MPS Retention Improvement Plan – Key Outcomes

MPS Retention Strategy		Retention Improvement Plan (RIP)			
No	Original Retention Strategy Proposal	No	RIP Action	Outputs/products	Recommendations endorsed	Progress/Actions
1	Assessment of longer-term resource requirements in order to enable effective intervention in retention	1	Is there a requirement for a Retention Unit?	'The Establishment of a Retention Unit: Is there a need?' presented to Project Board meeting on 15 April 2003	Establishment of a dedicated MPS Retention Unit within the new Career Development Unit	The new Career Development Unit incorporating a Retention Unit is currently being set up
2	Every OCU to devise a retention plan in accordance with an HR template (a la People Strategy)	2	How can we ensure best practice in retention is applied across the organisation?	'Briefing Report: Staff Turnover Management Information' (first version) presented to Project Board meeting on 5 March 2003	Responsibility for the collation and dissemination of good/promising practice to rest with the HR Evaluation Unit, in liaison with the Retention Manager/Unit	Incorporated into the evaluation process and being further developed with the Retention Manager. Regular dialogue takes place.
3	Collate and disseminate best practice re: retention					
12	Identification of best practice with relevant external organisations					

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4	Effectiveness, means and analysis of exit interviews across the MPS	3	Why do people leave the MPS?	'Briefing Report: Staff Exit' presented to Project Board meeting on 15 April 2003	Undertaking of a review of staff exit and interview forms and subsequent publication on the intranet. The design and implementation of a feedback cycle to ensure the effective dissemination of relevant feedback throughout the MPS. The commissioning of an external consultant to provide the MPS with a staff exit package for an initial trial period of six months. The undertaking of a cost-benefit analysis to establish the most effective and economic means of supply (i.e. internal or external supply).	An internal consultation process is taking place to redefine the exit interview and survey to ensure it meets the future needs of the MPS. Discussion is also on going to refine the dissemination and feedback process from the exit information obtained. Discussions have also begun with a number of external companies to provide a staff exit package, on a trial basis, for the MPS.

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5	Collate and distribute staff turnover information by location	4	What is happening with staff turnover?	'Briefing Report: Staff Turnover Management Information' (second version) presented to Project Board meeting on 15 April 2003	Introduction of a three-tired two-monthly management information package in June 2003 (to be confirmed) to be produced by the Workforce Planning Unit in liaison with the HR SMU, and the setting of locally-based staff retention targets after a minimum of 12 months	Management Information package currently being created
6	Communication and marketing strategy to support the roll-out of the Retention Strategy	5	How will we ensure that the Retention Strategy is communicated effectively across the MPS?	Retention Communication & Marketing Strategy compiled (in liaison with the MPS Retention Manager and HR Communications Manager) presented to Project Board meeting on 5 March 2003.	-	Initial article published in 'The Job' on 9 April 2003. Other communication and marketing activity on-going in accordance with the strategy.

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7	One or two 'individual' aspects of communication /responsibilities of managers	6	How can we improve managers' ability to retain staff?	Performance needs analysis (PNA) with regards to management training	-	Work currently being undertaken by Internal Consultancy Group to ascertain the best approach for carrying out a performance needs analysis (PNA)
11	Management training for every MPS manager to cover leadership, diversity, communications, standards, behaviours, motivation and discipline					
8	Voluntary employee benefits scheme – short-term (longer-term scheme being worked upon by Nigel Foster)	7	What benefits can we offer staff to encourage them to stay with the MPS?	'Benefits of Belonging' draft booklet agreed in principle at Project Board meeting on 5 March 2003.	Publication of 'Benefits of Belonging' booklet to all MPS staff. Research into new, innovative benefits/benefits packages to continue.	Draft booklet is currently under production (the contents/text of which are being verified by an external copyrighter)
9	More innovative use of benefits to reward and motivate staff			'MPS Staff Recognition and Reward Guidelines' presented to Project Board meeting on 15 April 2003	Publication of 'MPS Staff Recognition and Reward Guidelines' Research into new, innovative methods of reward and recognition to be undertaken.	Guidelines being drafted.

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10	Corporate induction	8	How well do we treat staff joining the MPS?	'Discussion Paper on Induction' presented to Project Board meeting on 15 April 2003	The design and introduction of formal multi-media induction programmes for all MPS staff	Formal induction programme in place for civil staff, complementing induction of police officers at Hendon
13	Obtaining and gauging staff opinion	9	What do staff think of the MPS?	'Briefing Report: Gauging Staff Opinion' presented to Project Board meeting on 19 March 2003	PIB have undertaken a review of staff surveying methods within the MPS (with a view to introduction of on-line surveys) and should, therefore, be involved in taking this work forward	Approach to gauging staff opinion being discussed with PIB
Consultation		'Findings from the Consultation Process' presented to Project Board meeting on 19 March 2003 and 'Summary Sheet' presented to Project Board meeting on 15 April 2003		N/A (for information only)		
Benchmarking		'Comparison Briefing Report' presented to Project Board meeting on 15 April 2003		N/A (for information only)		