



NORTH HORSHAM PARISH COUNCIL

TERMS AND CONDITIONS OF SERVICE

1. GENERAL INFORMATION

- 1.1.** The conditions of employment of all members of staff during their employment with North Horsham Parish Council are set out in individuals' Statement of Employment Particulars.
- 1.2.** These conditions of employment will be as generally set out by the National Joint Council for Local Government Services in the "National Agreement on Pay & Conditions of Service – 'the Green Book' as may be amended from time to time.
- 1.3.** A copy of the National Joint Council's "Green Book" is available to view by request to the Parish Clerk
- 1.4.** The conditions set out in individual Statements of Particulars is supplemented by the Staff Handbook, which contains –
 - The General Information and Workplace Rules and Guidelines.
 - The Policies in relation to staff as approved by the Parish Council.

2. REVIEW

- 2.1** The Terms and Conditions of Service statement will be reviewed every two years, or sooner of there is a change of legislation.

July 2020.