

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PERSONNEL COMMITTEE

Agenda Item No.

meeting date: WEDNESDAY, 17 MARCH 2009
title: APPROVAL OF WORKFORCE PLAN 2010/2012
submitted by: HUMAN RESOURCES MANAGER
principal author: MICHELLE SMITH

1 PURPOSE

1.1 To consider and approve a Workforce Plan for 2010/2012.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions – This key document sets out how this Council is to ensure that it is a well-managed Council that effectively monitors its workforce profile, actively identifies its future staffing requirements and ensures that it focuses on the most relevant development activity to support long term organisational skill needs.
- Community Objectives – None.
- Corporate Priorities – To be a well-managed Council.
- Other Considerations – This document also supports the Council's core values of ensuring that access to services is available to all and that we appreciate and invest in our staff.

2 BACKGROUND

2.1 Workforce planning should be an integral part of our corporate planning process, as it seeks to predict and plan the supply of a skilled workforce for the future. It is about increasing and developing capacity and resilience in the workforce.

3 ISSUES

3.1 I attach as an Appendix to this report a Workforce Plan for 2010/12.

3.2 The plan should not be viewed in isolation, but rather as one of a range of strategies and plans which seek to capitalise on the skills and qualifications of our current workforce and ensure that we have the capacity to achieve our strategic priorities.

3.3 The plan will also complement and inform our Service Planning procedures.

3.4 The plan has been discussed and approved in principle by Corporate Management Team and has been submitted to Unison for comments.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – None.

- Technical, Environmental and Legal – None.
- Political – This document confirms the Council's commitment to being a well-managed and efficient Council.
- Reputation – This document demonstrates the Council's commitment to being a good employer that actively seeks to develop its workforce and enhance both individual and organisational performance.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Receive the report.

5.2 Approve the Workforce Plan for 2010/2012.

HUMAN RESOURCES MANAGER

For further information please ask for Michelle Smith, extension 4402.

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