

Report

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Report to:	Corporate Resources Committee
Date of Meeting:	2 July 2008
Report by:	Executive Director (Corporate Resources)

Subject:	National Recruitment Portal
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide the Committee with an update in relation to the development of a national local government recruitment portal on the web

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation:-

- (1) that the update on the development of a national recruitment portal be noted.

3. Background

- 3.1. In order to achieve efficiencies in recruitment processes, reduce the administrative burden and improve the candidate's experience when applying for jobs in local government, a national recruitment portal is being developed. This portal will be promoted as the place to look online for jobs in local government in Scotland.
- 3.2. The project is being managed by COSLA and is being led by representatives from the Improvement Service with consultants, Catalyst, and a steering group of representatives from the Society of Personnel Directors Scotland and SOLACE.
- 3.3. Following a tender process in September/October 2007 StepStone was chosen to provide the technology (I-grasp) for the recruitment portal. South Lanarkshire Council has been represented on a technical group which contributed to the development of the technology to meet the specific needs of local government.

4. Current Position

- 4.1. Twenty eight Councils and Strathclyde Fire and Rescue have agreed to have mini-sites on the main recruitment portal and vacancies can be uploaded from 16 June 2008. Councils will move to the portal on a phased basis between June and September 2008. South Lanarkshire Council's contract with "Monster", the current provider of our recruitment website, expires in October 2008 allowing time for a smooth transition at a time to suit our circumstances.
- 4.2. Training has been developed by StepStone and an implementation plan for South Lanarkshire Council will be discussed with the Resource Personnel Managers.

- 4.3. In September 2008 there will be a national advertising campaign to launch the new portal and the web address will be www.myjobscotland.gov.uk. Each local authority will have its own branded "mini-site" on the portal and South Lanarkshire Council's mini-site will be accessed through the web address:- www.southlanarkshire.myjobscotland.gov.uk. This will replace www.our-futures-here.com.
- 4.4. South Lanarkshire Council is currently carrying out a Best Value Review of recruitment administration to ensure processes are as efficient as possible. There will be new technology available as a result of the development of the recruitment portal which will enable more to be done electronically thereby reducing paperwork and streamlining processes.

5. Benefits

- 5.1. The national recruitment portal should realise a number of benefits for South Lanarkshire Council as follows:-
- ◆ A national portal which raises the profile of jobs in Local Government.
 - ◆ The promotion of the site through traditional media such as newspaper/radio advertising, as well as using online routing so that people will be directed to the site from our adverts on other websites. It is anticipated that this will help attract more candidates over and above those attracted by each individual Council.
 - ◆ Opportunities exist for standardisation of processes across Councils which will make searching and applying for jobs easier for candidates.
 - ◆ Councils will benefit from collaboration on national campaigns to attract good quality candidates into local government, particularly in areas where there are identified skills shortages.
 - ◆ Better management information will be available through a portal manager within COSLA who will provide advice and guidance and act as quality guardian for the site content, working closely with the lead representative and users from each Council.
 - ◆ More efficient and sustainable recruitment processes with reduced costs.
- Benefits have already been achieved in terms of reduced paper and postage with online recruitment, this new technology facilitates extending this to the interview and shortlisting processes.

6. Employee Implications

- 6.1. Relevant employees will be trained in the use of the technology and all changes will be communicated through the normal channels, e.g. The Works, Personnel Circulars, Management Bulletins and the team briefing process.

7. Financial Implications

- 7.1. Costs to individual Councils have been allocated on the basis that they will be shared amongst all participating Councils. The costs to South Lanarkshire Council are estimated to be £30,000 in the first year, followed by £40,000 in the second year and £40,000 in the third year. These costs will be offset against the cost of the current provider and anticipated efficiencies.

8. Other Implications

- 8.1. The project supports the sustainability agenda through a reduction in time and cost of printing, postage and delivery as well as contributing toward a 'lean thinking' approach to processes.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 9.2. Consultation is ongoing with other local authorities, Resource Personnel Managers and Trades Union representatives within South Lanarkshire Council.

Robert McIlwain
Executive Director (Corporate Resources)

12 June 2008

Link(s) to Council Objectives

- ◆ Accountable, effective and efficient
- ◆ Excellent employer
- ◆ Sustainable development

Previous References

None

List of Background Papers

None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Maureen McAllister, Personnel Adviser

Ext: 4631 (Tel: 01698 454631)

E-mail: maureen.mcallister@southlanarkshire.gov.uk