

## **HR UPDATE REPORT**

### **1. RECOMMENDATION**

- 1.1 That the Committee note the contents of this report.

### **2. BACKGROUND**

- 2.1 This report gives an update on HR matters since the last HR Committee. These matters are in addition to the reactive caseload which includes job evaluations, restructuring advice, grievances, disciplinaries and sickness absence matters.
- 2.2 We also continue to provide Payroll and HR Advisory services to the National Park Authority.

### **3. LEARNING MANAGEMENT SYSTEM**

- 3.1 The successful bidder for the Learning Management System is a company called Learning Pool.
- 3.2 We are now working with them to ensure that all the correct processes are followed in terms of moving the data from our current systems into the new one.
- 3.3 This includes working with staff around the council with responsibility for E-learning data and training records to ensure that nothing is missed in the transfer.

### **4. RECRUITMENT UPDATE**

- 4.1 One refuse vehicle from each depot is now out and about with our recruitment advertising on the side, promoting us and our vacancies across the district.
- 4.2 In July we took part in the Hythe job centre careers day - over 80 people attended, and there was a continuous queue for our desk.
- 4.3 Within July, 4 people have applied for jobs with us as a direct result of attending the Hythe Job Centre Event.
- 4.4 We have another three careers events scheduled over the coming months, and will be keen to attend other events as we become aware of them.
- 4.5 Our newest recruit, the scarecrow for the Lyndhurst scarecrow hunt, is almost ready - in NFDC work clothes and safety equipment, and will be set to work by the main entrance railings, again promoting our vacancies with a QR code banner when the event takes place in October. Hundreds of local families take part, so it's an excellent way to publicise our vacancies further. Those attending the Showcase in September will get a preview of him then!

## **5. UPDATE ON ADDITIONAL VOLUNTARY CONTRIBUTIONS**

- 5.1 We introduced salary sacrifice AVC's for staff in August 2022. The Council is supported by AVC Wise to offer this benefit to employees.
- 5.2 At the time of implementation, 35 employees had standard AVCs. 22 of these employees have converted to salary sacrifice AVCs. There is now a total of 67 employees with salary sacrifice AVCs.

## **6. UPDATE ON MYLIFESTYLE BENEFITS**

- 6.1 We introduced the Mylifestyle portal for staff benefits on 28<sup>th</sup> November 2022.
- 6.2 Benefits that staff can take advantage of include:
- 'My Discounts' from high street retailers, supermarket shopping, travel, eating out, entertainment and days out.
  - The governments Cycle to Work scheme where employees can save on a bike and cycling accessories by making monthly payments by salary sacrifice. This means that they can make up to 47% tax and National Insurance savings on the cost of their new cycling equipment.
- 6.3 At the current time 46% of employees have signed into the portal. A total of approximately £10,500 has been spent through the My Discounts website.
- 6.4 8 employees have taken up the cycle to work scheme.
- 6.5 We're continuing to work on different ways to promote the benefits available to all employees, for example 'how to' videos and at the staff showcase in September 2023.

## **7. NEW STAFF ENGAGEMENT GROUPS**

- 7.1 Two new staff engagement groups have been set up, one to look at the Staff Survey results and one to consider Equality, Diversity and Inclusion matters.
- 7.2 The staff survey working group has met four time, each time considering different aspects of the survey results. Their views will form part of the overall action plan.
- 7.3 The Equality and Diversity group have also met four times. We have so far focussed on the workforce workstream using the LGA guidance to review how we are doing using their benchmark template.

## **8. LEADERSHIP DEVELOPMENT PROGRAMME**

- 8.1 Four companies have been shortlisted for the delivery of a Senior Leadership Development Programme.
- 8.2 Presentations were held on 7<sup>th</sup> August by four potential suppliers.

- 8.3 The contract has now been awarded to Avie Consulting Ltd. Arrangements are now being made for initial briefings to be held in early October.
- 8.4 The 360 appraisals will commence in October with individual face to face feedback given in November/December. The programme modules will commence in January.

**For further information contact:**

**Name:** Heleana Aylett  
**Title:** HR Service Manager  
**Tel:** 02380 285662  
**E-mail:** Heleana.aylett@nfdc.gov.uk

**Background Papers:**

None