

Employment Committee

Minutes of the meeting held on Wednesday 31 January 2018 at the Town Hall, Royal Leamington Spa at 6.00 pm.

Present: Councillor Mrs Bunker (Chairman); Councillors Day, Doody, Mrs Falp, Parkins and Quinney.

48. **Apologies and Substitutes**

- (a) Apologies for absence were received from Councillors Mobbs and Noone.
- (b) Councillor Quinney substituted for Councillor Barrott.

49. **Declarations of Interest**

There were no Declarations of Interest made.

50. **New Post of Site Delivery Officer**

The Committee considered a report from Development Services that sought approval to replace an existing post of Senior Planner (Policy) with a Site Delivery Officer.

The Policy and Projects Section currently included 3.5 senior planners and two site delivery officers (one of which was on a temporary contract for three years). The senior planner posts provided planning expertise to support the preparation of planning policy documents (the Local Plan, other Development Plan Documents, supplementary documents and guidance such as parking standards and residential design guide). They also supported the preparation of Neighbourhood Plans and provided policy advice to development management, developers and the public. One of the posts had been vacant since October and two recruitment attempts had failed to fill the vacancy.

The two site delivery officers provided advice and support to the delivery of local plan development sites. This included working with developers, infrastructure providers and local communities to ensure high quality development and supporting infrastructure. One officer focused his attention on the developments to the south of Warwick and Leamington, whilst the other focused on developments in and around Kenilworth.

Now that the Local Plan had been adopted, there was a need for a third Site Delivery Officer to support the delivery of high quality development to the south of Coventry.

It was therefore proposed that the vacant Senior Planner post should be replaced with a permanent site delivery officer post to provide capacity to cover the area to the south of Coventry.

In response to questions, the Policy and Projects Manager informed Members that:

- For the time being, the Site Delivery Officer would continue to handle any housing and employment delivery monitoring work, but

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it was the intention to employ a Monitoring Officer, and that post would be funded from the increase in planning fees.

- The Site Delivery Officer would provide the flexibility to cope with policy work such as supplementary planning documents and ensure these could be delivered in a reasonable timescale.

Resolved that the existing vacant Senior Planner (Policy) post (Grade D) be replaced on the establishment by a new Site Delivery Officer Post (Grade C).

51. Public and Press

Resolved that under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items, by reason of the likely disclosure of exempt information within paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute No.	Para Nos.	Reason
52 to 54	1	Information relating to an individual
52 to 54	2	Information which is likely to reveal the identity of an individual.

The full text of Minutes 52 to 54 was recorded in a confidential minute which was to be considered for publication following implementation of the relevant decisions. A summary was as follows:

52. Exchequer and Benefits Redesign

The Committee approved the recommendations in the report plus an additional recommendation from officers agreed at the meeting.

53. Procurement Partnership and Staffing

The Committee approved the recommendations in the report.

54. Strategy & Development Posts

The Committee approved the recommendations in the report.

(The meeting ended at 6.40 pm)

CHAIR
21 March 2018