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Our Offer

Pay

The London Borough of Bexley keeps its remuneration for staff under review taking into account our market position and issues relating to recruitment and retention for specific key roles.

Our annual cost of living award is determined each year through NJC for Local Government Services and Greater London Provincial Council negotiations, with the implementation date determined by the grade of the role. Our pay scales can be found [here](#).

For roles where incremental progression through the grades is determined by individual performance assessed against agreed annual objectives through our Performance, Wellbeing and Development Scheme.

Please note that some roles also include additional payments such as Choices or Market Premia, if these do apply then they will be clearly stated on the advert.

Choices

The job advert will state if a Choices payment is attached to the vacancy. Details of our Choices amount can be found [here](#). Choices is a pensionable payment for all new employees.

Pension

We offer the Local Government Pension Scheme which is a career average revalued earnings pension scheme. Further details are available at: [LPP Pensions](#). If you are already a member of the Local Government Pension Scheme you will be able to consider whether to transfer your benefits into Bexley's pension scheme once you begin your employment with us.

We also offer a salary sacrifice AVC Scheme administered by AVCWise. Details are available here: <https://www.home.avcwise.co.uk/>

Principal Terms and Conditions

Flexible Working

Bexley's flexible working arrangements recognise the work-life balance issues that challenge our employees. The Council is committed to promoting equal opportunities and maximising the performance and potential of all its staff.

Most of our staff work in a hybrid manner spending some time working at home supported by excellent ICT and some time in the Civic Offices (or other main council work base), according to the needs of the service.

We offer a range of possibilities including compressed hours and part-time working although these arrangements are subject to agreement with the recruiting manager. Further information is available at: [Flexible Working Guide](#)

Probationary Period

- Newly Qualified Social Workers & Youth Workers – 12-month probationary period
- All other appointments to the Council – 6-month probationary period

Annual Leave

Annual leave entitlements vary depending according to grade. Bank Holidays are in addition to these entitlements plus one extra day's leave at Christmas. Annual leave is pro-rata for part-time employees and is provided in hours which will include your bank holiday entitlement. Annual Leave Entitlements can be viewed here: [Annual Leave Entitlement](#)

Sick Pay

Sickness pay entitlements are in accordance with the nationally agreed local government scheme. This provides for a maximum of 6 months' full and 6 months' half pay after a qualifying period of service, details can be viewed here: [Sickness Absence Payments and Procedures](#)

Notice Periods

Notice periods vary depending on your grade and can be viewed here: [Notice Periods](#). If the probationary period is unsuccessful one week's notice will be given.

Appraisal and Development

We are committed to helping you to succeed by investing in your potential. Our Performance, Development and Wellbeing Scheme includes a strong emphasis on personal development and achievement. Incremental progression is subject to the scheme and is awarded, where appropriate, to employees in post on 1 August.

Smoking at Work

The Council protects and promotes the health and wellbeing of our staff, customers, students and visitors by providing a smoke-free environment. The Council's Smoke Free Policy is available at: [Smoke Free Policy](#)

Other Benefits

Relocation

Some posts will attract a relocation payment and will be stated in the advert if this applies to the vacancy. Full details of the relocation benefits package can be found on the Council's website: [Relocation Scheme](#)

Interest Free Public Transport Season Ticket Loans

The Council is actively pursuing ways to reduce the number of employees travelling to work by car, by encouraging the use of alternative means of transport. We therefore offer all employees the opportunity to obtain an interest free season ticket loan for use of public transport.

Reservists

The Council recognises the vital role of Britain's Reserve Forces and the valuable contribution that Reservists make to our Defence, their communities and their civilian workplace. A copy of the Council's policy is available at: [Reservist Policy](#)

MyChoice Staff Benefit Scheme

Bexley's range of staff benefits available via the MyChoice portal include:

- Our cycle to work scheme – the opportunity to purchase a new bike and equipment through salary sacrifice.
- A new, fully maintained and insured car for a fixed monthly salary sacrifice.
- Free eyesight test
- Access to high street shopping vouchers, reloadable retail cards, online discount codes and cash-back offers.

Further details about these benefits are available at: [LBB MyChoice](#)

Employee Assistance Programme

Our EAP offers both practical information and emotional support for any issue you may be facing including family matters, well-being, financial/debt management and work-related matters. The services include 24/7 confidential access to counsellors, online counselling, access to information specialists and weekly webinars.

Private Health Care

Benenden Health is a mutual, not-for-profit provider of discretionary healthcare. As a mutual friendly society, they offer an alternative to private medical insurance. Further details are available at: [Benenden](#)

We also offer employees a discounted plan for everyday healthcare appointments through Simplyhealth. With the Simply Cash Plan you can claim money back towards the cost of check-ups and treatment for you and your family. Further details are available at: [Simplyhealth](#)

Annual Leave Purchase Scheme

Up to ten days additional leave (pro rata for part-time employees) may be purchased in any one annual leave year. Further details on the scheme can be viewed here: [Annual leave purchase scheme](#)

Employee Volunteering Scheme

Employee volunteering can bring a wealth of benefits to the Council and is an effective and rewarding way to support the development of key skills such as communication, team working, project management, etc. and provides an opportunity to give practical and specialised support to community groups. Further details on the scheme can be viewed here: [Employee Volunteering Scheme](#)

Car Share Scheme

We offer a liftshare scheme dedicated for employees who commute from the same area and wish to car share to help combat rising fuel costs and congestion.

Pool Car Scheme

This scheme enables you to use electric and hybrid vehicles to drive to meetings, site visits and other work-related travel allowing you to leave your own car at home.

Local Authority Discount Scheme

In partnership with KAARP we offer a range of specially selected goods and services at a discount. The offers change regularly and include discounted entry at several of the big theme parks and attractions as well as local offers. Staff also benefit from 10% discount on courses at the Learning & Enterprise College Bexley.

Sport and Leisure Activities

Access to join the Civil Service Sports Council (CSSC) includes money off sports events, gym memberships and free entry to English Heritage venues. More information can be viewed here: [CSSC Sports and Leisure](#)

Pre-Employment Checks

Medical Fitness

The person selected for appointment will be required to satisfy the Council on their medical fitness. You will be asked to complete a confidential questionnaire on your medical history, and you may in exceptional circumstances also be asked to undergo a medical examination by the Council's Occupational Health doctor or nurse.

References

All offers of appointment depend on references satisfactory to the Council being received. You must give two referees that have had managerial/ supervisory responsibility for you which includes your manager with your current/most recent employer.

You must notify us of all previous employment, including any periods of voluntary work and reasons for leaving. Any breaks between employment or education need to be fully explained. Please include this information when you upload your CV or supporting statement.

If you have not worked, please provide the name of someone who can comment on your ability to do the job. This may include, for example a tutor or teacher who knows you from undertaking your studies. References will not be accepted from relatives or friends.

Further advice on who is suitable as a referee is available from HR. The Council reserves the right to ask for substitute referees if the referee is deemed to be unsuitable.

For some posts, we reserve the right to contact any previous employer for a reference at any time. For posts working with vulnerable adults and/or children we will require references covering at least the last 3 years of relevant employment. We will specifically enquire if disciplinary action or any performance concerns have arisen previously or are pending. We will also ask for details of your sickness record. In some posts including those working with vulnerable adults or children we will always enquire about disciplinary offences including where warnings may have expired, and whether you have been the subject of any child protection concerns and the outcome of that enquiry or disciplinary procedure. If you are not currently working with these groups but have done so in the past, a previous employer will be asked about those issues.

Some roles will also require the following clearances which will be made clear in the advert if they apply:

Pre-Interview Reference – In some cases the Council will take up references for shortlisted candidates prior to interview for a post, you will be advised if this is the case.

Disclosure & Barring Service (DBS) Check – some posts will be subject to the outcome of an Enhanced Disclosure obtained through the Disclosure and Barring Service. A copy of the DBS Code of Practice and Explanatory Guide can be accessed at [DBS Code of Practice](#) and the Council's Policy on the Recruitment of Ex-Offenders and Security of Disclosure Information is available at [Recruitment of Ex-Offenders & Security of Disclosure Information](#)

Where an issue is revealed on a Disclosure this will not automatically prevent your appointment. The Council will consider the information and determine whether or not this will affect your appointment.

Relevant Social Work posts - Social Work England Registration - the title Social Worker has been protected in England by section 61 of the Care Standards Act 2000. Individuals who are not registered on the Social Care Register will be in breach of section 61 if they describe themselves as a social worker; describe themselves in a way which implies registration with Social Work England; or hold themselves out as registered with Social Work England. The successful applicant will be required to register with Social Work England and to provide evidence of their registration. You will also be required to maintain your registration in accordance with the requirements of SWE. If this is a requirement of the role you will receive reimbursement of Social Work England subscription.

Health & Care Professions Council (HCPC) Registration - you will be required to register with the HCPC as a professional Physiotherapist, Occupational Therapist and/or Educational Psychologist and to provide evidence of your registration. You will also be required to maintain your registration in accordance with the requirements of the HCPC. If this is a requirement of the role you will receive Reimbursement of the registration fee.

Applicants with a disability

The London Borough of Bexley is a Disability Confident employer. We welcome and encourage job applications of all abilities. If you require any reasonable adjustment at any stage of the recruitment process, then please contact the Workforce Resourcing Team as soon as possible. We will make reasonable adjustment to make sure our disabled applicants and those with health conditions are supported throughout the recruitment process.

Further information can be viewed here: [Disability Confident Employer](#)

Contact Details

Email – recruitment@bexley.gov.uk

Please include the vacancy reference number and job title in your communication as well as the name you entered on your application form.