

**Decision maker:** Cabinet member for Resources

**Subject:** HR Business Plan

**Date of decision:**

**Report by:** Kay White – Head of Human Resources

**Wards affected:** n/a

**Key decision (over £250k):** n/a

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## **1. Purpose of report**

To present the main objectives of the Human Resource Service Business Plan 2011/2014

## **2. Recommendations**

That the nine main objectives of the Human Resources Business Plan set out within the report are approved by the Portfolio holder.

## **3. Background & Summary of Business Plan**

3.1 The Human Resource Business Plan is a corporate requirement, and sets out the Service's intentions in 2011-14.

3.2 Summary review.

A review of the People Agenda across the City Council was undertaken in December 2010 by an independent external consultant. This review was based on the Human Resource service and strategy to determine its ability to respond to the changing needs of the Council over the next 4/5 years.

Following consultation with Members, Strategic Directors board and Heads of Service the main recommendations of the review concluded that in respect of the People Agenda there should be:

- A strategic approach to managing people
- HR involvement in the Business Planning process from the outset (with SDB and DMT's)
- People should be firmly on the Governance agenda
- Line managers to be people managers
- More focus on employee engagement and communication

### 3.3 The Management priorities should be:

- Skills – key skills, multi skilling and flexibility
- Management competence and capability
- Support to employees through change
- Staff morale and commitment
- Conclusion of service reviews
- Continuity and retention of key staff

### 3.4 The Human Resources priorities should be:

- Support managers in people management
- Help meet Services' objectives through people
- "Expert" role across the people agenda
- Corporate role ensuring consistency
- Provide tools to plan and execute people management strategy
- Support for workforce planning inc recruitment & retention
- Provision of management information

3.5 Workforce Matters, the people management strategy, was approved by the Employment Committee in July 2010 and sets out how we will deliver Portsmouth City Council's priorities, and the objectives which come from them, through our employees. HR, along with every other service, is responsible for developing this business plan to support the delivery of the key actions of the Workforce Matters action plan.

The predictions for local government finances as a result of the recession indicate an emphasis on supporting significant organisational change for all HR teams over the next two to three years.

## **4. Reasons for Recommendations**

To enable Human Resources to implement the objectives set out in the plan.

## **5. Equality impact assessment (EIA)**

This report has undergone an effective Equality Impact Assessment.

## **6. Head of legal services' comments**

The Head of Legal, Licensing and Registrars is satisfied that there are no immediate legal implications arising from this report.

## 7. Head of finance's comments

The 2011/12 approved budget is sufficient to deliver the business as usual objectives set out in the Business Plan for the current year. Some of the developmental work arising from the Better Performing Workforce work stream referred to in the Business Plan will be the subject of a separate Transformation Programme report to members in the autumn. Similarly, any strategies having corporate cost implications will be reported to members for consideration at the appropriate time although the cost of undertaking such reviews fall within the approved HR service budget.

As the City Council faces savings targets in future years, the overall resources available will be reviewed as part of the rolling review of service Business Plans.

### Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by: