

<b>Meeting</b> Efficiency and Performance sub-Committee	<b>Date(s):</b> 8 <sup>th</sup> May 2013
<b>Subject:</b> Staff suggestion scheme	<b>Public</b>
<b>Report of:</b> Deputy Town Clerk	<b>For Information</b>
<b><u>Summary</u></b>	
<p>This report makes a recommendation to review the staff suggestion scheme so that it better supports the generation of ideas from the front line about how to improve and develop our services.</p> <p><b>Recommendation</b></p> <p>That a small project group is set up to review the current staff suggestion scheme and is tasked with bring forward recommendations for a revised staff suggestion scheme (which could be renamed) which positively encourages ideas and proposals for change which make our service more effective or efficient. The group would also be asked to design a process which was simple to access and which had some form of peer review similar perhaps to the Dragons' Den scenario. The group would also be tasked with proposing a reward strategy for successfully implemented suggestions or ideas.</p>	

## **Main Report**

### **Background**

1. The current staff suggestion scheme is an individual submission based scheme, each suggestion being judged on individual merit and small amounts of money are awarded to viable suggestions.

### **Current Position**

2. The experience of the "Dragons' Den" process for encouraging social media based ideas has highlighted the enthusiasm in the organisation for individuals and teams to generate ideas which help develop their service or may assist the organisation as a whole.
3. The current system is not well used and is seen to be somehow separate from the day to day business of the organisation. The proposal is to develop a new scheme which would be integrated into organisational development so that those closest to the service feel able to generate ideas to make the service more efficient or effective, ultimately making better use of our resources. Such a scheme would also allow for suggestions to be made across services, and by teams, so that people are encouraged to be on the lookout for ideas and best practice elsewhere even if it is not their area of responsibility, and feel able to bring these forward without any implied criticism of the current service.

## Proposals

4. The proposal is to set up a small project led by a member of the policy team in HR, working with corporate communications, to develop a new scheme. The intention being that the existing scheme would be reviewed and a proposal for a new scheme brought initially to the Performance and Strategy Group of Chief Officers in June/July 2013 so that there is time for discussion and consultation before a planned re-launch of the scheme at the Managers Forum in October this year.
5. The objective of the group would be to make recommendations for a revised staff suggestion scheme (which could be renamed) which positively encourages ideas and proposals for change which make our service more effective or efficient. The group would also be asked to design a process which is simple to access and which has some form of peer review similar perhaps to the Dragons Den scenario. They would also be tasked with proposing a reward strategy for successfully implemented suggestions or ideas.

## Corporate & Strategic Implications

6. We know that we are going to have service reviews in the future; consultation in 2010 was very successful at bringing forward alternative saving proposals but, by its very nature these proposals came from the service teams affected by reductions. A refreshed staff suggestion scheme could allow staff to make service suggestions across departments and to make these at an appropriate time rather in the heat of consultation.

## Implications

7. There may be financial implications but we would expect these to be offset by savings and efficiencies brought forward by the suggestions.

### Contact:

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