

DUNDEE CITY COUNCIL

REPORT TO: Personnel and Management Services Committee - 13 January 2003

REPORT ON: Planning and Transportation Department - Changes to Career Grade Structure

REPORT BY: Director of Planning and Transportation and Director of Personnel and Management Services

REPORT NO: 6-2003

1 PURPOSE OF REPORT

- 1.1 To report on proposed changes to the career grade structure for staff that are affiliated with or are members of the Chartered Institute of Transport and/or the Institute of Logistics and Transport to ensure compatibility of professional qualifications within the Planning and Transportation Department.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Committee approve the proposed new career grade structure as detailed in Appendix 1.

3 FINANCIAL IMPLICATIONS

- 3.1 The costs of implementing this part of the Department's Career Grade Structure are minimal and will be met from within the Planning and Transportation Department's Revenue Budget allocation.

4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 There are no Local Agenda 21 implications.

5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 There are no equal opportunities implications.

6 BACKGROUND

6.1 On 11 February 2002, the Personnel and Management Services Committee approved Report No. 38-2002, which recommended a new career grade structure for the Planning and Transportation Department. There were two reasons for this new career structure:-

- The Institution of Civil Engineers had recently amended their routes to membership.
- The Roads and Transportation Division, whilst having at its core staff from a civil engineering background, also has staff from differing professional institutes (Institution of Electrical Engineers; Institute of Lighting Engineers; Institute of Highways and Transportation; Institute of Logistics and Transport; Chartered Institute of Transport) and the review ensured compatibility between professional qualifications.

6.2 However, at the time of reporting Report No. 38-2002 to Committee, advice was not available from the Institute of Logistics and Transport and the Chartered Institute of Transport and the new career grade structure omitted these institutes. It was stated that a further report would follow once advice had been received from both these institutes.

6.3 Advice has now been received and Appendix 1 shows the proposed career grade structure for the Institution of Logistics and Transport and the Chartered Institute of Transport to ensure compatibility between all Roads and Transportation Division staff.

7 CONSULTATIONS

7.1 The Chief Executive, Director of Support Services, Director of Finance, and the relevant Trade Unions have been consulted and are in agreement with the contents of this report.

8 BACKGROUND PAPERS

8.1 The following background papers have been used in preparing this report:-

- Report No. 38-2002, Planning and Transportation Career Grade Structure and Staffing Structure.

Mr M. Galloway
Director of Planning and Transportation

13 December 2002

Mr J. Petrie
Director of Personnel and Management Services

13 December 2002

Appendix 1 – Proposed Career Grade Structure – ILT and CIT

Post Title		Grade	SCP	Salary 01/03/2002	Professional Qualifications		Minimum Experience/Academic Qualifications	
					Degree Route	Non Degree Route	Degree Route	Non Degree Route
Team Leader		PO14	48	33,224	MCIT	MCIT	10 yrs experience (5yrs post membership)	10yrs experience (5yrs post membership)
		PO13	47	32,432				
		PO12	46	31,721				
		PO11	45	31,004				
Senior Transport Officer		PO10	44	30,323	MCIT	MCIT	6yrs experience (3yrs post membership)	6yrs experience (3yrs post membership)
		PO9	43	29,603				
		PO8	42	28,904				
		PO7	41	28,187				
Transport Officer		PO4	38	25,976	MCIT	MCIT	Exemp Degree	ILT Advanced Diploma + 5yrs experience
		PO3	37	25,241				
		PO2	36	24,545				
		PO1	35	23,930				
	Transport Co-ords	T5	34	23,459		MILT	Exemp and Non Exemp Degree + 10yrs experience	ILT Diploma + 1yr experience Or ILT Certificate + 3yrs experience
			33	22,817				
		AP5/T5	31	21,536				
		AP4/T4	30	20,897				CPC + 10yrs experience
			29	20,237				
			28	19,484				
		AP4/T4	27	18,878				
		T3	26	18,296				15yrs experience
			25	17,732				
			24	17,207				
		AP3	23	16,673				
		T3	22	16,217				
			21	15,815				
			20	15,389			Exemp Degree	
			19	15,084				
			18	14,618				
			17	14,240			Non Exemp Degree	CPC
			T1	16	13,976			
	AP1	15	13,664					
		14	13,361					
	GS3/T1	13	13,124					
	GS2	12	12,899					
	GS1	3	9,680				18yrs old	