



The
Researchers
Hub

Workforce Planning

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EXECUTIVE SUMMARY

The key purpose of workforce planning is to meet the demand and supply of human resources so that it may results in accomplishing the strategic objectives both in short and long term. The report also focuses on key external factors that may affect the workforce supply in the Fitzroy Crossing region that mainly include government regulation as well increasing cultural diversity within the workplace. Along with this, it has been assessed that organisations operating in Fitzroy valley do not focuses on hiring native or aboriginals individual but the requirement of organisation mainly focuses on hiring the diverse background and culture employees within the five businesses that are operating in the valley.

INTRODUCTION

Workforce planning is an effective strategy that is used by the management or employer to forestall requirement of labor as well as their deployment accordant with the requirement of human resources within the organisation (Mello, 2014). The key purpose of workforce planning is to meet the demand and supply of human resources so that it may results in accomplishing the strategic objectives both in short and long term. In the present study case scenario has been taken into the consideration to measure the workforce requirement so that it may easily engage in attaining objectives and strategies. Workforce planning in the remote Australia is mainly done by Leedal Pty. Ltd. leading indigenous owned organisation to engage in overall economic development of region.

TASK 1- WORKFORCE REQUIREMENTS, OBJECTIVES AND STRATEGIES

1.1 Organisation's background information

It is defined as an association or company that operates 5 different businesses in the Fitzroy Crossing and it also look after regarding the workforce planning in the region so that it may directly support the overall businesses (*What We Do*, 2018). The operation of Leedal Pty Ltd. is to engage in tourist businesses in Fitzroy Crossing along with setting pubs in the Crossing Inn so that it may engage in economic development of remote region. Along with this, the operation of cited firm also focuses on employing workforce within the different businesses operating in the remote area.

1.2 External factors

The key external factors that may affect the workforce supply in the Fitzroy Crossing region are as follows-

- ***Significant linguistic and cultural diversity:*** The key external factor that affects the activities of Leedal Pty Ltd. in workforce supply is related with presence of philological and culture diversity within the market. With the high cultural diversity it has been stated that in Fitzroy Crossing Aboriginal population mainly engage in speaking these languages that are Gooniyandi, Bunuba, Walmajarri and Wangkajungka. Thus, diversity in language is considered as an external factor that affect the workforce supply.
- ***Government regulation:*** Another external factor that may affect the supply of workforce includes ineffective government rules and regulations in the region (Armstrong & Taylor,

2014). It has been assessed that regulations can affect how the company drives for hiring, training; compensating and even dismissing their workers, therefore, a single misstep in the activities could outcome in negative impact on the company.

1.3 Organisation's requirement

With the help of reviewing the above scenario it has been assessed that organisations operating in Fitzroy valley do not focuses on hiring native or aboriginals individual but the requirement of organisation mainly focuses on hiring the diverse background and culture employees within the five businesses that are operating in the valley. Through reviewing the section 50(d) and 51 of Equal Opportunity Act 1984 organisations in West Australia are encouraging indigenous people as well as Asian people to work within the organisation in order to meet the requirements and demands of the customers (Delahaye, 2015). The organisation's requirement also focuses on skilled labour those who may work in the mining industry so that it results in benefitting the organisation in accomplishing their activities.

1.4 Organisation strategy

Vision- The vision of company is to assist in the development of the economic base of the Fitzroy region through ensuring that members of the six beneficiary communities, and members of other communities in the Valley, can look forward to a better quality of life.

Objectives-

- The key strategic objective is to provide training opportunities to Indigenous population and increase the number of Indigenous employees in its operations by 5% every year.
- Another objective is to provide employment opportunities to the residential people that is indigenous individual in the businesses operating in valley by the year 2019.

1.5 Strategies to source skilled labor

In order to meet the requirement of workforce in the Fitzroy Valley, Leedal Pty Ltd. has engaged in formulating the strategies through which they may easily source skilled labour for the different businesses operating in the valley. Skilled labour within the businesses attains success in the remote region as it results in growth and development (Dessler, 2016). The strategies to source skilled labour are as follows-

- Partnership with other firms- In order to source skilled labour within the valley Leedal Pty Ltd. must focuses on enabling partnership with the other private or public firm in Australia so that they may source the skilled workforce within the Fitzroy Valley. With

the help of partnership with other firms it would source the required skilled candidate to other business after meeting their requirement of human resource.

- Training- Another strategy to source skilled labour is related with imparting training practices within the region so that it may lead to enhance the skills and abilities of the existing employees within the Fitzroy Valley, West Australia (Dubey, 2015).
- Outsourcing- On the other hand, strategies to source skilled employees also focuses on outsourcing the skilled human resources for different businesses operating in valley. With the help of outsourcing, company will meet organisational requirement by hiring competent and skilled workforce on behave of them. Therefore, this strategy for sourcing the competent candidate act as cost advantage for the company.

1.6 Communication to stakeholders

The key stakeholders within the organisation mainly include employees, directors as well as customers (Shields *et.al.* 2015). In order to communicate effective with the stakeholders it has been proposed that different communication strategies has been taken into the consideration that mainly includes-

- Verbal communication- The key communication strategy that is been used by management to communicate with their employees and customers is through verbal communication. With this strategy management will communicate face to face with their employee's regarding the strategic goals and vision so that they will perform their practices accordant with that. On the other hand, verbal communciation is also used for communicating with the customers.

1.7 Contingency planning

With the help of analysing the workforce planning in the organisation it has been assessed that it leads to arise certain situation within the workplace. Thus to overcome the extreme consequences of the situation manager is required to draft contingency plan for each of the situation (*Human resource management (HRM)*, 2016).

Situation 1- Implementation of a new legislation that require an internal organizational restructuring

<i>Extreme situation</i>	<i>People who are affected</i>	<i>Responsible person</i>	<i>Impact on business</i>
Internal changes in the organisation	Management and higher level authority Workforce	Human resource management personnel	High

Situation 2- Reduction in funding resulting in a reduction in workforce affordability

<i>Extreme situation</i>	<i>People who are affected</i>	<i>Responsible person</i>	<i>Impact on business</i>
Redeployment or supply of workforce	Overall workforce of the organisation	Financial department	High

TASK 2- ACTION PLAN TO SUPPORT PLANNING OBJECTIVES (900)

2.1 Action plan to support agreed objectives

Objective 1- The key strategic objective is to provide training opportunities to Indigenous population and increase the number of Indigenous employees in its operations by 5% every year.

Action plan for above objective

<i>Goal</i>	<i>Why is this important</i>	<i>Priority</i>	<i>Strategy to implement</i>	<i>Resources needed</i>	<i>Timeline</i>
Providing training opportunities	To enhance skills and abilities of the existing employees.	High	Drafting training sessions	Human resource Technological resource Financial resource	6-7 months

Objective 2- Another objective is to provide employment opportunities to the residential people that are indigenous individual in the businesses operating in valley by the year 2019

Action plan for above objective

<i>Goal</i>	<i>Why is this important</i>	<i>Priority</i>	<i>Strategy to implement</i>	<i>Resources needed</i>	<i>Timeline</i>
Providing employment opportunities to indigenous individual	It is important to develop and enhance Fitzroy Valley so that it improve standard of living among the individual.	High	Effective recruitment and selection practices Drafting strategy that should meet required legislation.	Financial resources Human resources	5 months

2.2 Strategies to deal with organisational change

Through implementing the above action plan for accomplishing the stated objective among the different businesses it has been stated that it lead to raise certain change. It mainly includes change in the internal structure of the organisation if more and more indigenous individuals are employed within the business (*Internal and External Factors Affecting Human Resources*, 2016). Through arising this change it has been proposed that management should implement strategy related with motivating the existing staff so that they may positively take the internal change within the organisation. Along with this, the proposed strategy is effective as it support the employees to adopt indigenous individual within the workplace

2.3 Strategies to deal with workforce diversity goals

The identified key workforce diversity goals are-

- To identify, attract and retain best people within the organisation
- To employ women, people of different races and people with disabilities throughout all levels of the organization and throughout all job classifications and occupational categories.

In order to accomplish the above workforce diversity goal it has been proposed that Leedal Pty Ltd. focuses on different strategies to deal with them. The proposed strategies are as follows

- *Effective workplace environment-* For attracting and retaining qualified or competent personnel in the Fitzroy Valley businesses it has been proposed that businesses must engage in providing effective working environment to their workforce so that they may feel satisfied with the work (Cascio, 2018). It also supports the workforce to get committed with the organisation and impart effective practices that overall benefit the organisation.
- *Implementation of equal opportunity act-* Another proposed strategy to deal with above workforce diversity goal is related with implementation of the legislation that will assist in providing equal opportunities for all individuals within the Valley. Through implementation of equal opportunity act business will allow every individual despite of engaging in bias activities.

2.4 Succession planning

In order to meet the human resource requirement within the businesses Leedal manager focuses on key stages that involve in planning the workforce that is commonly known as succession planning (Jha & Singh, 2017).

- The first step in succession planning is to forecast and predict the actual requirement of workforce within the organisation which is required to accomplish the stated goals and objectives.
- Another step is to focus on contemporary human resource within the organisation so that it may engage in various ways to preserve them within the organisation.
- Third step in the succession plan is to assess the internal demand of manpower with the assistance of recruiting and hiring the candidate within the organisation (Moutinho & Vargas-Sanchez, 2018). In addition to this, manager can also focus on transfer and position for the internal supply of manpower within the organization.
- Another step focuses on determining the gap between demand and supply of manpower within the organization so that they can manage the adequate level of human resource that attains the desired outcome.

- Last step in the succession planning focuses on formulating the action plan in bridging the gap of demand and supply by hiring the manpower or terminating the services of unwanted manpower from the organisation.

2.5 Employer of choice

In order to ensure that organisation becomes an employer of choice it is required to propose an effective program and implement within the organisation so that it may easily assist the workforce in selecting the required the organisation. The proposed programs are as follows- With the help of developing and implementing skill development program for staffs and other workers it support in satisfying the employees so that they may select adequate business for rendering the services (Akey *et al.* 2017). The program must ensure development through imparting adequate training so that it results in enhancing the skills and abilities of staff. Along with this, success of the program also ensures that the organisation becomes an employer of choice in a wider region.

On the other hand, it has been also proposed that through implementing program related with rewarding talent also support in ensuring that organisation has become the employer of choice in a wider region. With the help of implementing this program it will assist the employees in gaining reward for their services and practices that they render within the organisation.

TASK 3- TREND MONITORING AND EVALUTION

3.1 Review of the workforce plan

Through reviewing the above succession plan it has been identified that there are different areas that need to be maintained and assessed so that it may easily meet changing requirements of employees. The key area that is been reviewed focuses on changing demand and supply of workforce. This area mainly focuses on meeting the objectives of business which is related with hiring of the candidate (Bryson, 2018). Through this it focuses on meeting the demand of individual. Another area that needs to be considered by the manager includes determining gaps among the demand and supply so that organisation may effective meet the required demand.

3.2 Monitor labour supply trends

With the help of reviewing the labour demand and supply within the Fitzroy Valley it has been assessed that to ensure proper functioning of the organisation it is required by Leedal manager or management to monitor labour supply trends so that they may easily engage in the

supply activities of their workforce. There are various ways through which manager can monitor the labor supply trends that mainly includes-

- **Reviewing current and future requirement of workforce-** With the help of reviewing the current manpower and future requirement of manpower within the businesses Leedal Pty Ltd. easily monitor the labour supply trends within the Fitzroy Valley. Through this, management of Leedal also ensure that with accomplishing the labour supply trends it results in transferring or terminating the addition workforce so that it may not add additional cost to the businesses (Petrick, 2017).
- **Gap analysis among the demand and supply of workforce-** On the other hand, another way to monitor the labour supply trends focuses on analysing the existing gap among the demand and supply of workforce within the business. Through gap analysis it will support the management in assessing the actual requirement of workforce that directly benefit the businesses operating in Fitzroy Valley.

3.3 Organisational culture

It has been assessed that organisational culture plays vital role in satisfying the workers and staffs as effective culture support in providing effective working environment that results in imparting quality services. With the effective organisational culture it also support in accomplishing the desired aim and objective that further result in enhancing overall performance in the Fitzroy Valley. With the help of conducting questionnaire survey management has gained significant knowledge and information regarding the culture of organisation and how it impact the overall activities and practices of the staff (Friedman, 2017). In addition to this, it will also support in surveying the level of employee satisfaction along with checking the staff perception towards the organisation and their culture.

3.4 Government policy review

Australian Government has played significant role in maintaining the demand and supply of labour in the market with the help of framing different legislation and regulations. Thus, it is required by the management to implement effective legislation so that they may easily manage the workforce planning within the workplace. In order to review the government policy it has been proposed that management may engage in comparing the demand of manpower within the organisation with the existing demand in the external environment (Moutinho & Vargas-Sanchez,

2018). On the other hand, through conducting organisational audit management will also review the successful implementation of the government policy.

3.5 Recommendation

Therefore, from the above assessment it has been recommended that workforce planning among the businesses in Fitzroy valley will be easily attained through hiring the indigenous individuals along with Asian employees so that it may easily maintain diversity within the workplace. Along with this, it will also support the organisation in attaining the effectiveness through meeting their stated goals and objectives.

On the other hand, it has been also recommended that with the help of reviewing the success of action plan management can easily evaluate that agreed goals and objectives of the businesses have been attained.

It has been also recommended that reviewing organizational progress in the regular basis that assists the organization to measure the performance of their employees in the indirect method. Through which management easily have knowledge regarding the labour supply as well as industrial relation.

CONCLUSION

After conducting the research the above-mentioned study states that managing human resources is contemplate as an important aspect within the organization that mainly engage in centring of workforce planning in such a manner that it outcome in attaining objectives as well as goal of the businesses. Therefore, in this context human resource management is measured as the essential function that generally focuses on managing the key assets of the organization that is manpower through training and developing their abilities, appraising their performance, motivating and reward them etc.

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APPENDIX

Questionnaire

1. Are you satisfied with the present organisational culture of the firm?

Yes

No

2. Does the organisational culture provide you effective working environment that satisfy your need and demand?

Yes

No

3. Does company culture promotes innovation?

Yes

No

4. Does the organisational culture provides you favourable growth opportunities within the workplace?

Yes

No