

To: Environmental Services Committee		Subject: Core Conditions of Employment for APT and C Staff  Service Provision Outwith Hours
From: Director of Environmental Services		
Date: 13 January 1997	Ref: 007mhlmr	

### Background

I refer to a recent Council decision to agree Core Conditions of Employment for APT & C Staff, with a commencement date of 1 January 1998. This agreement restricts overtime payments to employees in salary grades up to spinal column point (SCP) 35. However, employees paid above this point can be paid overtime subject to authorisation by the appropriate Service Committee.

### Proposal

Within the Environmental Services Department, there are a number of functions which require to be performed, from time-to-time, outwith normal working hours. These include elements of Environmental Health, Trading Standards and associated functions which require timeous response to public, police, etc. complaint. The nature of these complaints does not permit prior approval of Committee for overtime payments, before taking the appropriate action which may require enforcement procedures to be adopted. Historically, these services have been provided on a short-notice and call-out basis by senior management requesting an appropriate response from relevant staff, where such a response is deemed to be justified.

This proposal seeks to allow the continuation of these arrangements by permitting the Director of Environmental Services to authorise out-of-hours working at the appropriate overtime payment level, in circumstances which are considered of an essential or emergency nature. The control and monitoring of such arrangements is vested in senior management, to meet the exigencies of the service and revenue budget constraints.

### Recommendations

It is recommended that:

- The Committee authorises the Director of Environmental Services to sanction the appropriate level of overtime working, to allow the department to respond in circumstances which are considered to be of an essential or emergency nature.
- The above recommendation will apply to operational staff above the SCP 35 threshold.
- The Director of Environmental Services will control and monitor these arrangements, within the limitations of the existing revenue budgets.

*M'Kenzie L. Hutton*