



REPORT TO: Grampian Valuation Joint Board on 3 November 2023

SUBJECT: Staff Vacancies, Recruitment & Upskilling Existing Staff

BY: The Depute Assessor & ERO (Aberdeenshire)

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.

4. Current Vacancies

4.1 The Board currently has 14 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	14	0
Valuation	29	10
Total	82	14

4.2 The IT post remains unfilled, pending the review of the organisation's IT requirements.

- 4.3 The Secretarial posts also remain unfilled, pending the review of secretarial requirements. As previously reported, one post has been reprofiled and a job evaluation exercise has been carried out by Moray Council HR.
- 4.4 The Clerical team currently has one vacancy.
- 4.5 We are continuing to monitor staff welfare for signs that the level of vacancy, or other factors, are having an impact on their wellbeing.

5. Recruitment & Advancement

5.1 A further two rounds of recruitment have taken place since my previous report to the Board. As a result of the second round of advertising, we have made an offer of employment to an experienced external candidate for the post of Assistant Assessor. At the time of preparation of this report we await acceptance of this offer. In addition, we recruited an additional Graduate Trainee Valuer in July.

5.2 I am pleased to report to the Board that one of our existing Graduate Trainee Valuers recently successfully passed the Royal Institution of Chartered Surveyors' Assessment of Professional Competence and has progressed to the post of Valuer and I have no doubt that she will continue to make a valuable contribution to our team.

6. Action Being Taken

- 6.1 We continue to advertise our vacancies via our website and are about to undertake another round of external advertising for various posts.
- 6.2 A planned meeting between the Assessor and Moray Council HR has still to take place.
- 6.3 As reported at the last meeting, a member of our technical staff has been accepted onto the Napier University graduate apprenticeship degree course in Construction and the Built Environment. They were accepted for direct entry to the second year of the course, due to previous academic qualification, has now started the actual course and completed the first of three annual teaching blocks at the university in Edinburgh.
- 6.4 As previously reported, we will continue to explore avenues in which we may improve recruitment and the upskilling of our existing staff.

7. Conclusion

7.1 Further work with Moray Council HR is still required and this will take place when resources on both sides permit. The fact that one member of staff has now enrolled on the graduate apprenticeship degree course may encourage other members of the organisation to consider doing the same. We will maintain our attempts to try to recruit through our normal channels. It is once more recommended that we continue with the course of action set out above and report back to the Board at the next meeting.

Author of Report: James A Barron Depute Assessor & ERO