

# DUNDEE CITY COUNCIL

**REPORT TO:** Personnel Committee - 13 December 2004

**REPORT ON:** Planning and Transportation Department - Establishment of the Post of Senior Planning Officer (Projects)

**REPORT BY:** Director of Planning and Transportation and Assistant Chief Executive (Management)

**REPORT NO:** 742-2004

## 1 PURPOSE OF REPORT

1.1 This report outlines the proposal to establish a new post of Senior Planning Officer (Projects) in the Planning Services Division of the Planning and Transportation Department.

## 2 RECOMMENDATIONS

It is recommended that the Committee agrees to:-

2.1 establish the post of Senior Planning Officer (Projects), graded PO7-10, £29,313 - £31,536), and to advertise this internally within the department;

2.2 delete the subsequent vacant post on the appointment of the successful candidate, which will be reported to Committee in the future.

## 3 FINANCIAL IMPLICATIONS

3.1 The cost of establishing the post based on grade PO7-10 will be £37,742 including employer's costs. This will be offset by the savings arising from the subsequent deletion of the post of the successful candidate. This will be met from Staff Costs within the Planning and Transportation Department's Revenue Budget.

## 4 LOCAL AGENDA 21 IMPLICATIONS

4.1 The creation of this post will further enhance the efficient operation of the Planning and Transportation Department which will in turn broadly contribute to a range of LA 21 key themes.

## 5 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 None.

## 6 BACKGROUND

6.1 The post is required to undertake immediate responsibilities relating to the Planning Appeals for Retail Foodstores and in the more medium to long term the preparation and implementation of the City Region Planning responsibilities.

- 6.2 **Planning Appeals for Retail Foodstores:** There are currently four appeals pending in relation to the development of retail foodstores at various locations within the City (three actually submitted and one anticipated). There is a requirement for a member of staff to be responsible for the organisation and servicing of these inquiries as well as preparing the Council's case and giving evidence. The number of simultaneous appeals is unusual and places a strain on staff resources. In addition, these particular appeals require a knowledge of, and expertise in, retailing issues specifically, for the Council's case to be effective, as well as the co-ordination and supervision of other members of staff both within and outwith the Planning and Transportation Department.

At present this work stream is being handled by a Planning Officer with support from the Team Leader (Development Quality).

- 6.3 **Preparation for City Region Planning responsibilities:** The recent Scottish Executive Consultation document on 'Making Development Plans Deliver' indicates that it intends to introduce a requirement on local authorities within each of the four 'City Region' areas to establish joint committees and employ dedicated Planning Teams to deliver their responsibilities. These Teams will be expected to 'draw on the expertise of the constituent Councils' (Reports 423/2004 to P&T Committee 28 June 2004 refers). In practice it is anticipated that this will require each authority to provide at least one member of staff to the Team on a permanent secondee basis.
- 6.4 The new post would be restricted to candidates from existing Planning and Transportation staff and the subsequent vacancy will be deleted from the establishment.

It is also anticipated that there will require to be some internal reorganisation of staff and responsibilities within the Planning Division.

## 7 CONSULTATION

- 7.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Assistant Chief Executive (Community Planning) have been consulted and are in agreement with the contents of this report. The trade unions have also been consulted.

## 8 BACKGROUND PAPERS

- 8.1 None.

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7 December 2004

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7 December 2004