

Public Service Agreement 2010-2014 (Croke Park Agreement) Action Plan

1. Introduction

The following pages document the progress made in implementing the specific measures which SEAI proposed to take on foot of the Croke Park Agreement.

Public Service Agreement 2010-2014 (Croke Park Agreement) Action Plan

Department/Office/Agency: **Sustainable Energy Authority of Ireland**

1. Summary of Main Progress Achieved in the Six Month Period April 2011 to September 2011

- Compliance with Moratorium, non renewal of fixed term contracts, engagement with PAS to fill sanctioned vacancies
- Assist other DCENR bodies to improve their energy efficiency, reduce energy costs and comply with legal obligations
- Utilisation of Government frameworks to reduce costs of procured services and goods

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2. Detailed Progress Update for the 6-months – April to September 2011

1. Better human resource management: <i>Actions under this heading include reductions in numbers, redeployment, reconfiguration of service delivery, revisions in attendance arrangements, better attendance and absence management, etc.</i>			
Terms of the Public Service Agreement 2010 – 2014	Action	Target Date as per Current Action Plan	Current Position
	Commenced engagement with the Public Appointment Service to recruit additional staff sanctioned by DCENR	December 2011	Job specifications have been sent to PAS and the vacancies have been communicated to all members of the redeployment panel
	SEAI continues to adhere to the Moratorium. Three fixed term contracts were not renewed upon expiration during the period under review.	Ongoing	Annual savings in personnel costs arising from the non-renewal of fixed term contracts will amount to €175,000

2. Better Business Processes: *Actions under this heading would include efficiency measures and improvements to the processes by which your Department/Body delivers its services to the public, including changes to the technology used, better data management, including around identity, and so on.*

Terms of the Public Service Agreement 2010 - 2014	Action	Target Date as per Current Action Plan	Current Position
Assist and support DCENR aegis bodies to improve their energy efficiency, reduce energy costs and comply with legal obligations	Tailored supports - from energy assessments of their sites, to energy management training to tailored advice and supports as part of the formal Public Sector Energy Partnership Programme	December 2011	<ul style="list-style-type: none"> • Digital Hub Development Agency - €20,000 annual savings achieved to date. • CER - Commission for Communications Regulation – Lighting & Electrical work completed - Next steps - Energy partnership, energy assessment, energy management plan with targets, quantify savings made and opportunities • Comreg - Commission for Energy Regulation - energy management plan with targets, quantify savings and opportunities • NORA - National Oil Reserves Agency - Energy assessment complete. 10-15% savings on €4000 energy bill • OSI - Ordinance Survey Ireland - Energy assessment complete - Next steps - Energy partnership, energy assessment, energy management plan with targets, quantify savings made and opportunities
Reduce Accommodation Costs	Cork office relocated to a smaller office within the same building in August.	Completed	The monthly saving in rent, rates and service charges is €2,700 (annual savings of €33K. Savings of €5,400 achieved in April - September period)
Consolidate organisation hosting to Revenue	All internal and External systems are being moved to the Revenue Commissioners Data Centre	End of November	Changeover dates agreed with Revenue. All systems will be transitioned by late November 2011. Annual savings in the region of €60,000 will be generated.

Terms of the Public Service Agreement 2010 - 2014	Action	Target Date as per Current Action Plan	Current Position
Commissioners Data Centre			
Create Insurance Group for DCENR agencies	SEAI to facilitate other DCENR agencies to join an insurance group.		A small number of agencies have expressed an interest. We will continue to engage with them.

3. Delivering for the Citizen: *Actions under this heading would include efficiency measures and improvements to the processes by which your Department/Body delivers its services to the public, including changes to the technology used, better data management, including around identity, and so on.*

Terms of the Public Service Agreement 2010 - 2014	Action	Target Date as per Current Action Plan	Current Position
Participation in Government Frameworks	Participation in government contract for procurement of office stationery and paper	Ongoing	Achieving 35% discount on purchase. Savings of €3K achieved in the April - September period
Participation in Government Frameworks	Participation in government contract for placement of advertising in print media	Ongoing	Achieving 50% reduction in rate card. Savings of €78K achieved in the April - September period

Terms of the Public Service Agreement 2010 - 2014	Action	Target Date as per Current Action Plan	Current Position