
Performance and Finance Scrutiny Committee

7 September 2023

Outcomes of the Executive Task and Finish Group (TFG) – Careers and Skills

Report by Director of Law and Assurance

Summary

The attached report by the Director of HR and Organisational Development outlines the recommendations and proposed actions of the Careers and Skills Executive Task & Finish Group (TFG). The need for a TFG was agreed at full Council in December 2022. The purpose of the TFG was to review what further actions the Council could undertake to attract, retain and develop a high-quality workforce whilst contributing more broadly to the development of the skills agenda. The terms of reference for the TFG is attached as Appendix B. The report was discussed, and the recommendations agreed by Cabinet Briefing in June 2023.

The work of the TFG aligns to issues raised by the Committee through the workforce monitoring indicators and risk matrix presented in the quarterly performance and resources reports. The Committee has identified Corporate Risk 11 as a key risk for the Council and received a report on recruitment and retention issues at the January 2023 meeting.

The report attached as Appendix A outlines the eight recommendations made by the TFG and the proposed actions to achieve these. The report also outlines the need for a 4-year strategic workforce plan to take forward and monitor the recommendations and outcomes.

Focus for scrutiny

The Committee is asked to scrutinise the content of the report which sets out the recommendations and proposed actions to further improve the recruitment and retention of staff at the Council. Key lines of enquiry for scrutiny include:

- That the recommendations meet the needs of the Council in terms of the recruitment and retention issues being experienced and address the issues as raised in Corporate Risk (CR) 11.
- That the proposed actions are achievable and meet the priorities as set out in the Council Plan, specifically in relation to the best use of resources
- That work is underway to complete the proposed actions including the development of a 4-year strategic workforce plan.
- That sufficient resources are available to achieve the proposed actions.
- That the achievement of the actions is managed and monitored and progress reported through the performance & resources quarterly reports.

The Chairman will summarise the output of the debate for consideration by the Committee.

1. Details

- 1.1 Appendix A sets out the agreed recommendations and proposed actions of the Careers and Skills TFG.
- 1.2 The background and context to this item for scrutiny are set out in Appendix B. As it is a report dealing with internal resource matters only the Equality, Human Rights, Social Value, Sustainability, and Crime and Disorder Reduction Assessments are not required.

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Appendices

Appendix A – Careers and Skills Executive TFG Recommendations

Appendix B – Careers and Skills Executive TFG Terms of Reference

Background papers

None