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**BRECKLAND COUNCIL**

**At a Meeting of the**

**GENERAL PURPOSES COMMITTEE**

**Held on Wednesday, 21 July 2010 at 10.00 am in  
Norfolk Room, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

Mr R.W. Duffield (Chairman)	Mr I. Sherwood
Mr G.P. Balaam	Mrs L.S. Turner
Mrs J. Ball	Mr D.R. Williams JP
Mrs S.M. Matthews	Mr S. J. F. Rogers
Mrs K. Millbank	

**In Attendance**

Lindy Warmer	- Senior Economic Development Officer
Diana Dring	- Committee Officer

**Action By**

**24/09 MINUTES**

The Minutes of the meeting held on 12 May 2010 were confirmed as a correct record and signed by the Chairman.

**25/09 APOLOGIES**

Apologies were received from Mr P Duigan and Cllr M Chapman-Allen.

**26/09 DECLARATION OF INTEREST**

None.

**27/09 URGENT BUSINESS**

None.

**28/09 LOCAL JOINT CONSULTATIVE COMMITTEE: 1 JUNE 2010**

The Minutes of the Local Joint Consultative Committee meeting of 1 June 2010 were adopted and the recommendation to take into account the issue of how Social Media policy would fit in with ICT policy was noted.

**29/09 LOCAL JOINT CONSULTATIVE COMMITTEE: 8 JULY 2010**

The unconfirmed Minutes of the Local Joint Consultative Committee of 8 July 2010 were adopted. The Chairman commented on the difficulty the Committee had had with the meeting room arrangements.

**Action By**

**30/09 MOVING THETFORD FORWARD DELIVERY TEAM STRUCTURE**

The Senior Economic Development Officer presented the report for approval for recruitment of a part-time Technical Administrative Officer on a fixed term basis to work with the Growth programme Manager for 3 days per week to facilitate the successful delivery of Thetford Growth Point.

**Lindy  
Warmer**

The post had been approved by Council in February 2008 and had been transferred to Planning Directorate and subsequently lost when CAPITA went forward. As a consequence Thetford Growth Point had been using an agency to provide the administrative support which was costing more. A dedicated person was needed for a fixed term of 18 months, for which funding was already in the budget.

A Member queried the statement in section 4.2.1 of the report that 'there is now a considerable risk in being able to support core team salaries far beyond March 2011' and suggested that as the post may only be required for 6 months, it could be filled by sharing with existing staff. Members expressed concern that there could be financial implications for terminating the contract early.

The Senior Economic Development Officer confirmed that Thetford Growth Point project was not sustainable without future funding but this was being investigated. She reassured Members that there would be no redundancy implications if this post was terminated at 6 months and that unused funding for the administrative post had been identified and no extra cost was involved.

A further query was raised regarding why 'there had been poor response from public and private sector MTF Partners in providing additional revenue or human resources,' (S 4.2.1 of the report), and expressed concern about extending the project team with a poor result. Another Member said that the 'poor response' was an area that needed to be 'drilled down' by the service manager and urged Members to look at the request to replace, not extend, the Technical Administrative Officer, at a lower cost using funding that would be lost otherwise.

Other Members expressed concern about the progress of Moving Thetford Forward and the future funding and sustainability of these programmes. It was suggested that there may be an existing member of staff who would like to extend their hours and take on the administrative role on a short term basis. The Senior Economic Development officer said she would be happy to advertise the post internally initially.

The Chairman recommended the comments made in the report at 4.2.1 should be re-examined by the Manager of the Thetford Growth Point. He felt it was important that an experienced person be taken on as Technical Administrative Officer post so that they could be effective straight away.

**RESOLVED** to approve the appointment of an Officer as recommended in the report, subject to the post being advertised internally prior to external advertising.

**Action By**

**31/09 NEXT MEETING**

Members noted the next meeting on 29 September 2010 at 10am in the Norfolk Room.

The meeting closed at 10.40 am

CHAIRMAN