

Human Resources and Organisational Development Service Plan 2015/16

Action Plan						Connections	
Action Code	ACTION	What role will the service play? (Please click in the cell to select the relevant role by clicking on the drop down arrow)	Description (Target, Outcome, Critical Success Factors and Environmental Impacts)	Due Date	Lead Officer	If the action impacts on another service in terms of support/input, please specify below:	Links to partnership wide agendas:

Corporate Priority: People
Strapline: Fair and accessible services for those who use them and opportunities for everyone to contribute

Improve the health and well-being of our residents

15-HROD01	To develop and lead the Human Resources and Organisational Development (HR & OD) Strategy 2015-2018	Enabler	<p>Target: Develop, launch and start to implement the HR & OD strategy 2015-2018. Making East Herts Council a great place to work' through the delivery of the actions identified in the Council's HR & OD Strategy and through actions identified in the service plan 2015/16. HR & OD Strategy 2015-2018 produced by quarter 2 in 2015/16 and launched with staff through Team Update, Staff Briefings by August 2015.</p> <p>Outcomes: Measures identified are HR management targets agreed by HR Committee for Equality/Diversity, Turnover, Absence, Induction, Learning and Development participation, as detailed in the service plan; increase in staff satisfaction scores from Staff Survey in 2016; pulse surveys in 2015; H2H; achievement of IIP re-accreditation and achievement of the corporate objectives.</p> <p>Critical Success Factors: Council to contribute to the successful delivery of the HR & OD Strategy</p> <p>Environmental Impacts: None</p>	<p>- Consultation on strategy by 30 June 2015</p> <p>- Launch of strategy by 31 August 2015</p> <p>- 2015/16 outcomes delivered by 31 March 2016</p> <p>- Pulse surveys completed by 31 March 2016</p>	Head of HR & OD	All services	None
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15-HROD02	To support the delivery of 'Here to Help' programme	Enabler	<p>Target: Delivery of the 'Here to Help' programme. 80% of actions from corporate, service and local action plans completed.</p> <p>Outcome: Improved staff morale and engagement. Increased number of success stories, staff going that extra mile for customers measured through increases in staff satisfaction levels in staff survey in 2016 and pulse surveys in 2015; measured through the completion of action plan targets; increase in success stories published in team update.</p> <p>Critical Success Factors: Minimum of 80% of corporate, service and local action plans completed.</p> <p>Environmental Impacts: None</p>	31 March 2016	Head of HR & OD/Head of Business Development	All Services	Health and Wellbeing
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15-HROD03	To deliver the HR and OD 'Here to Help' corporate action plans	Enabler	<p>Target: Delivery of the HR & OD 'Here to Help' corporate action plans including Personal Development Review Scheme (PDRS) review (to be completed by quarter 1 in 2015/16), Recruitment review (to be completed by quarter 1 in 2015/16), Learning & Development schemes, developing our talent and the volunteering scheme.</p> <p>Outcome: Improved staff morale and engagement measured by increased number of success stories in team update; staff going that extra mile for customers measured through satisfaction levels in staff survey in 2016 and pulse surveys in 2015; completion of Here to Help HR & OD action plans, launch of volunteering scheme.</p> <p>Critical Success Factors: corporate HR & OD action plans completed.</p> <p>Environmental Impacts: None</p>	PDRS review and launch by 30 June 2015, Recruitment review and launch by 30 June 2015, H2H action plan by 31/03/2015	Head of HR & OD	All Services	Health and Wellbeing	
15-HROD04	To develop a Learning and Development Plan to support 15-HROD01	Enabler	<p>Target: Develop, launch and implement the learning and development plan 2015/16 as a vital part of the HR & OD strategy 2015-2018 focusing on developing staff and creating new opportunities for managers and staff.</p> <p>Outcome: Motivated, engaged, developed, highly skilled workforce measured through increased staff satisfaction scores in staff survey 2016 and pulse surveys in 2015. IIP accreditation for 2015-2018. Increased attendance on training and development targets as agreed by HR Committee.</p> <p>Critical Success Factors: Ensuring value for money.</p> <p>Environmental Impacts: none</p>	HR Committee to agree learning and development targets for 2015/16 in July 2015 and the Learning and Development plan by 31 March 2016	Head of HR & OD	All Services	None	