

## MINOR REVIEW - STAFF INDUCTION AND RETENTION

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### REASON FOR ITEM

The Committee confirmed its minor review on the topic of Staff Induction and Retention in Hillingdon, and requested a witness session to hear the experiences of a new staff member who has just undertaken the Council's induction process.

### OPTIONS OPEN TO THE COMMITTEE

**The Committee is asked to listen to the witness sessions and comment on the report, which will progress the review to its next stage.**

### BACKGROUND

- At the meeting of the Committee held on 15 June 2017, approval was given to this Committee's next review topic on Employee Induction and Retention.
- At this meeting, Members will discuss further information on the review using the terms of reference that were set at the last meeting:
  1. *To review the current employee induction process at both junior and senior levels and how employees become culture fit within a democratic organisation;*
  2. *To review the retention rate / turnover of staff and activity current in place to support the retention of staff;*
  3. *To seek out examples of best and novel practices from the private, public and other sectors in both induction arrangements and how organisations seek to retain their high calibre staff; and*
  4. *To make positive recommendations to the Cabinet on any improvements in working practices or operations.*
- An employee from the Council will also be in attendance to give evidence to the review and answer any questions Members may have.