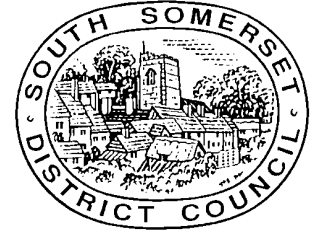


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 29th September 2015

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 21 September 2015.

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 John Clark

Clare Aparicio Paul
Jason Baker
Gye Dibben
Val Keitch

Tony Lock
Sue Osborne
Tiffany Osborne
David Recardo

Garry Shortland
Rob Stickland
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 29 September 2015

Agenda

Preliminary Items

1. Minutes (Pages 7 - 10)

To approve as a correct record the minutes of the previous meeting held on 1st September 2015.

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. Verbal update on reports considered by District Executive on 3rd September 2015 (Page 11)

8. Reports to be considered by District Executive on 1st October 2015 (Page 12)

9. LEADER Programme - Rural Economic Development (Pages 13 - 15)

10. Verbal update on Task and Finish reviews (Page 16)

11. **Update on matters of interest** (Page 17)
12. **Scrutiny Work Programme** (Pages 18 - 19)
13. **Date of next meeting** (Page 20)

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 1 September 2015.**

(10.00 am - 12.20 pm)

Present:

Members: Councillor Sue Steele (Chairman)

Clare Aparicio Paul	Sue Osborne
Jason Baker	Tiffany Osborne
Dave Bulmer	David Recardo
John Clark	Garry Shortland
Gye Dibben	Rob Stickland
Val Keitch	Amanda Broom
Tony Lock	

Also Present:

Mike Beech	Ric Pallister
Neil Bloomfield	Jo Roundell Greene
Nick Colbert	Sylvia Seal
John Field	Derek Yeomans

Officers

Rina Singh	Interim Chief Executive
Donna Parham	Assistant Director (Finance & Corporate Services)
Steve Joel	Assistant Director (Health & Well-Being)
Martin Woods	Assistant Director (Economy)
Paul Wheatley	Principal Spatial Planner
Jo Gale	Scrutiny Manager
Emily McGuinness	Scrutiny Manager

39. Minutes (Agenda Item 1)

The minutes of the meeting held on 4 August 2015 were approved as a correct record and signed by the Chairman.

40. Apologies for absence (Agenda Item 2)

An apology for absence was received from Councillor Martin Wale. Councillor Amanda Broom was in attendance at the meeting as substitute for Councillor Martin Wale.

41. Declarations of Interest (Agenda Item 3)

There were no declarations of interest.

42. Public question time (Agenda Item 4)

There were no questions from members of public present at the meeting.

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

There were no issues raised.

44. Chairman's Announcements (Agenda Item 6)

There were no Chairman's announcements.

45. Verbal update on reports considered by District Executive on 6 August 2015 (Agenda Item 7)

Members noted the update given by the Chairman of Scrutiny Committee.

46. Reports to be considered by District Executive on 3 September 2015 (Agenda Item 8)

Members considered the reports outlined in the District Executive Agenda for 3 September 2015. It was agreed that the following comments would be taken forward to District Executive for consideration:

Future of Westland Leisure Complex (Agenda item 6)

In order to discuss this item fully, it was proposed and agreed that the Committee would move into confidential session, as some of the financial information contained in the appendices is confidential.

CONFIDENTIAL – Exclusion of the Press and 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 this 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).

- Members made comments in closed session.

Update on the SSDC 5 Year Housing Land Supply (Agenda item 7)

- Members noted the significant implications in terms of Local Plan policy documents represented by the shortfall in the 5 Year land supply and the subsequent shift in perspective required. Scrutiny members agreed that all necessary support and resources should be provided to the Spatial Planning Team so that every effort can be made to improve the situation.

- Scrutiny members noted the importance of planning decisions needing to be made in accordance with the adopted Local Plan and potential impact this could have.
- Not being able to demonstrate a 5 Year Land Supply means that policies carry less weight than previously.
- More work needs to be done to proactively engage with the Development Sector and landowners to ensure more deliverable applications are brought forward.
- A member stated that if a lower target had been adopted then we would not be in this position. The Portfolio Holder responded that the figure had been carefully and rigorously arrived at and had been approved by the Local Plan Inspector.
- The housing requirement figure is the number of homes needed that are capable of occupation within 5 Years not the numbers of homes that have been given permission to be built.
- The 2013/14 housing figures are encouraging.
- The 20% buffer is best practice and Officers are looking into this.

Quarterly Performance and Complaints Monitoring report – 1st Quarter 2015/16 (Agenda item 8)

Members noted that the only performance exception related to the PI031 - % calls to Contact Centre resolved in the Contact Centre. This was showing as an exception due to the technical issues discussed by Scrutiny last month, is not currently possible to capture this data.

47. Verbal update on Task and Finish reviews (Agenda Item 9)

The Scrutiny Managers updated the Committee on the current Task and Finish Groups:

Council Tax Reduction policy and monitoring Task and Finish Group – The group had met since the last Scrutiny Committee to:

- Review the interim consultation results.
- Agree what performance/monitoring information they require in terms of collection, arrears and costs monitoring for the current scheme.
- To identify what information and data is required to monitor the impact on different households to ensure no specific type is adversely affected.

Licensing Fees Task and Finish Group – the group has three more meetings planned and is on target to report back to the November Scrutiny Committee meeting.

48. Update on matters of interest (Agenda Item 10)

There were no updates regarding matters of interest.

49. Scrutiny Work Programme (Agenda Item 11)

Members noted the Scrutiny Work Programme including the addition of the Equalities Action Plan 2012-16 for 1 March 2016.

ACTION: That an item regarding the Equalities Action Plan 2012-16 be added to the Work Programme for 1 March 2016.

50. Date of next meeting (Agenda Item 12)

Members noted the next meeting of the Scrutiny Committee would be held on Tuesday 29 September 2015 in the Main Committee Room, Brympton Way, Yeovil.

.....
Chairman

.....
Date

Agenda Item 7

Verbal update on reports considered by District Executive on 3rd September 2015

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 3rd September 2015.

The draft minutes from the District Executive meeting held on 3rd September have been circulated with the District Executive agenda.

Agenda Item 8

Reports to be considered by District Executive on 1st October 2015

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 1st October 2015.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 29th September 2015.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 1st October.

Agenda Item 9

LEADER Programme – Rural Economic Development

Lead Officer: Helen Rutter, Assistant Director (Communities)
Contact Details: helen.rutter@southsomerset.gov.uk or 01963 435012

Action required

Members of the Scrutiny Committee are asked to note and comment on the report.

1. What is the programme?

LEADER is a community-led European funding programme that supports rural development. Local Action Groups (LAGs) each: prepare bids to be included in the Programme; research and set the priority themes through an approved strategy document and annual delivery plan and they make the grant decisions.

Each LAG facilitates the delivery of Rural Development Programme England (RDPE) funding across the LAG area throughout the current programme period (2015-2020). The framework has been set nationally as part of the RDPE with a much stronger emphasis on job creation and business expansion than earlier programmes.

All of South Somerset (apart from Yeovil which is not eligible) is included in 1 of 3 LAGs giving full geographical coverage. This is the first time that South Somerset has achieved this.

The 3 LAGs for the new programme all consist of large rural areas, extending well beyond South Somerset with populations approaching 150,000 people. These are:

- *Making it Local* – existing LAG largely based on the Blackdown Hills and mainly in Devon. The boundary has been extended eastwards to take in Chard and western parishes of Area West, including the Ilminster area. The accountable body is Devon County Council - SSDC Councillor appointment to AONB is Cllr Martin Wale
- *Heart of Wessex* – new LAG follows the A303/A30 corridor area, which is a strong economic area due to the impact of these major transport routes into Wiltshire. In Area West it covers the wards of Eggwood, Crewkerne and Parrett. It also includes some of south Wiltshire, eastern Mendip, all of Area East and rural parts of South. The accountable body is Wiltshire Council - SSDC Councillor appointment is Cllr Mike Lewis
- *The Levels and Moors* – existing LAG is an established area stretching from A303 to the Somerset coast. Minor boundary changes in South Somerset means that it has been possible to consolidate full coverage of Area North. The accountable body is Somerset County Council – SSDC Councillor appointment is Cllr Clare Aparicio Paul

The programme was delayed by the Election and the first round is due to be launched formally 14th October 2015.

2. What are the objectives?

Projects funded under the new LEADER Programme will need to focus on delivering jobs and growth; 70% of all projects funded under LEADER will directly support the rural economy (e.g. through creating and developing micro and small sized rural businesses) 30% of projects will also need to demonstrate that they are contributing to improving the rural

economy. The LAG will decide which projects it will fund in its area, based on the Local Development Strategy, but all projects must support one or more of the 6 national LEADER priorities, which are:

1. Support to increase farm productivity
2. Support for micro and small business and farm diversification
3. Support for rural tourism
4. Provision of rural services
5. Support for cultural and heritage activity
6. Support for increasing forestry productivity

LAGs have aligned their activities to Local Enterprise Partnerships (LEP), Local Authorities, Rural Growth Network Pilot areas, Rural and Farming Networks etc. to avoid duplication. The Local Development Strategies (LDSs) have been written to complement the activities of the relevant LEPs and the LEPs have formally endorsed the LDSs prior to approval

3. How much money is available?

Each of the 3 LAG areas has been awarded over £1.5m to run their programme. The net totals that are available in each LAG for grant spend are:

Making it Local - £1,371,000

Heart of Wessex - £1,425,000

Levels & Moors - £1,340,000

In total over £4,136,000 of grants will be awarded in the programme areas. The actual benefit within South Somerset will depend on the calibre and eligibility of schemes submitted

4. How is the programme managed?

The programme is part of the European Agricultural Fund for Rural Development (EAFRD). The Department for Environment, Food and Rural Affairs (Defra) has delegated managing authority responsibility to the Rural Payments Agency. This is a much more top down process than in previous years.

Each approved area is run by a Local Action Group (LAG) with a Programme Manager responsible for 1 or more LAG areas and there is a local accountable body which accounts for the finances. The LAG Programme Managers are:

1. Making it Local – Dominic Dunbrook (new appointment)
2. Heart of Wessex – Sarah Dyke-Bracher
3. Levels & Moors – Anne-Marie Spalding

Each LAG comprises private, public and community sector volunteers with a wide range of experience and knowledge of local rural issues. At least 50% of the membership of the LAG is comprised of local economic and social partners – community and business representatives exceed those of public sector organisations.

This is designed to add value by achieving community engagement. It puts the responsibility for local action with local people. It ensures a mix of local knowledge, technical expertise and experience is brought together to deliver a successful programme. SSDC and other LA officers act as advisers

5. What are the eligibility criteria?

Each LAG will consider applications against its strategic objectives as funding is limited and overall spend must fit with the national quotas. Capital grants will normally be in the range £5,000 to £100,000. Up to 40% grant can be awarded against the total scheme costs. In broad terms the following types of capital costs can be eligible:

- New capital equipment
- Improvements to premises
- Purchase of machinery and equipment
- New business start-up
- Processing and marketing of products
- Supporting shops and restaurants - where there are wider benefits to the tourism economy
- Development of access infrastructure
- Setting up, improving or expanding essential rural services for the local community
- Supporting events and festivals linked to cultural activity
- Adding value to forest products

In addition the Programme Managers will offer advice and assistance throughout the application process and beyond, some schemes coming forward maybe eligible for or better suited for other funding streams.

6. How is the Programme publicised and how can SSDC communities benefit from the Programme?

Each LAG has a website and has carried out local promotion:

Making it Local - <http://makingitlocal.org/index.php>

Heart of Wessex - <http://www.heartofwessex.co.uk/>

Levels & Moors - <http://levelsandmoors.somersetleader.org.uk/>

Each of the main SSDC rural Areas West, East and North have member representation linking to the LAG (see 1. above). Area Development Officers & Economic Development Officers will offer initial signposting & guidance to prospective applicants.

Overall the 3 LEADER programmes are expected to stimulate at least £2m of investment into South Somerset and mainly directly to small businesses, tourism and other economic schemes.

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

- Council Tax Reduction Scheme
 - Fees within the Licensing Service
-

Agenda Item 11

Update on matters of interest

Lead Officers: Emily McGuinness / Jo Gale, Scrutiny Managers
Contact Details: emily.mcguinness@southsomerset.gov.uk or (01935) 462566
joanna.gale@southsomerset.gov.uk or (01935) 462077

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.

Scrutiny Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
3 Nov '15	Area Grant Application Process	✓		This item was requested by Scrutiny Committee members at their meeting on 4 th August 2015	Kim Close – Assistant Director - Communities
3 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
3 Nov '15	Planning Scheme of Delegation	✓		This matter was referred to Scrutiny from Council in February 2015 - the scope has been agreed with the Committee, the Assistant Director and Development Management Manager	Martin Woods / Dave Norris
1 st Dec '15	Update on Telephony Issues	✓		At their August 2015 meeting, members requested an update report on this issue be brought to the December Meeting	Jason Toogood / Roger Brown.
1 st Dec '15	Report of Licensing Task and Finish Group	✓		Final report for approval by Scrutiny Committee prior to recommendations being made District Executive	Nigel Marston / Emily McGuinness
1 st Dec '15	Update on Shared Accommodation	✓		Members have requested a report reviewing the Shared Accommodation project.	Laurence Willis/ Cllr Henry Hobhouse.
1 st Mar '16	Equalities action plan 2012-16	✓		Scrutiny were involved in the original creation of the plan and has a role in monitoring performance and considering equalities across all of the Councils decisions.	Jo Morgan/ Martin Woods

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/>

Current Task & Finish Reviews

Date Commenced	Title	Members
July 2015	Fees within the Licensing Service	Martin Wale, Tony Lock, Gye Dibben, David Norris, Val Keitch, Mike Beech, Jason Baker
Ad-hoc monitoring	Council Tax Benefit Reduction	Sue Steele, Dave Bulmer, Sue Osborne, David Norris

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 3rd November 2015 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.
