

Revised Appendix A to Report 10

Recruitment Protocol Between the County Council and the Four District Councils within Wiltshire

1. Purpose

The purpose of this protocol is to :-

- a) Promote as far as possible opportunities for the security of employment for permanent staff.
- b) Maintain service delivery.
- c) Not compromise the new unitary authority.

2. Time Frame

This protocol will apply from a date to be agreed between the County Council and the District Councils until Vesting Day, or earlier. It will be kept under review, particularly having regard to the outcome of the DCLG consultation, the publication of Regulations and Implementation Order.

3. Protocol

As part of this protocol all managers should consider the transferable skills of staff in less defined roles with a view to ensuring the longer term employment security of staff.

This protocol will not apply to either:-

- a) A post of Chief Officer, or a post that reports directly to a Chief Officer in Wiltshire County Council, or to a post of Chief Officer within a District Council. Any such vacancies will not be filled unless specifically approved by and between the Chief Executives of the County Council and the appropriate District Council.
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- b) Staff who provide front line services direct to the public in either the County Council or a District Council, and who are unlikely to be affected by local government reorganisation and the consequent establishment of the new unitary authority (e.g. social workers, refuse collectors).
4. The protocol applies to all other posts.
 5. If a vacancy is not to be filled permanently and in order not to compromise the new unitary authority but needs to be filled to maintain services the vacancy should be advertised to staff in all authorities as a secondment opportunity and in accordance with the secondment policy. If such a vacant post is not filled by secondment, it should be filled temporarily either with employed or agency staff, but until no later than Vesting Day.
 6. If the job is to be filled permanently, (e.g. it is likely to be required long term and is needed to maintain services immediately) the post should be advertised in the first instance internally to staff among all constituent authorities.
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