

AGENDA ITEM No. 15

To: SOCIAL WORK COMMITTEE		Subject: OVERTIME MONITORING REPORT
From: DIRECTOR OF SOCIAL WORK		
Date: 5 JUNE 2003	Ref: RP/AH	

**1. PURPOSE OF REPORT / INTRODUCTION**

- 1.1. To advise the Committee of overtime hours worked by employees paid above SCP 35 during periods 11, 12 and 13.

**2. BACKGROUND**

- 2.1. The Core Conditions of Employment place a bar on overtime payments for employees paid above SCP 35. There is a necessity within the Department for certain employees to work hours in excess of their contracted hours and this was recognised by the Council with Directors, subject to Committee Approval, being permitted to authorise overtime to such employees where the needs of the service make it essential.

**3. PROPOSALS / CONSIDERATIONS**

- 3.1. The following information details the amount of overtime hours that were required to be worked by employees on or above SCP 35 within the Department during periods 11, 12 and 13 to maintain essential service delivery.

Figures reported in January 2003 Committee Report regarding periods 9 and 10 have been included again for information.

3.2.	Period 9	Period 10	Period 11	Period 12	Period 13
Child Care	290.00 hrs	161.00 hrs	205.00 hrs	247.00 hrs	139.75 hrs
Criminal Justice	161.00 hrs	80.00 hrs	208.5 hrs	174.00 hrs	210.75 hrs
Community Care	121.00 hrs	170.00 hrs	156.5 hrs	206.25 hrs	123.25 hrs
Emergency Cover	0.00 hrs	0.00 hrs	0.00 hrs	9.00 hrs	0.00 hrs

- 3.3. The attached graph shows a breakdown of overtime over the previous 13 periods.

#### **4. FINANCIAL / PERSONNEL / LEGAL / POLICY IMPLICATIONS**

- 4.1. The costs related to these payments will be met from current revenue budgets
- 4.2. Permission of the employees to work overtime was given in line with criteria laid down by the Council's Core Conditions of Service.

#### **5. RECOMMENDATIONS**

- 5.1. The Committee is asked to note the contents of this report.



**Jim Dickie**  
**Director of Social Work**  
**13 May 2003**

*For further information on this report please contact Ronnie Paul, Head of Social Work Resources  
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# Overtime Analysis

