

CIVIL SERVICE COMMISSION

BOARD of COMMISSIONERS MEETING PUBLIC MINUTES

Monday 7 October 2024 1.30pm-4pm

Location: 1 Horse Guards Road, SW1A 2HQ London; via Google Meet

Attendees:

Baroness Gisela Stuart	First Civil Service Commissioner	Chair
Kate Owen	Chief Executive Officer	Board Member
Stephen Cohen	Commissioner	Board Member
Paul Gray (via Google Meet)	Commissioner	Board Member
Elizabeth Hambley	Commissioner	Board Member
Lea Paterson (via Google Meet)	Commissioner	Board Member
Chris Pilgrim	Commissioner	Board Member
Sarah Pittam (via Google Meet)	Commissioner	Board Member
Tony Poulter	Commissioner	Board Member
Martin Spencer	Commissioner	Board Member
Elizabeth Walmsley (via Google Meet)	Commissioner	Board Member
Neil Wooding (via Google Meet)	Commissioner	Board Member

Apologies: Joanna Abeyie, Commissioner and Board Member; Atul Devani, Commissioner and Board Member; Paul Kernaghan, Commissioner and Board Member

1) First Civil Service Commissioner update

1.1) The Chair outlined apologies and changes to the Register of Interests. The Board approved the minutes of the July Board meeting.

1.3) The Chair provided the following updates.

- Kate Owen has been appointed as the Civil Service Commission's Chief Executive Officer following a fair, open and merit-based competition.
- This Board meeting is the first as part of the newly revised governance structure. The Board will meet quarterly, principally to discuss policy and strategy. The Joint Operations Committee, involving the Chair of ACOBA and Commissioner for Public Appointments and with oversight of corporate affairs,

will meet quarterly.

- The Annual Report and Accounts will be published following the conclusion of the audit by the National Audit Office.

2) Actions and forward look

2.1) The secretariat updated the Board on completed and outstanding actions and the Forward Look, which now reflects the new governance model and where Commissioners will meet for Board Development between Board meetings.

3) Joint Operations Committee (JOC) and Audit and Risk Committee (ARC) update

3.1) The Chair updated the Board on the JOC meeting. Overall the meeting had been productive. JOC Commissioner members reflected that the format was effective and it had been positive to hear about cross-working opportunities for staff.

3.2) The ARC Chair updated the Board on the recent ARC meeting. The Committee had discussed budget forecasts, assurance mapping, the ongoing audit of the annual accounts, and a recently completed business continuity exercise.

4) Media update

4.1) The Press Officer updated on her role, recent activity and likely upcoming engagement.

5) Operational update

5.1) The secretariat updated on the operational dashboard. The departmental audit programme is progressing well, and departmental outreach has been restored.

6) Framework Agreement

6.1) The CEO set out the background to the new Framework Agreement, which outlines the relationship between the Commission, the Advisory Committee of Business Appointments and the Commissioner for Public Appointments.

6.2) Commissioners welcomed the document, which they agreed was sufficiently clear and detailed and represented significant progress for the Commission.

7) Exceptions

7.1) The Board discussed processes for approving exception usage and heard an update from the secretariat on the delegated exception appointments review.

8) Meeting wrap-up and actions

8.1) The Chair thanked attendees, confirmed decisions and outlined key next steps. The next Board meeting will be held on 12 January 2024.