

**Progress Report
Olympics Project: HR Work Packages
Report for the Period: July 2009
Agenda item 3 Appendix C**

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| Work Package Co-ordinator: Declan McHenry | Project Sponsor: ACC London & Olympics |
| Circulation: HR SMT, Olympic Project Team | Date of Issue: 20 July 09 |

1. Management Summary and RAG Status

| | |
|-------------------|--------------|
| RAG Status | GREEN |
|-------------------|--------------|

HR Work Packages are currently running to schedule with no concerns.

OL015 Skills Audit was completed in period.

2. Work Package Status

There are currently four live and HR specific Olympic work packages:

- OL036 Training Needs Analysis (led by Dave Harding): The original work demand has been revised in the wake of the completion of OL015. Work has commenced but has identified a number of technical issues with Self-Service data. These have been raised with CEDAR but will not be examined before mid-August. Final work completion is due by 30 November 2009.
- OL040 Resource Plan (led by Will Tucker): Discussions have already been held with FHQ Operations. These identified a need for FHQ Operations to verify current 'Business As Usual' resource levels with individual Areas. The results of that verification are awaited. Work package completion scheduled for 31 October 2009.
- OL061 Health and Safety Plan (led by Bob Kenwick): Scoping work has commenced and this will feature in BTP H&S safety co-ordination meetings from August 2009. Work Package review is scheduled for 31 March 2010.
- OL081 Work Package Co-ordination (led by Declan McHenry).

Olympic work packages assigned to other Departments in BTP which require HR support include:

- OL037 Olympic Project Team Recruitment (led by Supt Dave Farrelly): A vacancy remains.
- OL051 Police Federation Working Party (led by Dave Gibson).
- OL079 Critical Skills (led by Insp Rob Darg).

Scoping is underway for a potential new work package relating to 'Cultural Skills.' This relates to the capture of language skills but also broader knowledge of specific cultural and sub-cultural groupings and issues.

3. Variations Against Plan

The following table provides a summary of all variations against key planned activities, milestones and deliverables during the period covered by this report.

| Planned Activity/Milestone/deliverable | Completion Date in Previous Report | Current Estimated Completion Date | Explanation of any variance |
|---|---|--|------------------------------------|
|---|---|--|------------------------------------|

| | | | |
|---------------|--|--|--|
| No variations | | | |
|---------------|--|--|--|

4. Key Risks, Issues and Actions

| Risks & Issues | Prob-ty | Imp-act | Rat-ing | Containment Action | By Whom | By When | Current Status |
|--|---------|---------|---------|--|----------------|-------------|--|
| Technical system issues impact the accuracy of skills data held by BTP (OLO 36 and 79) | 4 | 2 | 8 | Contact with CEDAR | Dave Harding | 30 Nov 2009 | Issues identified and raised with CEDAR for examination from mid-August. |
| The capture of skills on force systems does not include soft and cultural skills. | 3 | 2 | 6 | Review of existing skill capture processes. Gap analysis | Declan McHenry | 31 Aug 2009 | This is being examined in consultation with Olympics Project Team, Operations and Diversity Unit |

OL036 Training Needs Analysis and (Operations led) OL079 Critical Skills are now underway. However technical issues have been identified. Specifically:

1. system is showing out of date skills
2. system is showing preferred supplier on all training histories
3. system is not displaying skill type on workflow, (so administrator required to send email asking officer what they are querying)

Consultation with an external Diversity contact highlighted potential shortfalls in the identification of 'softer' cultural skills. Existing skill identification is based primarily on course attendance or academic qualification rather than life skills or experience. Scoping has commenced to identify whether this is an issue which will need to be addressed. FHQ Operations have identified an external NPIA database (FLAC), that BTP does not currently subscribe, that may provide a capability.

5. Change Request and Impact

None.

6. Financial Summary

Costs incurred by HR, in relation to Olympic matters can be recovered.

| Description | Amount |
|----------------------------------|-----------|
| Costs recovered by 31 March 2009 | £2,251.73 |
| Costs recovered Q1 2009/2010 | £51.29 |

7. Planned Activities for Next Period

- Olympic Project Team Meeting 21 July 2009.
- Completion of cost recovery identification exercise for Quarter 1 2009/2010.



NOT PROTECTIVELY MARKED

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- Continued investigation of potential Work Package in respect of 'Cultural Skills.'