

# HR/OD Business Partner, People Services





Positivity



Trust and respect



Flexibility



Openness and transparency

# Welcome to Leicestershire County Council

Dear Candidate,

Leicestershire is a great county with great people and bold ambitions. Leicestershire County Council is one of the best performing councils in the country. In 2019, we were named the most productive council in the country for the third year running.

It's our people that drive the council's success. Their day-to-day effort, creativity, determination and commitment to the people of Leicestershire to help us achieve our aims.

As a member of the senior leadership team for People Services, this post will report to myself as Head of People Services. Although this role does not have direct line management responsibilities for a team, you will be responsible for matrix managing colleagues to achieve successful outcomes for a wide range of HR and OD projects. You will therefore need excellent relationship skills in order to work closely with colleagues and senior leaders across the department and the wider authority.

In addition, for those council departments to which you will provide strategic advice you will be a member of their departmental management team, the expectation being that you will gain an in-depth understanding of the business so your contribution to their people agenda will also be relevant and practical.

Our People Strategy focuses on three key themes – performance management, leadership and recruitment, retention and workforce planning. We base our culture on a clear set of values and behaviours for everyone, and expectations for our leaders and managers.

A 'digital first' approach to delivering our services has become even more important over the last few years – driven by the needs of our community and customers.

You will be made to feel welcome and be well supported by our ambitious and hard working senior management team. Our organisation is flexible and agile and we invest in our people with a strong programme of staff development and training.

If you share our values and are committed to our vision and objectives, then we'd love to hear from you.



**Andrew Stewart**  
Head of  
People Services



## The role HR/OD Business Partner

**As the HR and OD lead for Eastern Shires Purchasing Organisation (ESPO) and for two council departments, you'll have a wide variety of challenges, and no two days are the same.**

For ESPO you will be responsible for considering, recommending and ensuring the successful implementation of best practice HR and OD solutions which will be of benefit to the organisation in supporting their workforce who work in an challenging and ever changing commercial environment.

For the council, covering diverse services such as adult social care, including libraries and Public Health you will be the HR lead for large projects such as social care reform and health integration.

You'll need highly developed skills in partnership working and it is essential that you build relationships with people at all levels across Leicestershire County Council and externally too. You will be a part of departmental leadership teams and will work with key senior officers on achieving their people priorities, including recruitment, wellbeing, skills and culture.

You will also lead on the areas of Equality, Diversity and Inclusion, and new ways of working across the whole of Leicestershire County Council. You'll provide a focus on our equalities work, including our anti-racist agenda, and also supporting disabled and LGBTQ+ colleagues. Embedding our new ways of working requires people to rethink their approach to work, their culture and the skills that everyone needs to successfully do their job.

We have a great HR team to support you in delivering this work, and we have good relationships with managers, trade unions and members - all of whom value the input that you and the HR team can give them.

You will likely be working from home for the majority of your week, visiting either County Hall or ESPO when needed. You'll be trusted to deliver what's needed, allowing you to work flexibly.

# Our Vision

Leicestershire County Council is a values led organisation that people are PROUD to work for.

## Our Objectives

### Leicestershire County Council....



...is a place where people want to work



...has a diverse workforce where everyone can be themselves



...has a confident, capable and engaged workforce



...promotes a culture of mental and physical wellbeing



...nurtures growth, talent and development



#### Positivity

We find the best way to get things done, and aspire to be the best we can. We deliver quality services and inspire others to deliver results.



#### Flexibility

We adapt to support the needs of the business. We work creatively, collaboratively and support our colleagues.



#### Trust and respect

We take ownership and accountability for our actions. We value diversity. We're inclusive and listen to the views of others.



#### Openness and transparency

We are honest with the people we work with and serve. We share information and communicate clearly.



## About you

- A CIPD member, with extensive practical knowledge of employment law and the key principles to being a successful HR/OD Business Partner
- An inspirational leader, able to build strong and collaborative working relationships across stakeholders, peers and partners, creating open and transparent relationships based on trust.
- A proven track record of providing customer focused strategic HR and OD advice and support within a complex and changing organisation, together with significant experience across a number of functional areas of HR.
- Excellent communication skills, able to shape and influence to achieve successful outcomes and to continue to build on the credibility of the council and its services.
- A strong analytical and creative thinker, able to solve problems and make decisions with sound judgement.
- A self-starter, comfortable with working at pace, managing multiple and fast changing priorities.





## Working with us

**Leicestershire County Council is one of the best performing councils in the country. We've achieved several decades of high performance, with our success recognised by national Government, industry awards and our residents.**

It's our people that drive the council's success. Their day-to-day effort, creativity, determination and commitment to the people of Leicestershire to help us achieve our aims.

We provide services to more than 650,000 residents every day. This can range from supporting older people and children to running essential services such as waste disposal and road maintenance.

We work together with our communities and partner organisations to create a great place to live, to bring up a family, and build a business, supported by public services that offer good value for money.

Our main office is at County Hall, Glenfield. We also have some social care centres and depots across the county, in the heart of the communities they serve.

We're proud of Leicestershire, and we think it has much to offer.

- It's centrally located, easily reached by road or rail, and only an hour from London by train.
- It's a hugely diverse and inclusive place to be, reflected by our diverse workforce.
- The biggest Diwali celebrations outside India.
- There's stunning countryside right on our doorstep.
- Our universities are world class.
- We're home to pork pies, Stilton cheese and a battlefield where history was made.

# Recognising the importance of staff wellbeing

As an organisation, we recognise that our staff are our greatest assets and as such we will provide a range of opportunities, interventions and support to staff, to drive the development of a happy, healthy and motivated workforce.

In 2018, we were proud to make a pledge to mental health charity, Time to Change, outlining our commitment to making staff feel comfortable when discussing mental health in the workplace.

The council is also recognised as a 'Mindful Employer', a UK wide initiative that provides employers with expert guidance on how to take the lead in supporting the mental wellbeing of staff.

## Work-life balance

We know that people enjoy work more and are more productive if we can support them to achieve some balance. One of our values is flexibility - we're flexible, and we expect our people to be flexible too. We aim to equip our staff with the technology they need to be able to work when, where and how they need to.

We are committed to embedding and promoting the use of flexible working and ensuring that it plays a keypart in how we recruit and manage our employees.

Helping our employees to make the best use of technology that supports flexible working arrangements is another important aspect of our work-life balance offering. Without impacting our ability to deliver key customer-focussed services, enabling our employees to work smarter is essential to the successful transformation of the council.





## Committed to providing an inclusive workplace

As a Stonewall Top 100, Disability Confident, Menopause Friendly and Mindful Employer organisation, we are strongly committed to promoting equality and opportunity and are proud to have signed the Race at Work Charter. We invest in our staff through training and development, and supporting our employees to balance their working life with other commitments.

In 2023, we were again named as one of the best local authorities in the country for tackling anti-LGBT bullying by Stonewall, Britain's leading lesbian, gay, bi and trans equality charity. We have also been ranked third in Britain in the 2019 Education Equality Index.

**93% of our staff believe the council is committed to equality and diversity**

(2023 Staff survey)

### A place where you can be yourself

We take great pride in creating a working environment that allows our staff to feel comfortable, confident and open about who they are. Along with our staff survey, we are always looking for engagement opportunities that will help us to achieve our objectives around diversity and inclusion.

We have several working groups that promote and shape equality in our workplace. These are;

- BAME Network
- The Carers Support Network
- The Disabled Workers' Group
- The LGBTQ+ Staff Network

These groups have been instrumental in helping us to develop and implement good working practices that reflect the diverse nature of our residents and customers.





If you think you share our values and have the skills we are looking for, please get in touch.

Closing date: **Sunday 14 January 2024**

Find us on:

