

Is HR an Embedded Part of Your Institutional Strategy?

SUMS
Consulting



Human Resources Support

Our HR support helps ambitious universities release their potential, continuously improve, and achieve targets.



HR Maturity Assessment

Is HR an embedded part of your institutional strategy?



This module will cover:

- A measurement of your maturity level, ranging from Developing to Excelling across core HR measurement areas, including HR strategy alignment, HR enablers, Resourcing, Culture and Engagement and Employee Relations.
- Data insight of the departmental staffing and cost.
- Employee and stakeholder feedback regarding the institution's capabilities and processes.
- Comparator assessment against other maturity assessments conducted.
- A personalised detailed report containing your assessment results identified key risks, targeted suggestions for improvement and a recommended way forward.

Additionally, SUMS can provide a prioritisation workshop where we support the planning and prioritisation of future HR initiatives.

What will you gain?

Our review will help you identify the improvements that will be achievable and will contribute to your success in driving business performance. Through the maturity assessment, you will be able to:

- Assess the current state of your HR function
- Identify critical areas of success and improvement
- Refine your aspirations for HR's purpose, its value, and its desired relationship to the wider organisation
- Plan and prioritise your future HR initiatives.

Talk to us about how we can help

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Strategic Workforce Planning

How aligned is your workforce to effectively meet your strategy and objectives?



This module will cover:

- Development of a workforce plan toolkit with associated supportive materials (action plans, assessment tools and strategy documents).
- Stakeholder workshops and engagement events to ensure productive and effective executive ownership and management.
- Support with the lifecycle of the workforce planning project, namely:
 - An assessment of the 'as-is' picture by collating data to establish the current workforce profile to enable you to look at trends, strengths, and weaknesses of your current profile.
 - An identification of the future workforce requirements and changes that will impact staffing (demand) and the current workforce issues (supply).
 - A gap analysis of skills, talent and resources and identification of actions needed to resolve the gap.

Additionally, SUMS can provide a prioritisation workshop where we support the planning and prioritisation of future HR initiatives.

What will you gain?

Our support will help you identify strategic approaches to make informed, cost-effective and strategically aligned decisions which enable the best possible capability and capacity needs of your workforce to be met to ensure stronger agility and responsiveness to business needs.

Through a strategic workforce plan, you will be able to:

- Improve the way you plan your future workforce requirements
- Think about how to deploy people in the most effective way
- Identify the changes that you can lead.

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Staff Engagement and Culture

How tuned in are you to your workplace culture and engagement initiatives?



This module will cover:

- Assessment of the 'as-is' picture; analysis of engagement survey feedback, facilitated focus groups, exploration of key themes (communication, careers, leadership, workload). This is usually done through an Appreciative Inquiry methodology.
- Stakeholder workshops and engagement events to ensure productive and effective executive ownership and management as well as identification of the 'future state'
- Development of recommendations and principles – the top priorities informed by employees and owned by leaders to address challenges.
- Further facilitation to embed recommendations as required.

This review process is particularly effective when combined with a HR Maturity Assessment to understand the maturity levels of internal resources to support future activity.

What will you gain?

Our support will help you identify strategic approaches to ensure a more engaged and profitable workforce. Through our engagement and culture reviews and support you will be able to:

- Consider all approaches to engagement – talent, reward, wellbeing
- Engage staff and stakeholders in advocating what works well as well as giving them the opportunity to highlight where improvements can be made.
- Provide a clear, focused action plan of priorities – owned by stakeholders and considered as investment of genuine effort to further improve culture.

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Organisation Design and People Change Management

Ensuring you have the capabilities, resources and infrastructure for future delivery.



This module will cover:

- Assessment of 'as-is' through reviews and change maturity
- Support in designing and delivering principle-led change proposals through the workforce, informed by the needs and demands of the organisation and improving processes, effectiveness, and impact.
- Guidance materials and support in managing the change process from a people perspective; considering change champions and agents, workshops and training, toolkits and outplacement support.

What will you gain?

We can help guide a compassionate review and restructure process so that you can unleash the potential of your people. Our goal is to help you to progress whilst staying true to your values and bringing your team with you.

For advice about Organisational Design and Change Management from a strategic perspective, please review our Efficiencies, Change & Transformation modules.

"I am delighted with the draft framework, it answers the brief perfectly and [I] have no doubt that the final product will be groundbreaking."

Mark Hamilton, Head of Organisation Development, University of Derby

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Other Support Offered



HR Systems

We have extensive experience developing specifications for HR systems and support implementation for HR systems and workstreams. We have experience working with several branded HR systems as well as bespoke arrangements.

Leadership and Management

We offer bespoke, tailored programmes for supervisors, managers and leaders and a menu of options such as coaching, targeted training support and initiatives which will ensure development isn't provided for the sake of it but has real impact.

Competency and Behavioural Framework Design

In collaboration with you and your staff, we can structure a proposed framework and assessment process, provide training sessions and support embedding a new framework into your culture and practices.

Recruitment and Assessment

Through a strategic partnership with Gatenby Sanderson, we provide end-to-end recruitment support. We help develop the job description and marketing strategy for the role. You can work with Gatenby to design the best assessment process.

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Other Support Offered



Policy and Procedure Development

We can work with institutions to review, update and draft essential, standard, and bespoke policies and procedures to ensure compliance and meet the regulatory need.

Workshops and Training

SUMS offer first-class workshop and training facilitation.

Whether it is an offsite meeting, virtual or part of a strategy day our facilitators will add real value to ensure you achieve your outcomes.

Change Agent and Change Champion Support

Having internal allies to advocate for the positive benefits of change initiatives is key to ensuring buy-in and effective integration. We will work with you to develop a positive change culture with staff and use their learning to support the creation of internal change agents and change champion networks.

Coaching and Mentoring

Delivered through confidential one-to-one discussions, our Executive Coaching module will help to clarify the coachee's role and responsibilities, navigate barriers and identify priorities and quick wins. Additional support can be provided to teams of people if needed needs.

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