

## **CONDITIONS OF SERVICE**

At Breckland, the Terms and Conditions of Service are in accordance with collective agreements negotiated from time to time by the National Joint Council for Local Government Services Administrative, Professional, Technical & Clerical Services (APT & C), with the exception of those conditions affecting salary, which are subject to a locally negotiated salary structure. Other Terms and Conditions may be implemented following collective agreements negotiated and agreed with the Trade Union recognised by Breckland Council for collective local bargaining purposes. The Principal conditions are set out below:-

<b>Portfolio:</b>	Transformation
<b>Designation:</b>	ARP
<b>Grade:</b>	6
<b>Salary Scale:</b>	£33,714 to £39,129 per annum (pay award pending)
<b>Hours:</b>	37 hours per week
<b>Period of Notice to be given by the postholder:</b>	3 months notice.
<b>Probationary Period:</b>	The appointment of every new entrant to the Local Government Service with this Authority is subject to a term of probation which, at the moment, is six months. Subject to satisfactory service, the employee is transferred to the established staff at the end of the period of probation. During the probationary service the employee will be expected to establish his/her suitability for the post.
<b>Sickness Payments:</b>	Will be in accordance with the National Scheme of Conditions of Service relevant to APT & C staff.
<b>Annual Leave:</b>	For full time posts the annual leave entitlement is 22 working days, increased by five days after five years' continuous Local Authority service, plus eight public holidays. For part time posts the entitlement is pro rata.
<b>Flex time Scheme:</b>	A flex time scheme operates within Breckland Council.
<b>Car User Status:</b>	This post attracts Casual car user status.
<b>Relocation Expenses:</b>	A relocation package of up to £4500 is applicable to all new appointees who are required by the Council to relocate to the area.

**All offers of appointment are subject to satisfactory references and satisfactory medical clearance.**