

**SUPPLEMENTARY BUDGET FOR INTERIM PLANNING MANAGER  
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY  
DIRECTION)**



**WARDS AFFECTED: ALL WARDS**

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1. PURPOSE OF REPORT

- 1.1 To seek approval for a supplementary budget to fund the appointment of an interim Planning Manager for the Development Management service.

2. RECOMMENDATION

- 2.1 That Council approves a supplementary budget of £37,000 for the interim appointment of the Planning Manager for the Development Management Service.

3. BACKGROUND TO THE REPORT

- 3.1 The Planning (Development Management) service has been managed by a Planning Manager and three Principle Planning Officers. These officers have also been the lead members of staff on large-scale, complex and sensitive planning applications and appeals. The Planning Manager left the authority earlier in 2015. One Principal Officer left in the summer. This prompted a review of the management of the service, appointing two interim Planning Managers to carry out these duties while a permanent structure is produced. Last month, one of these Planning Managers left the authority. The remaining Manager is presently off work on sick leave and may not return for a few weeks, resulting in a lack of management and experienced officers to deal with planning application, appeals and enforcement cases. This situation has arisen over the past few days and as a result, the matter is being presented to Council as a late item.
- 3.2 An urgent review is underway to seek to put in place a permanent management structure for the service. This will take time as it will involve a formal consultation process with staff and Trade Unions as well as external recruitment processes. Realistically, the management structure is likely to take 3-4 months to put in place.
- 3.3 It is proposed that an Interim Planning Manager be appointed as a matter of urgency to provide immediate management support for the Development Management service. Agencies have been approached and suitably experienced consultants are available to appoint at short notice. This appointment would be on a fixed term basis for approximately four months.

4. FINANCIAL IMPLICATIONS [TF]

- 4.1 Currently this is an estimated £8,000 salary saving that can be used to finance the pressure of £45,000. This will leave a net pressure of £37,000 which requires funding.

5. LEGAL IMPLICATIONS [JB]

- 5.1 Section 112 of the Local Government Act 1972 empowers the council to appoint such officers as it thinks necessary for the proper discharge of its functions.

6. CORPORATE PLAN IMPLICATIONS

6.1 The appointment of an interim Planning Manager is a post that supports all four aims of the Corporate Plan. It also ensures that the Planning service is efficiently and effectively run.

7. CONSULTATION

7.1 None.

8. RISK IMPLICATIONS

8.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

8.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

8.3 The following significant risks associated with this report / decisions were identified from this assessment:

| Management of significant (Net Red) Risks        |                                                                                                                                                                                                                                                                    |            |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Risk Description                                 | Mitigating actions                                                                                                                                                                                                                                                 | Owner      |
| Recruitment and retention of staff (DLS19)       | Ensuring a permanent management structure is in place.<br><br>Appointment of suitable consultants.<br><br>Recruitment to vacant posts.                                                                                                                             | Nic Thomas |
| Meet the needs of gypsies and travellers (DLS42) | Appointment of management structure to deal with planning applications and enforcement matters and to respond to community concerns.                                                                                                                               | Nic Thomas |
| Five year housing land supply (DLS44)            | Ensure suitably experienced staff in place to robustly defend appeals and to efficiently process planning applications. This helps to ensure that the right development is approved in the right locations and development in inappropriate locations is resisted. | Nic Thomas |

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

9.1 Appointment of interim Planning Manager will help to efficiently respond to planning matters raised by all sections of the community.

## 10. CORPORATE IMPLICATIONS

10.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications
- Data Protection implications
- Voluntary Sector

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Background papers: None.

Contact Officer: Nic Thomas, ext. 5692

Executive Member: Councillor Mike Hall