

REPORT TO THE EXECUTIVE



DATE	18th September 2012
PORTFOLIO	Resources & Performance Management
REPORT AUTHOR	Vicky White
TEL NO	01282 477124
EMAIL	vwhite@burnley.gov.uk

Workforce Plan 2012-14**PURPOSE**

1. To advise the Executive of the Corporate Pay & Workforce Strategy – Workforce Plan 2012-2014.

RECOMMENDATION

2. That the Executive approve the Workforce Plan 2012-14 and the actions contained within.

REASONS FOR RECOMMENDATION

3. As a local authority we have a responsibility to ensure excellence, value for money and continuous improvement in service delivery. To achieve this we need to ensure that we can support the delivery of the Community Strategy by having the right people in the right place, at the right time with the knowledge, skills and attitudes to deliver quality services.

SUMMARY OF KEY POINTS

4. The National Government recommends all local authorities produce a Workforce Plan. It sets out a comprehensive approach to support councils in maximising the capacity and performance of their workforce to deliver continually improving local government services.
5. The Council produced a 3-year Plan in 2009 that is now due for review. The plan is intended to respond to major initiatives and changing priorities. During the service planning process workforce planning is considered so that this can be fed into the corporate workforce plan. The Plan links to the Council's Organisational Development, Learning & Development and People Strategies.
6. Five strategic priorities have been established, summarising the organisational and managerial changes that need to be made to ensure that targets can be achieved and

services improved within planned budgets. These are:

- Organisational Development
- Leadership Development
- Skill Development
- Recruitment and Retention
- Pay and Rewards

7. The Plan summarises the current workforce profile in order to establish strengths and weaknesses to ensure possible issues are dealt with proactively. Development needs are assessed annually as part of the Performance Development Review in order to ensure our staff have the skills we need.
8. Plans for changes to our workforce need to take account of budget reductions, succession planning, knowledge management, career pathways and alternative ways of delivering services. We need to align our grading structures and skill levels to meet our current and future budgets and work demands.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

9. None arising from the production of the Workforce Plan.

POLICY IMPLICATIONS

10. The Workforce Plan incorporates the Council's Strategic Objectives and is part of the Service Planning process.

DETAILS OF CONSULTATION

11. No external consultees.

BACKGROUND PAPERS

12. None.

FURTHER INFORMATION

PLEASE CONTACT:

Vicky White
Principal Personnel Officer, Ext 7124

ALSO: