
**European Social Dialogue Committee for Central Government Administration
Plenary meeting 10 June 2016**

Agenda item 4 - Work programme 2016-2018
Steering Committee Draft no. 5 – June 2016

For comments and adoption on 10 June 2016

This is the third work programme of the social dialogue committee for central government administrations (SDC CGA) covering the period of 2016-2018 (hereafter Committee).

The strategic objectives of the Committee remain the same i.e. to:

- Encourage and develop the social dialogue between the trade unions and employers at European and national levels on issues relevant to the sector ;
- Improve EU employment standards;
- Assume its role in shaping EU policy impacting central government administrations.

To this effect, the Committee will in the main proceed as follows:

- Discuss, exchange useful practices and knowledge ;
- Adopt joint documents, with an emphasis on finding practical solutions helpful to the national level of social dialogue and follow up on adopted texts ;
- Respond to the Commission's consultations on issues of relevance to the Committee and other initiatives relating to social policy;
- Promote the interest and visibility of quality central government administrations and common values of rule of law, neutrality, accountability, accessibility, transparency, and equal treatment;
- Take relevant actions to improve the representativeness of the Committee.

The Committee's principles and work programme are based upon the EU Charter of fundamental human rights, notably article 41 that provides for the right to good administration as an integral part of public services, upon TFEU articles 151-162 on social policy and on the Union's commitment to a well-functioning autonomous as well as representative social dialogue at all levels. Finally they also take due account of the EU economic governance (European Semester), and of the ongoing crisis.

The committee will address the following topics keeping some flexibility in light of relevant issues that may arise:

I/ Follow-ups and monitoring of adopted texts

1. Agreement on Information and consultation rights of workers and their representatives adopted on 21 December 2015

The Committee will closely cooperate with the Commission throughout the transposition process of the Agreement into a directive and its adoption in Council and Parliament.

- For the transposition phase, the cooperation will mainly involve the steering group and the EC services (social dialogue unit) in the course of 2016;
- For the adoption phase in Council and Parliament, more likely to take place in the course of 2017, the promotion of agreement by members of the SDC CGA will be crucial to ensure a positive result;

Meanwhile, the Committee will monitor national developments on information and consultation rights, especially regarding restructuring with short updates of key developments at the Committee's meetings in light of the content of the Agreement.

2. Framework Agreement for a quality service in central administrations (12.12.12)

By the end of 2016, the Committee will produce a **monitoring report of the framework agreement for a quality service in central administrations** which consists of 20 commitments to improve the quality of the service to citizens.

Building upon the results of the EC-funded project on the implementation of the Agreement with a focus on people in a vulnerable situation, the Committee will agree on a questionnaire for feedback from national partners on how the agreement is being promoted and implemented.

In addition, in relation to issues associated with the ongoing refugee reception crisis in Europe, the Committee will examine how the Agreement can be used and be useful in administrations dealing with asylum and immigration claims, in particular with reference to working conditions and personnel employed in these services. This will be carried out in the first half of 2017.

3. Work life balance and equal pay between women and men

As part of annual reviews, the Committee will **follow up on the policy recommendations towards equal pay between women and men** adopted in 2014 with a view to:

- Improve access of women to decision-making positions;
- Tackle women's overrepresentation in low pay positions.

A questionnaire will be sent to national social partners to know what tools/policies countries have developed concretely in recent years in regard of these goals, in order to gather good practices. The committee will produce a summary document with a selection of the most relevant practices.

A meeting with Eurostat will also be sought to discuss how it can help provide specific data and statistics broken down for the sector of central government.

In view of the EC ongoing consultation of social partners on **work life balance** in 2016, the Committee will prepare a common position on this particularly important topic. To try and find a correct balance between work and everyday life is a real challenge for workers. Yet it is important to help workers to successfully combine work commitments, family commitments, and personal life. There are different, complementary ways to tackle this issue notably in the areas of working time, telework and parental leave etc .

II/ Well-being at work – prevention of psychosocial risks

Further to the SDC CGA statement *Towards well-being at work in CGA as part of a new EU OSH strategy framework*, adopted on 10/12/2013, the Committee will focus on psycho-social health risks at work.

To this effect, an 18-month EC-funded project will look at emerging psycho-social problems, new technologies and practical use of health risk assessments.

The project started at the end of 2015 and will last until June 2017.

It will consist of a mapping review of existing literature on psychosocial risks, three regional seminars (Madrid, Vilnius and Berlin) and the designing of a user friendly common health risk assessment tool in the form of a guide and a short video.

III/ Modernisation of administrations in the context of the European Semester and crisis

The main objective is to monitor and influence the major administrative reforms in the context of the EU Semester and the crisis, with reference to the measures that have an impact, directly or indirectly, on CGA employees.

This activity is part of a broader effort aimed involving CGA social partners in the European Semester process at EU and national levels as well as promoting with the Commission the SDC CGA Agreement for a quality administration adopted in 2012 (see item I.2).

To this effect a Draft statement or policy recommendations on EU Semester will be produced. As a first step, the Committee will have a preliminary exchange of views with key European Commission's officials involved in the drafting of the Country Specific Recommendations and will examine existing reports on the European Semester and modernization of public administration in the first half of 2016.

On the basis of past and ongoing CSRs, the topical issues relating to the overall theme of modernization of public administrations are:

- Governance organization and institutional policy (with, in a majority of member states, a strong emphasis on tax administration reforms)
- State owned enterprise governance
- Public procurement
- Fight against corruption
- Local administration governance
- General and Specific administration reform

Regarding the impact of the crisis on working conditions, a common findings document will be drafted regarding :

- salary cuts
- collective bargaining
- working time, time off, holidays
- reorganization measures as job mobility, staff reduction, dismissals
- social security/pensions
- recruiting and staffing

Indicative timetable

WHEN	WHAT	OUTPUTS
22/03/16 (meeting suspended, main agenda items deferred to June meeting)	Working group <ul style="list-style-type: none"> • Finalization work programme 2016-2018 • Follow up agreement information and consultation • Update health and safety project and introduction to key challenges by EC • Start discussion on Modernisation of administrations in the context of the European Semester and crisis 	
10/06/16	Plenary Adoption outcomes 1 st half 2016 <ul style="list-style-type: none"> • Adoption work programme 2016-2017 • first discussion on Modernisation of administrations in the context of the European Semester and crisis • Follow up agreement information and consultation 	Work programme 2016-2018

WHEN	WHAT	OUTPUTS
22-23/09/16	First health and safety regional seminar	
June-early November		Mailing questionnaire on monitoring Agreement Quality administration
15/11/16	Working group <ul style="list-style-type: none"> initial results of questionnaire for monitoring Agreement quality administration State of play Agreement information and consultation rights Draft statement or policy recommendations on EU Semester 	
24-25/11/16	2 nd regional health and safety seminar	
In course of 2016		Common position on EC 2 nd stage consultation of social partners on work/life balance
1 st half 2017 Feb	Working group <ul style="list-style-type: none"> Finalisation report on Monitoring Agreement quality administration - First discussion on working conditions of personnel employed in migration and asylum services”, 	
14-15 March	Final health and safety project conference, Berlin	
1 st half 2017 May or June	Plenary <ul style="list-style-type: none"> Adoption health and safety project outcomes Adoption monitoring report Agreement quality Administration Outcome of the discussion on working conditions of personnel employed in migration and asylum services Questionnaire on gender pay gap aiming at gathering best practices concerning the access of women to decision-making positions and the women’s overrepresentation in low pay positions, and request to EUROSTAT about specific data on gender pay gap in central governments 	Monitoring report of Agreement Quality Administration Adoption of health and safety project outcomes (guide & video)
2 nd half 2017	Working group or plenary <ul style="list-style-type: none"> Second part of item on EU semester and crisis Presentation of data on gender pay gap 	
2018	Conclusions on gender pay gap Impact of crisis measures on working conditions, collective bargaining etc..	Review of gender pay gap recommendations Brief report on working conditions of personnel employed in migration and asylum services as part of the biennial review of the Quality Administration Agreement Note on impact of crisis reforms on working conditions and collective bargaining