



REPORT TO: Grampian Valuation Joint Board on 26 January 2024

SUBJECT: Staff Vacancies, Recruitment & Upskilling Existing Staff

BY: Assessor & ERO

1. REASON FOR REPORT

1.1 To update the Board on the current level of staff vacancies, recruitment and the upskilling of existing staff

2. RECOMMENDATION

2.1 It is recommended that the Board consider and note the contents of this report.

3. BACKGROUND

3.1 At the January 2023 meeting of the Board, it was requested that the Board be updated at each meeting on the level of vacancies and the steps being taken to improve the situation (paragraph 15 of the Minute refers).

4. CURRENT VACANCIES

4.1 There are currently 13 vacant posts:

<u>Section</u>	<u>Establishment (FTE)</u>	<u>Number of vacancies (FTE)</u>
Clerical	29	1
IT	3	1
Management	3	0
Secretarial	4	2
Technical	13	1
Valuation	30	8
Total	82	13

5. RECRUITMENT

5.1 An appointment has been made in relation to a Valuation vacancy although the successful candidate does not take up the post until 1 April – the vacancy statistics at 4.1 reflect this appointment. A further round of recruitment took

place in November. Following interview, no appointment was made in relation to the Technical vacancy. An interview for a valuer post has been delayed at the applicant's request.

6. ACTION BEING TAKEN

- 6.1 I met with a colleague from Moray HR in November to discuss the recruitment challenges and provided information including job descriptions, person specifications and job adverts for review, in addition to a summary of recent recruitment outcomes for analysis. A further meeting with Moray HR is scheduled for 21 February to discuss and consider the review and analysis.
- 6.2 We plan to advertise clerical and secretarial vacancies in early February. No recruitment difficulties are expected in relation to these posts as there has tended to be a reasonable number of applicants when similar posts have been advertised. The IT vacancy will be reviewed following the completion of the work to move to Aberdeenshire infrastructure. Our valuation vacancies remain advertised on our website.
- 6.3 At a meeting with other Assessors on 18 January we discussed the recruitment difficulties that we all faced and what actions were being taken to address these. Information, including details of Modern Apprenticeship frameworks and career progression paths, is now being collated and further discussions and actions are planned. In addition, it was reported that at a recent meeting attended by two Assessors, representatives from the Royal Institution of Chartered Surveyors and the Scottish Government gave positive indications on doing more work nationally to promote surveying as a career choice. Information regarding the Valuation Office Agency's Surveying Profession Career Framework has also been circulated amongst Assessors for review.

7. CONCLUSION

- 7.1 The planned meeting with Moray Council HR should assist in identifying ways to improve recruitment. More joined up working at a national level may also assist. In the meantime, we will continue to try to recruit through normal established channels.

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