

Circular



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Status:	For Action
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Title:	Code of Practice on Workforce Matters – Annual Monitoring Exercise
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Issued by:	Cerys Myers Fire Services Branch
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Addressed to:	Please forward to:
Chief Fire Officers	

Summary
This circular concerns the Code of Practice on Workforce Matters, more commonly known as the Two-Tier Code. The annual monitoring returns under that Code are now due.

For further information contact:	
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Code of Practice on Workforce Matters – Annual Monitoring Exercise

1. This circular is in relation to the Code of Practice on Workforce Matters, more commonly known as the Two-Tier Code, and in particular the annual monitoring arrangements which are now due to take place.
2. The Code is designed to ensure that where public services are outsourced to a third party and staff are transferred (including to the private or third sector): TUPE should apply, and if TUPE does not strictly apply, the principles of TUPE will be followed unless there are exceptional reasons for not doing so; and
 - a) Staff of the service provider (whether newly recruited or existing staff) undertaking work on that contract will be offered terms and conditions which are no less favourable than those of the transferred staff, with the exception of pension arrangements where reasonable pension provision must be made as indicated in the Code.
3. Therefore, FRAs should complete the attached annual monitoring form at Annex A, and return it to SocialPartnership@gov.wales by 9 November 2020.
4. Further details about the Code are available on the Welsh Government website by following this link:

[Workforce \(two-tier\) Code of Practice: Standards for the Public Sector](#)
5. If you have any queries regarding this monitoring exercise or in respect of the Two Tier Code, please contact Dr Sue Hurrell directly or send your enquiry to the Social Partnership mailbox

Cerys Myers
Fire Services Branch
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