



UNISON

North Lanarkshire Branch

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Date:

ENVS/12/1/JM/MD

23rd September 2014

Mr Graham Patrick
Head Facility Support Services
Environmental Services
North Lanarkshire Council
Fleming House
Cumbernauld
G67 1JW

Dear Mr Patrick

Dear Graham

OVERTIME PAYMENTS IN FACILITY SUPPORT SERVICES

With reference to the above, I am writing for clarification on how unpaid levels of overtime are picked up.

As you are aware our conditions of service (section 3) state that overtime in excess of half an hour is only paid in half hour blocks, with overtime worked below half an hour not attracting payment of any kind. Currently when members work, for example, an hour and forty five minutes, they are paid an hour and thirty minutes, with the unpaid 15 minutes being added to the next wage which includes overtime.

Regrettably, our members are finding that unless they keep track of each unpaid fifteen minutes and bring it to the wages sections attention, it is not being paid as described above.

UNISON believe that there is the potential for our members to lose out on payment for overtime that they have undertaken, and would ask that you confirm by return the procedures that are in place to prevent this from occurring.

I look forward to your response.

JOHN MOONEY

pp M. Dewar

BRANCH SECRETARY