

 <b>Employment Committee – 18<sup>th</sup> June</b>		<b>Agenda Item No. 7</b>
<b>Title</b>	People Strategy Update Employment Committee	
<b>For further information about this report please contact</b>	Tracy Dolphin – Interim HR Manager	
<b>Wards of the District directly affected</b>	None	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	Yes/No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	March 2014	
<b>Background Papers</b>	None	

<b>Contrary to the policy framework:</b>	Yes/No
<b>Contrary to the budgetary framework:</b>	Yes/No
<b>Key Decision?</b>	Yes/No
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes/No
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>	Yes/No (If No state why below)
EAI's will be undertaken if required for each section of work rather than the collated collection of work which is the People Strategy document.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		CMT
Head of Service		Chief Executive
CMT		As above
Section 151 Officer		Mike Snow
Monitoring Officer		Andy Jones
Finance		Mike Snow
Portfolio Holder(s)		
Consultation & Community Engagement		
This is an update for April – May 2014 and describes any changes as discussed at the People Strategy Steering Group on the 3 <sup>rd</sup> June prior to Employment Committee 17 <sup>th</sup> June		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

## 1. **SUMMARY**

- 1.1 This report is an update on progress made on the People Strategy Action Plan following the June People Strategy Steering group.

## 2. **RECOMMENDATION**

- 2.1 That Employment Committee note the report and feedback from the Employment Committee Chairman

## 3. **REASONS FOR THE RECOMMENDATION**

- 3.1 The People Strategy Action Plan is an ongoing working document that reports progress at Employment Committee on a regular basis.

## 4. **POLICY FRAMEWORK**

- 4.1 **Policy Framework** – the report does not bring forward changes to the policies listed below:

- Fit for the Future – see below

- 4.2 **Fit for the Future** – The strategy is in its 3rd year of review and reflects the priorities and actions that were key themes from the IIP assessment. The themes within FFF encourage a focus on the customer and continuous improvement – both of these are reflected in the revised strategy and many of the actions will bring about the cultural change that is key within the FFF programme.

## 5. **BUDGETARY FRAMEWORK**

- 5.1 There is not an impact on the Budgetary Framework, including the process set out in the Budget and Policy Framework Procedure Rules within the Constitution.

## 6. **ALTERNATIVE OPTION(S) CONSIDERED**

- 6.1 None considered

## 7. **BACKGROUND**

- 7.1 The People Strategy Steering Group comprises Cllrs Bunker, Barrott, Mobbs, Falp, Wreford-Bush, Tracy Dolphin, Interim HR Manager Sue Firminger, Senior HR Officer, and Heads of Service from Neighbourhood Services, Development Services and chaired by Rose Winship, Cultural Services
- 7.2 The Steering Group meets quarterly prior to the Employment Committee and reviews successful work completion, plans in progress for completion and areas to highlight.
- 7.2.1 As part of the recent review of the format of the People Strategy Steering Group it was decided that outcomes on key areas would be achieved more effectively by debating and discussing key areas of concern rather than using the time on high level figures and on-going achievements.

- 7.2.2 At the meeting in June two areas were debated Absence and Agency data, which were highlighted as issues at Employment Committee in March.
- 7.2.3 Absence trends and external benchmarking data were discussed with acknowledgement from HR that a 'Managing Attendance' Review has been put in place to address the issues. The findings will be reported back to PSSG/Employment Committee when completed.
- 7.2.3 Review of detailed Agency data revealed specific service areas within Warwick District Council that had utilised Agency staff more than others; the rationale behind this was discussed. There are presently 34 Agency staff within Warwick District Council, all of which have a justified reasons for their role. HR are preparing a report for next Employment Committee relating to the controls/processes/evaluation and recommendations of Comensura/use of Agency staff within Warwick District Council.
- 7.3 Other areas of Success/Highlights for the period being reviewed are:
  - 7.3.1 New format of the Appraisal and Competency scheme has been met with positive feedback on how user-friendly and flexible it is.
  - 7.3.2 Communication & Engagement initiative running at full speed: New Core Brief format; CMT/SMT actions added to Core brief; Staff Council launched, nominations being forwarded; IT promotion of Jabber.
  - 7.3.3 Riverside House Project group on-going linking with flexible working options and change initiatives.
  - 7.3.4 Learning and Development Update as part of Appraisal launch.
  - 7.3.5 New Interim HR/Payroll Project Manager appointed to review links/self-serve options of Oracle HRMS.
  - 7.3.6 Disciplinary/Capability/Grievance policies being reviewed by Legal Services WCC. All other policies being reviewed as part of HR Forward Plan.