



## **Terms and Conditions of Employment for the Director of Public Health**

### **Salary**

The salary for this post is Chief Officer Band A £88,325- £94,635 per annum.

The salaries above are inclusive of a 10% market forces recruitment supplement linked to this post. This is reviewed on an annual basis in line with the Council's terms and conditions of employment as stated in the Single Status Agreement.

### **Salary Payment**

Payment is monthly by credit transfer. Increments are payable annually on the anniversary of the appointment until the top of the salary scale is reached. Payment is made on the 28<sup>th</sup> of each month.

### **Hours of Work**

37 hours per week. Whilst the hours reflect the standard hours of work, Assistant Director's are expected to work sufficient hours to fulfill the demands of the job. This could involve regular evening and weekend work and attending events/functions as the Council representative.

### **Leave Entitlement**

The leave entitlement will be 28 days increasing to 33 days after 5 years Local Government service, plus 8 public/bank holidays.

### **Local Government Pension Scheme**

The person appointed will become a member of the Local Government Pension Scheme unless he/she elects otherwise. Contributions are currently deducted at either 9.9% or 10.5% of gross salary (dependant on commencement salary point).

### **Sickness Scheme**

Membership of the scheme provides for payment during sickness absence according to length of service.

### **Relocation Assistance**

Relocation expenses will be paid in line with the Council's scheme.

### **Training and Development**

Training has a high priority and professional development will be encouraged and supported as appropriate.



### **Equality of Opportunity**

Selection for this post and future employment will be subject to the existing Equality and Diversity in Employment and Recruitment and Selection and related policies of Hartlepool Borough Council. They are designed to promote equality, and equal opportunity and treatment, in recruitment and employment regardless of race, gender reassignment, disability, religion/religious belief, sex, sexual orientation, marriage/civil partnership, age and pregnancy/maternity.

### **Trade Union Membership**

Officers have the right to join a Trade Union if they wish and take part in its activities. Collective bargaining will be supported with employees being represented through their Trade Unions on the appropriate negotiating bodies.

### **Condition of Service**

The conditions of service governing this post are those of the Joint National Council for Chief Officers, as amended locally.

### **Political Restriction**

This post is defined as Politically Restricted under the Local Democracy, Economic Development and Construction Act 2009. The general effect of the Act is that you are restricted from:

- Standing for election as an MP or MEP or a member of a Local Authority as defined in S.21 (1) of the Act.
- Acting as an election agent or sub-agent.
- Holding office with or being a member of a committee or sub-committee of a political party or a branch of a political party if such office or membership involves you in certain defined duties.
- Canvassing on behalf of a political party or candidate.
- Speaking in public at large, or to a section of the public with the apparent intention of affecting public support for a political party.
- Publishing written or artistic work as sole or joint author or editor, or causing someone else so to publish, if the work appears to be intended to affect public support for a political party. (This does not apply simply to displaying a poster or other document on an employee's own property or vehicle).

Further details of the restrictions will be provided with the offer of appointment.

### **Car Allowance**

All employees are paid at a casual car user rate for mileage undertaken in the course of duties.



### **Equipment Provided**

This position has been designated as qualifying for a Laptop Personal Computer and a Smartphone.

### **Smoking**

The Council has a no smoking/vaping policy and does not permit smoking in any of its buildings or vehicles.

### **Terms of Employment**

The appointment will not be confirmed until relevant safer recruitment checks have been satisfied including, but not limited to, an enhanced DBS check (no barring list check required), satisfactory medical clearance and references. The post will be offered as a permanent contract, which may be terminated by three months' notice in writing on either side.