

2c PERSONNEL DEPARTMENT - CORPORATE RECRUITMENT MANAGEMENT SYSTEM - EXTENSION OF SERVICE CONTRACT (AN29-2007)

Reference is made to Article II of the Policy & Resources Committee of 15th December 2003 where Report No 826-2003 'Proposed Corporate Recruitment Management System' was approved. It agreed the acquisition of XPT Solutions, HR Director Recruitment Management System on the basis of a 3 year service contract. The costs of this system were fully met from savings made by reducing the content of local press adverts to the minimum and directing job seekers to the Council's website for more detailed job information and online application facilities. There has been no reduction in the quantity and quality of job applicants.

The XPT Recruitment Management System has been extremely successful, providing ease of operation and administrative efficiencies to departments and a user friendly application process for job applicants, which meets E-Government requirements. The system provides standard letters for all stages in the recruitment process and generates valuable management information and analysis of costs, media effectiveness and equal opportunities data. Furthermore, applications are increasingly made electronically, which provides further efficiencies and savings on printed application forms and postage.

The Personnel Department has a corporate role in recruitment and advertising and is the interface with Council departments, XPT and the Council's Advertising Agency. In view of the benefits being achieved, it is recommended that the Committee approves the continuation of the current advertising practice and the extension of the service contract with Sopra Group Limited (with whom XPT has recently merged) for a further 3 years at the current cost of £20,000 per annum, which will be met from the budget for computing costs within the Personnel Department's revenue estimates.