

30 SEPTEMBER 2021**MANAGEMENT INFORMATION****Purpose**

1. Seek agreement for a regular MI suite for the HR Director to present at each Executive Board Meeting.

Background

2. Since the devolution from the previous corporate structure, an array of Management Information is produced in a variety of formats and on an Ad Hoc basis. It is also produced for several specific boards to focus on more relevant business focussed data. However, to date there has not been a single set of Forestry Commission HR reports providing the holistic overview. The current practice provides an inconsistency across the Federated model and limited information at the top board level looking across Forestry England, Forest Services, Forest Research and Commissioners Office.

Discussion

3. Following the presentation with the meeting we are looking to ascertain the type of information needed?
 - a. What data is required at the Executive Board?
 - b. Which format is preferred?
 - c. How often are each report required?
 - d. Frequency of reporting

Resource implications (if needed)

4. As with any form of management reporting there will be a required time to extract the data and also to produce each set of reports in the stipulated format. However, the added complication if you are looking at combined reports are the system constraints between the iTrent and BW systems It would be imperative to ease the building of a suite of reports to have the clarity of what is needed and by when.

Risk Assessment

5. There are no significant risk within this place of work, but it will provide the board with a greater overview of trends and potential issues across the group.

Recommendations

The board are invited to confirm the MI requirements, timescales, and regularity of each report, which will enable the team to build and consolidate the reports for the next reporting process

Reward and Pensions Manager