

Peter O'Neill

From: Suzanne Duke
Sent: 13 February 2008 17:36
To: Peter O'Neill; Brid McGrath
Cc: Minister Ryan; Aidan Dunning; Patricia Cronin; Stephen O'Connor; Kenneth Spratt
Subject: RE: eircom & Prime Time

All,

Just got off the phone with Pat as well. Same message as below although he indicated they had very good intelligence that an article would be appearing tomorrow. Also, eircom's information is that there will be either an IFA spokesperson or an individual farmer featuring on Prime Time to lament the lack of access to broadband in rural areas.

Sue

From: Peter O'Neill
Sent: 13 February 2008 17:16
To: Brid McGrath
Cc: Minister Ryan; Aidan Dunning; Patricia Cronin; Suzanne Duke; Stephen O'Connor; Kenneth Spratt
Subject: eircom & Prime Time

Brid

I've just had phone calls from Pat Galvin, eircom and John Doherty, Comreg that you should be aware of.

First, Pat Galvin said there was a possibility the Indo would run a piece tomorrow on broadband which may contain details of the presentation eircom will make to the Minister tomorrow. Pat said there may have been a leak and Babcock & Brown wanted to assure the Minister that if the article appears they weren't trying to "bully" him through the media.

John Doherty told me Comreg have done a piece to camera for Prime Time tomorrow. He was surprised it focussed exclusively on the NBS and was hostile. In particular it claimed the maps showing served and unserved areas were inaccurate and claimed the scheme was not future proofed. We'll prepare briefing on this for the Minister.

Peter

Joanne McCormack

From: Suzanne Duke
Sent: 22 April 2008 13:39
To: Joanne McCormack
Subject: FW: Primetime note.doc
Attachments: Primetime note.doc

Joanne,

Re. FOI request for material, the only communication I appear to have is the attached from Ken Spratt.

Do let me know if we need to do anything further our end.

Best
Sue

From: Kenneth Spratt
Sent: 14 February 2008 12:14
To: Lisa Keyes; Brid McGrath; Suzanne Duke
Subject: Primetime note.doc

Response to Primetime.

Ken.

When do you expect to select the preferred provider for the National Broadband Scheme?

June 2008.

Will a single provider be selected for the whole state or will there be more than one?
It is expected that 1 of the 3 remaining bidders will be appointed to cover the unserved areas only, not "the whole state".

Questions on resources

- *How many departmental staff have been assigned full time to the NBS scheme. Does that figure include new hires taken on specifically to work on the NBS?*
- *How many outsiders have been hired (consultants or on secondment from other agencies)?*
- *Documents released under FOI would indicate that the department has not been able to gain extra resources for the implementation of the National Broadband scheme? Is that the case, if not what resources personnel and financial have been allocated?*
- *Documents released under FOI state clearly that the person responsible for ensuring the implementation of the scheme is a newly qualified graduate whose work experience was as an intern in the department. Can you comment and also can you confirm that that is the current situation.*

NBS Steering Committee

The National Broadband Scheme (NBS) is led by a **ten** person Steering Committee, chaired by DCENR's Assistant Secretary, Mr. Peter O'Neill, who has overall responsibility for Communications Policy within the Department.

The Steering Committee includes **three** other senior officials from DCENR's Communications Regulation, Communications Development and Communication Business and Technology Divisions.

ComReg are also represented on the Steering Committee by **four** senior experts (including Chairperson, Mr. John Doherty) in relevant areas. Additionally, Professor Jim Norton, a leading UK telecommunications expert is a member of the Steering Committee as is Mr. Gerry Finn, the Director of the Border, Midland and Western Regional Assembly.

NBS Working Group

The NBS Working Group (WG) is chaired by Mr. Ken Spratt, Principal, Communications Development Division, DCENR. The WG also includes Dr. Yvonne McCarthy, Analyst, DCENR, and Mr. Eric Tomkins, ComReg. Both Dr. McCarthy and Mr. Tomkins are full-time members of the Working Group.

The WG is advised by Analysys Mason Group on the technical, economic and commercial aspects of the design of the scheme while McCanns Fitzgerald provide legal advice on the scheme. Administrative support is provided by Ms. Aneta Scieplek on a full time basis and clerical support is provided by DCENR clerical staff as required. The scheme is not lacking any financial or human resources and is on target to meet its June 2008 implementation date.

Kenneth Spratt

From: Kenneth Spratt
Sent: 03 August 2006 17:48
To: Dave Hanley
Subject: Options for replacing HEOs?

Hello Dave,

I arrived on Monday and am trying to get to grips with the brief. So far, so good.

I'm wondering about options to recruit 2 AO/HEOs to replace Tony Barrett and Eamonn Confrey. I'd like replacements asap. Is that possible? If not, I'd like to understand what issues might delay appointment so that we can address them.

Can we discuss?

Ken Spratt

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☎: +353 1 6782126

✉: kenneth.spratt@dcmnr.ie

📧 Communications Development Division

DCMNR

29-31 Adelaide Road

Dublin 2

Kenneth Spratt

From: Kenneth Spratt
Sent: 04 August 2006 09:49
To: Dave Hanley
Subject: RE: Options for replacing HEOs?

Thanks Dave.

Do you have a recruitment licence under the PSM (Recruitments and Appointments) Act 2004? Could you run competitions for the various grades?

Ken.

-----Original Message-----

From: Dave Hanley
Sent: 03 August 2006 18:05
To: Kenneth Spratt
Subject: RE: Options for replacing HEOs?

Ken, welcome.

Staffing issues are all tied up in decentralisation programme - in essence we cannot get staff from outside unless they sign up to go to Cavan and there are simply little or no volunteers for that. We are fast approaching major difficulties throughout the department and will be raising these matters with finance in near future.

Short answer to your question is no. No immediate replacements and no immediate ways of circumventing the obstacles.

Dave

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 DCMNR
 29-31 Adelaide Road
 Dublin 2

Kenneth Spratt

From: Kenneth Spratt
Sent: 07 September 2006 09:42
To: Dave Hanley
Subject: RE: Options for replacing HEOs?

Dave, can we meet soon please?

I've lost Tony Barrett (kept the briefing/speech/PQ wolves from the door), Matt Collins (I've to take on his stuff as there's no HEO and it's not appropriate to have the EO cover this important area), the SO on [redacted] and am about to lose Mary Bensaad we're down to one CO), and Eamonn Confrey (the MANs programme is laready under strain). I've also got Mairead on a transfer list to [redacted] and Adam Egan could be gone if [redacted].

I'm in a very uncomfortable situation.

Ken.

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29-31 Adelaide Road

Dublin 2

Kenneth Spratt

From: Kenneth Spratt
Sent: 07 September 2006 09:59
To: Dave Hanley
Subject: RE: Options for replacing HEOs?

Thanks Dave,

Next week is mad for me. Could we meet on Friday (15th) at 10:30am for 30 mins?

Ken.

-----Original Message-----

From: Dave Hanley
Sent: 07 September 2006 09:47
To: Kenneth Spratt
Subject: RE: Options for replacing HEOs?

No problem. Spoke about staffing to Peter yesterday. Am currently doing the rounds of all POs to discuss staffing issues so I would have come looking for you soon anyway. Rest of this week not good so how about monday morning - say 11?

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Kenneth Spratt

From: Kenneth Spratt
Sent: 12 October 2006 11:24
To: Dave Hanley
Cc: Peter O'Neill
Subject: FW: Leave

Dave,

I'd like Adam's replacement as soon as possible for a handover.

Ken.

-----Original Message-----

From: Adam Egan
Sent: 11 October 2006 13:58
To: Peter O'Neill; Kenneth Spratt; Kieran Duffy
Subject: Leave

I'll be out of the office until Friday morning, when I'll be in again for the North/South meeting, and then taking Friday afternoon off. If anyone needs me I can be reached at [REDACTED]. I've [REDACTED] days A/L remaining and I have to take some before I transfer.

Update:

- 1 All outstanding invoices have been filed and cleared.
- 2 North/South various issued done. DFA & Taoiseach's report amended. Briefing for Friday send around.
- 3 Speech material required from me for the ICT conference tomorrow was submitted to Minister's office.
- 4 Letters to hub board appointees written, awaiting confirmation from Min office that they were previously contacted before issuing.
- 5 Recommendations on final two positions & chairship submitted to Ken for the Minister's approval.
- 6 Hub finances under control - nothing outstanding at the minute.
- 7 All website correspondence has been dealt with
- 8 All corporate governance issues dealt - nothing outstanding.

Finally, [REDACTED] contacted me. The [REDACTED] will be in touch in the next few days with a contract and HR will be in touch with Ken about releasing me. I have indicated to HR that [REDACTED] but I have a number of outstanding commitments (likes of Interreg meetings) that I would appreciate Environment's understanding in releasing me for.

[REDACTED]

[REDACTED]

Kenneth Spratt

From: Kenneth Spratt
Sent: 13 October 2006 13:34
To: Dave Hanley; Peter O'Neill
Subject: Urgent Meeting Request

Importance: High

Attachments: 2006-1013.ppt; Vacancies.doc

Dave,

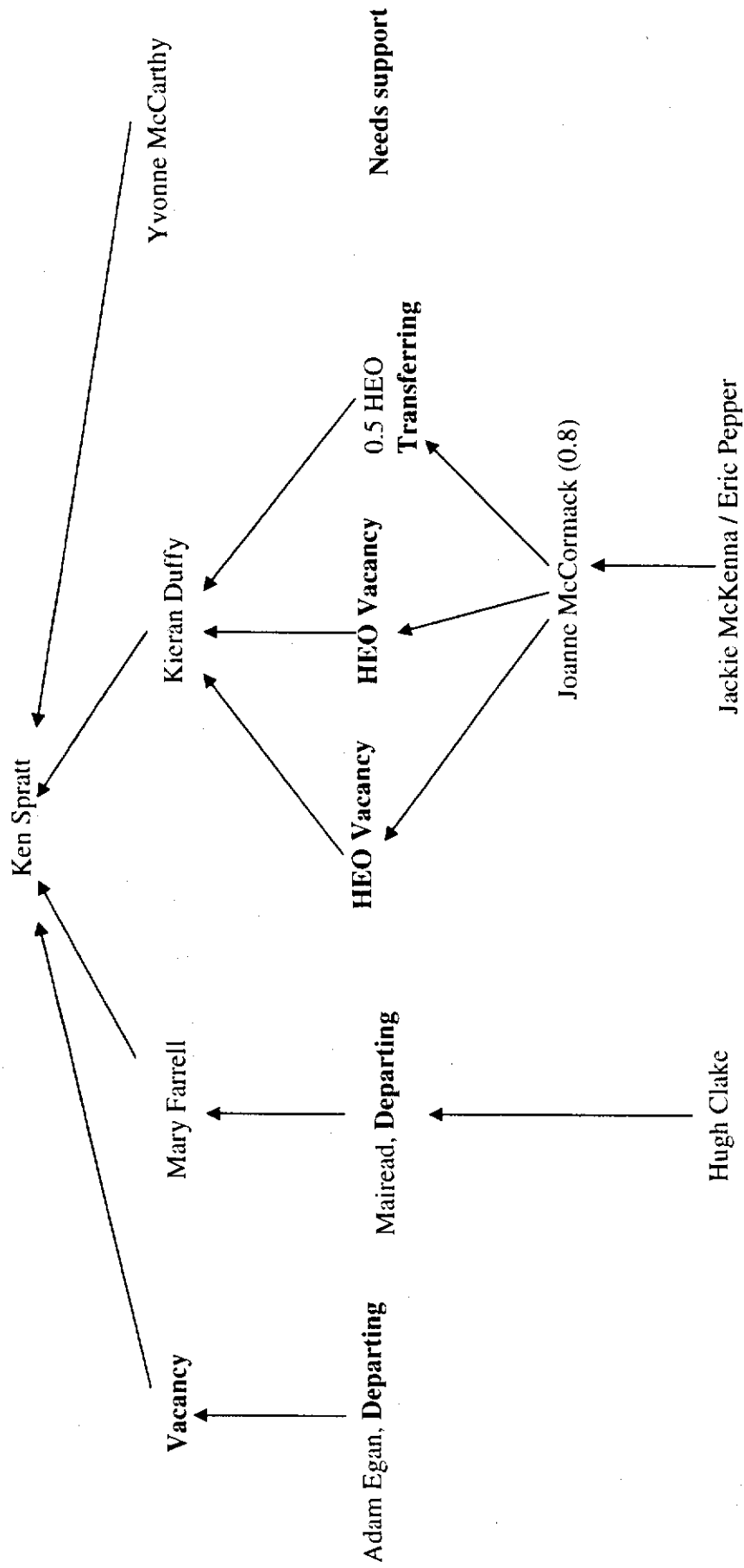
Please see the attached note and diagram. Peter has asked that the three of us meet before next Tuesday's MC. Can you indicate your availability please?

Ken.

01 6783177
087 9882119



2006-1013.ppt (22 KB) Vacancies.doc (25 KB)



Communications Development Division Staffing

Existing Projects	MANs	MSE and Schools	NDRC	GBS	General Support
	Phases I, II, III		Digital Hub Global Crossing Interreg/NI Bb Policy	1 st Call – 34 projects 2 nd Call – 128 projects e-commerce	Speeches PQs Briefing
Staffing	AP 2 x HEO Vacancies 50% HEO has sought transfer EO (80%) CO (commuting from Cavan daily)	AP (80%) Support sought	AP Vacancy EO departing Contractor helping	AP AO (60%) departing	2 Stagiaires

Notes

At my meeting with Dave Hanley 20 September, I was advised as follows.

MANs : I have 2.5 HEO posts on the MANs but only 0.5 HEO (Fiona) in place and she is leaving. I need to fill the 3 vacancies. I understand I will be getting 1 AO soon.

MSE and Schools – not discussed with Dave Hanley: No additional resources available. Yvonne has indicated the need for assistance on Schools Broadband which is not being proactively pursued. I need an EO there.

GBS: Departing AO needs to be replaced – HR have no plan yet.

DHDA/NDRC: HR say that because Matt was supernumery, he will not be replaced. That is not acceptable. We either transfer the work or get resources. I understand HR will fill the EO vacancy soon.

Nationwide Broadband Scheme: Minister's key priority – not listed above and no staff assigned.

Kenneth Spratt

From: Kenneth Spratt
Sent: 09 November 2006 14:16
To: Peter O'Neill; Dave Hanley
Cc: Kieran Duffy; Yvonne McCarthy; Mary Farrell
Subject: Moving forward on key objectives

Peter, Dave,

I met with the APs (Kieran, Mary, Yvonne) yesterday to discuss key work objectives and how best to proceed with the resources that we have.

We have 14 key objectives to attend to: Nationwide Broadband (new); MANs; GBS; eNet Corporate Governance; MSE for Phase 2 (new); Hub; NDRC; eNet issues critical to MANs Phase 2 (on/off/government business); Backhaul - Project Dingle follow ups; Schools broadband; Regional OP Financial Management; General supporting (PQ's, Briefs, Speeches, etc); Broadband Policy; and NGNs. We have other stuff which we're going to have to drop or find homes for - note to follow.

Although the Minister has asked ComReg to run the Nationwide Broadband because of our lack of resources, it will still be necessary to assign somebody to the project full time. I propose assigning Yvonne McCarthy. She will retain Schools broadband. I propose assigning one of the Stagiaires (Aneta) to assist with the Schools and the NBS. An EO would be preferable because of her May departure but given the strain on resources I know that an EO is not currently possible.

I propose assigning Mary Farrell to Yvonne's current objectives (eNet Corporate Governance, eNet issues critical to MANs Phase 2 (on/off/government business) and MSE2). Mary would retain GBS but only in a managerial role.

I propose assigning Mary's work on the GBS to Mairead O'Donovan and assigning one of the Stagiaires (James Greaney) to do what Mairead is currently doing. (James also does quite a bit of work for me (general support)). Again, an EO would be preferable because of James' May departure but given the strain on resources I know that an EO is also not currently possible.

Kieran Duffy will continue with his current work (MANs) but will also have to take on Adam Egan's Interreg and miscellaneous stuff (given to Joe Gallagher) as well as co-ordination of cross cutting stuff.

The Hub and NDRC stuff will be handled by Naill Bishop until we get a good AP to take that work (or, as an alternative, we could pass that work elsewhere). That AP would also take on the policy analysis and NGNs which I'll have to do myself in the interim.

So....we're trying to manage as best we can with what we have.

Dave, in terms of vacancies, all of the above leaves us as follows:

I need an AP for the current vacancy on the Hub/NDRC/Policy Analysis/NGNs

Kieran needs a HEO/AO for current vacancy caused by Eamonn Confrey

Kieran needs a full-time HEO/AO for Fiona O'Sullivan -

and replace her with a full-time resource.

Kieran will also be getting Robert McNamara on 20 November.

Please note there was some upset that I want to assign resources to the Nationwide Broadband project without getting additional resources and at a time when I'm carrying vacancies. Please also note that there is also some concern that I'm moving stagiaires into important EO type jobs and the stagiaires will be gone in May.

I have yet to inform my team members about these proposals but hope to do so tomorrow (Friday).

Ken.

01 6783177
087 9882119

Kenneth Spratt

From: Kenneth Spratt
Sent: 07 March 2007 15:23
To: Dave Hanley
Cc: Peter O'Neill
Subject: Staffing

Dave,

Thankfully, we've had good progress with our staffing over recent months with the arrival of Tim O'Sullivan, Carmel Denning, Robert McNamara and Duane Fogarty. We've also retained Joanne McComack as a HEO. Thanks for all of your help.

I'm left with a EO vacancy (Joanne's). I'd also like to flag that our stagiaires are due to leave in May and early June. Both are excellent. Both are working on important projects - National Broadband Scheme and Management Services Entity for MANs II. I'll need very high quality EOs, or preferably AOs, to replace them. I'd also like to flag that need for additional resources at EO level to handle forthcoming audits and OP closures. I'm told there's a huge amount of effort involved.

Ken.

To: 1. Mr. Peter O'Neill
2. Mr. Dave Hanley

From: Ken Spratt

Date: 11 January 2008

Re: Communications Development Division – Request for additional resources

Summary

1. Various recent developments have given rise to extreme pressure on existing staff within my area. Additionally, new divisional objectives for 2008 will require additional resources. Accordingly, I request (i) the filling of existing vacancies, with suitably competent staff, as soon as possible and (ii) the timely assignment of additional resources to attend to new work items. Requested:
 - 2 competent AOs and 1 competent EO immediately;
 - May 2008 onwards: 1 competent EO, 1 competent CO plus additional resources required to implement any recommendations arising from the Next Generation Broadband Policy Paper.

Recent Developments with existing work

2. *General:* The existing bar on recruitment of new resources to the Department gave rise to staffing difficulties within my Division during 2007. In order to deliver on commitments, I had to resort to hiring consultants to fill two key AO roles ((i) Digital Hub/National Digital Research Centre and (ii) National Broadband Scheme). I also had to use a Stagiaire in an EO role.
3. *Hub:* The contract with the consultant working on the Hub/NDRC has exhausted. (Minister's Advisor has specifically asked that the networking with the Digital Media industry is continued.) The Hub duties will need to be carried by a competent AO. Currently the AP (Ms. Cathy O'Connor (who has other responsibilities)) has no support staff at any grade.
4. *NDRC:* Additionally, NDRC duties will need be carried by a competent AO. Now that the NDRC is starting to bed down, the AO role is expanding with some complex issues to be addressed and monitored over the coming years. Consequently, the duties will need to be carried by a competent AO. Currently the AP (Mr. Tim O'Sullivan (who has other responsibilities)) has 1 HEO and no other support staff.
5. *NBS:* Again, due to the existing bar on recruitment of new resources to the Department, **I have no civil servant working on the National Broadband Scheme.** The work is being done by an AP level Analyst on secondment from ComReg and a former Stagiaire hired as a consultant (the hiring of the Stagiaire has given rise to an FOI request from the PSEU). The Analyst is due to take [redacted] in February and has been [redacted]. She is unlikely to return before [redacted] begins. Her absence is requiring significant additional input to the NBS by me. A suitable replacement (with project management and telecoms experience) is required but is not available within the Department. The role will need to be filled as a matter of urgency.
6. Request: 2 AOs
1 competent AO to attend to Digital Hub and digital media industry matters and to

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Kenneth Spratt

From: Kenneth Spratt
Sent: 10 October 2007 15:41
To: Ciara Bates
Cc: Peter O'Neill; Eamonn Molloy; Dave Hanley
Subject: Ms. Aneta Scieplek - PSEU Enquiry
Attachments: Aneta Scieplek - PSEU enquiry.pdf

Ciara,

I apologise for the delay in replying to you on this matter. We've had a number of pressing issues over the past couple of weeks.

Please see my response attached. I would be happy to meet with CSD to discuss.

Ken.

Ken Spratt
Principal
Communications Development Division
Department of Communications, Energy and Natural Resources
29 - 31 Adelaide Rd
Dublin 2

Direct: + 353 1 6783177
Mobile: + 353 87 9882119
Fax: + 353 1 678 2126

To: Ms. Ciara Bates

Cc: Mr. Peter O'Neill
Mr. Eamonn Molloy
Mr. Dave Hanley

From: Ken Spratt

Date: 10 October 2007

Re: National Broadband Scheme Resources – Ms. Aneta Scieplek

1. The PSEU recently wrote to Mr. Molloy enquiring about the employment of Ms. Scieplek on the National Broadband Scheme (NBS). The following facts may be useful in considering an appropriate reply to the PSEU.
2. In October 2006, Minister Dempsey directed that a NBS be put in train. Given the complexities involved, Minister Dempsey felt that ComReg's telecommunications expertise should facilitate the implementation of the NBS. The Minister decided that the NBS was the main priority for the Communications area for 2007/2008 and agreed that the Department would meet the cost of any outside consultants required by either ComReg or the Department to deliver the NBS.
3. On 16 October 2007 I met with Mr. Hanley and Mr. O'Neill to discuss (i) the lack of resources in my area to handle existing priorities and (ii) the need for additional resources for the NBS (1 AP and 1 AO/HEO). It was explained to me that the general shortage of resources meant that all divisions in the Department were under resourced and that no further resources would be made available to me. I explained that this was disappointing, unacceptable and un-sustainable and that I would have to explore other avenues for securing the resources required to meet the demands of the section.
4. Later in October 2006, in order to address the lack of resources I re-assigned Ms. Yvonne McCarthy (Analyst on secondment from ComReg) and Ms. Scieplek to the new NBS. Their previous briefs were, with difficulty, re-assigned to other members of my Division.
5. Both Ms. McCarthy and Ms. Scieplek have built up considerable expertise that is critical to the smooth running of the NBS procurement project. In December 2006, I was faced with the prospect of Ms. McCarthy returning to ComReg. Thankfully, we were able to extend her secondment to the end of 2007. (This date now looming and will need to be addressed. I will contact you separately in this regard.)
6. In April 2006, I advised Mr. O'Neill that Ms. Scieplek was due to finish on 23 May 2006. It was not possible to extend her Stagiaire contract. I advised Mr. O'Neill that, given the lack of a replacement resource, I would like to find some way of retaining Ms. Scieplek. I highlighted that I intended to hire her as a consultant and that, in accordance with section 5.1 of the Public Procurement Guidelines, I wished to record that a competitive process would not be

going to procurement would not have resulted in securing a resource
and knowledge of the NBS. In any event, the rate negotiated with
was excellent value for money.

is the key priority (multi-million € project) in my Division during

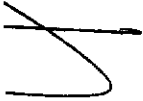
employment directed that the required budget for consultants required to
project should be secured and that such consultants should be

and resources were not available within the Department;

competitive process was not deemed to be appropriate;

Procurement Guidelines recognise that competitive processes are
appropriate.

happy to meet with you to discuss.

A handwritten signature in black ink, consisting of a stylized, cursive letter 'N'.

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From: Mary Farrell

Sent: 13 February 2008 17:50

To: Kenneth Spratt

Subject: 2008_02 Staffing.doc

Ken - this might help, it's my understanding of things on my side. Mary

Staffing on MSE side @ February 2008

AP

Mary Farrell

AO/HEO

Mairead O'Donovan, AO
[REDACTED]

Replaced by

Ingrid Haughney, HEO in September 2007

Transferred to D/ETE on 14/01/08

So

HEO VACANCY arose on 14/01/08

As at February, VACANCY earmarked to be filled by R. Garland, HEO

R. Garland to be assigned to NBS work

→ no HEO vacancy in Division – HEO post reassigned from MSE to NBS

EO

It had been proposed to give me an EO as a replacement for Ingrid's HEO vacancy.

Such a replacement could only come about by the (a) reassignment of another EO within the Division or (b) the assignment by HR of an additional EO to the Division

→ no EO post on MSE side

CO

Hugh Clarke, CO

Application made to HR for [REDACTED] with effect from 14/01/08
[REDACTED]
[REDACTED]
[REDACTED]

Hugh reassigned to NBS as of 06/02/08 (per Ken's email of 05/02/08)

→ no CO vacancy in Division – CO post and incumbent reassigned from MSE to NBS

Mary Farrell

From: Hugh Clarke
Sent: 05 February 2008 15:49
To: Mary Farrell
Subject: FW: Resources for NBS

From: Kenneth Spratt
Sent: 05 February 2008 15:48
To: Aneta Scieplek; Hugh Clarke
Cc: Yvonne McCarthy; Eric Tomkins
Subject: Resources for NBS

Aneta,

I will be assigned a HEO in the coming days. I propose to assign that person to the NBS to start preparing for the roll out of the scheme.

I have also assigned Hugh Clarke, CO to the NBS team and Hugh will begin working with you tomorrow.

Hugh, could you start with assisting Aneta with the issuing of the Revised Statement of Requirements? Aneta will advise.

Thanks.

Ken

Ken Spratt
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e kenneth.spratt@dcenr.ie

18

Mary Farrell

From: Mary Farrell
Sent: 28 January 2008 12:55
To: Ciara Bates
Cc: Kenneth Spratt
Subject: Staffing

Hi Ciara,

Dave Hanley talked to me this morning about getting clarification from our Division regarding the Ingrid Haughney, HEO, and Mairead O'Donovan, AO, vacancy situation and to let you know our understanding of the matter.

I had a chat with Ken and we understand that Ingrid was a replacement for Mairead.

I understand from Ken that he recently submitted a request for additional staffing resources the most urgent of which are:

- 3 AO/HEO
- 1 EO

Regards,
Mary

Mary Farrell
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Email: mary.farrell@dcenr.gov.ie

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Mary Farrell

From: Mary Farrell
Sent: 28 January 2008 10:01
To: Kenneth Spratt
Subject: Message from Dave Hanley

Ken.

Dave Hanley rang me this morning

He said he was reviewing your staffing submission last week with his two APs, Ciara Bates and Jim Whelan.

They are adamant that Ingrid Haughney, HEO, was a replacement for Mairead O'Donovan, AO, and therefore our Division is only carrying 1 vacancy at this level and not 2.

If we want to talk this over further with HR Division, we should contact Ciara Bates.

Dave said the Dept headcount is +20 over quota so it is imperative for the record that we are in agreement with HR on our vacancy numbers

Dave also said he was trying to get a HEO for us as soon as possible. He said we could almost take it as given that the staff member will be working an atypical pattern given the high percentage of staff on such arrangements across the Dept.

Mary

Per Ken:

SAP	[3	AO		HEO
		1	EO		

19 December 2007

Jim Whelan. HR. updated as follows:

Mairead O'Donovan, AO, will start in OPW on Tuesday 29th January 2008 on her [redacted] Mairead will be off on Mondays and Fridays [redacted] and [redacted] (wef Friday 25/01/08) respectively.

Ingrid Haughney, HEO, transfer to D/ETE being arranged – probable start date will be Monday 14th January 2008.

HR will work on providing replacement(s).

From: Kenneth Spratt
Sent: 13 November 2006 12:13
To: Mary Farrell
Subject: RE: re my staff

Sensitivity: Confidential
Mary.

Thanks for your thinking and advice on this.

Yes. I would like Mairead (probably both Mairead and Hugh) to move over onto the Hub/NDRC/NGN/Policy Analysis side post GBS.

Given our discussion thi morning. Hugh may be needed to support the NBS as it rolls out and may also feature in supporting you on the MSE2 project and possibly Yvonne with the NBS. Best approach is highlight these possibilities at the moment but to say that we'll have a better feel for his role around teh end of the year.

Ken.

-----Original Message-----

From: Mary Farrell
Sent: 13 November 2006 11:57
To: Kenneth Spratt
Subject: re my staff
Sensitivity: Confidential

Ken.

I feel that we need to ensure tomorrow that Mairead and Hugh don't think that they are dispensable in the new carve up - they will need an indication as to where we envisage them fitting in as GBS winds down and when completed.

Also, when presenting Mairead as covering some of my GBS work, [REDACTED]

[REDACTED] post GBS, could she perhaps be earmarked for working with you until an AP comes along on the policy analysis/NGN work (your email to Peter/Dave on 09/11/06 refers) - she is an AO so that work would be appropriate to her grade.

Re Hugh, as he was "acting up" EO on the MANs work during Fiona's term time then it might make sense to indicate that post GBS he would be slotted in as a CO on the MANs/MSE side - another alternative would be for him to be a CO for Niall on Digital Hub.

A post-GBS strategy for them also facilitates their involvement in the business planning and role profile process.

If you want to talk to me about this, just holler.

Mary

~~Record 3~~

22

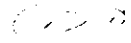
1. Mr. Ken Spratt

Re: Atypical contract awarded to Ms. Ankea Scieplek

Please see the attached correspondence from the PSEU Branch Committee regarding the appointment of Ms. Scieplek.

As you will see from the correspondence, the PSEU are requesting details of the procurement process undertaken for this appointment. I would appreciate if you could provide the information requested in order to reply to the PSEU.

Kind regards,


Ciara Bates
Human Resources Division
Tel - 6782600

13th September 2007

Page 10
10/10/1971

Re: Agency of Information to a Member State

10/10/1971

Dear Sirs:

The USH, under Contract No. 100-100-100-100, is to be used for the
purpose of the Joint Service Contract, entered into between the
Contracting Department and the

The Agency of Information to a Member State, under Contract No. 100-100-100-100,
is to be used for the purpose of the Joint Service Contract, entered into
between the Contracting Department and the

Contracting Department, under Contract No. 100-100-100-100.

- 1. The Agency of Information to a Member State, under Contract No. 100-100-100-100,
is to be used for the purpose of the Joint Service Contract, entered into
between the Contracting Department and the
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between the Contracting Department and the

THE PSEU ...
1998

MEMBERS

[Handwritten Signature]
PSEU Branch Secretary

cc: Cra Ryan, PSEU Branch Chairperson
Paul Caffrey, PSEU Head Office

Mr Denis Maher, P.O.
Mr D. Hanley, Personnel Officer

[Handwritten Signature]

23

Record 7

Kenneth Spratt

From: Kenneth Spratt
Sent: 16 April 2007 14:26
To: Peter O'Neill
Cc: [REDACTED]
Subject: Aneta

Peter,

Aneta is due to finish on 23 May and has 7 days annual leave to take before then. [REDACTED] and I are very keen to hold onto her. She would be a huge loss to the NBS. I understand we cannot retain her as a Stagiaire. Can you confirm? If so, I would like to find some way of retaining her and may have to break procurement rules in order to do so. Given the dire situation, I feel I have no other option. I'm not inclined to seek permission from HR for this proposal and I'm unlikely to get it. I'd rather face the consequences after the NBS is up and running.

I'll go ahead and seek her services as a consultant unless you have any other ideas.

Ken
678 3177
087 9882119

DCENR DIVISIONAL BUSINESS PLAN 2008

DIVISION: **Communications Development**

SECTORS: Electronic Communications and Digital Media

POLICY GOAL:
(from Statement of Strategy 2008 – 2010)

To contribute to sustainable economic growth, competitiveness and innovation and to ensure that Ireland is well placed to avail of the opportunities afforded by the development of the electronic communications sector.

Business Plan (including Risk Assessment) sign off by: -----
(Senior Manager)

Business Plan (including Risk Assessment) approved by: -----
(A/Secretary General)

Date: -----

SECTION 1
GENERAL INFORMATION

	Administrative	Technical/ Professional	Others (Stagiaire, Work placements etc)
Staffing Numbers: (by grade)	1 PO 4 AP 2 AO Vacancies 3 HEO 2 EO (1 Vacancy) 2 CO Vacancies	1 AP Analyst	1 Stagiaire 1 Consultant
State Body Information:	<p>Digital Hub Development Agency (DHDA) The DHDA supports a digital media content industry based at the Digital Hub. The current Performance Contract commenced on 1 April 2007 and is for a rolling period of 3 years. New targets will be agreed and incorporated into the contract on an annual basis.</p> <p>National Digital Research Centre (NDRC) Setup to improve commercial translational digital research.</p>		
Key Players (Internal & External)	<p>NBS Aidan Ryan, Business and Technology Division Patricia Cronin, Communications Regulation Div. ComReg/DCENR NBS Steering Committee ComReg/DCENR NBS Working Group Bidding Service Providers European Commission (DG Competition)</p> <p>MANs I eNet, Magnum Opus, Local Authorities, OP Managing Authorities, Department of Finance (Sectoral Policy Division).</p> <p>MSE I eNet, eNet Liaison Committee</p> <p>Schools Broadband Programme D/E&S, Telecommunications Industry Federation (TIF)</p>		

	<p>MANs II Magnum Opus, Local Authorities, OP Managing Authorities, Department of Finance (Sectoral Policy Division)</p> <p>Interim MSE II Magnum Opus</p> <p>MSE II Procurement Steering Committee including NDFA, Magnum Opus, Arthur Cox, LA Representative, MSEII bidders.</p> <p>DHDA DHDA Senior Management, Department of Finance (Sectoral Policy Division)</p> <p>NDRC NDRC Board of Directors, CEO, Barry McSweeney, Department of Finance (Sectoral Policy Division and Government Accounting)</p> <p>NGN Policy National Advisory Forum</p> <p>E-Commerce Act D/ETE</p> <p>North/South & Interreg Department of Enterprise, Trade and Investment Northern Ireland, Special EU Programmes Body, Aidan Ryan</p> <p>International Connectivity IDA, Forfas</p> <p>All Minister, Secretary General, Cabinet Committee on HI & PPPs, OP Managing Authorities, Department of Finance, Attachés (Singapore, Washington, Brussels)</p>
<p>Key Functions of Division:</p>	<p>To facilitate the deployment of broadband infrastructure and services in Ireland. This involves policy development, infrastructure provision (MANs), overseeing third party Management Services Entity managing/operating infrastructure and large scale service procurement (NBS).</p>

	<p>To oversee the development of Digital Hub Development Agency (DHDA).</p> <p>To oversee and review the operation of the National Digital Research Centre.</p>
Types of training (Divisional, not individual) likely to be required in 2008 to support/ensure delivery of core policy goals and strategic objectives	<p>The entire division will participate in a workshop in early 2008. The objective will be (1) to communicate the key policy goal and related objectives to all division members; (2) to discuss how best to align individual goals (as set out in the PMDS RPF) with (i) section (ii) divisional and (iii) departmental goals and (3) to discuss how best to develop and maintain a positive working environment that encourages staff development and facilitates achievement of objectives.</p>

SECTION 2

OBJECTIVES

FROM STATEMENT OF STRATEGY 2008 - 10

Objective 1: To facilitate competition, innovation and growth in the electronic communications sector.		
Implementation	Output Targets 2008	Key Performance Indicators
1. Infrastructure intervention through the National Broadband Scheme (NBS).	Q1&2 Engage in Competitive Dialogue with Candidates	Preferred bidder appointed by 1 July 2008.
	Q2 Complete Procurement Process	The commencement of the roll out of service in Q3 2008.
2. Infrastructure intervention through the Metropolitan Area Networks (MANs) Programme.	MANS I: Q2 Final claims and retentions paid Sligo, SERA, Midlands	MANS I Final account letters issued. Files closed
	MANS II Remaining networks completed: Q2 Mayo, Cork Q3 SERA, Shannon and Kerry	MANS II 66 Phase II towns completed and ready for handed over to MSE II. MSE for Phase II towns appointed by end Q3 2008.
	MANs further phases:	MANs further phases

	<p>Q1 Review proposals for investment in towns without MANs</p> <p>Q3 Policy on future investment developed in the light of the NGN Policy Paper.</p> <p>Q3 Consideration given to backhaul in the light of the NGN Policy Paper.</p>	<p>Memo to Government submitted</p>
<p>3. Management of the Concession Agreement for the management, operation and maintenance of the Phase I MANs with eNet, the Management Services Entity I (MSE I)</p>	<p>Review eNet quarterly KPI and financial reports.</p> <p>Convene Liaison Committee quarterly.</p> <p>Review annual financial report, annual reinvestment expenditure and rolling 3 year business plan.</p>	<p>Growth in the usage of the MANS I by service providers.</p> <p>Continued development of eNet as a strong and effective player in the telecoms market.</p>
<p>4. MSE II - Secure a MSE to manage, operate and maintain the Phase II MANs.</p>	<p>Q1 Complete tender evaluation</p> <p>Q2 Complete contract negotiations</p> <p>Q3 Award contract</p>	<p>MSE II for Phase II towns appointed by Q3 2008.</p>
<p>5. Interim MSE II – Management of the contract with Magnum Opus for the interim management of the Phase II MANs.</p>	<p>Phase II MANs managed and maintained. Handover of MANs when completed from Local Authorities to Interim MSE II.</p> <p>Facilitate advanced access to Phase II MANs as required by service providers.</p> <p>Handover Phase II MANs to MSE II on appointment.</p>	<p>Care and maintenance of Phase II MANs. Phase II MANs handed over to MSEII.</p>
<p>6. Management of the Concession Agreement for the management, operation and maintenance of the Phase II MANs with the</p>	<p>Review the delivery by MSE II's KPIs which will be agreed during contract negotiations.</p>	<p>Phase II MANs handed over to the newly appointed MSE II.</p>

<p>newly appointed MSE II.</p> <p>7. Contribute to the development of a policy that will encourage a progressive shift to Internet Protocol based Next Generation Broadband Networks. Communications Regulation Division is the lead Division for this piece of work.</p>	<p>Q1 Publication of draft paper; meeting of the National Advisory Forum; publication of the paper for stakeholder consultation.</p> <p>Q2 Publication of the policy paper.</p>	<p>Publication of a policy paper that sets out a clear framework for the development of Next Generation Broadband Networks.</p>
<p>8. Exercise effective corporate governance at the Digital Hub Development Agency aimed at ensuring the development of a vibrant digital media content industry based at the Digital Hub.</p>	<p>Q1 Review Performance Contract. Revise and agree new targets.</p> <p>Q2 – Q4 Through monthly meetings with the DHDA ensure that the targets as set out in the Performance are achieved</p>	<p>The Digital Hub Development Agency supporting a vibrant digital media content industry based at the Hub.</p>
<p>9. Oversee and review the National Digital Research Centre (NDRC) as a focal point for interdisciplinary collaborative digital media research.</p>	<p>NDRC developed as a fully operational translational research centre by end 2008.</p> <p>Q1 Liberty Illustrative Projects (LIP) Projects approved for development</p> <p>Q1 Resolution of outstanding financial issues.</p> <p>Q2 Complete Science Foundation Ireland (SFI) review of NDRC</p> <p>Ongoing - Approval of Open Call projects; Review of Concession Agreement; Increase in projects for development and corresponding expenditure by NDRC.</p>	<p>Good industry participation in submission of projects for development</p> <p>LIP projects for development take on board recommendations of external referees</p> <p>Positive outcome to SFI review – NDRC procedures for selection and development of projects validated or amended</p> <p>Open Call projects submitted, selected and developed</p> <p>Research Staff recruited to develop approved projects</p>

	The appropriateness of DCENR overseeing the activities of the NDRC will be examined. (May be more appropriate for a body with specific R&D experience - e.g. SFI).	
10. Electronic Commerce Act 2000	Transfer full responsibility for e-Commerce Act 2000 to Dept ET&E, including the drafting of Regulations under the Act	Full responsibility for all aspects of e-Commerce Act transferred to D/ET&E

Objective 2: To support the necessary investments in electronic communications infrastructure including next generation broadband to ensure that the sector plays its part in maintaining and improving overall economic and social development.

Implementation	Output Targets 2008	Key Performance Indicators
1. Undertake publicly funded investment which does not displace private sector investment (i.e. MANs), and which is considered only where there are clearly defined social, economic or strategic objectives.	Ensure completion of construction and hand over of MANs to Interim MSE II followed by handover to MSE II on appointment.	66 Phase II towns completed and ready for handover to Interim MSEII and MSEII.
2. Facilitate infrastructure co-operation through MSE arrangements, in the context of next generation broadband networks.	MSE for MANs I & II managing, marketing and operating MANs infrastructure in cooperation with Service Providers.	MANs I and II available to Service Providers.
3. Next Generation Broadband Networks Policy Paper recommendations	Pursue the implementation of any recommendations arising from the Policy Paper.	Specific objectives set out in the Policy Paper being pursued.

SECTION 2 (continued)

OBJECTIVES
FROM STATEMENT OF STRATEGY 2008 - 10

Objective 3: To enhance economic and social inclusion and regional development and competitiveness.		
Implementation	Output Targets 2008	Key Performance Indicators
1. Appropriate State intervention, through the NBS, to ensure the availability of broadband services where market failure has led to geographical and social exclusion.	Q1 Engage in Competitive Dialogue with Candidates Q2 Complete Procurement Process	Q3 Preferred bidder appointed.
2. Facilitate infrastructure development in the regions through the MANs Programme.	MANs – Ensure completion of construction and hand over of MANs to Interim MSE and MSE II.	MANs - 66 Phase II towns completed and ready for hand over to MSEII.
3. Maintain good relations with DETI and develop communications infrastructure in the border region in the context of North South Co operation.	Q1 Approval of Project Kelvin for ERDF Funding. Attendance at Interreg IV meetings and support for Project Kelvin. Q3 Commence Project Kelvin Ongoing - Closure of Interreg III	Project Kelvin Contract signed. All reporting and audit requirements met
4. Schools Broadband Programme	Secure outstanding payments from TIF and support for new Schools Broadband Scheme.	Payments received from TIF

	<p>Roll out of new Schools Broadband Scheme</p> <p>Provision of advice on Broadband infrastructure e.g. NBS the new Schools Broadband Scheme Steering Committee.</p>	<p>Input given to D. E&S</p> <p>Attendance at the new Schools Broadband Scheme Steering Committee.</p>
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SECTION 3 CORE KEY OBJECTIVES

► CUSTOMER SERVICE DELIVERY

<p>Objective: To implement Departmental policy and commitments in relation to Customer Service to ensure that a top class service is provided to customers</p>		
Strategies (e.g. list commitments in Customer Service Action Plan/Charter to be implemented in 2008 and outline strategy(ies) for implementation)	Output Targets 2008	Key Performance Indicators
Respond as soon as possible to both external and internal customer requests for information and meetings and general correspondence	Quality and timely responses to correspondence, representations, customer enquiries and FOI requests (Ongoing)	Response to customers issued
Website design and maintenance	Provide current and practical information to customers via the website (Ongoing)	No out of date material on website
Consult with key stakeholders on major policy proposals	As required	
Maintain relations with our customers	Ongoing contact – proactive networking at PO, AP, HEO level where appropriate.	Customers have an ongoing contact person and relationship
Management of Capital Expenditure G1-G3 Subheads	Q1 Monthly profiles finalised Q1 Annual Capital	Expenditure on target with monthly profile

	Investment report prepared Quarterly reports to Dept of Finance Quarterly Capital Appraisal reports completed	Reports submitted on time
Operational Programmes	Q1 Final B2s submitted to Managing Authorities (MAs) Q1 2000-2006 Closure report submitted to MAs Q1 2007-2013 Implementation report submitted to MAs Q2 Reporting procedures under new Operational Programme finalised	Expenditure targets reached Old OP closed New OP Operational

► INPUTS TO CROSSCUTTING ISSUES

<p>Objective: To provide high quality inputs to crosscutting (whole of Department/ whole of Government) issues to ensure a consistent approach to the Department's business.</p>		
Strategies	Output Targets 2008	Key Performance Indicators
Next Generation Broadband Network Policy Paper	See objectives 1.7 and 2.3 above	See objectives 1.7 and 2.3 above
Schools broadband	See objective 3.4 above	See objective 3.4 above
North/South	See objective 3.3 above	See objective 3.3 above

**SECTION 4
ANNUAL RISK CONTROL ASSESSMENT**

1. PRIMARY RISKS OF THE DIVISION: This section should document the risks which could impact on the delivery of the Division's strategic objectives, except for those risks which are outside the direct control of the division and are documented in 2 below.				
Risk Heading	Key Risk (indicate fundamental cause of the risk and impact on the Department)	Impact (1-5)	Likelihood (1-5)	Potential Mitigating Strategies
Strategic	NDRC : Project evaluation issues and associated funding issues	5	2	Formal and informal communications with the NDRC
Operational	Interreg III : Administrative difficulties in audit trail	1	3	Relevant documents have been obtained from DETI
Strategic	MSE II for Phase II MANs : No bidders for MSE II (revised bids sought in December 2007)	2	1	Clarity in tender process to ensure all potential bidders are fully informed of MSE role and function.
Strategic	DHDA : Refusal of planning permission for the additional property development	4	2	Engagement by DHDA with Dublin City Council planners and property developers
Strategic	Funding Shortfall to MANs Programme	3	5	Transfer from other subheads or votes; Supplementary estimate; Defer Projects
Financial	Inadequate financial controls within the division	4	2	Ongoing monitoring and financial systems review
Strategic	Non performance by eNet of contractual obligations re the MANs	3	3	Continuous monitoring of Concession Agreement obligations. Regular feedback and early warning systems in place.

Strategic	Limited impact of the MAN's	3	4	Continue to convey the message that the long term contribution of the MANs to economic and social progress is likely to be significant.
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Comments:

2. CROSS CUTTING RISKS:

This section should document the risks which may impact on the achievement of the Division's strategic objectives but are seen to be controlled primarily by factors outside the Division's control (internal and external)

Risk Heading	Key Risk (indicate fundamental cause of the risk and impact on the Department)	Impact (1-5)	Likelihood (1-5)	Potential Mitigating Strategies
Staffing resources	Insufficient staffing to carry out our objectives	4	4	Prioritisation of objectives in order of importance. Planning to ensure important goals are given at least as much attention as urgent tasks.
Schools Broadband	Failure of TIF to support new programme	2	3	Further lobbying of TIF.
Interreg – Project Kelvin not approved	North South Relations	1	2	Our support for Kelvin continues

Comments:

3. RISKS TO BE REMOVED FROM RISK REGISTER:

This section should document the risks which are included in the current risk register for the Division but which have not been included in 1 or 2 above. It should also include a brief explanation as to why the risk is no longer relevant. Note the current version of the risk register is available on the Department's intranet.

Key Risk (as described in previous risk register)	Explanation for Removal
NBS: EU raising concern over the NBS	State Aid approval granted

Joanne McCormack

From: Tim O'Sullivan
Sent: 15 May 2008 15:23
To: Joanne McCormack
Cc: Kenneth Spratt
Subject: FW: Extra Staff for work re: e-Commerce Act 2000

Joanne

RE FOI request - to see attached an e-mail to Ken and Peter on 9 January re staffing issues on my side.

Tim

Timothy O'Sullivan
Communications Development Division
Department of Communications, Energy and Natural Resources
29-31 Adelaide Rd
Dublin 2

Tel: +353-1-678-3193

-----Original Message-----

From: Tim O'Sullivan
Sent: 09 January 2008 10:44
To: Kenneth Spratt; Peter O'Neill
Subject: Extra Staff for work re: e-Commerce Act 2000

Ken/Peter

To see attached e-mail from [redacted], who is seeking to have companies in Ireland accredited as national certification providers under the relevant EU Directive. To achieve this, it is more than likely that Regulations will have to be drafted under the e-Commerce Act 2000 to set up a scheme of accredited providers of e-Signatures etc - it seemed to me that this is a gap in our e-Commerce regulation which will have to be filled. I had a long call from [redacted] who underlined the importance of being covered or listed as an accredited provider in Ireland or it would harm the business projects of his company. He apparently also advised Government Departments on the EU Directive in 1999/2000 and seems to be the leading Irish provider - he says that the number of companies worldwide is small and it's a global business.

This will require full exploration with the Dept of Enterprise, Trade and Employment on the legal and business issues involved, the relationship between the e-Commerce Act and the EU Directives, consultation with the business sector and the drafting of Regulations under the e-Commerce Act.

I am aware that the case could be made to transfer this work to D/ET&E but they are resistant to this, and it would require a significant effort to successfully make this case.

While the e-Commerce Act is in my area, it hasn't been possible to do much with this due to the considerable work on the NDRC and the Interreg North South work for most of last year. Both of these areas are currently very active - the NDRC became a full time job in November/December, and is liable to do so again with the internal review of NDRC projects and the financial and legal issues arising - and this without Niall Bishop who was involved in setting up the NDRC and had an expert knowledge of this. The Interreg work is also very active at present with the States Aids issue for the International Connectivity Project (Kelvin) before the Commission and the first Steering Committee of Interreg IV taking place on 25th January. Fiona Hepper the Asst Secretary is leading the D/ETI team on this, so its important we cover our side to avoid problems arising. There will also be the closure work on the Interreg III programme this year.

I am also dealing with the Schools Broadband Programme which will require more attention with the beginning of the new round of the Schools Broadband Programme (viz

the contact by Mary McGarry of D/ES) and the funding issues - I am currently preparing a brief for the Minister for Fridays meeting with TIF.

I think the e-Commerce Act will require the dedicated attention of an AP over the next few months, and longer if the Regulations are required, attention I can't possibly devote to it. I have to think seriously about staff requirements for the other areas of work (eg a replacement for Niall Bishop) let alone this. Could this be factored into Peter's discussions with Dave Hanley as an area of work requiring urgent attention - in view of the importance of the knowledge economy and Government action on this (eg the bad publicity on progress on e-Government this week) - I feel that the e-Commerce Act issues require an AP who can give this area full attention.

Tim

Tel: +353-1-678-3193

-----Original Message-----

From: [REDACTED]
Sent: 08 January 2008 10:24
To: Tim O'Sullivan
Subject: FW: EXTERNAL - EUS - Contact

Hi there,

Here's the link,

Many Thanks,

[REDACTED]
Email: [REDACTED]

Why not preview the Greatest Innovation in SSL technology in more than 13 years at <http://www.digi-sign.com/aacd>

Direct Dial : +353 1 662-1249
Mobile/Cell : +353 87 256-0337
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The Certificate Corporation

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-----0-----

-----Original Message-----

From: sinead_gilligan@entemp.ie [mailto:sinead_gilligan@entemp.ie]
Sent: 08 January 2008 10:08
To: [REDACTED]
Subject: Re: EXTERNAL - EUS - Contact

Dear [REDACTED]

Further to our telephone conversation this morning, the person you need to contact in Department of Communication, Energy, and Natural Resources is Timothy O'Sullivan. His contact details are below.

Timothy O'Sullivan
Communications Development Division
Department of Communications, Energy and Natural Resources
29-31 Adelaide Rd
Dublin2

Tel: +353-1-678-3193

email: Tim.O'Sullivan@dcenr.gov.ie

Regards

Sinead Gilligan
Enterprise, Sectoral and eBusiness Unit
Department of Enterprise, Trade & Employment
Kildare Street, Dublin 2
Tel: 01-6312476 Fax: 01-6312811
Email: sinead_gilligan@entemp.ie

P [REDACTED]
< [REDACTED] >
sinead_gilligan@entemp.ie

To:

cc:

Subject: EXTERNAL - EUS

- Contact

04/01/2008 16:30
Please respond to
[REDACTED]

Hi there,

As the largest digital certificate provider in Ireland & probably Europe, we wish to engage with you (or whomever you deem most appropriate) to get Ireland included into the "accredited national certification service" according to the 1999/93/EC Directive:

http://ec.europa.eu/information_society/eeurope/2005/all_about/security/esignatures/index_en.htm

As it happens, I worked on the Annex for the Irish implementation of this Directive in 1999/2000 with a Mr Gallagher (first name eludes me now) and would very much like to 'see this through' to putting in place the national policy for the Accreditation Scheme that Ireland will adopt.

Can you perhaps advise me on the best route and people to contact in this regard and may I take this opportunity to wish you, your family, friends and colleagues and peaceful and prosperous New Year,

Many Thanks,

[REDACTED]
Email: [REDACTED]

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The Certificate Corporation

-----0-----
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Taylor's Lane, Dublin 8. IRELAND

-----0-----

Nóta:

Tá an fhaisnéis a sheachadtar beartaithe don duine nó don aonán a bhfuil sé seolta chuige amháin agus b'fhéidir go mbeadh ábhar rúnda nó pribhléideach ann. Tá cosc ar aon athbhreithniú, atarchur nó scaipeadh a dhéanamh uirthi, nó aon ghníomh á dhéanamh ag daoine nó aonáin ag brath ar an bhfaisnéis seo, seachas an faighteoir a bhfuil sé ceaptha dó/di. Má fuair tú seo trí earráid, iarrtar ort teagmháil a dhéanamh leis an té a sheol é agus an t-ábhar a scrios ó aon ríomhaire.

Is é beartas na Roinne Fiontar, Trádála agus Fostaíochta seoladh ábhair dhéistínigh a dhícheadú agus má mheasann tú go bhfuil an t-ábhar atá sa teachtaireacht seo déistíneach ba chóir duit teagmháil a dhéanamh leis an té a sheol í láithreach agus ríomhphost a chur chomh maith chuig ithelpdeskkildarest@entemp.ie.

An Roinn Fiontar, Trádála agus Fostaíochta
Guthán: +353 (0)1 6312121
Lóghlao Lasmuigh de Cheantar (01): 1890 220222
Suíomh Gréasáin: <http://www.entemp.ie>
Go raibh maith agat

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E-mail - ithelpdeskkildarest@entemp.ie.

Department of Enterprise, Trade and Employment
Tel: +353 (0)1 6312121
LoCall Outside (01) Area: 1890 220222
Website: <http://www.entemp.ie>
Thank You.

#####

Joanne McCormack

From: Tim O'Sullivan
Sent: 15 May 2008 15:42
To: Joanne McCormack
Subject: RE: FOI 2008/25 re Staffing in Comms Dev and Minister's appearance on Primetime

Joanne

I summarise below the staff changes which have impacted on my side since the end of 2007 –

1. Niall Bishop, who was working more than half of his time on the NDRC left the Department at the end of 2007 and I have not been assigned a replacement – this post was lost.
2. Garry Purcell, who was working as the HEO in this area in 2007, was assigned out of this area to the NBS at the end of February 2008.
3. While Roisin Garland, HEO, was assigned in Garry's place in early March, [REDACTED] and she was re-assigned to PAD in April 2008.
4. Marian Salmon was assigned in Roisin Garland's place in the middle of April 2008.

I trust that this completes the information required from my side for the FOI request on staffing.

Tim

Timothy O'Sullivan
 Communications Development Division
 Department of Communications, Energy and Natural Resources
 29-31 Adelaide Rd
 Dublin 2

Tel: +353-1-678-3193

From: Joanne McCormack
Sent: 15 May 2008 10:30
To: Cathy O'Connor; Tim O'Sullivan; Kieran Duffy
Subject: FW: FOI 2008/25 re Staffing in Comms Dev and Minister's appearance on Primetime

Hi folks,

You have yet to respond to me with any documentation or confirm that you hold no documentation in relation to this request. I would appreciate it if you could respond to me by close of business today as I hope to issue the decision tomorrow.

Rgds,

Joanne McCormack
 Phone 6782151

From: Joanne McCormack
Sent: 25 April 2008 10:47
To: Joanne McCormack; Kieran Duffy; Kenneth Spratt; Cathy O'Connor; Mary Farrell; Tim O'Sullivan; Patricia Cronin; Sinéad O'Reilly; Suzanne Duke; Ciara Bates; Peter O'Neill
Subject: RE: FOI 2008/25 re Staffing in Comms Dev and Minister's appearance on Primetime

Hi all,

If you haven't already dealt with this would you mind getting back to me on this request today as I am out of the office most of next week and will need to issue an interim response today.

Rgds,

Joanne McCormack
Phone 6782151

From: Joanne McCormack

Sent: 21 April 2008 12:42

To: Kieran Duffy; Kenneth Spratt; Cathy O'Connor; Mary Farrell; Tim O'Sullivan; Patricia Cronin; Sinéad O'Reilly; Suzanne Duke; Ciara Bates; Peter O'Neill

Subject: FOI 2008/25 re Staffing in Comms Dev and Minister's appearance on Primetime

Hi All,

I have been assigned this FOI. I would be very grateful for your assistance in collecting records relating to the request as there is no obvious file in existence.

1. Documentation arising from the meeting of Peter O'Neill, Dave Hanley, and Ken Spratt on or around Oct 16th 2006 where a lack of resources in the Communications Section was discussed as well as the National Broadband Scheme.

Ken do you have anything record of this meeting?

2. All reports, Memos and meeting notes that have discussed the lack of resources in the Communications Section of the Department from January 1st 2006 to the present day.

Kieran/Mary/Cathy/Tim/Ken The only thing I can think of here is staff meeting minutes. There is no file which documents these discussions - I'm not sure that many records even exist, so I would appreciate if you could provide either hard copy documents/files or electronic records - whichever is most convenient for you.

Ciara, are there requests for staffing as discussed.

3. All documentation including memos, emails reports etc. discussing the reassignment of staff in the Communications Section of the Department of Communications from January 1st 2006 to the present day and details of responsibilities they were and are assigned as a result of this.

Kieran/Mary/Cathy/Tim/Ken As per item 2 above. There has been a large number of staff moves since 2006. The ones that I recall are (not sure of dates!):

Everyone currently working in Division except me and Kieran!, and:

Eamonn Confrey 2005?

Caroline Greer 2005?

Matt Collins

Mary Bensaad

Carmel Denning

Peadar Ward

Kevin O'Brien

Mairead O'Donovan

Adam Egan

Tony Barrett

Alan O'Sullivan

Ingrid Haughney

Fiona O'Sullivan

Roisin Garland

Edel Corcoran

James Greaney

Lisa Quigley

Niall Bishop

Ann O'Sullivan?

Again, I would be very grateful if you could search through your records for any information you have on your files. There would also have been moves within the Division that there may be records for.

Ciara – as discussed any assistance on this would be appreciated if possible.

4. All communications by the Minister and his staff in regards to the Prime Time show on Broadband which was on around February 14th 2008. This would include communications before the show aired as well as internal communications (memo's, reports, emails discussing feedback and actions points as a result of the show. I do not require any communications after February 28th 2008 on this.

Ken/Peter/Sinead/Patricia/Suzanne – do you have anything on this element? Was there briefing provided? Was it discussed in the regular meetings with the Minister?

In all cases if you do not hold records I would be very grateful if you could confirm this in writing for the files. I intend to charge for search and retrieval. Can you let me know the amount of time it has taken you to complete the search.

The deadline for answer is 2nd May 2008 so I would be grateful if you could reply to this mail by Friday 25th April 2008 as I am out of the office for most of week commencing 28th April 2008.

Many thanks,

Joanne McCormack
Ext 2151 or 086 4022281

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Joanne McCormack

From: Kieran Duffy
Sent: 27 August 2007 16:34
To: Ciara Bates
Subject: RE: EO assignment

Thanks Ciara

As Ken will be absent for the next week or so could you let me know when Phil has been told of her new assignment? I'm on AL next week and would like to speak to her before Friday, if possible.

Kieran

From: Ciara Bates
Sent: 27 August 2007 16:29
To: Kieran Duffy
Cc: Ann Kissane
Subject: RE: EO assignment

Kieran,

Thanks for this. We are assigning Phil Harte to your Division as a replacement for Robert with a start date of Monday 10th September. An assignment notice will be sent to Phil and Ken in this respect. As mentioned to you, Phil currently has [REDACTED] in respect of her previous post. It will be pointed out to Phil in her assignment notice that as her current [REDACTED]

Any questions, just give me a shout.

Kind regards,

Ciara

From: Kieran Duffy
Sent: 27 August 2007 15:53
To: Ciara Bates
Subject: EO assignment

Ciara

As Robert McNamara is taking [REDACTED] he is effectively finishing on 7th September. I would be grateful if the replacement EO could be assigned as soon as possible.

Regards

Kieran Duffy
Communications Development Division

Department of Communications,
Energy and Natural Resources
29-31 Adelaide Road
Dublin 2

Tel: + 353 1 6783181
email: Kieran.Duffy@dcmr.gov.ie

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Joanne McCormack

From: Kieran Duffy
Sent: 17 April 2007 09:30
To: Dave Hanley
Subject: Stagiaire

Dave

I left a voice message yesterday afternoon to confirm that Comms Dev Division could use the stagiaire resource which has become available. The stagiaire would be reporting to Joanne McCormack on closure of the E Commerce and Communications Measures in the Regional Operational Programmes and management of the subhead.

Regards

Kieran

Joanne McCormack

From: Kieran Duffy
Sent: 20 February 2007 16:34
To: Mary Farrell; Kenneth Spratt; Yvonne McCarthy
Subject: RE: Additional AP on a temporary basis

The MSE procurement would be a good project.

-----Original Message-----

From: Mary Farrell
Sent: 16 February 2007 13:39
To: Kenneth Spratt; Kieran Duffy; Yvonne McCarthy
Subject: RE: Additional AP on a temporary basis

Ken,

GBS is not a runner. I've discussed it in depth with Mairead and we have scoped what is left to be done. The AP work element would be insufficient to hand over to someone new at this late stage. Mairead has a strong grasp on the closure arrangements and, on further reflection, I would not be in favour of ceding GBS.

The E-commerce work is still a contender for reassignment to the new AP.

Mary

-----Original Message-----

From: Kenneth Spratt
Sent: 16 February 2007 11:08
To: Mary Farrell; Kieran Duffy; Yvonne McCarthy
Subject: RE: Additional AP on a temporary basis

Mary, fine by me. Kieran, he also has interreg experience and could take that and north-south and possibly international connectivity.

Ken.

-----Original Message-----

From: Mary Farrell
Sent: 16 February 2007 09:23
To: Kenneth Spratt; Kieran Duffy; Yvonne McCarthy
Subject: RE: Additional AP on a temporary basis

Maybe E-Commerce Act and GBS???

-----Original Message-----

From: Kenneth Spratt
Sent: 15 February 2007 16:28
To: Mary Farrell; Kieran Duffy; Yvonne McCarthy
Subject: Additional AP on a temporary basis

Mary, Kieran, Yvonne,

I've been offered and accepted an AP1 on a temporary basis (probably about 6 months). [REDACTED]
[REDACTED] - they have no vacancies at the moment.

I thought we could put him to work here - question for the 4 of us is: where's best? Let's talk.

Ken.

Kenneth Spratt
Principal

**Communications Development Division
Department of Communications, Marine and
Natural Resources
29 - 31 Adelaide Rd
Dublin 2**

Tel.: +353 1 6783177

Mob.: +353 87 9882119

Fax: +353 1 6782126

Email: kenneth.spratt@dcmnr.ie

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Joanne McCormack

From: Kenneth Spratt
Sent: 10 April 2007 11:06
To: Niall Bishop; Tim O'Sullivan
Cc: Kieran Duffy; Mary Farrell; Yvonne McCarthy; Cathy O'Connor
Subject: New Ap joining us

Niall,

I've been assigned a new AP, Cathy O'Connor, who will be joining us on the 16th. I've been working with the APs to decide how best to distribute the work. I've decided that Cathy will be responsible for:

The Digital Hub – governance and ongoing liaison
Next Generation Networks – policy development (our Division will be working closely with Comms Reg on NGNs – they may be the lead division)
National Advisory Forum on Telecommunications – establishment, administrative assistance, and report (to be finished by end 2007, part of the NGN work)
International connectivity – ongoing monitoring, subset of NGNs
Communications Policy Analysis (monitoring statistics, ensuring we're aware of what's happening globally)

Tim O'Sullivan will be retaining the NDRC and his various other responsibilities.

I've advised Cathy that you look after the Digital Hub at present and that you will be with us until the end of the year.

Could you arrange a meeting with Cathy to brief her on Hub matters please?

I will issue a note to all setting out roles/responsibilities shortly.

Regards,

Ken.

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Joanne McCormack

From: Mary Farrell
Sent: 20 February 2007 13:39
To: Kieran Duffy
Cc: Kenneth Spratt; Mairead O'Donovan
Subject: RE: New CO - Hugh Clarke

Kieran,
Nice try but no. We are in the middle of the audit process and Hugh is doing the field work with Mazars. To bring someone new in at this late stage to deal with the claims would be counterproductive to the GBS process. It would also prevent Hugh from closing off his work on GBS especially for CV purposes.
Mary

-----Original Message-----

From: Kieran Duffy
Sent: 20 February 2007 13:02
To: Mary Farrell
Cc: Kenneth Spratt
Subject: New CO - Hugh Clarke

Mary

A CO to replace Eric is being assigned to the Division next week. I am wondering if this might be a [REDACTED] [REDACTED] for Hugh Clarke. The new CO could be assigned to the GBS. Hugh could be assigned to my side [REDACTED] [REDACTED] He would be working to Carmel on Interreg, briefing, stats, etc. He would also be assisting Joanne on subhead management and OP closure. Hugh would also be available to help train the new CO on GBS issues. What do you think?

Kieran

Joanne McCormack

From: Ann Kissane
Sent: 12 September 2006 12:35
To: Kieran Duffy
Cc: Garry Purcell; Teresa Callan
Subject: RE: CO vacancy - Comms Dev Division

Kieran

The earliest we can fill Mary's vacancy is Mon 25th Sept when we propose to assign CO, Jackie McKenna, who is [REDACTED] on that day.

Teresa Callan will be meeting with her at 10:00 and I would appreciate if you would let me know to whom in Comms Dev should Jackie report to later that morning.

Regards

Ann

-----Original Message-----

From: Kieran Duffy
Sent: 12 September 2006 11:52
To: Ann Kissane
Cc: Eamonn Confrey; Dave Hanley
Subject: CO vacancy - Comms Dev Division

Dear Ann

I am enquiring about a replacement for Mary Bensaad CO who was transferred last week. Communications Development Division has an urgent need for clerical support, particularly on the MANs Programme which is due to invest up to c. €150 million in the period 2006-2008.

Regards

Kieran Duffy
Communications (Development) Division

Department of Communications, Marine and Natural Resources
29-31 Adelaide Road
Dublin 2
Ireland

Tel. + 353 1 6783181
e-mail: Kieran.Duffy@dcmnr.gov.ie

(33)

Joanne McCormack

From: Eamonn Confrey
Sent: 12 September 2006 16:30
To: Kieran Duffy
Subject: RE: CO vacancy - Comms Dev Division

Yep.

Jackie was in ISD [REDACTED]
E

-----Original Message-----

From: Kieran Duffy
Sent: 12 September 2006 16:20
To: Eamonn Confrey; Joanne McCormack; Fiona O'Sullivan
Subject: FW: CO vacancy - Comms Dev Division

To see. Report to Joanne? K

-----Original Message-----

From: Ann Kissane
Sent: 12 September 2006 12:35
To: Kieran Duffy
Cc: Garry Purcell; Teresa Callan
Subject: RE: CO vacancy - Comms Dev Division

Kieran

The earliest we can fill Mary's vacancy is Mon 25th Sept when we propose to assign CO, Jackie McKenna, who is [REDACTED] on that day.

Teresa Callan will be meeting with her at 10:00 and I would appreciate if you would let me know to whom in Comms Dev should Jackie report to later that morning.

Regards

Ann

-----Original Message-----

From: Kieran Duffy
Sent: 12 September 2006 11:52
To: Ann Kissane
Cc: Eamonn Confrey; Dave Hanley
Subject: CO vacancy - Comms Dev Division

Dear Ann

I am enquiring about a replacement for Mary Bensaad CO who was transferred last week. Communications Development Division has an urgent need for clerical support, particularly on the MANs Programme which is due to invest up to c. €150 million in the period 2006-2008.

Regards

Kieran Duffy
Communications (Development) Division

Department of Communications, Marine and Natural Resources
29-31 Adelaide Road
Dublin 2
Ireland

Tel. + 353 1 6783181
e-mail: Kieran.Duffy@dcmnr.gov.ie

Joanne McCormack

From: Garry Purcell
Sent: 06 October 2006 11:47
To: Kenneth Spratt
Cc: Kieran Duffy
Subject: New C.O. Eric Pepper

Kenneth,

Further to Ciaran Duffy's conversation with Dave Hanley, Eric Pepper will be assigned to Communications (Development) & E Commerce Division from Monday 9th October, to replace Jackie McKenna, who will be leaving the Department on decentralisation. We will be in touch to arrange a release date for Jackie.

Regards

Garry Purcell
Human Resources Division
Department of Communications, Marine and Natural Resources
29-31 Adelaide Road
Dublin 2.

garry.purcell@dcmnr.ie
Ph 00 353 1 6782600
Fax 00 353 1 6782179

Joanne McCormack

From: Kenneth Spratt
Sent: 31 October 2006 11:33
To: Joe Gallagher; Dave Hanley
Cc: Ann Kissane; Raphael Kelly; Kieran Duffy
Subject: RE: Staff assignment

Thank you Dave.

Welcome Joe. Kieran Duffy will be in touch, if he has not already been, to talk to you about your role.

See you next Monday,

Ken.

-----Original Message-----

From: Dave Hanley
Sent: 27 October 2006 16:53
To: Kenneth Spratt; Joe Gallagher; Raphael Kelly
Cc: Ann Kissane
Subject: Staff assignment
Importance: High

Confirmation of staff re-assignment as already agreed:

Joe Gallagher HEO will transfer from Energy Efficiency Division to Comms Development wef 6th November 2006.

Dave Hanley
HR

Joanne McCormack

Subject: Staffing
Location: 2nd Floor open space (tentative)
Start: Wed 05/04/2006 14:30
End: Wed 05/04/2006 15:00
Show Time As: Tentative
Recurrence: (none)
Meeting Status: Not yet responded
Required Attendees: Peadar Ward; Matthew Collins; Kieran Duffy; Yvonne McCarthy

At the last staff meeting, Peadar asked me to organise a meeting for him with the APs to discuss staffing. If Wed 5th at 2.30pm suits everyone, I will confirm 2nd Floor open space meeting area for meeting.

Mary

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Joanne McCormack

From: Kieran Duffy
Sent: 31 October 2006 15:34
To: Joanne McCormack
Cc: Joe Gallagher
Subject: FW: Staff assignment

Joanne

Joe will contact you on Wednesday morning before so you can show him the filing system and where to locate all briefing and speech material, PQs, Business Plans, etc.

Thanks

Kieran

-----Original Message-----

From: Kenneth Spratt
Sent: 31 October 2006 11:33
To: Joe Gallagher; Dave Hanley
Cc: Ann Kissane; Raphael Kelly; Kieran Duffy
Subject: RE: Staff assignment

Thank you Dave.

Welcome Joe. Kieran Duffy will be in touch, if he has not already been, to talk to you about your role.

See you next Monday,

Ken.

-----Original Message-----

From: Dave Hanley
Sent: 27 October 2006 16:53
To: Kenneth Spratt; Joe Gallagher; Raphael Kelly
Cc: Ann Kissane
Subject: Staff assignment
Importance: High

Confirmation of staff re-assignment as already agreed:

Joe Gallagher HEO will transfer from Energy Efficiency Division to Comms Development wef 6th November 2006.

Dave Hanley
HR

Joanne McCormack

From: Kieran Duffy
Sent: 21 June 2006 12:10
To: Kevin O'Brien; Mary Farrell
Subject: RE: Re: Assignment of Temporary Clerical Officer

Sensitivity: Confidential

Kevin, we agreed that he would be working mainly on th eMANs side but would be available toGBS side also. He will report to Joanne. Kieran

-----Original Message-----

From: Kevin O'Brien
Sent: 20 June 2006 19:40
To: Kieran Duffy; Mary Farrell
Subject: FW: Re: Assignment of Temporary Clerical Officer
Importance: High
Sensitivity: Confidential

who gets him? is he shared?

-----Original Message-----

From: Hanora O'Leary
Sent: 20 June 2006 13:10
To: Kevin O'Brien
Cc: Kieran Duffy
Subject: Re: Assignment of Temporary Clerical Officer
Importance: High
Sensitivity: Confidential

Kevin

Mr Brian Dollard T.C.O. is being assigned to Communications Development Division as a replacement for the vacancy created by Ms Fiona O'Sullivan availing of Term Time. The period of the assignment is for 10 weeks from Monday 26 June to Friday 01 September 2006.

Please let me know who in your Division Brian is to report to on the morning of the 26th June.

I will meet Brian at 10.00 a.m. in HR and after a short induction / tea coffee will take/arrange to have him taken to Comms. Division.

I will ring the assigned officer when the induction etc. is finished. I expect it will be about 11.30 a.m.

If you have any queries regarding the above please contact me.

Regards,

Nóra

Hanora O'Leary
Human Resources Division
Department of Communications, Marine and Natural Resources
Floor 3, 29/31 Adelaide Road
Dublin 2.
Telephone: (01) 678 2186
Fax: (01) 678 2179

(40)

Joanne McCormack

From: Kieran Duffy
Sent: 21 June 2006 12:52
To: Joanne McCormack
Subject: FW: Re: Assignment of Temporary Clerical Officer
Sensitivity: Confidential

-----Original Message-----

From: Hanora O'Leary
Sent: 21 June 2006 12:49
To: Kieran Duffy
Subject: RE: Re: Assignment of Temporary Clerical Officer
Sensitivity: Confidential

Many thanks

Nóra

Hanora O'Leary
Human Resources Division
Department of Communications, Marine and Natural Resources
Floor 3, 29/31 Adelaide Road
Dublin 2.
Telephone: (01) 678 2186
Fax: (01) 678 2179

-----Original Message-----

From: Kieran Duffy
Sent: 21 June 2006 12:32
To: Hanora O'Leary
Subject: RE: Re: Assignment of Temporary Clerical Officer
Sensitivity: Confidential

Yes, she will be available to meet Brian. her ext. is 2151

-----Original Message-----

From: Hanora O'Leary
Sent: 21 June 2006 12:11
To: Kieran Duffy
Subject: RE: Re: Assignment of Temporary Clerical Officer
Sensitivity: Confidential

Kieran

Thanks - will Joanne be available to meet Brian on Monday?

Regards,

Nóra

Hanora O'Leary
Human Resources Division
Department of Communications, Marine and Natural Resources
Floor 3, 29/31 Adelaide Road
Dublin 2.
Telephone: (01) 678 2186
Fax: (01) 678 2179

-----Original Message-----

From: Kieran Duffy

Cc: Eamonn Confrey; Mary Farrell; Mairead O'Donovan; Joanne McCormack; Kevin O'Brien
Subject: RE: Re: Assignment of Temporary Clerical Officer
Sensitivity: Confidential

Hanora

Brian will be reporting to Joanne McCormack.

Kieran

-----Original Message-----

From: Hanora O'Leary
Sent: 20 June 2006 13:10
To: Kevin O'Brien
Cc: Kieran Duffy
Subject: Re: Assignment of Temporary Clerical Officer
Importance: High
Sensitivity: Confidential

Kevin

Mr Brian Dollard T.C.O. is being assigned to Communications Development Division as a replacement for the vacancy created by Ms Fiona O'Sullivan availing of Term Time. The period of the assignment is for 10 weeks from Monday 26 June to Friday 01 September 2006.

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If you have any queries regarding the above please contact me.

Regards,

Nóra

Hanora O'Leary
Human Resources Division
Department of Communications, Marine and Natural Resources
Floor 3, 29/31 Adelaide Road
Dublin 2.
Telephone: (01) 678 2186
Fax: (01) 678 2179

Joanne McCormack

From: Kieran Duffy
Sent: 23 May 2006 09:59
To: Kevin O'Brien
Cc: Matthew Collins; Mary Farrell; Eamonn Confrey
Subject: FW: Stagiaires

Kevin

To see. I've asked for CVs. Both will be leaving next May. You will note that this year they are starting later and will be departing earlier next year. I've been told that their contracts will be shorter than usual because other stagiaire contracts (Lorcan and Aidan) are longer than usual. Also, that Roger seems to have decided who goes where and when.

Kieran

-----Original Message-----

From: Yvonne Joyce
Sent: 23 May 2006 09:41
To: Kieran Duffy
Cc: Matthew Collins
Subject: RE: Stagiaires

Hi Kieran,

As far as I am aware from correspondence with Nicola Meehan, two Stagiaires will be starting in Comms Dev on the following dates:

- James Greaney 24/07/06
- Aneta Scieplek 7/08/06

Regards,

Yvonne

-----Original Message-----

From: Kieran Duffy
Sent: 22 May 2006 14:57
To: Yvonne Joyce
Cc: Matthew Collins
Subject: Stagiaires

Yvonne

Could you let me know the plans to replace the two stagiaires assigned to Comms. Dev. Division? Fiona Clohessy finished last week and Lisa Quigley is due to finish next week.

Thanks

Kieran Duffy
Communications (Development) Division

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Dublin 2
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e-mail: Kieran.Duffy@dcmnr.gov.ie