

Main Terms and Conditions of Employment

Salary:

£141,811 - £155,792 per annum

Location:

Port Talbot Civic Centre / Hybrid Working

National Conditions:

The JNC for Chief Executives of Local Authorities will apply to this post, supplemented by some locally determined conditions of service.

Political Restrictions:

This post is classified as politically restricted under the provisions of Local Democracy, Economic Development and Construction Act 2009.

Equality & Diversity:

The Council is committed to the development of policies and practices to promote equal opportunities in employment and service delivery, regardless of an employee's gender, race, colour, or national ethnic origin, age, disability, marital status, sexuality, or nationality, responsibility for dependence, HIV or AIDS status, trade union activity, religion or belief.

Pay Frequency:

You will be paid calendar monthly by BACS credit transfer into your bank or building society account.

Pension (Defined Benefit Scheme):

You will be eligible to remain / become a member of the Local Government Pension Scheme. The LGPS is a defined benefit scheme and is one of the best pension schemes available. Further information is available at:

www.swanseapensionfund.org.uk

Hours of Work:

There are no fixed working hours. The Council's basic working week is one of 37 hours but the role of Chief Executive will regularly require additional hours of work, including during evenings and at weekends, as necessary. The Council's Hybrid Working Framework will apply to this post, enabling the post holder to work flexibly to maximise working time and work life balance.

Work-Life Balance:

The Council has a number of policies to enhance work-life balance opportunities, including a Hybrid Working Framework.

Annual Leave:

Your annual leave entitlement will be 34 days, in addition to 8 bank holidays, plus an additional one day of annual leave at Christmas (timing determined by the Council).

Sick Pay:

The Council operates an occupational sick pay scheme generally in accordance with the JNC for Chief Officers of Local Authorities.

Notice Period:

The period of notice to be submitted by the post holder is six months.

Car Allowance for Business Journeys:

A car allowance will be payable for business journeys in accordance with the HMRC Approved mileage rates.

Other Business-Related Expenses:

The Council will reimburse reasonable out of pocket expenses actually incurred.

Relocation Assistance:

Neath Port Talbot's Relocation Scheme aims to help new employees with the expenses they may incur in moving home to take up their new job. The scheme offers a contribution to the costs of relocation to up £8,000.

Employee Assistance Programme:

Provided by Vivup, this all-in-one wellbeing platform offers a wide range of mental, physical and financial resources/ services. These include 24/7 Confidential Telephone Support and an Online Wellbeing Hub where you can access resources and complete lifestyle assessments.

Car Benefit Scheme:

This is a salary sacrifice benefit, operated by Tusker, and provides a fully inclusive motoring package which enables employees to drive away a brand new, fully maintained and insured car for up to 4 years.

Cycle to Work Scheme:

This salary sacrifice scheme enables employees to save at least 32% on a range of cycling equipment including bikes and accessories.

Discounted Gym Membership for NPT Employees:

The Council provides a gym membership scheme via Celtic Leisure (CL) which enables employees to use leisure facilities at discounted rates at a number of CL swimming pools and leisure centres within the County Borough.