

HR Strategy 2018- 2022

Appendix A: ACTION PLAN

Theme	Project	Outcome Desired	Start	End
Attract and Retain	Review and Develop Pay Structures	To have flexible pay structures which are capable of supporting market demands	July 2018	April 2019
Attract and Retain	Review Employee benefits	Review and recommend changes to the current employee benefits package which complement the remuneration and would lead to a comprehensive employee package.	Jan 2019	Dec 2019
Attract and Retain	Promote NFDC and an employer of choice	Use social media careers events and external partnerships. Build and retain good relationships with local schools and universities.	July 2019	Ongoing
Attract and Retain	Encourage employees to engage with the organisation.	Promotion of good communications and feedback from employees. Create an environment where employees feel able and willing to share views.	June 2018	Ongoing
Attract and Retain	Building Resilience within the organisation	Promotion of learning and development opportunities. Creating and promoting an environment which encourages staff to be curious and always searching for improvement. Promoting wellbeing initiatives to support both physical and mental wellbeing.	Jan 2019	Dec 2019
Smarter Working	Learning for managers in performance management for mobile workers	Performance becomes more about meaningful outcomes.	Jan 2019	Dec 2020
Smarter Working	Guidelines for all staff that work flexibly	Staff are comfortable and able to cope with change. Staff expectations are discussed and agreed. Staff develop a resilience to cope with changing demands and new ways of working	May 2018	Dec 2020
Smarter Working	Training in technology to support mobile working	To enable the maximum benefit to be gained from the combination of smarter working and technology	July 2019	Ongoing
Smarter Working	Communications and Staff involvement	To ensure that Staff concerns and issues are picked up. To ensure that consistent corporate messages are cascaded through the organisation. To encourage and enable good internal communications.	July 2018	Ongoing
Smarter Working	HR policies to support flexible working	As flexible/smarter working develops to review HR policies to ensure they are fit for purpose and support new working methods	July 2019	Dec 2021
Modernising the way we work	Procurement of a new HR/Payroll system	To increase efficiency and effectiveness of the HR/Payroll information. Provide improved managers information. To enable corporate and statutory returns to be completed efficiently.	April 2019	March 2020

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Future Skills	Maintaining our talent pool	Developing and investing in our existing staff to ensure that we build skills required for the future.	Jan 2019	Ongoing
Future Skills	Apprenticeships	Delivering and supporting apprenticeship opportunities for both new and existing staff.	Jan 2019	Ongoing
Future Skills	Promoting curiousness and best practice	Building a culture which promotes and encourages staff to look outside the organisation. Supporting staff to try new methods and within reason to take risks on new ideas.	Jan 2019	Ongoing
Changes in Service Delivery	Promote and support ideas for different delivery methods	Ensure support for managers at times of change. Ensuring the right skills and knowledge are available.	Jan 2019	Dec 2022
Changes in Service Delivery	Partnership Working	Support managers and encourage their thinking to include partnership possibilities. Provide training and support to facilitate this.	Dec 2019	Dec 2022
Future Leadership and Capabilities	Review of the performance management system	Review and replace with a more modernised process. Allowing for performance management to be focussed on meaningful outcomes rather than inputs.	Jan 2021	Dec 2021
Future Leadership and Capabilities	Sharing and best practice	To promote external events and partnerships so enable the sharing of best practice and sharing of knowledge. Encouraging managers to look outside the organisation	Jun 2018	Jun 2022