

SSG 360 Feedback Survey

Purpose

1. This paper provides information about the new Civil Service Senior Leadership Group 360 Feedback tool.

Background and Introduction

1. A new 360 degree feedback tool for the Civil Service Leadership Group was launched in February 2015 and was designed to help embed the new CS Leadership Statement, following a commitment made in the CS Reform Plan Progress Report. The new tool was compulsory for the Civil Service Leadership Group (Permanent Secretaries and Directors General only) for the 2014/2015 reporting year.
2. The new tool was made available to Departments should they wish to extend it to other Senior Civil Servants and a number of Departments, including DEFRA and the Scottish Government adopted it. Appendix A provides a list of all Departments that used the tool in 2014/2015.
3. The new tool enables some degree of leadership benchmarking between Departments and against the average SCS scores.
4. The new tool has 28 statements to rate and 3 narrative questions, and takes approximately 15 minutes to complete. The emphasis is on leadership competencies including commercial outcomes; working with partners; strategy and there is a section for written comments. This is similar to the FC tool, which has 30 statements to rate; however the FC tool has the option to provide more narrative against each competency area. Similar subject areas are covered in both tools.
5. The new tool and process requires the line manager to provide a 1:2:1 feedback session to the SCS staff member.

2015/2016 Arrangements

6. The Civil Service Leadership Committee is meeting the week commencing 22 June 2015 with a view to formally mandating the new 360 feedback tool for all SCS for the appraisal year 2015/2016 – this intention has already been communicated to Permanent Secretaries in a letter from Sir Jeremy Heywood.

Points to Note

7. 360 feedback already forms part of the annual SSG performance management.
8. The new 360 feedback tool encompasses feedback on the CS Leadership Statement.

Recommendation

9. The Board is asked to agree:
 - The FC adopts the new CS 360 feedback tool for all SSG for the end of this reporting year irrespective of whether it is mandated to or not.

Alex Hunter
Head of Learning and Development
25 June 2015

Appendix A – CS Departments using the tool

Cabinet Office

Crown Commercial Service

Crown Prosecution Service

Department for Environment, Food and Rural
Affairs

Department for Business Innovation
and Skills

Department for Communities
and Local Government

Department for Culture
Media and Sport

Department for Education

Department for International
Development

Department for Transport

Department for Work and Pensions

Department of Energy &
Climate Change

Department of Health

Foreign and Commonwealth
Office
Food Standards Agency

GCHQ

HM Treasury

HM Revenue and Customs

Home Office

Intellectual Property Office

Medicines and Healthcare
products

Regulatory Agency

Ministry of Justice

Ministry of Defence

National Crime Agency

Northern Ireland Office

Office for Standards in Education, Children's
Services and Skills

Office for National Statistics

Public Health England

Scottish Government

Treasury Solicitor's Department

UK Export Finance

Valuation Office Agency

Welsh Government