

Next Generation Human Resources

Transforming people
management in the public sector



One-week virtual professional development workshop
18 to 22 October 2021



ACCREDITED
SHORT COURSE PROVIDER
BRITISH ACCREDITATION COUNCIL
ACCREDITED SHORT COURSE PROVIDER

PAi is accredited by the
British Accreditation Council
for Independent Further and Higher Education

About the workshop

Our workshop uses experience in the UK and internationally to focus on:

- The transformation agenda to develop the public sector workforce so that it can deliver enhanced public services in 'new normal' times
- The variety of new ways the civil service and other public sector organisations are managing and developing their people
- The critical role of HR and new models of HR management, including the UK's reform agenda
- Rethinking talent management during and after COVID-19 to enable capability, capacity and agility
- The latest thinking about improving the capability of civil servants to work collaboratively and deliver services effectively and efficiently.

We will cover the practical issues surrounding the management of public servants, as well as the main themes being addressed in the UK Government's programme of building a 'best in class' HR.

Who is it for?

The workshop is designed to meet the needs of HR leaders and managers and others involved in leading or managing people. It is also relevant for senior public sector policy makers and managers and their senior staff to increase their understanding of HR's role.

It will also be suitable for people responsible for improving civil service efficiency, effectiveness and performance, particularly from a people management perspective.

How participants will benefit

The workshop is designed to:

- Explore the UK approach aimed at improving the effectiveness of the civil and public service and the capabilities required for staff at all levels in the 'new normal' environment post-pandemic
- Enable you to consider the people framework and understand the requirements of HR managers and other staff who manage/lead staff
- Give you an opportunity to explore the work of the UK Government's approach to HR through Civil Service Resourcing and Learning, Ministries and Agencies responsible for civil and public service and understand the types of work undertaken by public servants and the new approaches to developing capability
- Provide a forum for you to review and improve your approach to HR, managing people and creating and maintaining teams
- Discuss how you should focus on energising your remote teams and help employees to work in new ways during difficult times
- Encourage you to share your own experiences, review your own challenges and prepare an action plan to meet those challenges.

What the workshop will cover

The workshop will include presentations and discussions and involve sessions with HR practitioners leading and managing people and others concerned with managing central Government Ministries and other public service organisations.

Format and approach

The workshop will include presentations and discussions and involve sessions with HR practitioners leading and managing people and others concerned with managing central Government Ministries and other public service organisations. It will include speakers from key institutions and will provide ample opportunity for you to share your own experiences and to speak directly to those responsible for policies and decisions. We will include practical performance management and feedback skills sessions. You will be invited to give a brief informal presentation about your role and challenges for the future, so a small amount of preparation will be needed.

Programme outline

	AM
Day 1	<p>Welcome, briefing and introduction to the workshop</p> <p>Overview of the people framework for the UK civil service</p> <p>Participants' informal presentations</p> <p><i>10 - 15 minute break</i></p> <p>UK and civil service reform: implications for developing people capability</p> <p>Civil service reform: agenda for change</p> <p>Investors in people framework</p> <p><i>10 - 15 minute break</i></p> <p>Review and afternoon activity explained</p>
Day 2	<p>Review of day 1</p> <p>Central HR services in civil service Ministries and departments</p> <p>The Transformational Leadership Model</p> <p><i>10 - 15 minute</i></p> <p>Impactful people capability development</p> <p>A case study of reforming people capability in Parliament</p> <p><i>10 - 15 minute break</i></p> <p>Review and afternoon activity explained</p>
Day 3	<p>Review of day 2</p> <p>Capability assessment: knowing your workforce requirements and effective people management to support public sector transformation</p> <p><i>10 - 15 minute break</i></p> <p>Managing performance and career development: skills for managers, including practical work</p> <p><i>10 - 15 minute break</i></p> <p>Review and afternoon activity explained</p>
Day 4	<p>Review of day 3</p> <p>Talent and leadership development</p> <p><i>10 - 15 minute break</i></p> <p>Leading transformational change and the future of work</p> <p>Transforming HR to support business needs: the role of practitioners</p> <p><i>10 - 15 minute break</i></p> <p>Review and afternoon activity explained</p>
Day 5	<p>Review of day 4</p> <p>Planning for change: employee engagement, resilience and well-being</p> <p><i>10 - 15 minute break</i></p> <p>Group work: reviewing challenges and action steps</p> <p><i>10 - 15 minute break</i></p> <p>Participants' action planning presentations</p> <p>Review, feedback and scope for follow-up</p>

Workshop Director

The Workshop Director will be Janet Waters. Organisational development, HR and learning and development were the specialisms of Janet's career in the UK civil service. Her experience included leading large teams of trainers in various UK Ministries and working as a senior HR professional. She regularly recruited staff into her teams and trained others to manage the selection and recruitment process in most Ministries. She worked for the Cabinet Office, the Ministry of Justice and the Home Office and led the Centre for Strategic Leadership and the International Consulting Team at the National School of Government.

Janet works as a consultant in the public and private sector and speaks regularly about the UK Civil Service to international delegations.

How to apply

Please complete the PAI application form online via our website:

<https://public-admin.co.uk/booking-form/>

You can also complete our hard copy application form. Please contact us at pai@public-admin.co.uk to obtain a copy. Once completed return to Amanda Anderson, Programme Manager, at the same email address.

If you would like to discuss this workshop, any of our other international workshops or our consultancy services, please contact Claire Cameron, Director.

We also have extensive experience of designing tailor-made training (from one day to two or three levels within your organisation. Please contact us if you would like further information.

Language

The workshop is conducted in English. You will need to have a good working knowledge of the language.

Fees

The fee for the workshop will be £1,300. It includes tuition, presentation material and other documentation.

Value Added Tax

We do not have to charge UK Value Added Tax (VAT) if you can provide written confirmation from your government or its accredited representative that you are "employed by the government in furtherance of its sovereign activities". In all other cases, we will have to charge VAT (currently 20%) in addition to the fee.

Ways to pay

You, or your government agency, can pay by bank transfer or by cheque, made payable to Public Administration International. We also accept payment by credit or debit card but there is a surcharge for this way of paying. Please contact us if you would like to pay by credit or debit card.

Discounts

We offer a 10% reduction on the full tuition fee if we receive payment no later than 28 days before the first day of the workshop. If we receive payment after that, we will charge the full tuition fee.

Cancellation

If you have to cancel your booking, you must let us know in writing and we will acknowledge in writing your cancellation. For cancellations received up to 29 days before the start of the workshop we will refund the tuition fee, minus a charge of £200 to cover our administration costs. For cancellations received within 28 days of the start of the workshop, we will charge the full tuition fee.

Substitutions and transfers

If you have booked a place on a workshop and are not able to join it, we will accept an appropriate substitute at any time without penalty but our normal terms and conditions will apply. Also, it is possible to transfer to a future workshop but only one transfer is permitted. Please get in touch with us and we will advise you about transfers.

Please see our website for our full terms and conditions. If you would prefer a hard copy of our full terms and conditions, please let us know.

<http://www.public-admin.co.uk/terms-and-conditions-for-booking/>

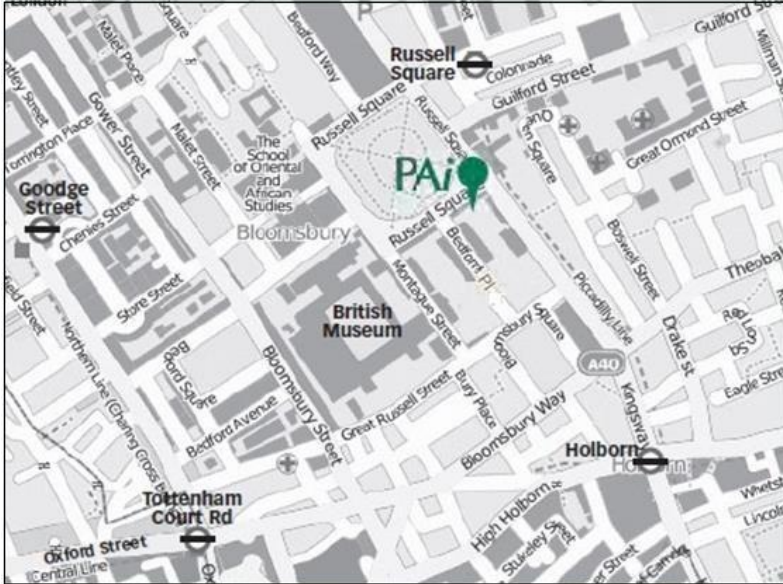
Who we are

PAI (Public Administration International) specialises in management consultancy, training and development services for organisations in, and associated with, the public sector worldwide. We provide advice and support for governments going through political, economic, structural and legislative change. Our extensive network of associates includes practitioners, academics and independent consultants. Our key objectives are promoting good governance and good practice in delivering public services. This workshop is one of a number of specialist UK-based professional development workshops designed to meet the needs of public services worldwide.

We pride ourselves on our:

- High quality, practical advice and support for our clients
- Professionalism and integrity
- Ability to offer excellent value for money
- Sound experience and track record internationally
- Networks and partnerships across the world
- Flexible, collaborative approach
- Friendliness and focus on putting people first.

Where we are



Public Administration International

56 Russell Square London WC1B 4HP UK

T: + 44 (0)20 7580 3590 F: + 44 (0)20 7580 4746 E: pai@public-admin.co.uk