

SOUTH DERBYSHIRE DISTRICT COUNCIL

POST TITLE: Refuse Driver Chargehand

SERVICE: Operational Services

PRINCIPAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Salary for this post will be Grade 5; £31,022. In all other respects, the conditions of service laid down by the National Joint Council for Local Authorities Services Employees as supplemented or amended by the Council will apply.
2. The appointment requires ONE months' notice of termination by the employee.
3. The Refuse Collection Service operates on a 'task and finish' basis for the whole District. Crews will be required to assist on other rounds in order to complete the whole workload. Collections may not commence before 6.00 a.m.
4. Annual holiday entitlement is 26 days per year, rising to 31 days after 5 years local government service (this includes 4 former discretionary days once taken after Public/Bank Holidays) plus 7 statutory and 1 day which is taken at the discretion of the Authority. Refuse employees are required to work Good Friday for which 1 day in lieu is granted and bank holiday Mondays which are currently paid at the appropriate overtime rate plus one day in lieu.
5. The Local Government Superannuation Scheme is available. All employees aged under 75 contracted for a period in excess of three months are eligible to join the Local Government Pension Scheme (LGPS). **Please note that provided you meet these criteria you will automatically be put into the Pension Scheme unless you opt not to join.** Should you wish to opt out of the scheme you can do so on your first day of employment.
6. The post will be subject to a six-month probationary period.
7. The appointment will be subject to satisfactory medical clearance.
8. Working Procedures Agreement

(a) Statutory Holiday Arrangements

Collection arrangements are as follows:

Good Friday	-	Collect on Good Friday
Easter Monday	-	Collect on Easter Monday
May Day	-	Collect on May Day
Spring Bank Holiday	-	Collect on Spring Bank Holiday
Later Summer Bank Holiday	-	Collect on Summer Bank Holiday
Christmas Day Holiday	-	No Collections
Boxing Day Holiday	-	No Collections
New Year's Day	-	No Collections

Payment will be made at double time plus one lieu day for Bank Holiday Mondays. Payment will also be at double time plus one day in lieu on Good Friday.

All employees are required to attend work on Good Friday and Bank Holiday Monday unless approved leave taken.

(b) *Holiday rota*

A holiday rota will operate throughout the year based on no more than three driver/chargehands being on holiday at the same time. At least five working days notice will be required for annual leave requests.

(c) *Working Time*

Drivers daily permitted **DUTY** time is **11 hours** daily, with a maximum of **10 hours driving** time to accommodate 'task and finish' as such there is no formal daily finishing time. Overtime payments will be made where a driver exceeds 74 hours working time in a two week cycle.

No reductions in pay will be made where a driver completes the allocated work in less than 37 hours working time in any week.

Working time includes for the daily walk around vehicle safety check, the completion of allocated collections and the cleaning and greasing of the allocated vehicle each week.

(d) *Uniforms & Identification*

Employees will be provided with an appropriate uniform that is to be worn at all times during working hours. An Identification card will also be issued once photographs of the operative are taken

(e) *Codes of Practice and Working Practices*

All employees will be required to comply with all relevant Codes of Practice and Working Practices at all times during working hours. These are available on request from a Manager/Supervisor, and are available to read in the depot staff room.

(f) *Depot*

The service will be based at South Derbyshire District Council Depot, Unit 18 Boardman Road, Swadlincote DE11 9DL. All employees will be required to report to the Depot at the start and the end of the working day.