

MAIDSTONE BOROUGH COUNCIL

CABINET

12 JUNE 2013

REPORT OF THE DIRECTOR OF CHANGE, PLANNING AND THE ENVIRONMENT

Report prepared by Ryan O'Connell

1. MKIP – PLANNING SUPPORT SHARED SERVICE

1.1 Issue for Decision

1.1.1 To present the business case for entering into a planning support shared service between Maidstone, Swale and Tunbridge Wells Borough Councils

1.2 Recommendation of the Director of Change, Planning and the Environment:

1.2.1 That Maidstone, Swale and Tunbridge Wells Borough Councils enter into a planning support shared service with that covers the identified planning support functions (Appendix 2 to the attached report)

1.2.2 That the single site model identified in the business case be used for the shared service (Appendix 6B - Model 2 of the attached report)

1.2.3 That Maidstone be chosen as the location for the service as a result of the location criteria assessment (Appendix 5 of the attached report) and that authority be delegated to Chief Executives to consider whether and how TUPE should apply to this particular service

1.2.4 That a Shared Planning Support Manager be appointed to manage the shared service and to lead on the implementation and delivery of the service as part of the MKIP Planning Support Shared Service project team (Appendix 3 of the attached report)

1.2.5 That the principle of a single team structure be agreed and the Director of Development and Environment be given delegated authority to finalise the structure, including consideration of a technical officer at each site within cost limits of Appendix 4 of the attached report, for union and staff consultation.

- 1.2.6 The initial savings split for the shared service be on an investment basis, as set out in Appendix 4 of the attached report, with the costs of service moving toward a volume based costing model as further savings are identified and the volumes of work through the new team can be accurately measured.
- 1.2.7 That s151s appoint lead accountants from each authority to form a finance group to support the project board and team in developing the setup of the budgets for the Shared Planning Support Service.
- 1.2.8 That the treatment of the predicted efficiencies in planning officer time for Maidstone and Swale, estimated at £27k-£32k, from transferring validation to the support team be noted as being outside of the scope of this project and for each authority to determine.

1.3 Reasons for Recommendation

- 1.3.1 The reasons and considerations set out in the attached report, Appendix A – Report of the Director of Development and Environment (Tunbridge Wells).

1.4 Alternative Action and why not Recommended

- 1.4.1 Alternatives are considered in Appendix A.

1.5 Impact on Corporate Objectives

Corporate and Customer Excellence

- 1.5.1 Services are customer focused and residents are satisfied with them

The vision for the planning support shared service is for a performance focused service that enables the planning departments to deliver quick, effective and accurate planning application determinations to the benefit of residents.

The land charges teams will be supported by the latest technology and approaches to deliver quick and accurate turnarounds on land charge requests.

- 1.5.2 Effective cost efficient services are delivered across the borough

The primary critical success factor for this shared service is efficiencies and the formation of a shared service results in significant savings whilst delivering an efficient quality service.

1.6 Risk Management

1.6.1 Risk Management considerations are set out in Appendix A.

1.7 Other Implications

1.7.1 The financial, staffing, legal and procurement implications are set out in Appendix A.

1.8 Relevant Documents

1.8.1 Appendices

Appendix A – Report of the Director of Development and Environment (Tunbridge Wells) – MKIP – Planning Support Shared Service

IS THIS A KEY DECISION REPORT?

Yes

No

If yes, when did it first appear in the Forward Plan?

.....4 February 2013.....

This is a Key Decision because: ...It represents a significant service development with significant impacts on staff

Wards/Parishes affected:None directly.....