

Employee Resourcing

Two new positions have been advertised through the Guardian Newspaper for Education Administrators (Approvals), within the Education Department. These positions will be responsible for the administrative support for the Annual Monitoring process and will involve participation in the design, development and implementation of new administrative processes. Interviews will be held early in February 2006.

Following the resignation of the Finance Department's Purchase Ledger Officer, applicants were sourced through an agency specialising in Finance positions. Unsuccessful interviews were held in December 2005 however further interviews have been rescheduled for February.

Following the resignation of Bryan Wilson, Rick Welsby, HPC's new IT Back Office Systems Administrator and Developer, commenced in December 2005.

A newly created position for a Registrations Manager (Operations), reporting to the Director of Operations was advertised in January 2006. A new position for a Case Manager has also been advertised and closed on 24th January 2006.

After advertising a Case Manager vacancy, Zoe McGuire (Hearings Officer in the Fitness to Practise Department) was promoted to the position. Her former position of Hearings Officer has been advertised in the Guardian newspaper.

HPC's new Education Manager, Abigail Creighton, commenced in January 2006 in the Education Department.

Following advertising in November 2005, the quality of applications received for the Policy Manager (Education), Policy and Standards Department was deemed to be unsatisfactory by the interview panel (Norma Brook, Marc Seale, Eileen Thornton, John Harper, Tony Hazel, and Larissa Foster). No applicants were shortlisted for interview and alternative recruitment strategies now are being examined.

Training Needs Analysis

The HR Department have been co-ordinating a Training Needs Analysis (with assistance from GB Training and Consulting) across the company to identify training needs and formulate a structured training plan for the next 2-5 years. This is a project which is running from January to April 2006. This not only allows us to meet ISO Quality Requirements, but the questionnaire involved for employees is essential for us in achieving our longer term goal of Investors in People (IIP).

Performance Reviews

HPC's annual performance reviews are being held across the organisation throughout February. All employees have a performance review in order to formally address performance and goals and objectives for the coming year. The performance review system is essentially the same system used as in previous years, based around goals and objectives, however competencies have also been added for assessment this year.

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