



REPORT TO: Cabinet

DATE: 20th September, 2006

DEPARTMENT: Corporate Policy & Improvement

REPORTING OFFICER: Executive Director - Corporate Policy & Improvement
(Kevin Douglas)

SUBJECT: **RECRUITMENT AND RETENTION REVIEW**

WARD/S AFFECTED: None

FORWARD PLAN REF: N/A

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to report back to the Overview and Scrutiny Commission on the agreed Executive Action Plan following acceptance of the Resources Overview and Scrutiny Commission's Recruitment and Retention Review Final Report.
- 1.2 The Head of Human Resources has been consulted in the preparation of this report.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:-
- 2.1.1 The report and Action Plan be received.
 - 2.1.2 The Commission comments accordingly on the proposed Action Plan.
 - 2.1.3 The Commission receives a progress report in 12 months on the recruitment and retention issues.

3.0 RECOMMENDED REASONS FOR DECISION

- 3.1 To fulfil the requirements of the Executive's decision.

4.0 ALTERNATIVE OPTIONS CONSIDERED AND RECOMMENDED FOR REJECTION

4.1 None.

5.0 BACKGROUND INFORMATION

5.1 The Council's Resources Overview & Scrutiny Commission undertook a review of Recruitment and Retention which was reported to Cabinet in May 2006.

5.2 The report contained 17 recommendations which were accepted by Cabinet and they agreed to produce an Action Plan to implement the recommendations.

5.3 It was agreed that the Action Plan would link to the Corporate Improvement Plan and be monitored accordingly.

5.4 It was also agreed that the Cabinet Member - Resources would, as part of his Portfolio responsibilities, monitor progress of the Action Plan and report back accordingly.

6.0 CORPORATE CONTEXT

6.1 Whilst the report identified a number of recommendations, alongside this there had been a number of corporate developments that linked into progressing the agreed recommendations. These were:-

6.1.1 The production of the People Management and Development Strategy which was approved by the Human Resources Committee on 13th October, 2005.

6.1.2 The production of the Corporate Improvement Plan which was approved by Cabinet and Council in July 2006.

6.1.3 These two documents had already identified a number of the issues identified and had programmed work to address them.

6.1.4 Therefore, the Scrutiny report and the proposed Action Plan have been cross-referenced with these documents to prevent duplication.

7.0 ACTION PLAN

7.1 The proposed Action plan is attached as **Appendix 1**. The proposed actions have been discussed and agreed with the relevant officers.

7.2 Once agreed, the proposed actions will be monitored as part of the corporate monitoring process and reported to CMT as required.

7.3 It is proposed that a progress report be brought to the relevant Scrutiny Commission in June/July 2007.

8.0 EMPLOYEE SURVEY

- 8.1 The Council is proposing to undertake a staff survey in September 2006, with the results being available in December 2006/January 2007.
- 8.2 The results will feed into a number of areas of work and the Action Plan will be reviewed in the light of the outcomes.
- 8.3 The results of the staff survey and proposed actions will be reported to Scrutiny as part of the outcomes of the survey.

9.0 CONCLUSIONS

- 9.1 The Resources Overview and Scrutiny Commission's report on Recruitment and Retention was agreed by Cabinet and they agreed to respond to the recommendations with the production of an Action Plan to address the issues.
- 9.2 This report sets out the proposed actions and timetable to progress those actions.

Background Papers -

OFFICER CONTACT: Please contact Kevin Douglas if you require any further information on the contents of this report. The officer can be contacted at the Department of Corporate Policy & Improvement, Council Offices, Crescent Gardens, Harrogate, by telephone on 01423 556705 or by email - kevin.douglas@harrogate.gov.uk

SUSTAINABILITY ASSESSMENT/POLICY CONSIDERATIONS

		Implications are		
		Positive	Neutral	Negative
A.	Economy		✓	
B.	Environment		✓	
C.	Social Equity		✓	
(i)	General			
(ii)	Customer Care/People with Disabilities			
(iii)	Health Implications			
D.	Crime and Disorder Implications		✓	

If all comments lie within the shaded areas, the proposal is sustainable.