

Template for change of conditions of employment

Dear

Re variation to your contract of employment

On behalf of (insert name) Council, I am writing to you to vary your contract of employment to insert the following extra clause:

No forced redundancy of non-senior staff members for 5 years after transfer

If you are transferred from the employment of (insert name) Council to the employment of another council because of the amalgamation of (insert name) Council or because of a boundary alteration of (insert name) Council; (insert name) Council will not terminate you upon grounds of redundancy without your agreement within 5 years after the date of your transfer.

In return, you promise to:

- (i) continue to work under this amended contract and;
- (ii) not to take industrial action over this issue for a period of one month from the date that you receive this letter.

Please confirm that you consent to this variation of your contract by continuing to work for the Council under the amended contract of employment. Alternatively, you can sign and return this document.

I accept the variation to my contract which is set out above.

Signed

Dated

Witnessed