



Success criteria:1

By: Office Manager

To: Kent and Essex Inshore Fisheries and Conservation Authority  
– 19 May 2015

Subject: **Terms & Conditions of Employment**

Classification: Unrestricted

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Summary: to present to Members terms & conditions of employment to be adopted for Kent & Essex IFCA staff

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KEIFCA has historically followed the terms and conditions of Kent County Council in respect of its policies and terms and conditions. Following a review by Internal Audit we were requested to reassess the terms and conditions of employment of all staff to revise and update them taking into account the requirements of Kent & Essex IFCA.

In developing this policy (Appendix 1) Kent & Essex IFCA have consulted with KCC's HR department and have been guided by them with regard to following appropriate employment legislation.

Staff have been consulted with regard to this policy and where appropriate adjustments have been made or explanations provided. No additional issues have been raised since the period of consultation ended.

Members are asked to **APPROVE** and **RATIFY** the policy.