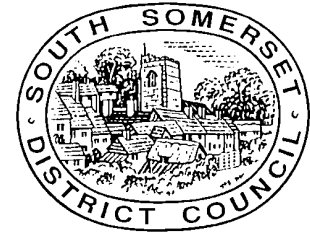


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 2nd December 2014

10.00 am

**Main Committee Room
Council Offices
Brympton Way
Yeovil
BA20 2HT**

(disabled access is available at this meeting venue)



Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Becky Sanders, Democratic Services Officer 01935 462596**, website: www.southsomerset.gov.uk

This Agenda was issued on Monday 24 November 2014.

Ian Clarke, Assistant Director (Legal & Corporate Services)

This information is also available on our website
www.southsomerset.gov.uk



INVESTORS IN PEOPLE

Scrutiny Committee Membership

The following members are requested to attend the meeting:

Chairman: Sue Steele
Vice-chairmen: Dave Bulmer and Nigel Mermagen

Pauline Clarke
Nick Colbert
Carol Goodall
Tim Inglefield

Pauline Lock
Tony Lock
Paul Maxwell
Graham Middleton

Sue Osborne
David Recardo
Martin Wale

Information for the Public

What is Scrutiny?

The Local Government Act 2000 requires all councils in England and Wales to introduce new political structures which provide a clear role for the Council, the Executive and non-executive councillors.

One of the key roles for non-executive councillors is to undertake an overview and scrutiny role for the council. In this Council the overview and scrutiny role involves reviewing and developing, scrutinising organisations external to the council and holding the executive to account

Scrutiny also has an important role to play in organisational performance management.

The Scrutiny Committee is made up of 14 non-executive members and meets monthly to consider items where executive decisions need to be reviewed before or after their implementation, and to commission reviews of policy or other public interest.

Members of the public are able to:

- attend meetings of the Scrutiny Committee except where, for example, personal or confidential matters are being discussed;
- speak at Scrutiny Committee meetings; and
- see agenda reports.

Meetings of the Scrutiny Committee are held monthly on the Tuesday prior to meetings of the District Executive at 10.00am in the Council Offices, Brympton Way, Yeovil.

Agendas and minutes of these meetings are published on the Council's website www.southsomerset.gov.uk.

The Council's Constitution is also on the website and available for inspection in council offices.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

South Somerset District Council – Council Plan

Our focuses are: (all equal)

- Jobs – We want a strong economy which has low unemployment and thriving businesses
- Environment – We want an attractive environment to live in with increased recycling and lower energy use
- Homes – We want decent housing for our residents that matches their income
- Health and Communities – We want communities that are healthy, self-reliant and have individuals who are willing to help each other

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Scrutiny Committee

Tuesday 2 December 2014

Agenda

Preliminary Items

1. Minutes (Pages 1 - 6)

To approve as a correct record the minutes of the previous meeting held on 4 November 2014.

2. Apologies for absence

3. Declarations of Interest

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

4. Public question time

5. Issues arising from previous meetings

This is an opportunity for Members to question the progress on issues arising from previous meetings. However, this does not allow for the re-opening of a debate on any item not forming part of this agenda.

6. Chairman's Announcements

Items for Discussion

7. Planning Appeals - Update (Page 7)

8. Verbal update on reports considered by District Executive on 6 November 2014 (Page 8)

9. Reports to be considered by District Executive on 4 December 2014 (Page 9)

10. Verbal update on Task and Finish reviews (Page 10)

11. **Update on matters of interest** (Page 11)
12. **Scrutiny Work Programme** (Pages 12 - 13)
13. **Date of next meeting** (Page 14)

Agenda Item 1

South Somerset District Council

Draft Minutes of a meeting of the **Scrutiny Committee** held at the **Main Committee Room, Council Offices, Brympton Way, Yeovil BA20 2HT on Tuesday 4 November 2014.**

(9.30 am - 12.05 pm)

Present:

Members: Councillor Sue Steele (Chairman)

Dave Bulmer	Nigel Mermagen
Pauline Clarke	Graham Middleton
Nick Colbert	Sue Osborne
Tim Inglefield	David Recardo
Pauline Lock	Martin Wales
Tony Lock	

Also Present:

Tim Carroll	Ric Pallister
Peter Gubbins	

Officers

Vicki Dawson	Principal Environmental Protection Officer
Steve Brewer	Community Safety & Projects Co-ordinator
Kim Close	Area Development Manager (South) / Assistant Director (Communities)
Andrew Gillespie	Area Development Manager (West)
Martin Woods	Assistant Director (Economy)
Paul Wheatley	Principal Spatial Planner
Rob Murray	Economic Development Officer
Vega Sturgess	Strategic Director (Operations & Customer Focus)
Emily McGuinness	Scrutiny Manager
Becky Sanders	Democratic Services Officer

66. Minutes (Agenda Item 1)

The minutes of the meeting held on Tuesday 30 September 2014 were approved as a correct record and signed by the Chairman.

67. Apologies for absence (Agenda Item 2)

Apologies for absence were received from Councillors Carol Goodall and Paul Maxwell.

68. Declarations of Interest (Agenda Item 3)

Councillor Dave Bulmer declared a personal interest in item 7, High Street Innovation Funding, as he was a representative for Chard on the Market Towns Investment Group.

69. Public question time (Agenda Item 4)

There were no members of public at the meeting.

70. Issues arising from previous meetings (Agenda Item 5)

There were no issues raised.

71. Chairman's Announcements (Agenda Item 6)

There were no Chairman's announcements.

72. Presentation From Officers on the Anti-Social Behaviour, Crime and Policing Act 2014 (Agenda Item 7)

The Community Safety & Projects Officer and Principal Environmental Health Protection Officer gave a short presentation to bring members up to date with the Anti-Social Behaviour, Crime and Policing Act 2014. They explained the changes and implications for South Somerset. Community Triggers and the new Community Protection Notices were highlighted, and it was explained that the powers were in as of late October, however there was still some preparation to do including changes to the Constitution and creation of notices etc. It was hoped there would be a consistent approach across the county, and that powers could be used if necessary from the new year.

Members noted a full report would be made to District Executive in the new year. During a brief discussion members voiced concern about the risks and costs associated with the community remedy, and associated investigations regarding complaints and allegations.

Members requested that an update report be made to Scrutiny Committee in 12 months time.

ACTION:

- That members note the presentation.
- That an update report be added to the Work programme.

73. High Street Innovation Funding (HSIF) (Agenda Item 8)

The Area Development Manager (South) introduced the Yeovil aspect of the report as shown in the agenda. With the aid of slides she highlighted to members work of the Yeovil Town Team and projects that had been completed, or were ongoing, that were supported by the High Street Innovation Funding including:

- Yeovil Town Guide App
- Loyalty Card
- Yeovil Town Team Newsletter
- Events such as Food Festival, Pretty Vacant Art Project, Fashion Festival, Vintage Markets and Super Saturday
- Christmas Light Switch On and Love Yeovil at Christmas Campaign
- Yeovil Crime Reduction and Pub Watch Team Intranet

- Streetscene improvements throughout the town centre including Foundry House; Princes Street; paving, seating and planters in Middle Street and High Street; and improvements to the Bus Station

During a brief discussion members noted it was pleasing to see that the Yeovil Town Team was working as a partnership, and noted Yeovil Town Centre was looking better than it had 5 to 10 years ago.

The Area Development Manager (West) introduced the Market Towns Investment Group (MTIG) aspect of the report as shown in the agenda, and explained that MTIG try to support the local focus. With the aid of photographs he gave some examples of projects delivered through the MTIG Portas Investment Programme including:

- Somerton – improving car parking traffic flows and signage
- Martock – Gazebos for the market
- Langport – new market
- Crewkerne – Theatre in shops
- Castle Cary – more car parking spaces
- Chard – Pop up shops

In response to comments raised by members the Area Development Managers explained:

- How projects were monitored and evaluated
- Lots more projects were happening but the report only focussed on the HSIF funding aspect.
- One of the ideas behind Sunday markets was to encourage shops to consider opening on Sundays
- Wincanton market was not funded by SSDC
- It was a learning curve and new ideas and events were trialed to see what worked.
- The Market Towns app and Yeovil Town app were separate and not linked together.

Members thanked officers and Portfolio Holders for their reports.

ACTION: That members note the reports and presentations.

74. Verbal update on reports considered by District Executive on 2 October 2014 (Agenda Item 9)

The Chairman noted that the Scrutiny comments had been considered and were included in the District Executive minutes that had been circulated.

75. Reports to be considered by District Executive on 6 November 2014 (Agenda Item 10)

Members considered the reports outlined in the District Executive agenda for 6 November 2014. It was agreed that the following comments would be taken forward to District Executive for consideration:

Further Main Modifications to the South Somerset Local Plan (2006 – 2028) – item 6

- Members noted that some major applications had gone to appeal, and we had stated we had a 5 year land supply – some members queried that if the Inspector allowed the appeals where it would leave us with regard to the Local Plan and 5 year land supply.
- A member queried where we would be with the Local Plan if it was found that land claimed to be contaminated was found to be so.
- It is suggested, for clarity, that the words ‘and statutory consultation’ are added to the end of recommendation 2.
- Members noted the timetable for the next steps and future adoption of the Local Plan was very tight, especially in light of elections in May 2015.

Report of Joint Scrutiny Task and Finish Group – Broadband – item 7

- Members noted the report had been considered and endorsed by Scrutiny at the October meeting.

Non Domestic Rates (NDR) – Discretionary Rate Relief Policy – item 8

- Members were content that the report and recommendations reflected issues raised during the Task and Finish review.

Superfast Broadband Extension Programme – Interim Report on Option and Requirements – item 9

- Scrutiny commented that whilst conducting the Broadband Scrutiny Task and Review, there had been resistance from the CDS to provide information which was fundamental in moving the project forward. It was queried how officers would obtain the necessary information.
- With regard to the comment at the bottom of page 25, regarding priority to businesses, Scrutiny sought clarification that this would not be to the detriment of rural premises, including farms.

Adoption of Housing Strategy Implementation Plan – item 10

- Scrutiny noted that the matter had been subject of a Task and Finish group. Members were content that the recommendations go forward.

Upgrade of E5 Financial System – item 11

- Scrutiny did not raise any comments and were content that the recommendations go forward.

2014/15 Capital Budget Monitoring Report for the Quarter ending 30th September 2014 – item 12

- Scrutiny did not raise any comments.

2014/15 Revenue Budget Monitoring Report for the Quarter ending 30th September 2014 – item 13

- One member commented it would be useful to have an executive summary with the reports as it would be an easy way to see the overall financial position without having to drill down into the detailed reports.
- At Scrutiny there was a brief discussion as to whether the format of financial reports and the possibility of linking to performance management could be the subject of a Task and Finish Review in the new year.

Wyndham Park Community Facilities – item 14

- Members commented it was important that the scheme was progressed.
- Scrutiny were content to support the recommendations going forward.

Draft proposals of the Community Governance Review of Lopen Parish Council – item 15

- Scrutiny did not raise any comments

District Executive Forward Plan – item 16

- Scrutiny did not raise any comments

Monthly Performance Snapshot – item 17

- Members welcomed the new report but questioned who decided the content each month.

CONFIDENTIAL - Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 (as amended), the Committee resolved that the press and public be excluded from the following item in view of the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A to the Act, i.e. "Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Delivery of the Car Parking Strategy (Confidential) – item 20

- Members made comments in closed session.
-

76. Verbal update on Task and Finish reviews (Agenda Item 11)

The Scrutiny Manager updated members on the progress of current Task and Finish Reviews:

Civil Contingencies

No update

Somerset Strategic Housing Framework

The group had completed its work and a report regarding Adoption of the Housing Strategy Implementation Plan was included on the District Executive agenda for November 2014.

Budget

The group were due to meet again that week and in a few weeks time. They would be reporting back to the January Scrutiny Committee meeting.

ACTION: Members to note the updates.

77. Update on matters of interest (Agenda Item 12)

The Scrutiny Manager updated members that changes to the Library Service, particularly the mobile service, were being proposed by Somerset County Council. She highlighted that the consultation period was currently open, with a questionnaire available online.

Members were encouraged to complete the questionnaire and raise awareness in their parishes.

ACTION: Members to note the updates.

78. Scrutiny Work Programme (Agenda Item 13)

Members noted there were no updates to the Work Programme.

ACTION: Members to note the updates.

79. Date of next meeting (Agenda Item 14)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 2 December 2014 at 10.00am in the Main Committee Room, Brympton Way.

.....
Chairman

Agenda Item 7

Planning Appeals – Update

Lead Officer: David Norris, Development Manager

Contact Details: david.norris@southsomerset.gov.uk or 01935 462382

At the September Scrutiny Committee meeting, members considered the Quarter One performance report. As part of this there was some discussion about PI003 - % of planning appeals allowed against the authority's decision to refuse. At that point, members accepted that they were only being presented with figures for the first quarter and that there was no indication that the increase would become a trend.

Members also noted that the report stated that briefings would be taking place to discuss what lessons could be learnt from appeal decisions. Members asked that the same briefing could be provided to the Scrutiny Committee. Therefore, the relevant officers have been invited to attend this meeting to provide a short briefing.

Agenda Item 8

Verbal update on reports considered by District Executive on 6 November 2014

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 6 November 2014.

The draft minutes from the District Executive meeting held on 6 November 2014 have been circulated with the District Executive agenda.

Agenda Item 9

Reports to be considered by District Executive on 4 December 2014

Lead Officer: *Emily McGuinness, Scrutiny Manager*
Contact Details: *emily.mcguinness@southsomerset.gov.uk or (01935) 462566*

Scrutiny Committee members will receive a copy of the District Executive agenda containing the reports to be considered at the meeting on 4 December 2014.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 2 December 2014.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 4 December 2014.

Agenda Item 10

Verbal update on Task and Finish reviews

The Task and Finish Review Chairs or Scrutiny Manager will give a brief verbal update on progress made.

Current Task & Finish Reviews

- Budget

Agenda Item 11

Update on matters of interest

Lead Officers: *Emily McGuinness, Scrutiny Manager*

Contact Details: *emily.mcguinness@southsomerset.gov.uk or (01935) 462566*

Action Required

That members of the Scrutiny Committee note the verbal updates as presented by the Scrutiny Manager.

Purpose of Report

This report is submitted for information to update members of the committee on any recent information regarding matters of interest to the Scrutiny Committee, and for the Scrutiny Manager to verbally update members on any ongoing matters including:

- Flooding Steering Group
-

Scrutiny Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
6 Jan '15	Task and Finish Report – Civil Contingencies	a		A report outlining recommendations to be put to District Executive about future arrangements for the Somerset Civil Contingencies Partnership.	Emily McGuinness, Scrutiny Manager
6 Jan '15	Budget Task and Finish report			Report presenting the outcomes of this Task and Finish Group	Emily McGuinness, Scrutiny Manager
6 Jan '15	Police and Crime Panel (PCP)	✓		Scrutiny Committee has agreed updates on the PCP will be provided twice a year. Cllr Tony Lock (SSDC representative on the Police and Crime Panel) will provide an update report.	Cllr Tony Lock
6 Jan '15	Health Scrutiny			Following the presentation from Ann Reader to Scrutiny, a report suggesting a new approach to Health Scrutiny will be presented to members.	Emily McGuinness, Scrutiny Manager
Nov ' 15	Anti-Social behaviour, Crime and Policing Act 2014	✓		At the Scrutiny Committee meeting 4 Nov 2014 members received a presentation about the Act. The committee requested an update report after 12 months about the impact in/for South Somerset.	Steve Brewer, Community Safety & Projects Officer and Vicki Dawson, Principal Environmental Health Protection Officer
TBC	Localism – relationship between tiers of local government (County / District / Town and Parish) to ensure effective working	✓		Initial presentation to full Scrutiny Committee on the relevant legislative changes and how SSDC are planning to implement them.	Emily McGuinness, Scrutiny Manager

The Somerset Waste Board and Somerset Waste Partnership Forward Plan of key decisions can be viewed at:
<http://www.somerset.gov.uk/policies-and-plans/plans/cabinet-forward-plan/>

Task & Finish Reviews

Date Commenced	Title	Members
October 2014	Budget Task and Finish	Sue Steele, Carol Goodall, John Dyke, Paul Maxwell, Sue Osborne, Derek Yeomans, Mike Best, Tim Inglefield, John Calvert, Graham Middleton
Ad-hoc monitoring	Council Tax Benefit Reduction	Carol Goodall, Sue Steele, Dave Bulmer, Sue Osborne Jenny Kenton, David Norris, Colin Winder
On-going monitoring	Somerset Countywide Flooding Summit/ Flooding Steering Group	Dave Bulmer and Sue Steele

Agenda Item 13

Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 6 January 2015 10.00am in the Main Committee Room, Brympton Way, Yeovil.
