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| Meeting:             | Employees' Consultative Forum   |
| Date:                | 19 April 2005   |
| Subject:             | Staff Survey and Strategy for People progress report  |
| Responsible Officer: | Sue Styles, Director of HR & OE   |
| Contact Officer:     | Maggie Rees, Group Manager, Organisational Development<br>Jon Turner, Group Manager, Human Resources Strategy |
| Portfolio Holder:    | Marie Louise Nolan<br>Portfolio Holder for Human Resources & Communications                                   |
| Key Decision:        | No  |
| Status:              | Part I  |

## **Section 1: Summary**

### **1.1 Decision Required**

That the Employees' Consultative Forum note the progress towards actions outlined in the Strategy for People and the associated Staff Survey actions and performance measures

## **1.2 Reason for report**

To inform the consultative forum on the progress against actions in relation to the Strategy for People and the progress towards the development of the 2005 Staff Survey

## **1.3 Benefits**

The Staff Survey enables the Council to assess progress against key performance measures and the actions in the Council's Strategy for People.

## **1.4 Cost of Proposals**

The cost of the Staff Survey in 2005 is estimated to be in the region of £30,000.

## **1.5 Risks**

The Strategy for People is aligned to the council's corporate objectives, and continued progress against the Strategy for People action plan is essential to the achievement of those objectives.

The achievement of Investors in People as a council is dependent on the Strategy for People action plan remaining on target.

## **1.6 Implications if recommendations rejected**

Not applicable

## **Section 2: Report**

2.1 The Council conducted its first full bi-annual staff survey in November 2003. Results were published in January 2004. The survey benchmarked results against other public and private sector organisations. Performance measures were identified by which progress could be measured in future Staff Surveys and through Investors in People assessment (See Appendix 1).

2.2 The results of the survey informed the actions taken in the Council's Strategy for People, published in April 2004. A corporate action plan was

developed (See Appendix 2) and actions have also been taken within Directorates and incorporated into Service Plans.

2.3 A further Staff Survey will be undertaken in November 2005. Progress on the Strategy for People will also be measured during 2005-06 in the following ways;

- Focus groups of staff on a 6 monthly basis
- A Council wide assessment against the Investors in People Standards in December 2005

2.4 Information gained through the focus groups, survey and assessment will be used to inform the wider review of the Strategy for People in April 2006.

2.5 The Council has been selected to be a pilot for London Authorities in developing a framework for workforce planning and workforce development planning. This framework, along with the Council's Key priorities and plan and Directorates service plans will be also be used in the development of a revised Strategy for People action plan.

### 2.3 Consultation

Trade Unions formed part of the project team to develop the staff survey. A wide range of stakeholders including Trade Unions and employee support groups were consulted on the development of the Strategy for People. Trade Unions and support groups will be fully consulted on the development of the 2005 Staff Survey and the review of the Strategy for People.

### 2.4 Financial Implications

Provision has been made in the Council's Medium Term Budget Strategy for the cost of the 2005 staff survey.

### 2.5 Legal Implications

There are no legal implications

### 2.6 Equalities Impact

'Recognising the value of diversity' is a Key Priority in the Council's Strategy for People. The staff survey includes assessments of the Council's performance on equalities.

The consultation arrangements will minimize any potential adverse impact from the Staff Survey process on minority groups.

### **Section 3: Supporting Information/Background Documents**

#### 3.1 Background Documents:

- Staff Survey 2003 (Appendix 1)
- Strategy for People 2004 –2008 (Appendix 2)