

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Approval of a Level Two Business Case allowing Planning Policy, on behalf of Nuneaton and Bedworth Borough Council (NBBC), to apply to the Digital Planning Improvement Fund.	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/59/2025 (LH)	Part 3D.4 c) 3D.4 Other a) Apply for planning permission for Council development within his/ her sphere of responsibility. b) To recover any sum owed to the Council under a contract made between the Council and a third party. c) To submit bids for and enter into agreements for grants and other funding sources.
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
13 October 2025	 Louise Hryniw <u>Assistant Director for Planning</u>

RECORD OF THE DECISION

a) The issue

The Planning Policy team, on behalf of NBBC, sought to apply to the Digital Planning Improvement Fund, which provides grant funding of £50,000, to successful Local Planning Authorities, to support the Council towards adoption of modern planning practices with planning data, digital capabilities and development management software. Prior to applying, a Level Two Business Case was required.

b) The Decision

A Level Two Business Case was authorised and NBBC's application was therefore submitted to the Digital Planning Improvement Fund on 13th October 2025.

REASON FOR THE DECISION

To submit an application to the Digital Planning Improvement Fund, a recommendation was taken to Senior Leadership Team on 19th August 2025 requesting permission for the Planning Policy team to consult on a Level Two Business Case requesting permission to apply to the Digital Planning Improvement Fund. Approval was granted and consultation with various teams across the Council took place to ensure that any positive or negative comments could be taken into account, in regard to the Level Two Business Case, in advance of submitting via DASH, and any issues with applying for the funding could be rectified (Development Control, Legal, Compliance, Procurement, HR, Finance, Transformation and IT). Once consultation closed, the Level Two Business Case was submitted via DASH, and approval from each team was granted. Final approval was then sought from Senior Leadership Team on 16th September 2025 who recommended approval to proceed in applying for the funding.

The Local Digital Declaration has since been signed by the CEO of the Council and NBBC's submission to the Digital Planning Improvement Fund was made on 13th October 2025.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

Not to approve the Level Two Business Case and allow Planning Policy to apply to the Digital Planning improvement Fund, on behalf of NBBC.

WARD RELEVANCE

All.

<u>FINANCIAL AND BUDGET IMPLICATIONS</u> If successful, the authority will be awarded £50,000. This is not currently factored within any budget.
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u> Two reports were taken to Senior Leadership Team in August and September 2025.
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u> None.
<u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given). Not applicable.
<u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u> None.
<u>HUMAN RESOURCES IMPLICATIONS</u> If successful, onboarding will potentially be in February 2026, at which point input from relevant directorates/teams will be required to complete a Digital Planning Maturity Assessment. Further input may be required as actions are implemented, in accordance with the action plan produced, resulting from the assessment.
<u>FINANCIAL IMPLICATIONS</u> If successful, the authority will be awarded £50,000.
<u>HEALTH EQUALITIES IMPLICATIONS</u> Ensure appropriate DSE usage and assessments are in place.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u> None.
<u>RISK MANAGEMENT IMPLICATIONS</u> The Council may not be successful in being awarded the £50,000 from the Digital Planning Improvement Fund; internal NBBC departments may not have the capacity to support Planning, as and when required; or there may be staff resourcing and capacity constraints within the Planning department for example. Mitigation measures are outlined in the associated Business Case.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None.

ENVIRONMENTAL IMPLICATIONS

None.

LEGAL IMPLICATIONS

None.

ANY OTHER COMMENTS

NBBC will be notified in November 2025 if the application has been successful.

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS
MADE OR AS REASONABLY PRACTICABLE THEREAFTER**