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| To: PLANNING AND ENVIRONMENT COMMITTEE | | Subject: PAYMENT OF OVERTIME FOR EMPLOYEES ON OR ABOVE SCP35 |
| From: DIRECTOR OF PLANNING AND ENVIRONMENT | | |
| Date: 2 March 2005 | Ref: D/SS/06/12 (LJ/AG) | |

1. Purpose of Report

- 1.1 To request approval of Committee for authorisation to pay overtime (partially in retrospect) to employees earning spinal column point 35 or above.

2. Background

- 2.1 A number of employees from the Roads and Transportation Service, and Support Services earning on or above spinal column point 35 require/required to work overtime, details of which are listed in section four below.

3. Sustainability Implications

- 3.1 There are no sustainability implications, the overtime is required in order to maintain the services provided by the department.

4. Proposals / Considerations

- 4.1 Employees of the Support Services Section have been and are continuing to be involved in a programme of software development including the creation of a new complaints data base, and the completion of Scottish Executive Grant Claims. The amount of overtime required for the employees on or above SCP35 is listed below.

One Senior Officer 50 hours.
 One Senior Admin Officer 50 hours.
 One Admin Officer 90 hours.

- 4.2 A number of employees from the Roads & Transportation Service have been and will continue to be involved in overtime working, for a number of reasons including capital commitments, supervision of contractors, external funding deadlines, specific project deadlines and resource problems. The amount of overtime for the employees on or above SCP 35 is listed on the attached Appendix.

5. Corporate Considerations

- 5.1 This report is in line with the current conditions of service, which require departmental Directors to seek approval from the appropriate service committee for overtime for employees on or above Spinal Column Point 35.

6. Recommendations

- 6.1 It is recommended that Committee:

- (a) Approve the payment (partially in retrospect) of overtime for the officers detailed in section four of this report.
- (b) Refer this report to the Policy and Resources (Personnel) Sub Committee for approval.



David M. Porch
DIRECTOR OF PLANNING AND ENVIRONMENT
(9 February 2005)

Local Government Access to Information Act: for further information about this report, please contact Lesley Jurczyk Admin, Personnel & Finance Team Leader on 01236 616216.

APPENDIX

Overtime for Roads & Transportation employees on or above SCP 35
Reported to Planning & Environment Committee 2 March 2005

| Employee Position | Hours Required |
|----------------------------|----------------|
| Team Leader | 55 |
| Team Leader | 80 |
| Team Leader | 70 |
| Team Leader | 35 |
| Team Leader | 200 |
| Team Leader | 39 |
| Team Leader | 30 |
| Senior Engineer/Officer | 90 |
| Senior Engineer/Officer | 115 |
| Senior Engineer/Officer | 200 |
| Senior Engineer/Officer | 50 |
| Senior Engineer/Officer | 30 |
| Senior Engineer/Officer | 290 |
| Senior Engineer/Officer | 240 |
| Senior Engineer/Officer | 305 |
| Senior Engineer/Officer | 25 |
| Senior Engineer/Officer | 100 |
| Senior Engineer/Officer | 150 |
| Senior Engineer/Officer | 20 |
| Engineer/Technical Officer | 15 |
| Engineer/Technical Officer | 225 |
| Engineer/Technical Officer | 70 |
| Engineer/Technical Officer | 110 |
| Engineer/Technical Officer | 175 |
| Engineer/Technical Officer | 60 |
| Engineer/Technical Officer | 200 |
| Engineer/Technical Officer | 8 |
| Engineer/Technical Officer | 200 |
| Engineer/Technical Officer | 250 |
| Engineer/Technical Officer | 158 |
| Engineer/Technical Officer | 138 |
| Technician | 220 |
| Technician | 255 |
| Technician | 140 |
| Technician | 220 |
| Technician | 120 |
| Technician | 33 |
| Technician | 343 |
| Technician | 156 |
| Technician | 150 |
| Technician | 161 |
| Clerk of Works | 250 |
| Technical Assistant | 280 |
| Inspector | 140 |
| Inspector | 160 |
| Inspector | 175 |
| Inspector | 280 |
| Inspector | 220 |
| Inspector | 230 |
| Inspector | 285 |
| Inspector | 190 |

APPENDIX Contd.

Overtime for Roads & Transportation employees on or above SCP 35
Reported to Planning & Environment Committee 2 March 2005

| Employee Position | Hours Required |
|-------------------|----------------|
| Inspector | 120 |
| Inspector | 260 |
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