




**OFFICER DELEGATION SCHEME  
RECORD OF OPERATIONAL DECISION**



**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

<b>Date:</b> 01/10/2020	<b>Ref No:</b> 279		
<b>Type of Operational Decision:</b>			
<b>Executive Decision</b> <input type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>		
<table border="1"> <tr> <td align="center">Y</td> <td></td> </tr> </table>		Y	
Y			
<b>Status:</b> For decision			
<b>Title/Subject matter:</b> Winter Service Gritting Drivers – Recruitment Protocol			
<b>Budget/Strategy/Policy/Compliance</b> – Is the decision:			
(i) within an Approved Budget	Yes		
(ii) not in conflict with Council Policy	Yes		
(iii) not raising new issues of Policy	Yes		
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No		
<b>Details of Operational Decision Taken [with reasons]:</b>			
<p>Winter service gritting for the 2020/21 season will be delivered through a 5 shift pattern rota, each shift consisting of 1 Supervisor/Driver and 3 Drivers. All of these positions require an appropriate HGV license.</p> <p>The number of expressions of interest received in winter service driver positions exceeds the 15 positions available. An interview selection process will be carried out to appoint to the positions available.</p> <p>Restrictions on driver hours can result in winter service drivers not being available to carry out their normal duties. The loss of waste collection drivers as a result of winter service gritting operations causes significant disruption to the waste collection service. The impact of the loss of HGV drivers on other services outside of waste collections is less disruptive.</p> <p>In order to reduce this impact on waste collections a maximum of 5 winter service driver positions (1 per shift) will be allocated to existing Waste Management drivers.</p>			

Decision taken by:	Signature:	Date:
Executive Director Operations – Donna Ball		1/10/20
Assistant Director Operations – Neil Long		1/10/20
<b>Members Consulted [see note 1 below]</b>		
Cabinet Member, Transport and Infrastructure – Lucy Smith		27/11/20
Lead Member		
Opposition Spokesperson		

**Notes**

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Executive Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**