

Committee(s):	Date(s):	Item no.
Culture Heritage & Libraries	May 2012	
Subject: Progress against CoL Investors in People Action Plan	Public	
Report of: Director of Culture Heritage & Libraries	For Information	
<p style="text-align: center;"><u>Summary</u></p> <p>The Culture Heritage & Libraries Department agreed to report on progress against the corporate Investors in People Action Plan twice a year. This is the first progress report since our restructure. The next progress report will be submitted in November 2012.</p> <p>Appendix A sets out examples of progress in the form of initiatives, projects and working practices from across the Department which support the corporate evidence.</p> <p>Recommendation</p> <ul style="list-style-type: none">• I recommend that Members receive the information contained within this report.		

Main Report

Background

1. Members will be aware that arising from the corporate Investors in People Rolling Review carried out in 2011, an action plan was produced for all departments to undertake. There was a noted focus on Learning & Development (L&D) evaluation as a key improvement area. This action plan was agreed by Summit Group (7 November 2011) and Chief Officers Group (25 November 2011).
2. Chief Officers agreed to report back to two Committee meetings per year on progress made against (relevant) actions in the plan. Our Department agreed to report in May and November each year to keep up the momentum and awareness of the importance of the Investors in People principles.
3. Since the Rolling Review was carried out, the Department has undergone a restructure and our actions going forward incorporate areas previously under the control of Libraries, Archives and Guildhall Art Gallery, Environmental Services and Public Relations departments.

Current Position

4. We have undertaken a number of initiatives and projects following the restructure to engage staff and help facilitate the change process. These include reviewing the Learning & Development evaluation process in the

Department; promoting regular team meetings; revitalising the internal departmental newsletter; setting up a new cross-departmental group of representatives from all sections to stimulate internal communication; and participating in a corporate project being run by Susan Lacey, Corporate L&D Manager.

5. The corporate action plan has been used as a template for examples of our departmental working practices, actions and evidence, see Appendix A.

Proposals

6. It is proposed to report to your Committee twice a year (May and November) on progress made against the corporate action plan and therefore, to help provide continuing evidence for the overall corporate actions and assessments.

Corporate & Strategic Implications

7. The information in this report fits in with our corporate policies and objectives through investing in our staff to help achieve the objectives in the Corporate Plan, the City Together Strategy and our departmental Business Plan.

Conclusion

8. Headline departmental progress against the corporate Investors in People action plan has been documented and set out for your Committee in Appendix A. Further progress will be reported in November 2012.

Background Papers:

Investors in People Review feedback and Corporate Action plan 2011 report to Chief Officers Group - 25 November 2011.

Appendices

Appendix A: CHL Action Plan

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