

Committee(s): Corporate Services Committee	Dated: 21 February 2024
Subject: Draft People & HR Business Plan 2024/25	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	All
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Interim Chief People Officer	For Decision
Report author: Alison Littlewood	

Summary

Members are asked to provide their views and observation on the draft high-level 2024/25 Business Plan for the People & HR Department before it is finalised and presented for final approval.

Recommendation(s)

Members are asked to:

- I. Provide their comments and observations on the Draft People & HR Business Plan.
- II. Approve, subject to the incorporation of any changes sought by this Committee, the departmental High Level Business Plan 2024/25 at Appendix 1.

Main Report

Background

1. As part of the new framework for corporate and business planning, departments were asked to produce standardised high-level, 2-side Business Plans for the first time in 2017 for the 2018/19 year. Members generally welcomed these high-level plans for being brief, concise, focused with consistent statements of the key ambitions and objectives for every department.
2. For 2023/24, the high-level Business Plan had further evolved to describe the funding and people resources associated with each priority workstream. As a high-level plan, this document does not capture the granularity of departmental work but

gives the overall picture of HR activity, customer feedback, trends and the direction of travel.

3. The People & HR department was previously part of the Chief Operating Office. However, since its disbandment the Chief People Officer (CPO) now reports directly to the Town Clerk & Chief Executive. It is important that as our People are one of our most valuable assets that the role of the CPO be pivotal.
4. Each of our workstreams contributes to the City of London Corporation's overall goals, and specifically works to enhance our collective capability in supporting our people to facilitate our stakeholder agenda.
5. We are working closely with The Corporate Strategy and Performance Team to ensure that our Business Plan is aligned with the 2024-29 Corporate Plan.
6. This report presents, at Appendix 1, the draft final high-level Business Plan for 2024/25 for the People & HR Function.
7. Since the last Business Plan was produced, we have had a few changes in the HR Leadership Team, with a new Interim Chief People Officer appointed in June of 2023.
8. With the arrival of the new Chief People Officer the leadership team has set about improving/prioritising our workstreams and focusing on greater collaboration across all function within the People & HR department, starting with a system used to record and track all high-level plans. This has allowed for better teamwork across the department and improved project management. This is also allowing us to monitor areas and plan future projects to ensure we are meeting our objectives.

Corporate & Strategic Implications

9. People & HR have a key role to play in partnership with the organisation working with departments to achieve their strategic aims and supporting change. Moving forward we want to work with external stakeholder on best practises.

Financial & Resource implications

10. With the disbandment of the Chief Operating Office, finance and resource implications are being monitored and will be assessed during 2024/25 in consultation with the Town Clerk and Chamberlain's Department.

Legal implications

11. None arising from this report.

Risk implications

12. Risks inherent to the People and HR Business Plan relate to the importance of recruiting, supporting, developing, and retaining an engaged and highly performing workforce and a positive organisational culture that forefronts inclusion, belonging

and wellbeing as well as world-class performance and impact for its communities. Additionally, efficient, effective systems and processes that provide data for decision-making are necessary to facilitate the work of people, and the quality and timely delivery of all system-based elements of the People and HR Business Plan will also be critical.

13. Equalities implications – Equality, Diversity and Inclusion are critical to the successful implementation of the People and HR Business Plan. Consideration of data and engagement with employees over the course of the implementation of the Business Plan and its activities, along with close interaction with EDI colleagues to connect EDI and People related activities will take place. These efforts will ensure that due regard is given to any evidence of either negative or positive potential disproportionate equality impact on different groups of employees. Actions will be taken to address any disproportionate impacts.

14. Climate implications – There are no direct climate implications.

15. Security implications – There are no direct security implications.

Conclusion

16. This report presents the high-level Business Plan for 2024/25 for the People & HR Department, for Members to consider and agree.

Appendices

- Appendix 1 – Draft HR Business Plan for 2024/25

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