



Panel Discussion on Strategic Resource Planning

Concept Note

JUNE 2023

Introduction

Strategic Resource planning is crucial for Civil Service Training Institutions (CSTIs) as it maps faculty to programmes, ensures diversity, and promotes adequate teaching and research to ensure higher productivity.

Resource Training Targets is one of the key pillars of the National Standards for Civil Service Training Institutions (NSCSTI)¹. The pillar aims to capture the extent to which institutes maintain adequate resources, adheres to the norms of strategic work force planning.

Overview of panel discussion

The panel discussion on Strategic Resource Planning is a key session of National Training Conclave. This document outlines the objectives, scope, panellists, and expected outcomes of the session. The session would shed light on the significance of Strategic Resource Planning at a Civil Services Training Institutes.

Strategic resource planning in the CSTIs

- Deliberate on the best possible interventions and key takeaways for institutes.

The panel discussion will serve as a platform to:

The knowledge outcomes of the panel will contribute to the ongoing efforts of the Capacity Building Commission towards enhancing the capacities of Training institutes. The participants of the panel include representatives from CSTIs, Academia, Private institutes, and Civil Services.

- Discuss the existing challenges in

What are strategic resources?

Strategic resources of a Civil Services Training Institutes comprise assets that enable an institute to deliver on its

mandate of civil services capacity building. These resources can be bucketed into three types:

- a. **Soft Infrastructure**
- b. **Physical Infrastructure**
- c. **Human Resource Planning.**

Soft Infrastructure	Physical Infrastructure	Human Resources
1. Courses, Research Projects 2. Collaborations 3. Cloud Infrastructure, Databanks, Radio infrastructure, repositories	1. Institutional Buildings- Auditoriums, Board Rooms, Conference Halls, libraries 2. Recreational Building- Lodging, leisure, wellness,	1. Workforce, human capital 2. Knowledge, expertise, and skills

¹NSCSTI. (2022, July). Approach Paper. Retrieved from NSCSTI: https://www.nscsti.org/assets/pdf_doc/CBC_Approach%20Paper.pdf

Challenges identified in Strategic Resource Planning for CSTI

The Civil services training institutes, given their varied mandates and structures, face varied challenges in optimising of their resource utilisation. An illustrative list of such challenges is listed below:

A. Challenges with Soft Infrastructure

1. Absence of centralized Databank/ Repository for Mapping available resources
2. Absence of mechanism for sharing resources
3. Preparing roles and responsibilities of training and non-training staff
4. Setting and tracking targets in scholarly and training activities
5. Structured allocation of responsibilities of faculty in scholarly and training activities
6. Tools/technology/platform required to ensure target setting, enforcement, and achievement

B. Challenges with Physical Infrastructure

1. Mapping and Utilization of physical resources at institutes for training activities
2. Absence of mechanism for sharing of physical infrastructure resources
3. Preparation of strategy for efficient utilization of resources at training institutes
4. Collective resource sharing between institutes
5. Feedback system for upgrading and maintaining resources

C. Challenges with Human Resources

1. Structured mechanism for faculty selection and appointment
2. Diversity of faculty
3. Planning and maintaining faculty sufficiency
4. Setting and tracking KPIs for gauging the level of knowledge and skill development

Topics of discussion

1. What steps can be taken for efficient and strategic workforce planning in a training institute?

- a. Efficient Resource Mapping: Meeting strategic and operational requirements
- b. Forecasting future needs of faculty
- c. Annual/ Quarterly Faculty sufficiency planning, structured faculty selection and onboarding
- d. Regularity in supply of resources: Pool of guest faculty, sharing resources, collaborative tools
- e. KPIs and evaluation mechanism

2. What measures can be taken to ensure maximum utilization of faculty at the institutes for enhanced productivity?

- a. Target setting and enforcement
- b. Rewards and incentives: motivating and recognizing faculty efforts
- c. Nominate faculty to attend events to establish networks with subject key experts
- d. Prepare roles and responsibilities of training and non-training staff
- e. Emphasis on faculty welfare: continually examining faculty needs
- f. Feedback and performance coaching
- g. Leverage Tools/ Technologies/ Platforms

3. What mechanism can the training Institutes evolve to identify and share soft, physical, and human resources amongst other institutes, towards achieving goal of effective utilisation?

- a. Sharing data on resources with other CSTIs: demand aggregation
- b. Mapping available physical infrastructure at facilities: Leverage repositories/ databanks
- c. Partnership with other institutes and for resource sharing to conduct and deliver trainings
- d. Creating a mechanism/ centralized database to enable resource sharing between institutes
- e. Faculty as training managers: expert selection

4. How to ensure systematic quality maintenance, and continuous upgradation of strategic resources to align the operations of the institutes with emerging trends and technologies?

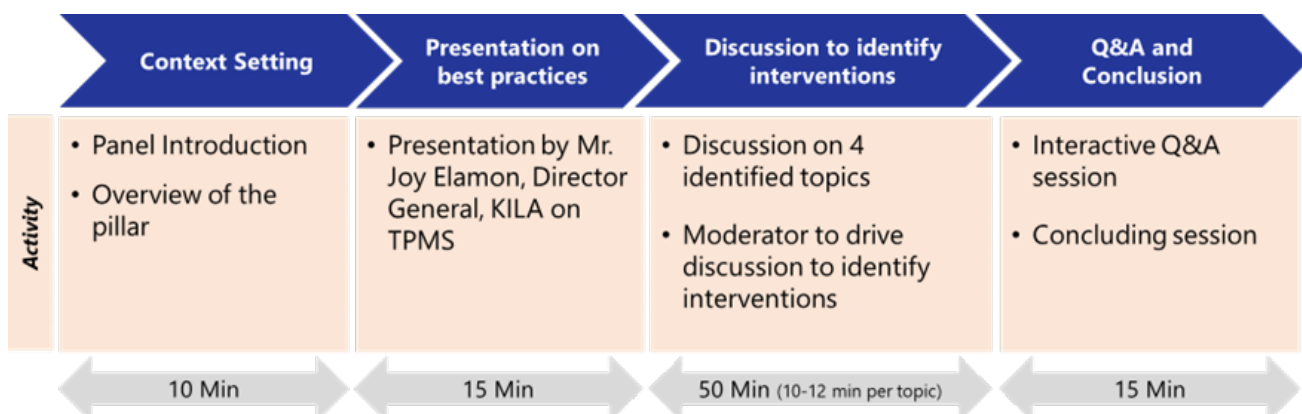
- a. Mapping data on available resources
- b. Avoid autonomy of resources: mechanism/platforms for resource sharing
- c. Digital tools/ technology/ platforms: Repositories/ database
- d. Setting and maintaining quality and standards of resources
- e. Regular evaluation, maintenance and upgradation of resources
- f. Feedback system to gain insights on what is in demand and what can be improved

Presentation on Best Practices:

Presentation on **best practices at Training Information System (TPMS)** centres of Kerala Institute of Local Administration

(KILA) by **Dr Joy Elamon, Director General, Kerela Institute of Local Administration**

Structure of panel discussion:





**CAPACITY
BUILDING
COMMISSION**
