

DUNDEE CITY COUNCIL

REPORT TO: Personnel and Management Services Committee - 30 June 2003

REPORT ON: Environmental and Consumer Protection - The Future

REPORT BY: Chief Executive, Acting Director of Environmental and Consumer Protection and Director of Personnel and Management Services

REPORT NO.: 437-2003

1 PURPOSE OF REPORT

- 1.1 To seek approval for the Environmental and Consumer Protection Department to split into two: Waste Management; and Environmental Health and Consumer Protection.

2 RECOMMENDATIONS

It is recommended that the following recommendations are approved:-

- 2.1 the Environmental and Consumer Protection Department is split into two: Waste Management; and Environmental Health and Consumer Protection;
- 2.2 Waste Management will become part of the Chief Executive's Department;
- 2.3 Environmental Health and Consumer Protection will become part of the Support Services Department;
- 2.4 the deletion of the following senior management posts from the establishment of the Environmental and Consumer Protection Department:-
- Director of Environmental and Consumer Protection, CO35, £65,796;
 - Operations Manager, SCP 63-66, £48,711 - £52,272;
 - Public Protection Manager, SCP 51-54; £36,951 - £39,576;
- 2.5 the establishment of a post of Head of Waste Management, CO34, £64,353, in the new Waste Management Department, and the appointment of the existing Operations Manager to this post;
- 2.6 the establishment of a post of Head of Environmental Health and Consumer Protection, SCP 61-64, £46,572 - £49,845, in the Support Services Department, and the appointment of the existing Public Protection Manager to this post;
- 2.7 the deletion of the following posts from the establishment of Environmental and Consumer Protection Department:-
- Principal Engineering Services Officer, PO9-12, £30,786 - £32,991;
 - Principal Waste Management Officer, PO9-12, £30,786 - £32,991;
 - Principal Cleansing Services Officer, PO9-12, £30,786 - £32,991;
 - Principal Waste Strategy Officer, PO9-12, £30,786 - £32,991;

2.8 the establishment of the following new posts in the Waste Management Department:-

- Waste Policy Manager, PO15-18, £35,343 - £37,833;
- Engineering Services Manager, PO15-18, £35,343 - £37,833;
- Cleansing Services Manager, PO15-18, £35,343 - £37,833;
- Waste Management Officer, PO9-12, £30,786 - £32,991;
- Environmental Strategy Officer, PO5-8, £27,873 - £30,060;

2.9 the redesignation and regrading of the following post in the Waste Management Department:-

- Principal Finance Officer, PO5-8, £27,873 - £30,060, to Finance Manager, PO11-14, £32,244 - £34,554;

2.10 the redesignation and regrading of the following post in the Environmental Health and Consumer Protection Division of the Support Services Department:-

- Principal Pollution Control Officer, PO9-12, £30,786 - £32,991, to Environmental Manager, PO15-18, £35,343 - £37,833;

2.11 the regrading of the following post in the Environmental and Consumer Protection Division of the Support Services Department:-

- Pest/Animal Control Supervisor from AP4, £19,632 - £21,732, to AP5, £22,398 - £24,396.

3 FINANCIAL IMPLICATIONS

3.1 The Director of Finance confirms that the financial implications of implementing the above recommendations are that there would be a net cost in the financial year 2003/04 of £10,390. This cost is after deducting the additional superannuation costs associated with the early retiral of the previous Director of Environmental and Consumer Protection.

4 LOCAL AGENDA 21 IMPLICATIONS

4.1 The creation of these two separate functions will ensure that the Council's Local Agenda 21 responsibilities continue to be met and driven forward.

5 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 None.

6 BACKGROUND

6.1 At its meeting of 4 May 1995, the City of Dundee Council considered and approved a report (Department, Committee and Chief Officer Structure) by the Chief Executive.

- 6.2 Contained within the report was a proposal to create an Environmental and Consumer Protection Department headed by a Director.
- 6.3 Last year, the Personnel and Management Services Committee approved the early retirement of the Director of Environmental and Consumer Protection and the Operations Manager was appointed as the Acting Director, with temporary additional responsibility payments being made to other senior members of staff.

7 PROPOSALS

- 7.1 The Chief Executive, Acting Director of Environmental and Consumer Protection and the Director of Personnel and Management Services considered that the opportunity should be taken to review how the services undertaken by the Department were carried out. After consideration, they have concluded that the best way forward would be to split the Department into two: a Waste Management Department; and an Environmental Health and Consumer Protection Division.
- 7.2 Waste Management would become part of the Chief Executive's Department and Environmental Health and Consumer Protection would become part of the Support Services Department. The reasons for the split are outlined below.

8 WASTE MANAGEMENT DEPARTMENT

- 8.1 Waste management is a front-line service which impacts directly on the general public, particularly in relation to refuse collection and street cleansing.
- 8.2 However, the focus of the service has changed with the formation of the Scottish Environmental Protection Agency in 1996 and the emergence of the National Waste Strategy in 1999. Both developments placed new and significant burdens on the services which the Council provides.
- 8.3 As a result, waste management is continually changing with issues such as the Landfill Directive having to be addressed.
- 8.4 In addition, the Scottish Executive has made available to local authorities £230 million over the next 3 years, and £110 million in subsequent years, for National Waste Strategy projects on a bid basis. This is a national and local priority and the Council has to be prepared to meet this challenge and others in the years ahead.
- 8.5 Given the corporate importance of these issues, it is considered that Waste Management should become part of the Chief Executive's Department, with the Head of Waste Management reporting to the Chief Executive.
- 8.6 The proposed structure is outlined in Appendix 1 attached.

9 ENVIRONMENTAL HEALTH, CONSUMER PROTECTION AND SCIENTIFIC SERVICES DIVISION OF SUPPORT SERVICES DEPARTMENT

- 9.1 Environmental Health and Trading Standards functions have long been at the cutting edge of local authority service delivery and continue to be services which the public rely upon to resolve many varied issues of concern.
- 9.2 The Council will work alongside the proposed Scottish Health Protection Agency and the current consultation paper on Health Protection in Scotland recognises the crucial role of the Environmental Health Officer. In addition, the function has been given responsibility for new and expanded areas of work linked to health surveillance and improvement, e.g. air quality, contaminated land and radiation monitoring. There are other long-established work areas which also impact on health and the quality of life, e.g. noise control.
- 9.3 The advent of the Food Standards Agency will continue to place considerable demands on the Council, as will the implementation of Section 18 of the Health and Safety at Work Act. Both will require regular and stringent auditing regimes.
- 9.4 Consumer complaints and business advice requests are increasing at a considerable rate. The demand from consumers for greater protection has seen the emergence of a number of initiatives. For example, debt and money advice is a growth area presenting opportunities to work with other agencies involved in similar areas. In addition, regulatory responsibilities have increased recently and this is underlined by the introduction of, for example, the Regulation of Investigatory Powers (Scotland) Act and its impact on surveillance activities.
- 9.5 Given the emphasis on regulation throughout the functions' activities, it is considered that Environmental Health and Consumer Protection should become part of the Support Services Department which is heavily involved in regulatory functions. The Head of Environmental Health and Consumer Protection would report to the Depute Chief Executive (Support Services).
- 9.6 The proposed structure is outlined in Appendix 2 attached.

10 MANAGEMENT TEAMS - APPOINTMENTS PROCEDURES

- 10.1 It is proposed that the new post of Head of Waste Management be filled by the existing Operations Manager who was appointed some months ago as the Acting Director of Environmental and Consumer Protection (please refer to paragraph 6.3 above).
- 10.2 It is proposed that the new post of Head of Environmental Health and Consumer Protection be filled by the existing Public Protection Manager.
- 10.3 The new posts of Waste Policy Manager, Engineering Services Manager and Cleansing Services Manager will be filled from the present incumbents of the posts of Principal Engineering Services Officer, Principal Waste Management Officer, Principal Cleansing Services Officer and Principal Waste Strategy Officer after competitive interview. The employee who is not appointed to any of these 3 new posts will be matched to the new post of Waste Management Officer (please refer to paragraph 2.8 above).

11 ADMINISTRATIVE, CLERICAL AND SUPPORT STAFF

- 11.1 Members are advised that work is currently being carried out to establish the split of existing staff between the 2 functions and whether additional resources are required.

12 CONSULTATION

- 12.1 The Director of Finance was consulted on the financial implications of this report.

13 BACKGROUND PAPERS

- 13.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

A. Stephen
Chief Executive

16 June 2003

J. Laing
Acting Director of Environmental and Consumer Protection

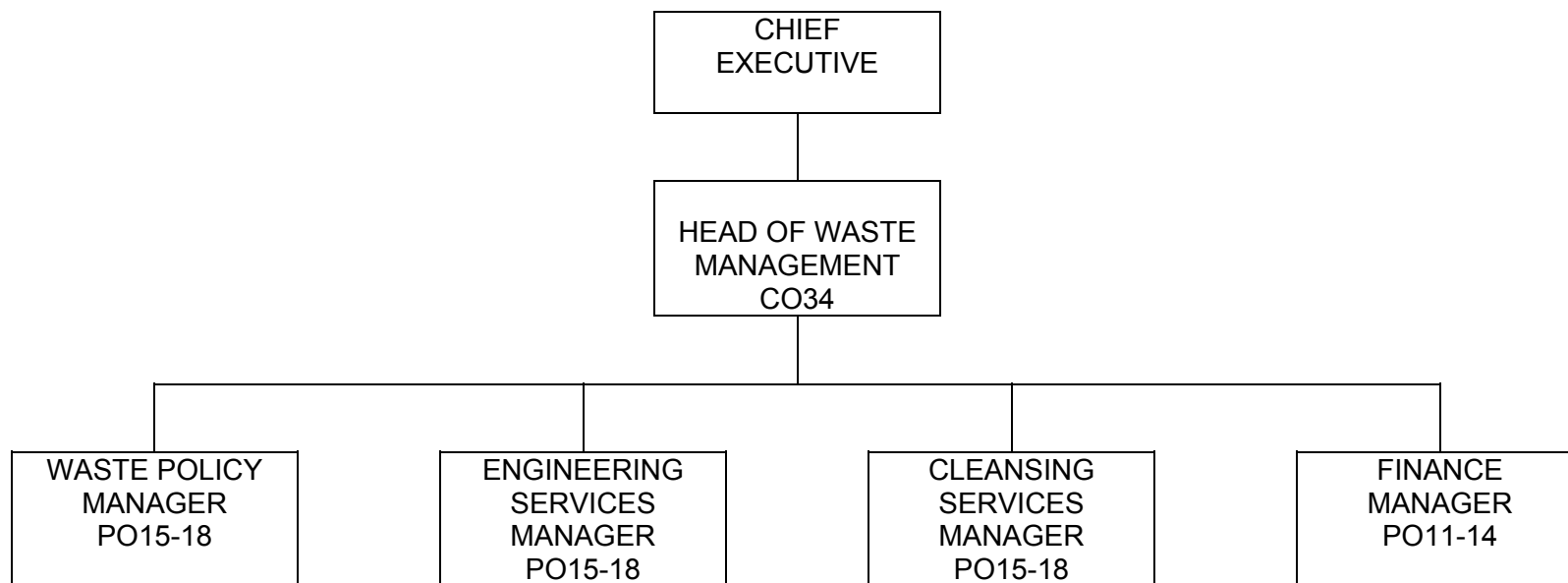
16 June 2003

J.C. Petrie
Director of Personnel and Management Services

16 June 2003

WASTE MANAGEMENT DEPARTMENT

PROPOSED STRUCTURE



**ENVIRONMENTAL HEALTH AND CONSUMER PROTECTION DIVISION
OF THE SUPPORT SERVICES DEPARTMENT****PROPOSED STRUCTURE**