

Adult Social Care posts

Observations of HR Business Partner:

Management proposes to convert the Fixed Term Contracts and Seconded posts to permanent status. The posts affected are:

- **Health Integration Manager** – covered by Duty Team Manager (secondment)
- **Duty Team Manager** – covered by Duty Senior Practitioner (secondment)
- **Duty Senior Practitioner** – covered by Community Prevention Social Worker (secondment)

Where the nature of a post changes from temporary to permanent this may be offered to the incumbent post holder provided that the following requirements are met:

1. The post was advertised and filled via a documented competitive recruitment process
2. Consultation with colleague in Departmental HR team has taken place
3. The post is not required for an employee on the Redeployment Register
4. The post holder has been in post for a reasonable period (over 6 months)
5. The post holder's performance and attendance raise no concerns

All temporary to permanent requests will be considered by CLT in light of the vacancy freeze.

For the vacant position of:

Community Prevention Social Worker

Management seek to convert this to a permanent position in order to make this a more attractive position to attract external candidates and to ensure the service can be delivered. The vacant post would have to be advertised using the Recruitment Portal and adherence to a rigorous and robust recruitment process. A business case for recruitment will need to be created in light of the recruitment freeze currently imposed by CLT.

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