

INFORMATION ITEMS**CORPORATE GOVERNANCE AND FINANCE COMMITTEE – 4 DECEMBER 2014**

[P149]

1.0 ISSUE/RECOMMENDATION

1.1 That the Committee notes the content of the following information items:

A. ACTIONS TAKEN BY THE CHIEF EXECUTIVE ON THE GROUNDS OF URGENCY
(Author: John Hill - Chief Executive)

In accordance with Paragraph 5.1 of the Terms of Reference for Corporate Governance and Finance Committee, the Chief Executive, in consultation with the Chairman of the Committee and relevant Service Delivery Champion, and having notified the Spokespersons of the action taken, has agreed the following actions on the grounds of urgency:

A.1 SERVICE LEVEL AGREEMENT - STRATEGIC PLANNING

The Chief Executive is proposing to enter into a Service Level Agreement with Peterborough City Council from November 2014 until March 2015 to complement in-house resources within Strategic Planning.

Peterborough City Council will provide the following services as detailed below.

SERVICE LEVEL AGREEMENT

Post Title	Cost per day	Days per annum	Cost
Manager (Richard Kay)	£375	20 (from November 2014)	£7,500
including an element of Chief Planner duties	£275	60 (from January 2015)	£16,500
TOTAL			£24,000

Note: There will be an opportunity to draw down specialist support (when required) and extra staff for short term peak workloads. This represents a saving of £4,000 in 2014/15.

There is a need for urgent action given the impending departure of the Principal Strategic Planning Officer (K Child) and Strategic Planning Officer (S Patience) on 14th November 2014 and 22nd December 2014 respectively.

Note: The remaining Strategic Planning Officer (W Hague) will remain on the establishment to provide in-house support to the Council and will report to the Infrastructure Programme Manager (currently seconded as Corporate Unit Manager) within an integrated service.

The Chief Executive also proposes to report to the Committee to finalise revised arrangements for the service for 2015/16.

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Item A 1 – Memorandum on action taken by the Chief Executive on the grounds of urgency dated 25 June 2014.	Room 102 The Grange, Ely	John Hill Chief Executive (01353) 616274 E-mail John.hill@eastcambs.gov.uk