

Employee resourcing

Communications

Interviews for the replacement post of Communication Officer (Events) were held in February. Samantha Herelle was appointed and starts work at the HPC in late March.

Fitness to Practise

Recruitment is in progress for the new posts of Hearings Manager and Hearings Officer, and the replacement post of Lead Case Manager. Interviews for all three posts will take place in March.

HR and Partners

Sam Ha, HR Co-ordinator, has returned to work part-time following her maternity leave. Marche Wilson, who was seconded to cover the maternity leave, has returned to her role as Partner Administrator.

Registration

Interviews were held for a replacement role of Registration Adviser in February. Tameka Anthrobus was appointed and started work on 28 February.

Other HR activities

GSCC Transfer work

Preparation for the announcement of the HR implications of the GSCC transfer, and follow up work including question and answer sessions, publishing of FAQs on the intranet, advice

to line managers and employees, and planning of further work, has been a key area of activity for the HR department since the Committee's last meeting.

Training

The HPC's management development programme is continuing, and the HR team is now in the process of analysing training needs identified during the APDRs (Annual Performance Development Reviews) which were due to be completed by the end of February.

Diversity training for nine recently appointed employees was held on 4 March.

Policy work

The HR team has reviewed the HPC's policy for bank holiday entitlements for part-timers to ensure that all part time employees receive the appropriate proportion of bank holidays compared with the entitlements of full-time employees. We have also drafted new criteria for the annual Employee of the Year award to be considered by the ECG (Employee Consultation Group).

Review of pay policy and process

Work around management of the annual pay review including provision of information for managers and for the Remuneration Committee has taken place over January and February, in addition to consultation on the new pay policy.

