

## Department Whitley Council

### Summary of Meeting held on 26<sup>th</sup> September 2007

#### Business Planning

Leadership Team having initial planning day in October. Early ideas to be shared with unions in early November.

Unions suggested two specifics for inclusion: retention of staff with professional skills; and ensuring the needs of all stakeholders were addressed.

Brief discussion on potential to devise a scheme to allow some specialist staff to progress careers without having to take on line management responsibilities.

#### Learning and Development

Update on Leadership Development Programme to be run during the autumn for all Directors and departmental heads.

Management development programme to be revised, with greater emphasis on coaching and mentoring.

liP assessment due in November. (Post Meeting Note: the assessment was successful)

#### HR Policies

Updates on review of range of policies.

#### Diversity

HR Director to join Positive Action Group as Executive Team lead on diversity issues.

#### Performance Management

Management and unions to meet to review operation of new performance management system.

#### Pay and Grading

Report of a preliminary discussion between The National Archives and Treasury to establish principles and parameters for forthcoming negotiations.

#### Departmental Issues

Updates on various restructuring and workload issues relating to specific departments.

#### Other Business

Notification that from April 2008 the Statutory Publications Office would transfer to The National Archives. The team would continue to be based in central London.

