

**Committee:** ENVIRONMENT COMMITTEE

**Agenda Item**

**Date:** 14 March 2006

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**Title:** **MANAGEMENT STRUCTURE FOR THE WASTE AND STREET CLEANSING SERVICES.**

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Item for decision

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### Summary

This report advises members of the planned reorganisation of the services to reflect the transfer of refuse personnel to directly employed staff.

### Recommendations

- 1 That the new management structure for the service be adopted with effect from 1 April 2006.

### Background Papers

The following papers were referred to by the author in the preparation of this report.

- 1 Environment Committee report Contracting of Refuse and Recycling 13.09.05.

### Impact

Communication/Consultation	The Operations Manager is in support of this proposal. All employees affected by the proposed changes have been consulted. The report has the support of the EMT.
Community Safety	None.
Equalities	None.
Finance	There are costs in respect of pension strain these will be reported in detail in a part 2 report to Operations Committee.
Human Rights	None.

Legal implications	None.
Ward-specific impacts	None specific
Workforce/Workplace	The revised structure brings the contracted terms and the in-house team together. Some team building work will need to be done to adjust working relationships.

### **Situation**

- 1 The TUPE transfer of the refuse service to combine the refuse and recycling forces the need to restructure its management arrangements to best effect.
- 2 The review of the staffing structure indicates a revised set of skills need to be in place to deliver what the service needs for the future.
- 3 If the early retirement on the grounds of efficiency of the Operations Manager is approved it creates the flexibility to have a generic structure to manage street cleansing and waste collection.

### **Targets**

- 4 This post can be replaced with a Health & Safety/Human Resources officer to deal with the work that needs to be in place to support the new team.
- 5 The new structure (shown at the end of this report) needs to be in place ready for the TUPE transfer on 1 April 2006.
- 6 If approved the early retirement of the Operations Manager is targeted for August 2006 when he will be 62 years old and will have given 33.5 years service to Uttlesford District Council.

### **Options**

- 7 The option put forward by Officers is recommended but review after 24 months could be considered after the waste strategy implementation has settled.

### **Pay-Offs/Penalties**

- 8 The management of the services working out of the depots may now be combined and managed generically.
- 9 The Health & Safety/Human Resources post will have 2 years to assist issues that will inevitably arise through the stages of TUPE transfer, harmonisation of pay and conditions. Combined with this there is the need to devise and document safe systems of work and risk assessment.

## **Costs**

- 10 The new structure involves the same number of employees as the current service and is cost neutral.

## Risk Analysis

11 The following have been assessed as the potential risks associated with this issue.

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigating actions</b>
If a new structure is not identified it will be difficult to manage the services	Low	High	The new structure is implemented.
Skills sets of staff do not meet service needs	High	High	<ul style="list-style-type: none"> <li>• Early retirement of the Operations Manager</li> <li>• Training and development of staff where needed.</li> </ul>
The personnel issues will be more than can be effectively handled	High	High	<ul style="list-style-type: none"> <li>• Appointment of specialist for HR/H&amp;S post to assist with this peak of activity.</li> </ul>