

5 PLANNING AND TRANSPORTATION DEPARTMENT - EXTENSION TO FIXED TERM CONTRACT (AN357-2005)

In October 2004, the Chief Executive granted approval to appoint a Clerical Assistant graded GS1/3, £10,671 - £15,063, for a fixed term period of six months within the Planning and Transportation Department to assist with the collection of income for parking fines. This contract was subsequently extended up to 30th September, 2005 in April, 2005.

Parking fines are, at present, still being processed using a paper based system but, through time, this will become computerised and it is anticipated that the system will be fully operational by the end of the current financial year.

In order to cope with the current processes, and the transfer over to the new computerised system, approval is sought to extend the post until 31st March, 2006.

The costs of this proposal would be £12,801 in a full financial year inclusive of employer costs. This will be met from the Planning and Transportation revenue budget.