

HR OPERATIONAL PLAN - 2015/16 (Dec 2015)

No.	Objective	Source (HR Strategy)	Who	Target Completion Date
1.	Refine the Performance Review system for employees in academic and professional support roles	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>Identification and retention of top talent</i> <i>Employee development and progression</i> 	HR, Executive Board	<p>Q1 2016 Academic</p> <p>Q1 2017 Professional Support</p>
2.	Pilot an approach to talent management/succession planning for those in roles graded 6 and above	<ul style="list-style-type: none"> <i>Intelligent shaping of the University</i> <i>Identification and retention of top talent</i> <i>Employee development and progression</i> 	HR	Q4 2016
3.	Commence work to introduce a new online recruitment system	<ul style="list-style-type: none"> <i>Employ the most talented academic and professional support staff</i> <i>Intelligent shaping of the University</i> 	HR, ITS	Q3 2016
4.	Run an employee engagement survey (to inform HR Strategic Themes and HR Priorities)	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>High quality staff communications and engagement</i> 	HR, Executive Board	Q1 2016
5.	Commence a review of the Academic Handbook	<ul style="list-style-type: none"> <i>Intelligent shaping of the University</i> <i>HR governance</i> 	HR	Q4 2016
6.	Develop a career progression route for academic staff making an exceptional contribution to TIRI (i.e. Assistant, Teaching Professor, Associate Teaching Professor and Teaching Professor)	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>High quality staff communications and engagement</i> <i>Employ the most talented academic and professional support staff</i> <i>Identification and retention of top talent</i> 	HR, Executive Board	Q3 2016
7.	Leadership development – implement development for Executive Board and leaders across the University	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>Employ the most talented academic and professional support staff</i> <i>Identification and retention of top talent</i> <i>Employee development and progression</i> <i>Promote diversity and wellbeing</i> 	HR, Executive Board	<p>Q1 2016 EB</p> <p>Q3 2016 Heads of School / Service</p>
8.	Introduce a Managers' Forum	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>High quality staff communications and engagement</i> 	HR,	Q1 2016
9.	Implement a 'University of Bolton Employee Association'	<ul style="list-style-type: none"> <i>High quality staff communications and engagement</i> 	HR, Directorate of Institutional Advancement	Q2 2016
10.	Raise awareness of developments affecting pension benefits (e.g. AL and LTA for managers)	<ul style="list-style-type: none"> <i>High quality staff communications and engagement</i> 	HR	Q1 2016
11.	Review and introduce new reward initiatives for employees	<ul style="list-style-type: none"> <i>A culture of positive individual and collective performance</i> <i>Promote diversity and wellbeing</i> 	HR	Q3 2016