

**Bolsover District Council**

**Executive**

**28<sup>th</sup> September 2020**

**Endorsement of Urgent Delegated Decision to create a fixed term four year planning apprenticeship post within the Planning Enforcement Team**

**Report of the Portfolio Holder – Corporate Governance**

This report is public

**Purpose of the Report**

- To seek Executive's endorsement of the Delegated Decision (DD-062-20-DC) taken by the Director of Corporate Resources and Head of Paid Service as an urgent commercial decision to establish a new post for a planning apprenticeship within the Planning Enforcement Team.

**1 Report Details**

- 1.1 Sheffield Hallam University offer a bespoke modern day apprenticeship which provides for a two years foundation course, two years of academic study leading to a master's degree in urban and regional planning, and on the job learning that leads to RTP1 qualification.
- 1.2 Therefore, this apprenticeship post provides the opportunity for the Council to grow their own, the post holder to obtain a professional qualification and accreditation as well as build resilience within the team and provide additional capacity for the team and the service as well.
- 1.3 In addition, it is well-established that it is difficult to recruit to planning enforcement posts and the profile of the current service is that there are likely to be vacancies arising within the existing establishment as the post holder would get closer to finishing their apprenticeship.
- 1.4 There are also sufficient reserves within the Planning Service's to cover the cost of the post and any necessary contribution to the apprenticeship levy.

**2 Conclusions and Reasons for Recommendation**

- 2.1 In conclusion, these proposals would allow the Planning Service to offer a better service to local residents and do more to protect the quality of the District's built environment alongside providing a meaningful development opportunity for a member of staff and address capacity issues and succession planning within the Planning Enforcement Team and the Planning Service as a whole.

- 2.2 Therefore, the creation of a fixed term four-year planning apprenticeship post (PLA019) within the Planning Enforcement Team was agreed by the Director of Corporate Resources and Head of Paid Service on 17<sup>th</sup> August 2020 under delegated power 4.10.10 (28). The Delegated Decision form is attached at Appendix 1.
- 2.3 As the creation of the post required additional funding beyond approved budgets, the decision was taken using the delegated power for urgent commercial decisions due to the need for the funding and post to be confirmed prior to the start of September. The Delegation Scheme requires that such decisions be reported to Executive for endorsement.

### **3 Consultation and Equality Impact**

- 3.1 Consultation has taken place with the Section 151 and Monitoring Officer who had no objections to the proposals.
- 3.2 The Leader and the Deputy Leader, who is also the relevant Portfolio Member, were consulted prior to the Delegated Decision. All Members were also consulted on the draft Delegated Decision.

### **4 Alternative Options and Reasons for Rejection**

- 4.1 The alternative option was to do nothing, which would mean that there would be a twelve months delay pending next year's intake of new apprentices in September 2021.

### **5 Implications**

#### **5.1 Finance and Risk Implications**

- 5.1.1 The fixed term 4 year contract would be funded from the planning fees reserve at approximately £26k per annum.

#### **5.2 Legal Implications including Data Protection**

- 5.2.1 There are no legal implications arising from this report.

#### **5.3 Human Resources Implications**

- 5.3.1 The post holder would provide support to the enforcement team at a time when they are under particularly high workload pressures because of coronavirus and do not have the capacity to properly monitor compliance with listed building controls at New Bolsover Model Village, for example.

### **6 Recommendations to the Decision Maker**

- 6.1 The Executive endorse the Delegated Decision DD-062-20-DC taken as there was an urgent need for the commercial decision.

## 7 Decision Information

<p><b>Is the decision a Key Decision?</b>  A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <b>BDC:</b>  Revenue - £75,000 <input checked="" type="checkbox"/>  Capital - £150,000 <input type="checkbox"/>  <b>NEDDC:</b>  Revenue - £100,000 <input type="checkbox"/>  Capital - £250,000 <input type="checkbox"/>  <input checked="" type="checkbox"/> Please indicate which threshold applies</p>	<p>Yes – the DD was a key decision</p>
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	<p>The DD was subject to call in.</p>
<p><b>Has the relevant Portfolio Holder been informed</b></p>	<p>Yes</p>
<p><b>District Wards Affected</b></p>	<p>All</p>
<p><b>Links to Corporate Plan priorities or Policy Framework</b></p>	<p>All</p>

## 8 Document Information

Appendix No	Title
1	Delegated Decision Notice
<p><b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)</p>	
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