



REPORT TO: Human Resources Remuneration Committee
DATE: 26 May 2009
SUBJECT: BTP Olympic Project: HR Related Work Packages
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1. PURPOSE OF PAPER

- 1.1 To provide an update on current activity, in the HR Department, in support of British Transport Police's (BTP's) Olympic Project.
- 1.2 To provide an update on the governance arrangements for HR Department activity in support of the BTP Olympic Project.

2. BACKGROUND

- 2.1 There are currently five live and HR specific Olympic work packages:
 - OL015 Skills Audit (led by Dave Harding)
 - OL036 Training Needs Analysis (led by Dave Harding)
 - OL040 Resource Plan (led by Will Tucker)
 - OL061 Health and Safety Plan (led by Bob Kenwick)
 - OL081 Work Package Co-ordination (led by Declan McHenry).
- 2.2 Recently completed HR work packages are:
 - OL049 Track Safety Training (led by Mick Jackson),
 - OL052 Equality Impact Assessment (led by Miranda Smith).
- 2.3 There are also a number of Olympic work packages assigned to other Departments in BTP which require HR support. These include:
 - OL032 Explosive Dog Recruitment (led by Supt Phil Trendal)
 - OL037 Olympic Project Team Recruitment (led by Supt Dave Farrelly)



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- OL051 Police Federation Working Party (led by Dave Gibson)
 - OL079 Critical Skills (led by Insp Rob Darg).

2.4 Further work packages for HR, or that will require HR involvement, are likely as the Olympic project develops.

2.5 Olympic related activity within HR is co-ordinated by the Head of HR Performance and Strategy and the HR Performance Manager. The former represents HR at strategic level Olympic meetings, internal and external. The latter supports Olympic team meetings and the monitoring and administration of Olympic activity across the HR department

2.6 Administration includes the identification of HR costs which can be recovered from the Olympic budget.

3. UPDATES

OLO15 Skills Audit

3.1. This Olympic work package is dependent upon the HR Employee Skills Project for which a separate update is being provided. The skills audit must be completed before work can commence on OL036 Training Needs Analysis or OL079 Critical Skills.

3.2. The requested target date from the Olympics project was 31 March 2009. Currently the Employee Skills Project is aiming to provide a platform for audit immediately after 29 May 2009. This discrepancy has led to OL015 being identified as a key risk to the Olympic project.

OL036 Training Needs Analysis

3.3. This has not yet started and is awaiting the outcome of OL015. Completion target is 30 September 2009.



OL040 Resource Plan

- 3.4 Work has just commenced on this and is linked to the 2009/2010 BTP Workforce Plan. Completion target is 31 October 2009.

OL061 Health and Safety Plan

- 3.5 Work has begun with individual Areas to begin identifying what Health and Safety planning may be required over business as usual. No completion target has been set but this will be negotiated directly between Bob Kenwick and the BTP Contingency Planning Team.

OL081 Work Package Co-ordination

- 3.6 This has been developed to address identified shortfalls in the co-ordination of work packages between other departments and HR, and to facilitate the capture of Olympic related costs of activity undertaken by HR personnel. This includes activity for specific HR work package as well as HR activity in support of other departments Olympic work packages.
- 3.7 There are two products from this work package:
- a) the identification, to other departments, of a specific HR SPoC for Olympic work requests,
 - b) a process for capturing HR costs resulting from Olympic related work.
- 3.8 A method for capturing Olympic costs was launched in period 12.

4. FINANCIAL IMPLICATIONS

- 4.1 In period 12 HR reclaimed £2,207.77 from the Olympic project. This included all activity conducted in the year up to 28 February 2009.
- 4.2 In period 13 HR reclaimed a further £244.96 for March 2009.
- 4.3 The total sums reclaimed from the Olympic project remain small but are likely to increase through 2009/2010 as the Olympic project continues to develop and we become more effective in HR in capturing the specific costs of supporting that project.



5. RISK IMPLICATIONS

- 5.1 The Employee Skills Project will be delivering OL015 at a different target schedule to that originally specified by the Olympic project. This will delay the commencement of other work packages in HR (OL036 Training Needs Analysis) and Operations (OL079 Critical Skills).

6. DIVERSITY ISSUES

- 6.1 None.

7. RECOMMENDATIONS

- 7.1 That the contents of this paper are noted.