

Staff Suggestion Scheme

Annual Overview

March 2023

Raising Awareness

- Scheme launched in March 2021
- Promoted through Service Managers to encourage all team meetings to have Staff Suggestions as a standing item
- Forestnet articles to promote awareness
- All Staff Communication messages have been sent at regular intervals
- Promoted through Employee Forum

Forestnet Information

Staff Suggestions

Your Ideas Matter

Have you got an idea? Do you think it could help improve your team or service? Or could it improve the workplace for us all?

No matter how big or small, we thrive off ideas because they drive us forward to work together and deliver even better services for our communities. We encourage you to share all your initial ideas with your managers, they'll consider them in the best way for your team and service. This might be at a 121, general catch up or at a team meeting because 'your ideas matter' will be on the agenda.

If speaking to your manager isn't right for your idea, perhaps it affects us all at NFDC, use our simple eform below. You'll be asked to let us know which service or services your idea relates to, its benefits, why you think it'll be successful, if it resolves a current issue and any other information that will be useful for us to fully consider your suggestion.



Summary

- 15 suggestions received since March 2022
- This does not include any suggestions that have been raised through team meetings which may affect their own area
- None provide for efficiency savings, but they do demonstrate employee engagement and stimulate conversations which may effect change

Ideas Received 1/5

What was the idea	Who considered it and what happened
Staff Directory to be on Forestnet	<p>In principle EMT agreed that we should have something, particularly for primary contacts within each team.</p> <p>Steps have been taken to make organisational information available to all. Currently there are two methods to search NFDC Structure, one via Outlook, and another via Teams.</p> <p>ICT are working on ensuring that the search facility both in outlook and in teams gives accurate information. Once a few more checks have been conducted there will be some staff comms on the facility.</p>
Electric Vehicle Charging points to be installed at ATC	<p>We are currently looking as part of the UK Project Shared Prosperity Fund at a number of issues which include both Climate actions and Sustainable Travel Plans.</p> <p>The concept of charging points at ATC will be picked up as part of those issues. So this may happen as part of those plans.</p>

Ideas Received 2/5

What was the idea	Who considered it and what happened
Performance Reviews only to be done on request and not automatically	<p>EMT agreed that PDI's form an integral part of performance management and all employees should have one formal appraisal a year which should support any other management discussions that happen throughout the year. It is also important that employees have an opportunity to discuss future training, career progression and any further support that they may need.</p> <p>Therefore the current process of an annual review will continue.</p>
Staff to be granted volunteer days so they don't need to use their annual leave	<p>EMT felt that there is enough flexibility within current working arrangements by using non-core time for staff to complete volunteer work.</p> <p>All staff would be encouraged to discuss possible ways to do this with their managers directly.</p>
Staff to attend a community day with National Park Authority.	<p>EMT are always keen to support partnership opportunities where possible and keep links with other organisations alive.</p> <p>There was no intention to run as a singular community day, instead teams encouraged to develop partnership working as appropriate.</p>

Ideas Received 3/5

What was the idea	Who considered it and what happened
Rename 'outlying offices' on email	EMT decided that we would have two email addresses. One just for ATC (for building specific incidents etc.) and another more inclusive distribution list called 'All NFDC Staff' - this one would include ATC and outlying offices.
Staff recognition awards: Employee of the year / Manager of the year	<p>In relation to the suggestion of more staff recognition, perhaps an employee of the year / manager of the year award EMT felt that it was always important to recognise and celebrate success and that this would be a key part of being an 'Employer of Choice'.</p> <p>We will continue to look at ways in which this can do done. It is important to ensure fairness and consistency.</p>
Staff survey to include a section on Staff Benefits to see what staff value	EMT agreed that there will be a section on Staff Benefits as part of the staff survey later this year.

Ideas Received 4/5

What was the idea	Who considered it and what happened
Lunchtime session led by counsellor to look at Dealing with ageing parents and loss	In relation to the lunchtime session run by a counsellor, there are some options that we can explore linking with Hampshire CC on this so we will consider that further. We also have the employee support line which Employees can access on an individual basis.
Provision of a vending machine at ATC for drinks and/or snacks	There were several reasons that they felt this was not something they wanted to consider further. Firstly we have now got kitchen facilities dotted around the building providing hot water, microwave and fridge facilities. They also felt that staff taking a break perhaps by having a walk was a good thing. Getting out and about, perhaps with a work colleague was a social event with some health benefits. And lastly for those that chose not to bring a lunch in and purchase something in Lyndhurst they would be supporting local businesses.
Create a new post to provide free gardening for disabled and vulnerable persons. Also to include a bulky collection service.	EMT discussed at some length that there are already several charities that provide this service. They did see the value in what was proposed but felt that perhaps better signposting to what's already available might be the best option. This will be raised with Housing and see if we could have an article in the next HomeTalk magazine.

Ideas Received 5/5

What was the idea	Who considered it and what happened
Make attending the Menopause Brief Bite mandatory for all managers at all levels	EMT noted that we will be implementing the new LMS system in 2023. We will be looking at a wider set of resources and also looking to develop all managers next year. Mandatory course attendance will be considered as part of that overall programme.
Reinstate the covered Cycle parking by the South Wing	EMT agreed that there would be a review of the facilities currently available and the facilities team would be asked to ensure they are fit for purpose. This may include the reinstatement of a bike rack by the South Wing.
NFDC to sign up for Lyndhurst Scarecrow trail in 2023. Would promote excellent community engagement Lyndhurst Scarecrow trail-Visit the new forest	EMT were happy for staff to participate if they wanted to however this would need to be outside of working time.
Directory of staff skills set on forestnet eg sign language, second language etc	Once we roll out the use of Teams on a wider scale we will look at how we may be able assign characteristics which would enable staff to self declare on teams.