**Workforce Planning**

What is workforce planning?

What is a workforce plan?

What do the terms skills shortage and skills surplus refer to?

Find at least three industries in which there is a skills shortage/skills surplus.

Find at least three examples of firms which have made redundancies recently. What do you think were the reasons for this?

What is a skills audit and why are they undertaken?

Why do firms experience staffing problems?

What problems do you think firms are currently encountering in putting together their workforce plans at the moment? What problems do you think they might face in the future?

What are the key factors that influence workforce planning?

Why is workforce planning so important to businesses?

Read the article below and answer the question on the next page:

**Barclays 'planning to slash workforce'**

[Telegraph](http://www.telegraph.co.uk/)

*By Agencies | Telegraph – Mon, Jul 20, 2015 08:51 BST*

The bank is reported to have plans to cut more than 30,000 jobs within two years

Barclays (LSE: [BARC.L](https://uk.finance.yahoo.com/q?s=BARC.L) - [news](https://uk.finance.yahoo.com/q/h?s=BARC.L)) may see its workforce shrink by about a fourth in coming years, as the firm carries speeds up a cost cutting strategy after firing chief executive Antony Jenkins, according to a person with knowledge of the projections.

A radical redundancy programme could see the bank's global workforce fall from 132,000 to below 100,000 by the end of 2017, according to The Times.

The bank is already undergoing a major cost-cutting programme which saw 14,000 posts slashed last year and is expected to see 5,000 more go by 2016, with dozens of branches also closing down.

It has yet to announce any further cuts but it is understood that in the longer term, Barclays is likely to see further headcount reduction driven by the use of technology to do the kind of work currently carried out by staff.

The news comes just weeks after Chairman John McFarlane ousted chief executive Antony Jenkins, pledging to tackle a “bureaucratic” bank.

Mr McFarlane promised to "re-energise" the bank with the goal of improving returns to shareholders rapidly, and said he would overhaul Barclays' "cumbersome bureaucracy" to speed up its progress.

During Mr Jenkins' time at the helm of Barclays, the UK lender was continually beset by enormous fines for past misconduct.

Barclays chairman John McFarlane

In May this year it was handed the biggest UK bank fine in history when the Financial Conduct Authority ordered it to pay £284.4m as part of a wider £1.5bn settlement with the City watchdog and four US regulators.

Senior sources told The Times that a programme of further job cuts was thought to be the only way to address the bank’s under performance and hit a target of doubling its share price.

It was understood that the bank's new chief executive will have to sign up to a major jobs cull, according to the report.

Barclays is expected to focus on automating manual processes within its retail bank, according to the report, with the brunt of cuts likely to fall on middle and back office operations where the largest savings could be achieved.

Barclays declined to comment on the newspaper report.

Explain why Barclays is cutting its workforce. What are the consequences of undertaking a radical workforce plan.

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