

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

1 June 2009

Present: Councillor Smith in the Chair

Councillors Johnston, Butcher, N Dirveiks, Forwood, Jenkins, Moore, Smitten and Winter.

Apologies for absence were received from Councillors Fowler, Payne and Y Stanley.

Councillor Phillips was also in attendance.

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillor Forwood and membership of various Parish Councils of Councillors Butcher and Smitten (Polesworth) and Moore (Baddesley Ensor).

2 **Minutes**

The minutes of the meetings of the Board held on 9 March and 27 April 2009, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

3 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2008 – March 2009**

The Chief Executive and Director of Resources informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April 2008 to March 2009.

Resolved:

That the progress made with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April 2008 to March 2009 be noted.

4 **Members' Allowances Out-turn for 2008/09**

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2008/09.

Resolved:

That the report be noted.

5 Collection Progress for Sundry Debts 2008/09 and Prompt Payment of Creditor Invoices, LPI 8

The Assistant Director (Finance and Human Resources) advised members of the collection progress for Sundry Debts in 2008/09 and highlighted the performance of LPI 8, Prompt Payment of Creditor Invoices.

Resolved:

That the performance set out in the report of the Assistant Director (Finance and Human Resources) be noted.

6 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local government Act 1972, the Public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

7 Review of Planning and Development Division Stage 3

The Director of Community and Environment and Head of Planning Development Control reported on the staffing review of the Planning and Development Division.

Resolved:

That the changes listed below are implemented to achieve savings whilst sustaining delivery of statutory responsibilities and corporate priorities:

a That the following posts that are already vacant are frozen:

- Assistant Planning Tech Support (part-time)
- Principal Planning Control Officer (job share);

b That the vacant post of Site Investigation Officer (full-time) be advertised internally with any consequential vacancy being frozen and that, if the post is not filled in that manner, a report be submitted to the Board on the implications;

c That the job description for the post of Principle Planning Control Officer (PPCO) is reviewed and re-evaluated to reflect responsibilities in the new structure to support and deputise for the Head of Service;

d That in order to sustain the service a Senior Planning Officer (SPO) is seconded for 17 hours per week to undertake the responsibilities of the PPCO job share and is paid at the scale for that post for those hours but that the 17 hours lost in the SPO post is not back-filled and that this arrangement is reviewed 6 monthly;

- e** That in order to retain professional expertise and enable delivery of statutory responsibilities and corporate priorities, the unfilled post of Senior Planning Policy Officer in the Forward Planning Team that has not been filled continues to be frozen and that work to support delivery of the LDF is commissioned from Planning Development Control officers through agreement of a shared work programme and that this arrangement is reviewed 6 monthly;
- f** That in order to sustain a land charges function and increase resilience in Technical Support, the post of Local Land Charges Officer is reviewed to reflect reduced demand, to 17 hours per week on Land Charges and the balancing 20 hours are used to provide support to the Planning Technical Support Officer in validating and registering applications and other technical support duties;
- g** That whilst maintaining the role of technical planning support, in order to be able to meet changes that may arise through the development of new planning systems and processes and in order to increase resilience should further vacancies arise in technical support, the Planning Technical Support Team report directly to the Systems Support Manager and a service level agreement is drawn up to specify the work that will be supplied to the DC team.
- h** That quarterly reports be submitted to the Board on the workload and performance of the Development Control Section.

Recommendation to the Executive Board:
- i** That Members be asked to review the current arrangement of planning policy coming under the remit of the Executive Board.

L Smith
Chairman