cease as and from the 1st of April 2022. The charges due for 2011, 2012 and 2013 will cease in the subsequent years.

4. Our Public Service 2020

The meeting noted the update on Our Public Service 2020 which was circulated in advance. Mr Dunne noted that the Future Tech Challenge offers funds of up to €100,000 each to the three successful applicants. The LGMA is engaging with local authorities to support any applications being made by the local government sector to this competition. Mr. Dunne agreed to clarify if details of the Future Tech Challenge had been circulated to the sector. The Chair encouraged local authorities to make applications in respect of this funding.

5. Decisions for Approval

5.1 Infrastructure Managed Services

The Board approved the application to tender for Infrastructure Managed Services to run the hosting and shared services infrastructure.

6. Governance

6.1 Health and Safety

Mr Dunne reported that due to the refurbishment of Phoenix House, all LGMA employees will return to Local Government House on a pillar basis one day per week from 6th September 2021. Pillar days in the office will rotate on a four-weekly basis. Friday will be allocated as a day for both maintenance work and ad-hoc necessary meetings as required. The Chair noted that piloting of small meetings would be useful in preparation for the return to work on an increased scale.

6.2 Update from Chairs of Sub Committees

Finance Committee 12/05/21

The Finance Committee met on 12/5/21. There was nothing further to add to the update provided to the Board at the previous meeting on the 27th of May.

Audit and Risk Committee 18/05/21

The Audit and Risk Committee met on 18/5/21. There was nothing further to add to the update provided to the Board at the previous meeting on the 27th of May.

PSROG 10/06/21

Mr Keegan reported that PSROG endorsed the PID *WERLA IT Upgrade* and approved preparation of Business Case, subject to confirmation of funding by DECC. PSROG endorsed the Business Case for the Localgov.ie Portal and approved referral to Peer Review. PSROG endorsed decision for extra resources for HDCO as discussed and approved at CCMA meeting. PSROG endorsed the use of Voter.ie and DCC as the lead authority for the Electoral Registration Modernisation project. The report on shared services was circulated to the CCMA.

ICT 14/07/2021

Mr Keegan reported that ISAS is to develop recommendations from the Cyber Security Sub-Committee. A workshop with HIS Group is scheduled for 29th July to look at SOC/SIEM, centralised advisory service and OGCIO Desktop as a Service (DAAS) option.

The ICT Committee approved Architecture & Standards Principles which will allow Project Managers to ensure compatibility with other systems and other issues when developing new ICT solutions.

OGCIO has advised that the Tender for the Enterprise Project and Portfolio Management software (EPPM) has been withdrawn due to potential ambiguity in the tender. OGCIO are going back to the market as soon as possible.

All emails are out of the National Forest and only two local authorities to decommission legacy systems.

In relation to the professionalisation of ICT it was noted that LGMA are to follow up on issue of HIS vacancies and seek sanction for existing vacancies pending agreement on new quals. A discussion centred on this issue and the importance of getting existing vacancies sanctioned as HIS role critical as soon as possible, particularly having regard to cyber security threat and remote working. It was noted that this issue was also raised at the Change Management committee.

Mihai Bilauca, CIO, DHLGH presented on "Local Government Digital Transformation – Towards 2030". Steering Group proposed to develop new ICT Strategy/Digital Transformation Plan. The ICT Committee agreed that Mihai should present to all CCMA Committees to align the wider local government sector with the new strategic plan.

The Board approved the nomination of Mihai Bilauca to join the ICT Committee.

Change Management Committee: 21/07/2021

Mr Enright reported that the Blended Working Policy Statement for the public sector was agreed by Government and published recently. The Statement sets out high-level plans for blended working in the Civil Service post-COVID

The drafting of the *Sectoral Blended Working Discussion Paper - Policy Framework* continues. Following the circulation of the most recent draft document, the Change Management committee members are to provide further feedback to the LGMA prior to circulation to Chief Executives for consultation.

Clarity is required in relation to how the 20% will operate.

The Committee was advised that the unions had formally tabled a proposal for confined competitions for SEO/SE/SEE grades, this proposal is unlikely to be approved.

It was noted that the Local Government Jobs website launched on 1st July 2021. A 'jobs alert' facility is currently under development and planned to be operational in September.

In respect of the fire services, it was noted that the decision of the ECJ was awaited.

7. Risk Management

Ms Kelly reported that the revised risk register incorporated twelve risks, a decrease from sixty. Three of the high risks are IT related. These risks are Covid 19 Pandemic – Technology, Cyber-attack risk and possible outcomes, legacy systems and old technology. The revised risk register has been approved by the Audit and Risk Committee. Ongoing monitoring of the risk register will continue. The Board approved the revised risk register.

8. Any Other Business

8.1 AIB Supplemental Bank Mandate

A change to signatory on the AIB Supplemental Bank Mandate was required due to the Ms Kelly's new role as Acting Board Secretary. This change was approved and signed by the Chairperson.

Mr Dunne reported on a query regarding the reopening of the public study spaces in libraries. It was noted that indoor dining has now resumed whilst the public study spaces in libraries continue to be unavailable to users under government regulations. Ms. Byrne reported that the Head of Libraries Development is preparing a report on the importance of restoring access to both public study spaces and PCs for job-seeking and access to government services.

9. Date, Time, and Venue of Next Meeting

The next meeting is scheduled for the 23rd of September 2021 at 11am via Teams.

Signed: Chairman



Date:

23/09/2021