

Appendix A

Key milestones for change the service and the role of Refuse Collectors is detailed below and also summarised in the attached table.

Movement to grade A3

The element of Performance Related Pay within the Refuse Collector role will be phased out as the role develops and basic salary increases accordingly. These phased changes will take place over a number of years but the service is looking to commence these changes with an immediate move to A3 for December 2012.

As the Waste Collection Service alters to increase efficiency and recycling rates and decrease customer complaints; the role of Refuse Collector will change. The changes to role and duties justify the proposed changes to the salary.

To prepare staff for forthcoming changes all employees carrying out the role will receive further training days including, as a minimum, Customer Care and Health and Safety training.

Staff have already been fulfilling roles in relation to route rationalisation in particular with reference to routes 1-13 (Central Zone). They are also currently completing their Appraisal sessions. By December 2012 this will include further training in H&S and Customer Care skills. Consequently the skills necessary for the move to the A3 grade have been met and therefore the first stage of implementation in December can be achieved.

In addition, Refuse Collectors will be given support with literacy and numeracy where required. These extra skills will alter the role sufficiently for it to be commensurate with a Grade A3. As a result the element of PRP will be reduced so that the total maximum earnings is £19,126 (see indicative timetable below)

The anticipated outcomes of this move for the Service include:

- Implementation New R1 and R13 routes.
- Organisation of 4 year Christmas collections
- Service delivery with greater focus on customer care
- Evidence of reduced complaints.

Refuse Collectors will continue to contribute to city wide roll-outs of AWC which will be introduced on a phased basis from April 2013.

The anticipated outcomes for the Service include:

- Phased take up of AWC across Leeds
- Increased recycling

With an A3 graded position is implemented in December 2012, the negotiations for the rest of the proposals will proceed in line with service changes.

Movement to Grade B1

In order to support the efficient delivery of AWC the concept of the nominated loader will be introduced. The suggestion is that this role will be carried out on a rota basis using appropriate technology to provide more detailed advice and support to customers. These additional duties will alter the role of Refuse Collector so that it is commensurate with grade B1.

Employees will progress through the increments to the scale B1 from spinal column point 14 to spinal column point 17. Through the normal incremental progression criteria this would take 4 years to progress to the top of the band. Further discussions about potential fast tracking and performance based incremental progressions may be part of future negotiations.

The anticipated outcomes for the service include:

- Crews enabled to directly respond to public across a wider range of situations
- Evidence of reduced complaints.

Refuse Collectors – Indicative Timetable for Revising Role and Duties for A1/B1 Post

	Current Position	December 2012	To be determined	To be determined	To be determined
Grade	A1 – max scp 8 =	A3 – min scp 11 =	A3 – max scp 13 =	Phased incremental progression through B grade starts point 14	Incremental progression completed at point 17
Basic pay £	13189	14733	15444	15725	16830
Enhancements £	1438	1606	1684	1715	1835
PRP Element £	4499	2787	1998	1676	461
Total pay £	19126	19126	19126	19126	19126
Overtime rate £	10.25	11.45	12.01	12.23	13.09
Additional pay if average overtime worked (430 hours pa) £		518	755	849	1,218
Changes to role and duties		Employees develop/ contribute to route refinements	Employees work to develop/contribute to city wide roll out of AWC routes and process	“Nominated” loader role applied	All staff undertake nominated loader role using available systems
Development requirements	All collectors receive further training day including customer care and H&S	Rationalising of residual routes completed Ongoing employee contribution to pilot AWC	Employee briefing rolled out regarding AWC Employees work to develop city wide AWC routes	All employees trained in role of nominated loader	All employees trained to use system to act as a nominated loader using on cab system
Services Changes Evidenced		- New R1 to R13 routes implemented end Nov. -Organisation of 4 year Xmas collections finalised. - Staff support service delivery with greater focus on customer care	AWC introduced on a phased basis	Loaders enabled: - to act as lead for daily crew – to report and record issues directly - to respond to public across a range of situations	Crews enabled to report issues and directly respond to public using on cab system across a wider range of situations
Service Impact		Evidence of reduced complaints	Phased take up of AWC across Leeds; increased recycling	Evidence of reduced complaints	Evidence of reduced complaints

Notes

1. Subject to negotiation of the options identified here the Council will still need to take legal advice and review previous decisions regarding the overall risks