

## **Alternative service delivery model**

### **COMBINED SHIFT PROPOSAL**

Current backshift working pattern :

6 out of 7 days, Monday to Saturday. Hours of work - Monday to Wednesday 1500-1900, Thursday 1500 -1930, Friday 1430 - 1900 and Saturday 1130 -1900.

Proposed combined shift working pattern:-

5 out of 7 days, working 2 weekends out of 3. Appendix 1 details the pattern and hours of work.

To deliver the service by the proposed combined shift working pattern the existing number of (backshift) posts will increase from 10 to 15 posts – 2 Operative 6 posts, 2 Operative 5 posts, 6 Operative 4 posts, 5 Operative 3 posts.

The 5 vacant posts will be :-

Operative 6 – 1 post

Operative 5 – 1 post

Operative 4 – 2 posts

Operative 3 – 1 post

Earnings - the change in working pattern results in an increase in contractual earnings for existing backshift employees.

This change removes the current requirement to cover the service by voluntary overtime at weekends.

#### **How the 5 new combined shift posts will be filled:-**

There are currently 8 temporary employees employed in Streetscene, six of which work Monday to Friday.

Six temporary Street sweepers grade 3 , 5 of which have driving licences will be asked to express a preference between – Operative 4 combined shift (2 vacant posts); Operative 4 Monday –Friday (Four Operative 4 posts require to be filled in Streetscene on a permanent basis.). All temporary employees will also have the opportunity to apply for the Operative 5 and Operative 6 posts, combined shift.

One temporary Street Sweeper grade 3 (non driver) will be matched into an Operative 3 post, (Combined Shift).

The remaining three combined shift posts will be advertised.

Where more than one employee expresses an interest in a post interviews will be arranged.

#### **JOB DESCRIPTIONS**

It is proposed the revised job descriptions are implemented.

Existing employees will be match into a post at the same grade with the following exceptions:

18 Street sweepers, Grade 3 currently acting up to Driver (non HGV) will be matched into permanent Operative 4 Grade 4 posts.

1 Footbridge attendant ,currently acting up as Driver (non HGV ) Grade 4 will be matched into an Operative 4 Grade 4 post.

2 Drivers (non HGV) Grade 4 currently acting up to mechanical sweeper driver (compact) grade 5 will be matched into Operative 5 grade 5 post (one post holder works in back shift and shall form part of combined shift).

5 Team Sweeping Charge hands Grade 5, of which 3 have driving licences, those with driving licences will have the opportunity to apply for Operative 6 grade 6 ( RRT Chargehand,2 posts), apply for Operative 5 grade 5 (RRT,2 Posts) . Alternatively match into Operative 4 grade 4 post.

2 non drivers will have the opportunity to apply for Operative 5 grade 5 ( RRT x 2 posts, job description outlines driving licence essential however an exception may be made in this case, any new employees would require to hold a full driving licence) or apply for Operative 4 grade 4 (Cemeteries post), alternatively match into Operative 3 grade 3.

Leisure management –

10 Leisure attendants Grade 2 will match into an Operative 3 grade 3 post..

7 Leisure attendants grade 2 who currently undertake a high level of driving on a daily basis ( as street scene drivers) shall match into an Operative 4 grade 4 post.

2 Leisure change hands Grade 4 will be matched into Operative 6 posts (RRT) Training and support shall be given to staff ensuring they have the necessary skills to undertake the full range of duties.

## **TEMPORARY EMPLOYEES**

### **Grounds maintenance**

Ex Apprentices and temporary grounds maintenance staff, currently filling permanent posts on the structure, will be offered permanent contracts. There are currently 11 Grounds maintenance temporary staff 7 of which are ex apprentices grade 6, 2 are Arborists grade 6 and 2 are Grounds maintenance Operatives grade 5. See appendix 2.

### **Street Scene**

Temporary employees within the current backshift group (2 staff) will be offered permanent posts however the proposed change of working arrangements will replace the current working times and pay.

There are 6 temporary employees (in Grade 3 posts ) currently working Monday to Friday in Streetscene

Six temporary Street sweepers grade 3 , 5 of whom have driving licences will be asked to express a preference between – Operative 4 combined shift (2 vacant posts); Operative 4 Monday –Friday (Four Operative 4 posts require to be filled in Streetscene on a permanent basis.). All temporary employees will also have the opportunity to apply for the Operative 5 and Operative 6 posts, combined shift.

One temporary Street Sweeper grade 3 will be matched into an Operative 3 post. (Non driver.)



**Appendix 1**

1 weekend in 3 off

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Week1	4.5	4.5	4.5	4.5	5			23
Week2			4.5	4.5	5	9	8.5	31.5
Week3	4.5	4.5	4.5			9	8.5	31
	3.00-7.30	3.00-7.30	3.00-7.30	3.00-7.30	2.30-7.30	8.00-12noon	8.00-12noon	
						12.30-5.30	12.30-5.00	

**AVG Weekly Hours**

**28.50**

Total Staff required = 15

## Appendix 2

updated 13/4/17

Department-Long Description	Pay Number	First Forename	Surname	Post-Number	Post-Short	Post-Long Description	Occupancy Type	PS-Code	Location-Long Description	Reason Code Start Date	Comments
Environment	106311	ANDREW	MCDERMOTT	092359	ENVIRONMNT	OW-GROUNDS MAINTENANCE OPERATIVE	TC	FT	STRATHMARTINE		
Environment	111169	GLENN	KIERNAN	092393	ENVIRONMNT	OW-GROUNDS MAINTENANCE OPERATIVE	TC	FT	COLDSIDE		
Environment	116477	SIMON	MCKIE	092746	ENVIRONMNT	OW-GARDENER	TC	FT	FORESTERS		
Environment	118658	GEORGE	CALLANDER	092742	ENVIRONMNT	OW-ARBORIST	TC	FT	FORESTERS		
Environment	108424	ALISTER	MACDONALD	092268	ENVIRONMNT	OW-GARDENER (GRADE 3)	TC	FT	FORESTERS		
Environment	110288	GARY	LOGIE	258505	ENVIRONMNT	OW-GARDENER	TC	FT	WEST END		
Environment	110881	DARREN	REID	092277	ENVIRONMNT	OW-GARDENER (GRADE 3)	TC	FT	FERRY		
Environment	113227	HARRISON	CONWAY	092257	ENVIRONMNT	OW-GARDENER (GRADE 3)	TC	FT	STRATHMARTINE		
Environment	113229	STEVEN	HUTCHISON	092269	ENVIRONMNT	OW-GARDENER (GRADE 3)	TC	FT	MARYFIELD		
Environment	115253	WALLACE	FYFE	092252	ENVIRONMNT	'- GARDENER (GRADE 3)	TC	FT			
Environment	115250	BLAIR	MACDONALD	258782	ENVIRONMNT	-GARDENER (GRADE 3)	TC	FT			
Environment	106432	GEORGE	CUSHNIE	417748	ENVIRONMNT	OW-STREET SWEEPER	TC	FT	COLDSIDE		
Environment	114956	DOMINIK	ORDANSKI	417456	ENVIRONMNT	OE-STREET SWEEPER	TC	FT	MARYFIELD		
Environment	114959	PAUL	GREENAN	417511	ENVIRONMNT	OE-STREET SWEEPER (P/T)	TC	PP	MARYFIELD		
Environment	114957	JOHN	ALEXANDER	258600	ENVIRONMNT	OC-STREET SWEEPER	TC	FT	CENTRAL		
Environment	116797	STEPHEN	DEASLEY	417660	ENVIRONMNT	OE-STREET SWEEPER	TC	FT	MARYFIELD		
Environment	116807	RUSSELL	THOMSON	417661	ENVIRONMNT	OE-STREET SWEEPER	TC	FT	MARYFIELD		
Environment	116813	PHILIP	MEAD	417455	ENVIRONMNT	OW-STREET SWEEPER	TC	FT	FERRY		
Environment	120167	MATTHEW	SZMAITES	417512	ENVIRONMNT	OE-STREET SWEEPER (P/T)	TC	PT	MARYFIELD		

Grounds Maint		4
Grounds Maint	Ex Apprentice	7
<b>Total GM</b>		<b>11</b>
Street Scene		8
<b>Total Street Scene</b>		<b>8</b>
Seasonal		