

**EMPLOYMENT COMMITTEE – 7 MARCH 2013****STAFF SURVEY 2012 – ACTION PLAN UPDATE****REPORT OF THE DIRECTOR OF CORPORATE RESOURCES****Purpose of Report**

1. The purpose of this report is to provide the Employment Committee with an update on the delivery of the Action Plan, which aims to address the issues raised in the 2012 staff survey.

**Background**

2. On 18 October 2012, the Employment Committee considered the results of the 2012 staff survey and agreed an Action Plan to address the issues raised.

**Update summary**

3. The Action Plan (as appended) has been updated to detail progress against the agreed actions. Amendments to target completion dates are shown in italics.

*Departmental Action Plans*

4. Departmental Management Teams were provided with details of the survey results for their areas and were asked to address these issues by completing departmental Action Plans. In addition, departments were asked to consider how they could address the Council-wide feedback on 'stress' and 'excessive working hours' at a departmental level.
5. The Chief Executive's, Corporate Resources and Adults and Communities Departments have completed their Action Plans, which are being monitored by departmental workforce groups.
6. The Environment and Transport Department have combined their staff survey actions with their "Investors in People" Action Plan, which is due for completion by the end of March 2013.
7. The Children and Young People's Service are currently working on their Action Plan which is due for completion in April 2013.

### *Equalities Action Plans*

8. The Lesbian, Gay, Bisexual and Transgender Workers' Group, The Black Workers' Group and The Disabled Workers' Group submitted a report to Equalities Board on 21 January 2013 with their suggested actions. Work is currently underway to finalise the details of the actions with responsible leads.

### *Car Parking*

9. Work to create 165 additional car parking spaces at County Hall commences in February 2013. This work is due for completion in May 2013.
10. Although the additional spaces will help to alleviate the parking problem, flexible working solutions are being explored as part of the Flexing Working Policy review with the aim to reduce the demand on County Hall parking facilities.

### *HR Policy Development*

11. An HR and Trade Union Working Group is actively reviewing the Organisational Change Policy with the aim of having a revised policy in place for July 2013.
12. The review of the Flexible Working Policy is beginning by engaging departmental representatives, so to understand how the policy has been implemented and what opportunities are available for more creative working arrangements.

### *Health & Safety*

13. The Health & Safety service have piloted an i-resilience tool, which enables individuals to better understand their ability to be resilient to stress. The tool enables the user to produce an individual resilience Action Plan which supports them to cope with stress more effectively in the future.
14. The Health & Safety Executive (HSE) Stress Survey has been piloted within teams within Corporate Resources. The Survey has given management further insight into how stress has been manifested and actions that could be taken to reduce stress.

### *Communications*

15. HR and Communications leads are meeting regularly to track and support the progress of the Staff Survey actions.
16. During April 2013, a "You said, We did..." campaign will be launched to demonstrate the actions taking in responses to the Staff Survey feedback. Mini polls will be used to source immediate feedback on the campaign content.

### **Recommendation**

17. It is recommended that the Employee Committee notes the progress against the staff Survey Action Plan and provides any feedback as appropriate.

## **Background Papers**

Staff Survey 2012 – April Plan (18<sup>th</sup> October 2012)

## **Circulation under the Local Issues Alert Procedure**

None.

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## **Equal Opportunities Implications**

All equalities issues have been addressed within the Action Plan.