

**TO: EMPLOYMENT COMMITTEE – 27<sup>TH</sup> JUNE 2005**

**SUBJECT: DRAFT SECONDMENT POLICY**

**FROM: CORPORATE PERSONNEL SERVICES**

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**1. PURPOSE OF THE REPORT**

To request Employment Committee endorsement for the attached draft Secondment Policy.

**2. BACKGROUND**

**2.1** The attached draft secondment policy is proposed to clarify the use of secondments and the actions to be taken at the outset and end of a secondment.

**2.2** The use of secondments has increased greatly over the last few years. This is largely due to greater partnership working and the increase in grant and temporary funding for initiatives.

**2.3** Secondments may be used to increase the flow of knowledge and skills within the Council and to facilitate organisational change.

**3. TRADES UNIONS CONSULTATION**

**3.1** Both GMB/MPO and UNISON have supported the introduction of the attached policy.

**4. POLICY AND BUDGET FRAMEWORK**

**4.1** The policy is part of a range of initiatives and policies designed to support the efficient and effective working of the Council and also to protect the interests of the Council and its staff.

**5. RECOMMENDATIONS**

Employment Committee is requested to endorse the attached draft Secondment Policy.

Assistant Chief Executive (Personnel)

*BACKGROUND PAPERS - None*

**Areas in District Affected:**      **None**  
**Key Decision:**                      **No**  
**Included in Forward Plan:**      **No**

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