

# Agenda Item

**Executive Board**

**19 October 2005**

**IIP/SBD**



## Investors in People

### Summary

This report outlines the proposed Investors in People assessment process and associated costs.

### Recommendation

**That the Executive Board considers the progress made in relation to the achievement of Investors in People status and endorses future action required. This includes approving an additional budget of £6k to achieve the standard.**

#### a) Reasons for Recommendation

To ensure that East Devon District Council is recognised as an employer of choice through attainment of the Investors in People standard.

#### b) Alternative Options

Not to agree recommendations.

Due to the fact that the standard is changing, if we do not gain accreditation on this occasion, we will need to meet the new standard which will delay our ability to apply for assessment by a further two years.

#### c) Risk Considerations

That we do not meet the standard at assessment and fail in our attempt to secure Investors in People status. This could have a negative impact on morale. We have been moving towards the current standard for over 2 years and it is therefore considered that we should apply now rather than wait.

#### d) Policy and Budgetary Considerations

6K external assessment costs which have not been budgeted for in this financial year due to the requirement to reduce the Organisational Development budget by 12% in this financial year.

---

# 1 Main Body of the Report

1.1 Investors in People is a business improvement tool designed to advance organisational performance through its people. The standard helps organisations to improve performance and realise objectives through the management and development of its people. Investors in People provides a flexible framework which the Council can adapt to its own requirements and mirrors our business planning cycle.

## 1.2 Benefits to the Council

- **Customer satisfaction** – Investors in People is central to helping employees become customer focused, enabling the Council to effectively meet customer needs and deliver the Customer Access Strategy.
- **Improved motivation** – through greater employee involvement, personal development and recognition of achievement, motivation is improved. This leads to higher morale, improved retention rates, reduced absenteeism, readier acceptance of change and identification with the Council's goals beyond the confines of their job.
- **Productivity** - Skilled and motivated people work harder at improving productivity.
- **Public recognition** – Investors in People status brings public recognition for real achievements measured against a vigorous National Standard. Being an Investor in People helps attract the best quality job applicants.
- **Policies and practices** – Investors in People will allow the Council to review its current practices and policies against a recognised benchmark.
- **Future planning** – Investors in People will enable the Council to develop a framework for future strategy and action and also provide a structured way in which we can improve the effectiveness of training and development activities.

## 1.3 The twelve principles of Investors in People

- Committed to the development of its people
- People are encouraged to improve their own and other peoples performance
- People believe their contribution to the organisation is recognised
- The organisation is committed to ensuring equality of opportunity in the development of its people
- The organisation has clear plans/aims/objectives which are understood by its workforce
- That development is in line with these aims and objectives
- People understand how they contribute in achieving the organisations aims and objectives
- Managers are effective in supporting the development of people
- People learn and develop effectively
- Development of people improves performance of the organisation/teams/individuals
- All employees understand the impact of the above
- The organisation gets better at developing its people

## 1.4 The assessment

The Investor in People assessment is scheduled to take place week commencing 12 December 2005. A communication plan has been drawn up in preparation for this.

Assessors will be talking to a random selection of employees and council members. Their aim is to see how well our people understand our goals and discover what part employees and members play in achieving them.

They may well be asking questions in the following areas:

- **Council goals and service planning**
- **How people are managed**
- **How people are trained and developed**
- **Internal communication channels**
- **Recognition processes**
- **How change is managed**
- **How the Council manages the well being of its employees**
- **How individuals contribute to the achievement of the Council goals and priorities**

---

### **Legal Implications**

### **Financial Implications**

Financial implications are contained in the report

---

Sioux Breeze Derrigan extension 2781  
Training and Development Officer

Executive Board