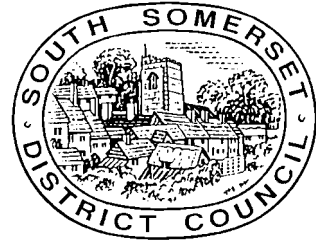


South Somerset District Council

Notice of Meeting



**South Somerset
District Council**

Making a difference where it counts

Thursday 16th July 2015

7.30 pm

**Council Chamber
Council Offices
Brympton Way
Yeovil
BA20 2HT**

(disabled access is available at this meeting venue)



All members of Council 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, **Angela Cox, Democratic Services Manager**

This Agenda was issued on Wednesday 8 July 2015.

Ian Clarke, Assistant Director (Legal & Corporate Services)

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



INVESTORS IN PEOPLE

South Somerset District Council Membership

Chairman: Mike Best

Vice-chairman:

Clare Aparicio Paul
Jason Baker
Cathy Bakewell
Marcus Barrett
Mike Beech
Neil Bloomfield
Amanda Broom
Dave Bulmer
Tony Capozzoli
John Clark
Nick Colbert
Adam Dance
Gye Dibben
Sarah Dyke-Bracher
John Field
Nigel Gage
Carol Goodall
Anna Groskop
Peter Gubbins
Henry Hobhouse

Kaysar Hussain
Tim Inglefield
Val Keitch
Andy Kendall
Jenny Kenton
Mike Lewis
Sarah Lindsay
Mike Lock
Tony Lock
Paul Maxwell
Sam McAllister
Graham Middleton
David Norris
Graham Oakes
Sue Osborne
Tiffany Osborne
Stephen Page
Ric Pallister
Shane Pledger
Crispin Raikes

Wes Read
David Recardo
Jo Roundell Greene
Dean Ruddle
Sylvia Seal
Gina Seaton
Peter Seib
Garry Shortland
Angie Singleton
Alan Smith
Sue Steele
Rob Stickland
Andrew Turpin
Linda Vijeh
Martin Wale
William Wallace
Nick Weeks
Colin Winder
Derek Yeomans

Information for the Public

The meetings of the full Council, comprising all 60 members of South Somerset District Council, are held at least 6 times a year. The full Council approves the Council's budget and the major policies which comprise the Council's policy framework. Other decisions which the full Council has to take include appointing the Leader of the Council, members of the District Executive, other Council Committees and approving the Council's Consultation (which details how the Council works including the scheme allocating decisions and Council functions to committees and officers).

Members of the Public are able to:-

- attend meetings of the Council and its committees such as Area Committees, District Executive, except where, for example, personal or confidential matters are being discussed;
- speak at Area Committees, District Executive and Council meetings;
- see reports and background papers, and any record of decisions made by the Council and Executive;
- find out, from the Executive Forward Plan, what major decisions are to be decided by the District Executive.

Meetings of the Council are scheduled to be held monthly at 7.30 p.m. on the third Thursday of the month in the Council Offices, Brympton Way although some dates are only reserve dates and may not be needed.

The agenda, minutes and the timetable for council meetings are published on the Council's website – www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions

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

The Council's corporate aims which guide the work of the Council are set out below.

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

South Somerset District Council – Council Aims

Our key areas of focus are: (all equal)

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

Ordnance Survey mapping/map data included within this publication is provided by South Somerset District Council under licence from the Ordnance Survey in order to fulfil its public function to undertake its statutory functions on behalf of the district. Persons viewing this mapping should contact Ordnance Survey copyright for advice where they wish to licence Ordnance Survey mapping/map data for their own use. South Somerset District Council - LA100019471 - 2015.

South Somerset District Council

Thursday 16 July 2015

Agenda

1. Apologies for Absence

2. Minutes

To approve and sign the minutes of the previous meeting held on Thursday, 21st May 2015.

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.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. As a result of the change made to the Code of Conduct by this Council at its meeting on 15th May 2014, where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council. If you have a prejudicial interest you must comply with paragraphs 2.9(b) and 2.9(c) of the Code.

4. Public Question Time

5. Chairman's Announcements

Items for Discussion

6. Chairman's Engagements (Page 1)

7. SSDC Annual Performance Report 2014/15 (Pages 2 - 14)

8. Termination of shared CEO arrangements with East Devon District Council and proposed future management arrangements (Pages 15 - 18)

9. 2014/15 Treasury Management Activity Report (Pages 19 - 32)

10. Honorary Aldermen - Agreement of criteria and privileges (Pages 33 - 35)

11. Increase in Councillors on Yeovilton Parish Council - Community Governance Review (CGR) (Pages 36 - 51)

- 12. Membership of Committees - Appointment of new Councillors to the Audit and Standards Committees and changes to representation on Outside Bodies** (Pages 52 - 53)
- 13. Report of Executive Decisions** (Pages 54 - 58)
- 14. Audit Committee** (Pages 59 - 62)
- 15. Scrutiny Committee** (Pages 63 - 66)
- 16. Motions** (Pages 67 - 69)
- 17. Questions Under Procedure Rule 10**

There were no questions submitted under Procedure Rule 10.
- 18. Date of Next Meeting** (Page 70)

Agenda Item 6

Chairman's Engagements

3rd June

Mike attended the Freedom Parade through Yeovil town centre to commemorate the 70th anniversary of VE and VJ Day. This was led by the Commodore and the Band of the Royal Marines and 500 troops.

11th June

At the invitation of Yeovil College, Tony attended the grand opening of the Construction Centre which was also attended by celebrity builder Tommy Walsh.

13th June

Mike and Liz attended the annual Somerset Schools' Folk Dance Festival which was held on the Cathedral Green in Wells.

15th June

At the invitation of Somerset Music, Mike and Liz attended the Mid Somerset Music Spectacular which was held at Strode Theatre in Street.

22nd June

In celebration of Armed Forces Day, Mike attended the raising of the flag at the Council Offices, Brympton Way.

At the invitation of Sherborne Town Council, Mike attended the Mayor's Reception which was held at the Digby Hall.

30th June

Mike attended Chilton Cantelo School's Speech Day which was held at Westlands Conference and Leisure Complex.

2nd July

Mike, Tony and other Councillors attended a surprise reception for former Councillor Patrick Palmer which was organised by Martock Parish Council and held at The Hollies Hotel in Bower Hinton. Patrick had served on the District Council for 40 years

5th July

At the invitation of the Mayor of Yeovil, Mike and Liz attended Yeovil Town Council's Annual Civic Service which was held in St. John's Church, Yeovil.

11th July

At the invitation of the Commodore of RNAS Yeovilton, Mike and Liz are due to attend the annual Air Day.

12th July

Tony and Vivienne are due to attend Sedgemoor District Council's Civic Service which is taking place at Cannington.

Mike and Liz are due to attend Augusta Westland Centenary Family Day.

Agenda Item 7

SSDC Annual Performance Report 2014/15

Lead Officer:
Contact Details:

Anuska Gilbert, Performance Officer
anuska.gilbert@southsomerset.gov.uk or (01935) 462112

Purpose of the Report

This report presents the following:

1. Performance Indicators (PIs) for 2014-15
2. A summary of the status of the Council Plan actions
3. A summary of complaints made to SSDC during 2014-15

Forward Plan

This report appeared on the District Executive Forward Plan with an anticipated Committee date of June 2015.

Public Interest

The Council is accountable for its performance to the local community and we publish performance data to enable us to demonstrate achievements against targets. This report details the annual performance for 2014/15.

Recommendation

That Council notes the 2014/15 performance information at Appendices A, B and C.

Background

The SSDC Performance Monitoring Framework comprises:

- The Council Plan 2012-15
- Corporate Performance Indicators
- Service plans
- Key strategy action plans

Performance Indicator Report:

The Performance Indicator report consists of 39 locally set indicators which are linked to our corporate priorities. These were selected and approved by members on 3rd May 2012. 18 of these are corporate performance indicators, against which the Council's performance is measured. The remaining South Somerset indicators are those over which the Council has less influence.

Summary of Performance Indicators:-

Indicator Status	2014/15		2013/14	
On or Above Target	15	88.24%	13	76.47%
Within 10% of Target	1	5.88%	1	5.88%
More than 10% Below Target	1	5.88%	4	17.65%
TOTAL	17*	100%	18	100%

*Annual data not available for Pi 031.

See Appendix A for details.

Council Plan Actions Progress Report:

The Council Plan was introduced in 2012/13 covering 2012 – 2015. The Council Plan progress report provides an update on the key actions listed in the plan under each focus area. Of the 42 actions, 98% are either completed or partially completed.

Focus	Completed	Partially Complete	Not Started	Total
Focus One (Jobs)	10	7		17
Focus Two (Environment)	7		1	8
Focus Three (Homes)	7	2		9
Focus Four (Health & Communities)	7	1		8
Total	31	10	1	42
Total %	74%	24%	2%	100%

See Appendix B for details.

Complaints:

During the period 1st April 2014 – 31st March 2015, SSDC received 148 complaints from members of the public, showing an increase of 24.4% on the previous year.

The majority of cases, 95.3%, have been resolved at stage 1, indicating that the complaints procedure is effective. 70.1% of services either reduced the number of complaints to their service or maintained the previous year, this compares to a 2013/14 percentage of 87.10%.

Please refer to Appendix C for details.

Financial Implications

Compensation of £208 was paid out in 2014/15.

Carbon Emissions and Climate Change Implications

None

Equality and Diversity Implications

None

Background Papers

Refreshed Council Plan 2012-15

(<http://www.southsomerset.gov.uk/about-us/our-vision/council-plan-2012---2015/>)

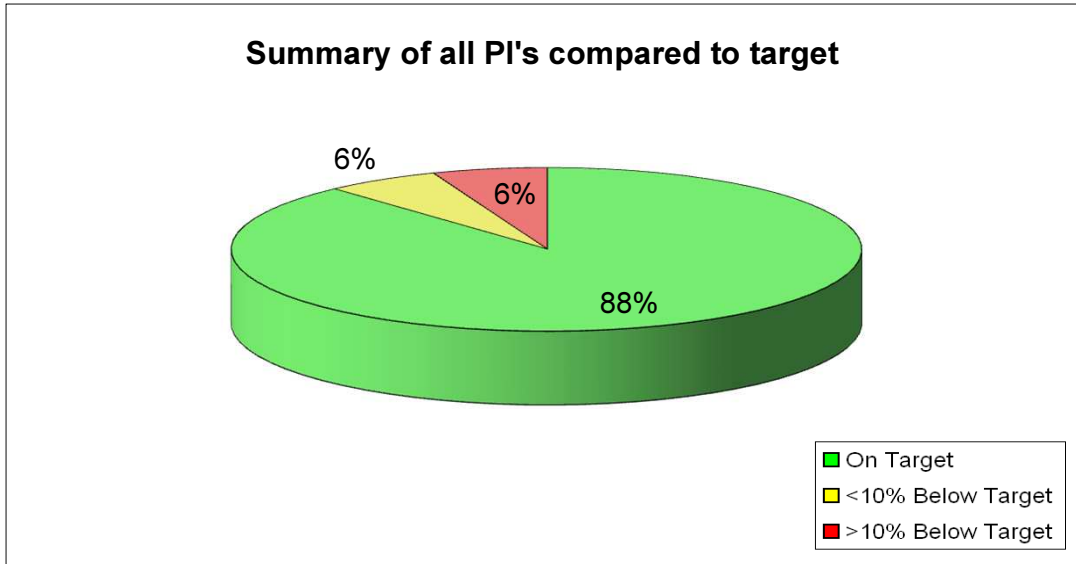
SSDC Corporate Indicators – District Executive May 2012

Appendix A

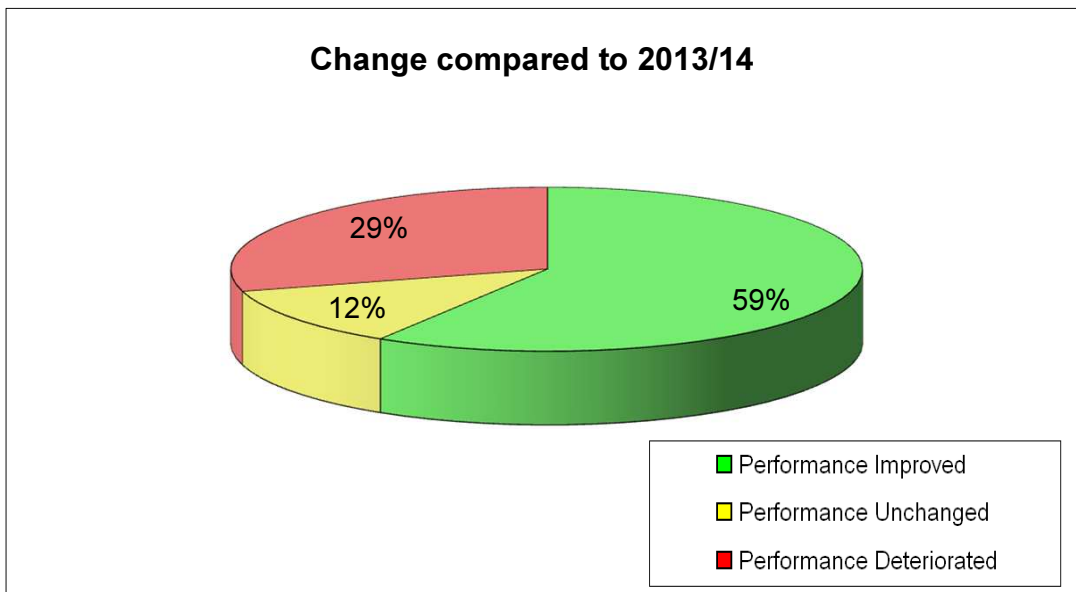
Performance Indicators 2014/15

2014/15					
On Target	<10% Below Target	>10% Below Target	Total Comparable	Monitoring Trend - Not comparable to target	Total PIs*
15	1	1	18*	21	39
88.24%	5.88%	5.88%	100.00%		

*Annual data not available for Pi 031 - see table.



Movement in performance compared to previous year*					
Performance Improved ↑	Performance Unchanged ↔	Performance Deteriorated ↓	Total Comparable	Monitoring Trend - Not comparable to target	Total
10	2	5	18*	21	39
58.82%	11.76%	29.41%	100.00%		



**2014/15 Annual
Performance
Monitoring Report**

Key:	On Target		<10% Below Target		>10% Below Target	
	Improved	↑	Stayed the Same	↔	Deteriorated	↓

Appendix A

Measure	14/15 Target	14/15 Outturn	Previous Year Outturn	Trend	Comments
Corporate Performance Indicators:					
PI003 - % of planning appeal decisions allowed against the authority's decision to refuse	33%	45%	31%	↓	Between April 2014 and March 2015, 49 appeal decisions against refusal were received and 22 were allowed which equates to 45% against a former BVPI target (BV204) of 33%.
PI004 – Number of days taken to process Housing Benefit/ Council Tax Benefit new claims and change events.	12	7.75	9.50	↑	
PI005a - % Working age people on out of work benefits	8.70	7.17	7.87	↑	
PI008 – Requests for action from the Streetscene team	3100	2100	5074	↑	
PI010 – Total number of fly tips reported	1,800	1,155	1,253	↑	
PI011 – Total estimated cost of reported fly tips	£55,860	£52,733	£66,407	↑	
PI012 – Average number of days to respond to a reported fly tip	5.0	3.0	3.0	↔	
PI013 - % of household waste sent for reuse, recycling and composting	45	45.09	43.68	↑	
PI014 - Performance against the Streetscene annual work program - 80% either on target or complete	80%	98%	98%	↔	
PI019 – Average length of stay in Temporary Accommodation (B&B)	3.5	0.5	2.1	↑	
PI020 – Total number of people in Temporary Accommodation (all types)	75	36	34	↓	
PI026 - Number of Vacant Dwellings Returned to Occupation or Demolished	25	115	546	↓	The downward trend reflects the higher than expected performance last year

Measure	14/15 Target	14/15 Outturn	Previous Year Outturn	Trend	Comments
PI026a - % of Vacant Dwellings Returned to Occupation or Demolished	4%	18%	n/a	↑	The total number of vacant dwellings varies over time, as properties are added or removed from listings. The outturn figure for PI 026(a) uses the total of 625 vacant dwellings as at March 2014.
PI031 - % of calls to the contact centre resolved in the contact centre	62%	Data Not Available	63.3%		Due to insufficient integration between the new Lync system and the Contact Centre telephony system an interim solution is in place, but this cannot provide performance data. The replacement system will provide performance data, and this is expected to be in place by Summer 15.
PI032 – Working days lost due to sickness absence per Full Time Employee (FTE)	8	8.57	8.87	↑	39.58% short term sickness absence. 55.05% long term sickness absence (absence period over 2 weeks). 5.37% phased returns to work. 35% of staff had no sickness absence throughout 2014-15.
PI035 – Percentage of Council Tax Collected	95%	97%	97.4%	↓	
PI036 - % of staff either satisfied or very satisfied with the Council as an employer	75.00%	80.50%	79.00%	↑	
PI038 – Total cost of SSDC per head of population	£111.35	£106.07	£104.50	↓	
South Somerset Indicators:					
PI001a – Number of Housing Benefit cases received	N/A	9,982	10,143	↑	
PI001b – Number of Council Tax Reduction cases received	N/A	11,178	11,700	↑	
PI002 – Total number of JSA claimants in South Somerset	N/A	836	847	↑	This is the average per month during 2014-15 which has reduced by 11 (approx. 1%).
PI006 - Instances of inward investment into the District and measure of economic impact (number of new jobs created/ sustained/ start up business	N/A		8		These figures relate only to the 8 new businesses attracted in 2013/14 as a result of their engagement with the 'Into Somerset' agency that SSDC co-funded with other Somerset Councils. 74 jobs were created. The data for 2014/15 has yet to

Measure	14/15 Target	14/15 Outturn	Previous Year Outturn	Trend	Comments
supported)					be released. The full 'Into Somerset' project ran until March 2015. Transition to a successor project that will be run on an 'in-house' on a district-wide basis and will be completed by September 2015.
PI007 - Number of Economic Development Enquiries	N/A	873	233	↑	73 Planning Consultation responses; 49 external Economic Development Enquires (requiring additional input) 54 Economic Development enquires internal/other departments 11 Partnership working DV support (involving approx. 16 assists) Business Support: 151 (flood support grants processed) 255 (major event attendees) 25 (training course attendees) 250+ (approx.) General telephone and email enquiries
PI009 – Number of bin collections missed per 1000 households (all types – dry recycling and kitchen waste, refuse and garden)	N/A	2.72	2.97	↑	Data not available within timeframe of this report. This information is collated by the Somerset Waste Partnership for all Somerset councils.
PI015.1 - % of households on the Choice Based Letting waiting list in the Bronze banding	N/A	55.6%	46.6%	N/A	Bronze banding: 55.6% equates to 1,070 households. The total number of households on the housing register have fallen, and fallen consistently over the last year or two, having reduced by 1,108 people between March 2014 and March 2015.
PI015.2 - % of households on the Choice Based Letting waiting list in the Silver banding	N/A	30.6%	40.9%	N/A	Silver banding: 30.6% equates to 601 households. The total number of households on the housing register have fallen, and fallen consistently over the last year or two, having reduced by 1,108 people between March 2014 and March 2015.
PI015.3 - % of households on the Choice Based Letting waiting list in the Gold banding	N/A	13.7%	12.4%	N/A	Gold banding: 13.7% equates to 302 households. The total number of households on the housing register have fallen, and fallen consistently over the last year or two, having reduced by 1,108 people between March 2014 and March 2015.
PI015.4 - % of households on the Choice Based Letting waiting list in the Emergency banding	N/A	0.1%	0.1%	N.A	Emergency banding: 0.1% equates to 2 households. The total number of households on the housing register have fallen, and fallen consistently over the last year or two, having reduced by 1,108 people between March 2014 and March 2015.
PI021 - Affordable homes completed as a % of all new housing completions	25%		29.7%		We will be gathering the 2014/2015 data in May/June and are provisionally looking to report on this new data in July 2015
PI022 - % New Homes built on Previously Developed Land	40%		40.03%		We will be gathering the 2014/2015 data in May/June and are provisionally looking to report

Measure	14/15 Target	14/15 Outturn	Previous Year Outturn	Trend	Comments
					on this new data in July 2015
PI023 - Net additional homes provided SSDC	800		542		We will be gathering the 2014/2015 data in May/June and are provisionally looking to report on this new data in July 2015
PI025 - Number of cases of homelessness helped	N/A	43	42	↑	
PI027 - Number of new affordable homes enabled	N/A	181	153	↑	
PI028 - Net increase in dwellings on the Council Tax Register	N/A	75,725	74,466	↑	As at April 15
PI029 – Number of incidents of antisocial behaviour reported to SSDC (excluding fly tipping and dead animals)	N/A	1,727	1,907	↑	On the year there is a reduction of 10% overall with notable reductions of 57% in graffiti reports and reductions across all the Dog related categories. Calls about drug related issues are down this year by 30% but a noticeable increase in complaints about noisy neighbours by 48%.
PI030 - Number of local action groups supported per year	N/A	3	3	↔	Martock and Crewkerne continue as previously reported bit Yeovil now meets on a weekly basis as the Yeovil One Team.
PI033 – Total number of complaints received	N/A	148	119	↓	
PI034 - % of complaints resolved at stage 1 of complaints procedure	N/A	95.3%	94.12%	↑	
PI037.a - Number of FTEs employed by SSDC Annual Snapshot	N/A	418.64	424.46	↑	

Key:	On Target		<10% Below Target		>10% Below Target	
	Improved	↑	Stayed the Same	↔	Deteriorated	↓

Appendix B

Council Plan Action	Status 03/2015	Service	Comment
Focus 1. JOBS			
C1.01 - Motivate and support business associations and act as a point of contact for businesses and partners.	Completed	Communities / Economic Development	Area South - Support provided as required for ongoing relationships with the Town Team and Yeovil Chamber. Area West: Support provided as required.
C1.02 - Improve communications with businesses so that we are supporting them in meeting their needs and not acting as a barrier.	Completed	Economic Development	
C1.03 - Provide targeted support for start-ups and small businesses and those with the aspiration to expand.	Completed	Economic Development	
C1.04 - Fast track planning applications for those businesses seeking to expand start-up or relocate to South Somerset.	Completed	Economic Development	
C1.05 - Work in partnership to deliver investment and development that local people value.	Completed	Economic Development	
C1.06 - Work in partnership to deliver investment and development that local people value in Yeovil.	Completed	Economic Development	
C1.07 - Work in partnership to deliver investment and development that local people value in Chard.	Partially Completed	Economic Development	Project elements now included within Investing in Infrastructure Programme and Area/Corporate scoping plan. Will be progressed as and when resources become available.
C1.08 - Secure land with planning permission for employment use in areas where it is needed.	Partially Completed	Economic Development	Progress is subject to successfully negotiating third party ownerships
C1.09 - Enhance the vitality of town centres and discourage large scale out of town retail development that has a negative impact on local centres.	Completed	Economic Development	

C1.10 - Work with partners to provide support and assistance to those businesses and individuals facing redundancy and preventing it where possible.	Completed	Economic Development	
C1.11 - Progress the Chard Regeneration Scheme to create a vibrant town centre, by working with a development partner to invest, create new jobs.	Partially Completed	Economic Development	Conditional Development Agreement signed with development partner in 2014 setting unconditional date at 2017. This agreement defines the current timeframe.
C1.12 - Regenerate the former ACI site and the Bowden Mill site by 2013.	Partially Completed	Economic Development	Has missed target date of 2013. As above, timeframe is now defined by the Development Agreement signed in 2014.
C1.14 - Facilitate a programme for economic growth by assembling land packages for business use in Yeovil by 2014.	Completed	Area Development (South)	Sites available for redevelopment.
C1.15 - Facilitate a programme for economic growth by assembling land packages for business use in Chard by 2014.	Partially Completed	Economic Development	Progress is subject to successfully negotiating third party ownerships.
C1.16 - Facilitate a realistic development programme for new employment sites that have been identified in market towns by 2015.	Partially Completed	Economic Development	Programme included in Investing In Infrastructure programme. Progress will be subject to negotiation with third party owners.
C1.17 - Support early delivery of Super-Fast Broadband to rural areas by 2015.	Partially Completed	Economic Development	Current programme will deliver Superfast Broadband to 90% of all premises in SSDC area by Dec 2015. Extension Programme likely to extend this figure to 95% by 2017.
C1.18 - Work with partners, to contribute to tackling youth unemployment.	Completed	Economic Development	

Focus 2. ENVIRONMENT

C2.01 - Maintain street cleaning high performance across the district.	Completed	Streetscene	
C2.02 - Maintain our country parks, optimising the use of external funding.	Completed	Countryside	Country Parks are managed to 5 year plans & retain Green Flag Awards. In the past year £175K of grant funds donated to build new Ninesprings Centre, plus £30K towards events at Yeovil Country Park. Other external funding includes £1k toward tree planting at Ham Hill and £30K of Heritage Lottery money supporting a development officer post that finalised a £420K bid in Feb 2015. Friends groups continue to support the Parks and secure smaller grants for community led projects and events.
C2.03 - Continue to deliver schemes with local communities that enhance the appearance of their local areas.	Completed	Streetscene	
C2.04 - With the Somerset Waste Partnership, develop options each year that increase recycling and further minimise waste.	Completed	Waste (SWP)	
C2.05 - Deliver campaigns and projects that help householders and businesses (including the Council) to cut energy use and adapt to climate change.	Completed	Spatial Policy	Design advice has been given for inclusion of PV on two proposed new community sports buildings. Assistance has been provided to enable South Somerset Community Energy to register with the FCA and develop its first few PV projects on school and community building roof space to the point that a share offer is published.
C2.06 - Promote the Green Deal and similar schemes that enable householders and businesses to make existing buildings more energy efficient.	Did not Start	Spatial Policy	Following officer discussion it was decided not to link the council with the Green Deal due to the reputational risk. Officers have recently been in discussions with OVO to supply SS residents with competitive energy tariffs.
C2.07 - Promote high quality building design, high sustainability and insulation in new developments.	Completed	Development Control	Regular meetings with developers and agents to discuss design and construction techniques.
C2.08 - Continue to support communities to minimise flood water risks.	Completed	Civil Contingencies	

Focus 3. HOMES

C3.01 - Minimise impact to our residents of the major changes to housing and council tax benefits proposed by the Government.	Completed	Revenues & Benefits	
C3.02 - Make optimum use of resources for home adaptations each year to enable people to live independently.	Completed	Environmental Health	
C3.03 - Minimise homelessness by providing advice, support and housing options.	Completed	Housing & Welfare	
C3.04 - With partners, enable additional new homes to meet the needs of the district, including mixed housing schemes to buy or rent that are affordable.	Completed	Spatial Policy	Full details are contained in reports to District Executive, 2nd August 2012, 1st August 2013 & 4th September 2014. 181 affordable dwellings delivered during 2014/15, of which 42 were for shared ownership and 23 were within Community Land Trust schemes.
C3.05 - Have an adopted Local Plan and Community Infrastructure Levy in place by 2014 that will ensure all new development contributes towards important community infrastructure.	Partially Completed	Spatial Policy	The Council has not completed or established the Community Infrastructure Levy by 2014. This is due to the impact on timescales due to the suspension of the Local Plan. Now that the Local Plan has been adopted it is possible to divert resources towards considering CIL. Recent Government changes to policy regarding S.106 and CIL need to be borne in mind. Work is progressing to refine the Preliminary Draft Charging Schedule.
C3.06 - Identify a temporary stopping point for gypsies and travellers by 2014.	Partially Completed	Health & Wellbeing	On hold. Decision taken in early 2014 for a site to be identified on a Somerset basis in conjunction with neighbour authorities, rather than proceeding on a stand-alone South Somerset basis.
C3.07 - Continue to work with partners to bring private sector housing up to Decent Homes Standard	Completed	Environmental Health	
C3.08 - Continue to work to bring empty houses back into use.	Completed	Environmental Health	
C3.09 - Work with partners to combat fuel poverty.	Completed	Environmental Health	Centre for Sustainable Energy, Bristol deliver most of the advice, grants and fuel saving schemes on SSDC behalf.

Focus 4. HEALTH & COMMUNITIES

C4.02 - Protect community health with regular safety inspections of food outlets, licensed premises, taxis and other commercial businesses.	Completed	Environmental Health	
C4.03 - Maintain and enhance the South Somerset network of leisure and cultural facilities, optimising opportunities for external funding to promote healthy living.	Completed	Community Health & Leisure	Play Areas/Youth facilities – refurbishment projects delivered/supported at venues in South Somerset in 2014/5, Sports Facilities – projects/clubs supported/funded include: pitch drainage at Jubilee Park, Bruton, fourth tennis court at Yeovil Tennis Club, new AGP at Westfield Academy, funding for a new AGP at Huish Academy, funding for a new pavilion/community facility at Ilminster, new cricket pavilion at Milborne Port, new pavilion at Merriott, Huish and Langport Cricket Club, Ilton Parish Council (new recreation ground).
C4.04 - Continue to provide Welfare Benefits support and advice to tackle poverty for our vulnerable residents.	Completed	Housing & Welfare	
C4.05 - Ensure, with partners, that we respond effectively to community safety concerns raised by local people and that the strategic priorities for policing and crime reduction in South Somerset reflect local needs.	Completed	Third Sector & Partnerships	We continue to respond to community safety concerns.
C4.06 - Work with and lobby partners to help communities to develop transport schemes and local solutions to reduce rural isolation and inequalities to meet existing needs of those communities.	Partially Completed	Spatial Policy	On-going work. Current projects include working with the SST Transport & Accessibility Focus Group to move forward a Transport Hub project at Wincanton. This has been given added impetus following a recent successful bid by Transporting Somerset (SCC's public transport unit) to the Department for Transport's Total Transport Pilot Fund resulting in a grant of £305k (27/03/2015), which we anticipate will enhance our ability to progress this scheme (& possibly others within the district).
C4.07 - Enable a district-wide network of free standing Community Justice Panels.	Completed	Third Sector & Partnerships	Somerset Community Justice Partnership established as an independent charity.
C4.08 - Evaluate the overall requirements of the Governments Localism legislation and work with communities to develop plans for their community.	Completed	Communities	
C4.09 - Assist Queen Camel to complete their Neighbourhood Development Plan and use the lessons from this pilot scheme to help other communities to develop their plans in the future.	Completed	Area Development (East)	

Appendix C
Complaints Monitoring 1st April 2014 - 31st March 2015

Key:
 No Complaints

Service	Previous years totals					2014/15 complaints total	Access Method							Type							Stage			Compensation Issued? Y/N	Compensation Amount (£)	Action by SSDC							
	2009/10	2010/11	2011/12	2012/13	2013/14		Email	In Person	Letter	Online	Other	Phone	Via CS	Equality	Failure to deliver	Issue with content/ publication	Issue with Policy/ Decision	Not SSDC Responsibility	Other Type	Poor Communication	Staff Handling	Stage One (Service Manager)	Stage Two (Assistant Director)			Stage Three (Ombudsman)	NO ACTION REQUIRED	Changes in working practice/ procedure	Improved Communication	Improved Monitoring of Service Delivery	Improved Partnership Working	Problem Rectified	Staff Training
Area East Development	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Area North Development	2	2	1	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	N	0	0	0	1	0	0	0		
Area South Development	8	1	3	0	0	2	2	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	N	0	0	0	0	0	2	0		
Area West Development	0	2	2	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Arts and Entertainment	21	31	15	19	13	21	15	0	5	0	0	1	0	0	1	4	5	1	6	1	3	21	0	N	0	11	2	3	3	0	1	1	
Building Control	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Civil Contingencies	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Communications	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Community Health & Leisure	6	4	4	1	3	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	N	0	1	0	0	0	0	0		
Countryside	13	9	10	1	1	3	0	0	1	2	0	0	0	0	0	1	0	1	1	0	3	0	0	N	0	3	0	0	0	0	0		
Customer Focus Support	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Democratic Services	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Development Control	88	50	41	21	14	4	2	0	2	0	0	0	0	0	2	0	0	0	2	2	2	0	N	0	4	0	0	0	0	0	0		
Economic Development	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0		
Engineering and Property	2	7	7	2	1	2	1	1	0	0	0	0	0	0	0	0	1	0	1	2	0	0	N	0	2	0	0	0	0	0	0		
Environmental Health	17	14	15	10	17	19	2	0	4	0	0	13	0	0	2	5	0	0	6	6	16	3	0	N	0	11	1	1	0	1	5	0	
Financial Services	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Fraud and Data	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Housing and Welfare	8	5	7	13	8	13	4	0	6	0	0	3	0	0	0	3	1	7	0	2	13	0	0	Y	108	3	2	0	1	0	6	1	
HR	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
ICT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Legal Services	0	0	8	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Licensing	4	4	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Performance	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Procurement and Risk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Revenues and Benefits	27	12	20	20	17	45	13	0	13	15	0	4	0	0	18	1	10	0	2	4	10	43	2	0	Y	100	17	2	4	0	0	10	4
Spatial Policy	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Spatial Systems	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Street Scene	86	52	60	59	23	25	14	0	6	1	0	4	0	14	0	4	1	2	2	2	25	0	0	N	0	9	1	0	0	0	15	0	
Partnerships	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	
Waste	117	45	20	19	20	12	4	0	4	1	0	2	1	0	8	0	3	1	0	0	12	0	0	N	0	3	0	0	0	0	9	0	
Totals =	406	242	237	179	119	148	58	1	41	19	0	24	5	0	41	7	33	4	22	15	26	141	7	0	Yes	208	64	8	9	4	1	48	6
							148						148						148					140									

Note: A single complaint:

- May be reported using more than one access method.
- May cover more than one type.
- May not always require action or may require more than one action to be taken.

Hence the totals may not always match the total no of complaints in all cases.

Agenda Item 8

Termination of shared CEO arrangements with East Devon District Council and proposed future management arrangements

Leader of Council: Ric Pallister, Portfolio Holder for Strategy and Policy

1. Purpose of the Report

1.1 This report invites members to agree that the current arrangements with East Devon District Council (EDDC) in relation to the sharing of a Chief Executive be terminated and that exploratory talks are initiated with Mendip District Council.

2. Public Interest Summary

2.1 At its meeting in May 2015 Council agreed for discussions to begin with East Devon District Council with a view to reaching mutually acceptable arrangements for terminating the existing agreement to receive the services of a joint Chief Executive.

2.2 It is clear that the future financial environment will pose even greater challenges for local authorities, adoption of the recommendations in this report will continue to deliver management savings through reducing the management costs of running this organisation and enable an exploration to be undertaken which could result in greater savings through combined management and other related efficiencies.

3. Recommendations to Full Council

That Council:-

1. agrees to terminate the existing agreement with EDDC to receive the services of the joint chief executive for the purpose of the council's functions in accordance with section 113 of the Local Government Act 1972 with effect from 31st July 2015.
2. agrees that a sum of £42,124.87 be paid to East Devon District Council in lieu of 12 months formal notice of termination being given and to be funded from the 2015/16 salary saving.
3. agree that £88,700 is added to the Medium Term Financial Plan as a saving for 2016/17.
4. agree that a working group be appointed to review the possible structural options and exploratory discussions involving the Group Leaders and relevant officers be undertaken with Mendip District Council around Options A and B as detailed in paragraph 4.3.

5. agree that the role and function of the CEO be rotated on a monthly basis (subject to leave arrangements) between SSDC's existing Directors for an interim period pending the outcome of exploratory talks on future alternate management arrangements. However, specific projects will continue to have individual Director leads.
6. note that there be regular reports to Council on the progress of the discussions referred to in recommendation 4 and that Council notes that any final decision on any option will need to be reported to Council for formal approval before it can be implemented. At that point the full and actual financial consequences of any decision will be known and available.

4. Background

4.1 Members will recall, at the meeting held on 15th May 2015 considering the contractual arrangements with EDDC in relation to the provision of CEO services and the possible future management arrangements. Members resolved at that meeting as follows:-

RESOLVED:

That Council agreed:-

1. *to enter into discussions with East Devon District Council (EDDC) with a view to terminating the existing agreement to receive the services of the joint chief executive for the purpose of the council's functions in accordance with section 113 of the Local Government Act 1972;*
2. *that the terms of any notice period, notice arrangements and termination costs be reported to Council for approval together with a report on the proposed future management arrangements.*
3. *a maximum sum of £112,333 is approved with an allocation of £38,416 from Unallocated Balances (with the remainder being funded from the 2015/16 salary saving) subject to negotiation with East Devon District Council;*
4. *that £88,700 is added to the Medium Term Financial Plan as a saving for 2016/17.*

4.2 Since that meeting the Leader and Deputy Leader together with the Conservative Group and Independent Group Leaders met with the Leader of EDDC to discuss the current situation and the resolution of Council. As a result of those discussions it has been agreed with EDDC, subject to approval by Council, that the existing agreement be terminated by mutual consent and that to reflect the fact that EDDC could have insisted upon being served 12 months' notice by this Council from 1st October 2015 that the Council pay 6 months' worth of the fees due to EDDC. This equates to a one-off payment of £42,124.87. In addition it has been jointly agreed that if approved by Council, termination should take effect from 31st July 2015.

4.3 At the last Full Council it was agreed that a small working group would seek support and guidance from experienced Local Government Officers to consider the options on how best to re-align the management structure to move the Council forward. This group has now met on two occasions. Those discussions were aimed at more than just SSDC's own internal management structures and included where SSDC might seek to position itself in the changing Local Government landscape. There is already greater partnership working within the Somerset Authorities (Somerset Rivers Authority, Homefinder, Waste Partnership, Growth Board, etc). Equally it must also be considered whether remaining outside any integrated relationship with another Somerset Local Authority would be in the best long term interests of South Somerset residents and, more importantly, businesses as central government funding reduces. Essentially 3 options have been identified during those discussions. They are:

- (A)** Joint Chief Executive and integrated management team (officer structure) with another authority or more (in the first instance to explore with Mendip DC),
- (B)** recruit our own Chief Executive (internally or externally) or
- (C)** a non-Chief Executive model.

4.4 In Dorset, authorities have combined and have been able to achieve worthwhile economies of scale whilst creating a large District Council combination whose opinion has an inherent weight. To the north-west, Taunton Deane is now in a joint authority with West Somerset. Each District Council retains its own sovereignty, members are independent of each other and able to make their own decisions but, through a single joint officer team. It seems clear that, although still in its infancy, the joint authority model in both cases mentioned was working well.

4.5 It was considered that SSDC should now contemplate a similar move and in order to do so needed at least one other Council prepared to explore this joint authority model further. After detailed consideration with the LGA representatives, the working Group met with the Leader, Deputy Leader, and CEO of Mendip as a first step. The outcome of that meeting is that there was a willingness to recommend to the elected members of both Mendip and South Somerset that both explore a joint Authority model. The objectives would be to bring added value to both Councils in terms of regional and county strategic influence, resilience and capacity in key areas and with a common thread of market towns across and up the southern and eastern side of Somerset. It may also assist in identifying any required future savings for both Councils that do not damage front line services.

4.6 It is clear that to stand any chance of success there will need to be a clear majority of members from both Councils who are absolutely committed to explore this option in detail. Obviously if the final conclusion is that this is not in the best interests of either Council then, if Council so agree, Options (B) and (C) will then need to be considered and agreed.

4.7 In order to get to a point when it is considered that further investment of time is worthwhile, the initial exploratory work must be to a timescale and a project plan that provides focus and impetus to the work so that an initial conclusion could be reached within approximately 3 months. This work would not turn its back on the other options

available nor on other Somerset authorities, but at this stage it would be a shared initiative between Mendip and South Somerset.

4.8 To give proper consideration in relation to the existing SSDC management team and in particular the future position of the CEO, the recommendation to Council is to run with the role and function of the CEO rotated on a routine basis between SSDC's existing Directors until that initial conclusion about the future direction has been reached and reported back to Council. This will enable the options around this aspect to be sensibly reviewed as part of any potential future Joint Authority. During that same timescale it is proposed to prepare a future senior Management team option based around SSDC remaining outside of any Joint Authority should members of either Council ultimately decide not to proceed down that route.

5. Financial Implications

5.1. The sum of £42,124.87 if agreed will be paid to East Devon District Council in lieu of 12 months formal notice of termination being given and funded from the 2015/16 salary saving.

5.2. The budget of £88,700 will be added to the Medium Term Financial Plan in 2016/17 as an ongoing saving. There will be no additional costs resulting from the interim arrangements.

5.3. The financial implications of any future arrangements will be reported back to full Council once the options have been fully explored.

6. Corporate Priority Implications

6.1 Links to SSDC's Corporate Plan (2012-2015) include: Providing well managed, cost effective services valued by our residents;

7. Carbon Emissions and Climate Change Implications

7.1 None arising from this report.

8. Equality and Diversity Implications

8.1 None arising from this report.

9. Background Papers

9.1 Reports to District Executive April 2014 and Council May 2014 & May 2015

Agenda Item 9

2014/15 Treasury Management Activity Report

Assistant Director: Donna Parham – Finance and Corporate Services
Lead Officer: Karen Gubbins, Principal Accountant - Exchequer
Contact Details: Karen.gubbins@southsomerset.gov.uk or (01935) 462456

Purpose of Report

1. To review the treasury management activity and the performance against the Prudential Indicators for the 2014/15 financial year as prescribed by the revised CIPFA Code of Practice and in accordance with the Council's Treasury Strategy and Annual Investment Policy and Treasury Management Practices.

Recommendations

2. Council is requested to:
 - Note the Treasury Management Activity for the 2014/15 financial year;
 - Note the position of the individual prudential indicators for the 2014/15 financial year;
 - Note the outlook for the investment performance in 2015/16.

Background

3. The Council's treasury management activity is underpinned by CIPFA's Code of Practice on Treasury Management ("the Code"), which requires local authorities to produce annually Prudential Indicators and a Treasury Management Strategy Statement on the likely financing and investment activity. The Code also recommends that members are informed of treasury management activities at least twice a year. The Council reports six monthly to Full Council against the strategy approved for the year. The scrutiny of treasury management policy, strategy and activity is delegated to the Audit Committee.
4. Treasury management in this context is defined as:

"The management of the local authority's cash flows, its borrowings and its investments, the management of the associated risks, and the pursuit of the optimum performance or return consistent with those risks".
5. The Authority has invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.
6. Overall responsibility for treasury management remains with the Council. No treasury management activity is without risk; the effective identification and management of risk are integral to the Council's treasury management objectives.

Summary of Investment Strategy for 2014/15

7. The Council's strategy for investments was based upon minimising risk and safeguarding the capital sum. This was maintained by following the Authority's counterparty policy as set out in its Treasury Management Strategy Statement for 2014/15 which defined "high credit quality" organisations as those having a long-term credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher.

8. Investments were not restricted to bank and building society deposits and investments were also made with public and private sector organisations that met the credit rating criteria.
9. In addition, the Authority has £4m invested with organisations and pooled funds without credit ratings, these include Payden and CCLA (Property fund) following external assessment and advice from the Authority's treasury management adviser, Arlingclose.
10. The Treasury Management Strategy Statement and Annual Investment Policy were both approved by Council on 13th March 2014.

Credit developments and credit risk management

11. The Authority assessed and monitored counterparty credit quality with reference to credit ratings; credit default swaps; GDP of the country in which the institution operates; the country's net debt as a percentage of GDP and share price. The minimum long-term counterparty credit rating determined by the Authority for the 2014/15 treasury strategy was A- across rating agencies Fitch, S&P and Moody's.
12. The European Parliament approved the EU Bank Recovery and Resolution Directive (BRRD) on April 15, 2014. Taking the view that potential extraordinary government support available to banks' senior unsecured bondholders will likely diminish, over 2014-15 Moody's revised the Outlook of several UK and EU banks from Stable to Negative (note, this is not the same as a rating review negative) and S&P placed the ratings of UK and German banks on Credit Watch with negative implications, following these countries' early adoption of the bail-in regime in the BRRD.
13. The Bank of England published its approach to bank resolution which gave an indication of how the reduction of a failing bank's liabilities might work in practice. The Bank of England will act if, in its opinion, a bank is failing, or is likely to fail, and there is not likely to be a successful private sector solution such as a takeover or share issue; a bank does not need to be technically insolvent (with liabilities exceeding assets) before regulatory intervention such as a bail-in takes place.
14. The combined effect of the BRRD and the UK's Deposit Guarantee Scheme Directive (DGSD) is to promote deposits of individuals and SMEs above those of public authorities, large corporates and financial institutions. Other EU countries, and eventually all other developed countries, are expected to adopt similar approaches in due course.
15. In December the Bank's Prudential Regulation Authority (PRA) stress tested eight UK financial institutions to assess their resilience to a very severe housing market shock and to a sharp rise in interest rates and address the risks to the UK's financial stability. Institutions which 'passed' the tests but would be at risk in the event of a 'severe economic downturn' were Lloyds Banking Group and Royal Bank of Scotland. Lloyds Banking Group, [whose constituent banks are on the Authority's lending list], is taking measures to augment capital and the PRA does not require the group to submit a revised capital plan. RBS, which is not on the Authority's lending list for investments, has updated plans to issue additional Tier 1 capital. The Co-operative Bank failed the test.
16. The European Central Bank also published the results of the Asset Quality Review (AQR) and stress tests, based on December 2013 data. 25 European banks failed the test, falling short of the required threshold capital by approximately €25bn (£20bn) in total – none of the failed banks featured on the Authority's lending list.

17. In October following sharp movements in market signals driven by deteriorating global growth prospects, especially in the Eurozone, Arlingclose advised a reduction in investment duration limits for unsecured bank and building society investments to counter the risk of another full-blown Eurozone crisis. Durations for new unsecured investments with banks and building societies which were previously reduced. Duration for new unsecured investments with some UK institutions was further reduced to 100 days in February 2015.
18. The outlawing of bail-outs, the introduction of bail-ins, and the preference being given to large numbers of depositors other than local authorities means that the risks of making unsecured deposits rose relative to other investment options. The Authority therefore increasingly favoured secured investment options or diversified alternatives such as covered bonds, non-bank investments and pooled funds over unsecured bank and building society deposits

Interest Rates 2014/15

19. The UK Bank Rate was maintained at 0.5% through the year. Short term money market rates also remained at very low levels which continued to have a significant impact on investment income. The average 3-month LIBID rate during 2014/15 was 0.50%, the 6-month LIBID rate averaged 0.67% and the 1-year LIBID rate averaged 0.95%. The low rates of return on the Authority's short-dated money market investments reflect prevailing market conditions and the Authority's objective of optimising returns commensurate with the principles of security and liquidity.
20. Our advisors are forecasting that the outlook is for official interest rates to remain at 0.5% until June 2016, as shown below:

	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Average
Official Bank Rate														
Upside risk			0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.32
Arlingclose Central Case	0.50	0.50	0.50	0.75	0.75	1.00	1.00	1.25	1.25	1.50	1.50	1.75	1.75	1.08
Downside risk				-0.25	-0.25	-0.50	-0.50	-0.75	-0.75	-1.00	-1.00	-1.00	-1.00	-0.70

Investment Portfolio

21. The table below shows the Council's portfolio of investments at the start and end of the 2014/15 financial year;

		Value of Investments at 01.04.14 £	Value of Investments at 31.03.15 £	Fixed/ Variable Rate
Investments advised by Arlingclose				
	Money Market Fund (Variable Net Asset Value)	997,565	1,001,247	Variable
	Property Fund	3,052,479	3,363,303	Variable
	Total	4,050,044	4,364,550	
Internal Investments				
	Certificates of Deposit	6,519,416	4,512,371	Fixed
	Corporate Bonds	8,127,004	11,271,639	Fixed
	Floating Rate Notes (FRNs)	3,006,315	9,972,584	Variable
	Short Term Deposits (Banks)	9,000,000	7,500,000	Variable
	Short Term Deposits (Other LAs)	5,000,000	8,000,000	Variable
	Money Market Funds (Constant Net Asset Value) & Business Reserve Accounts	7,690,000	3,720,000	Variable
	Total	39,342,735	44,976,594	
TOTAL INVESTMENTS		43,392,779	49,341,144	

Returns for 2013/14

22. The returns to 31st March 2015 are shown in the table below:

		Actual Income £'000	% Rate of Return
Investments advised by Arlingclose			
	Payden Money Market Fund (VNAV)	9	
	Property Fund (CCLA)	166	
	Total	175	4.31%
Internal Investments			
	Certificates of Deposit (CD's)	62	
	Corporate Bonds	130	
	Floating Rate Notes (FRNs)	29	
	Fixed Term Deposits	157	
	Money Market Funds (CNAV) & Business Reserve Accounts	28	
	Total	406	0.92%
Other Interest			
	Miscellaneous Loans	6	
	Total	6	
TOTAL INCOME TO 31ST MARCH 2014		587	1.45%

BUDGETED INCOME		340	
SURPLUS		247	

23. The table above shows investment income for the year compared to the budget. The figures show a surplus over budget of £247,000, however this has been moved to a Treasury Management reserve to help support the Treasury Management income budget in the future should the property fund not perform as budgeted.
24. The outturn position is affected by both the amount of cash we have available to invest and the interest base rate set by the Bank of England. Balances are affected by the timing of capital expenditure and the collection of council tax and business rates.
25. The original Treasury Management budget of £340,340 was derived by forecasting an average rate of return of 0.65%. The actual interest rate received for the year was 1.45%, This was enhanced due to the performance of the Property Fund.

Investments

26. Security of capital has remained the Council's main investment objective. This has been maintained by following the Council's counterparty policy as set out in its Treasury Management Strategy Statement for 2014/15. New investments can be made with the following institutions:
- Other Local Authorities;
 - AAA-rated Money Market Funds;
 - Certificates of Deposit (CDs) and Term Deposits with UK Banks and Building Societies systemically important to the UK banking system and deposits with select non-UK Banks (Australian, Canadian and American);
 - T-Bills and DMADF (Debt Management Office);
 - Bonds issued by Multilateral Development Banks, such as the European Investment Bank;
 - Commercial Paper
 - Other Money Market Funds and Collective Investment Schemes meeting the criteria in SI 2004 No 534, SI 2007 No 573 and subsequent amendments.
27. The graph shown in Appendix A shows the performance of the in-house Treasury team in respect of all investments for the quarter ending 31st March 2015 in comparison to all other clients of Arlingclose.
28. The graph shows that SSDC is in a very good position in terms of the risk taken against the return on investments.

Borrowing

29. An actual overall borrowing requirement (CFR) of £9.7 million was identified at the beginning of 2014/15. As interest rates on borrowing exceed those on investments the Council has used its capital receipts to fund capital expenditure. As at 31st March 2015 the Council had no external borrowing.

Breakdown of investments as at 31ST March 2015

Date Lent	Counterparty	Amount	Rate %	Maturity Date
5 Nov 14	Lancashire County Council	1,000,000	0.52	5 May 15
6 Jan 14	Greater London Authority	2,000,000	1.03	6 Oct 15
23 May 14	Rabobank International	1,000,000	0.78	22 May 15
27 Feb 15	Barclays Bank Plc	1,000,000	0.51	29 May 15
3 Nov 14	Birmingham City Council	2,000,000	0.50	5 May 15
28 Nov 14	Lancashire County Council	1,000,000	0.60	28 Aug 15
20 Jan 15	Salford City Council	2,000,000	0.50	20 Jul 15
20 Feb 15	Nationwide Building Society	1,000,000	0.51	29 May 15
4 Mar 15	Santander UK Plc	1,000,000	0.52	10 Jun 15
9 Mar 15	United Overseas Bank Ltd	2,000,000	0.58	9 Sep 15
17 Mar 15	Leeds Building Society	1,500,000	0.48	24 Jun 15
	Corporate Bonds/Eurobonds			
10 Dec 13	GE Capital UK Funding	1,038,020	1.42	18 Jan 16
17 Jan 14	Places for People Capital Markets	603,877	2.67	27 Dec 16
17 Jan 14	Places for People Capital Markets	459,287	2.67	27 Dec 16
10 Feb 14	Thames Water Utilities Finance Ltd	459,736	1.02	30 Jun 15
10 Feb 14	Heathrow Funding Ltd	1,012,910	1.16	8 June15
7 Apr 14	Commonwealth Bank of Australia	517,020	1.00	14 Dec 15
8 Apr 14	Nordea Bank AB	515,835	0.98	15 Dec 15
2 Jun 14	Volkswagen International Finance NV	501,460	0.98	20 Aug 15
4 Aug 14	Leeds Building Society (Covered)	560,713	2.13	17 Dec 18
8 Sep 14	Rabobank Nederland NV	828,485	1.05	10 Sep 15
30 Sep 14	Volkswagen International Finance NV	501,460	0.98	20 Aug 15
30 Sep 14	European Investment Bank	521,067	0.64	8 Jul 15
22 Oct 14	Yorkshire Building Society (Covered)	1,729,543	1.56	12 Apr 18
5 Mar 15	Volkswagen International Finance	1,015,107	0.70	23 Oct 15
5 Mar 15	Westpac Banking Corporation	1,007,119	0.74	23 Dec 15
	Certificates of Deposit (CDs)			
5 Jun 14	Deutsche Bank	1,007,016	0.82	4 Jun 15
29 Oct 14	Standard Chartered	1,002,832	0.64	29 Apr 15
4 Nov 14	Nordea Bank Finland	501,263	0.59	5 May 15
9 Feb 15	Standard Chartered	1,001,051	0.66	7 Aug 15
27 Mar 15	Nordea Bank Sweden	1,000,209	0.55	25 Sep 15
	Floating Rate Notes (FRNs)			
25 Nov 13	HSBC Bank PLC – 3mth Libor + 28bp	1,004,169	0.82	16 May 16
3 Apr 14	Yorkshire Building Society (Covered) – 3mth Libor + 175bp	1,015,441	0.94	23 Mar 16
22 Oct 14	Abbey National Treasury Services (Covered) – Libor + 170bp	1,034,829	0.71	5 Apr 17
21 Nov 14	Barclays Bank Plc (Covered) - 3mth Libor + 19bp	1,000,341	0.68	15 Sep 17
16 Feb 15	Clydesdale Bank (Covered) – Libor + 170bp	1,004,198	0.61	8 Jun 15
17 Feb 15	Clydesdale Bank (Covered) – Libor + 170bp	1,004,198	0.61	8 Jun 15
6 Mar 15	BMW Finance NV – Libor + 26bp	1,903,208	0.61	23 Jul 15
25 Mar 15	Lloyds Bank Plc (Covered) – Libor + 25bp	2,006,200	0.64	16 Jan 17
	Pooled Finds & Money Market Funds			
	Payden Fund VNAV	1,001,247	0.93	

	CCLA Property Fund	3,363,303	5.53	
	Handelsbanken	2,000,000	0.50	
	Federated Money Market Fund	500,000	0.43	
	Ignis Money Market Fund	1,220,000	0.41	
	TOTAL	49,341,144		

** Note: Money Market Funds are instant access accounts so the rate displayed is a daily rate*

Prudential Indicators – 2014/15

Background:

30. In March 2014, Full Council approved the indicators for 2014/15, as required by the Prudential Code for Capital Finance in Local Authorities. The Local Government Act 2003 allows local authorities to determine their own borrowing limits provided they are affordable and that every local authority complies with the code.

Prudential Indicator 1 - Capital Expenditure:

31. The actual capital expenditure incurred for 2014/15 compared to the original estimate was:

	2013/14 Outturn £'000	2014/15 Original Estimate £'000	2014/15 Outturn £'000	2014/15 Variance £'000	Reason for Variance
Approved capital schemes	2,244	4,461	2,641	(1,920)	The biggest variances were underspends against the original budgets for the following: Affordable Housing (1,242), Capital Works to the Councils Portfolio (178), New Car Parks (177), The area capital programmes (137) and Home repairs assistance (202) however the majority of the spend on these projects were reprofiled during the year.
Total Expenditure	2,244	4,461	2,641	(1,920)	

Prudential Indicator 2 - Ratio of Financing Costs to Net Revenue Stream:

32. A comparison needs to be made between financing capital costs and the revenue income stream to support these costs. This shows how much of the revenue budget is committed to the servicing of finance.

Portfolio	2013/14 Outturn £'000	2014/15 Original Estimate £'000	2014/15 Outturn £'000	2014/15 Variance £'000	Reason for Variance
Financing Costs	(259)	(226)	(413)	(187)	Increased income on our Property Fund investments which performed very well
Net Revenue	19,082	17,541	17,881	340	Carry Forwards

Stream					approved from 2013/14 and incorporated within the budget for 2014/15
%*	(1.4)	(1.3)	(2.3)		

*figures in brackets denote income through receipts and reserves

33. The financing costs include interest payable and notional amounts set aside to repay debt less interest on investment income. The figure in brackets is due to investment income outweighing financing costs significantly for SSDC but is nevertheless relevant since it shows the extent to which the Council is dependent on investment income.

Prudential Indicator 3 - Capital Financing Requirement:

34. The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. The year-end capital financing requirement for the council is shown below:

	2013/14 Outturn £'000	2014/15 Original Estimate £'000	2014/15 Outturn £'000	2014/15 Variance £'000	Reason for Variance
Opening CFR	9,500	9,374	9,625	251	The original estimate was based on the information held at the time however more leases were taken out prior to the start of the year which increased the CFR
Capital Expenditure	3,892	5,410	3,772	(1,638)	Re-profiling of expenditure to future years has reduced the capital expenditure in year
Capital Receipts*	(2,244)	(4,461)	(2,641)	1,820	Reduced spend has resulted in less capital receipts needed to fund these
Grants/Contributions*	(1,648)	(949)	(1,131)	(182)	
Minimum Revenue Position (MRP)	(173)	(114)	(178)	(64)	Additional leases were taken out after the budget was set which has incurred additional MRP
Additional Leases taken on during the year	298	0	0	0	
Closing CFR	9,625	9,260	9,447	187	

*Figures in brackets denote income through receipts or reserves.

Prudential Indicator 4 – Gross Debt and the Capital Financing Requirement:

35. The Council is also required to ensure that any medium term borrowing is only used to finance capital and therefore it has to demonstrate that the net external borrowing does not, except in the short term exceed the total of capital financing requirements over a three year period.

	2013/14 Outturn £'000	2014/15 revised Estimate £'000	2014/15 Outturn £'000	2014/15 Variance £'000	Reason for Variance
Borrowing	0	0	0	0	SSDC currently has no borrowing
Finance Leases	511	349	334	(15)	
Total Debt	511	349	334	(15)	

36. Total debt is expected to remain below the CFR for the Foreseeable future.

Prudential Indicator 5 - Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure:

37. The Council must set three years of upper limits to its exposure to the effects of changes in interest rates. As a safeguard, it must ensure that its limit would allow it to have up to 100% invested in variable rate investments to cover against market fluctuations. For this purpose, term deposits of less than 365 days are deemed to be variable rate deposits. Fixed rate deposits are investments in Eurobonds, Corporate Bonds and term deposits exceeding 365 days.

	2013/14 Actual %	2014/15 % Limit	2014/15 Actual %	2014/15 Variance %	Reason for Variance
Fixed	13	80	6.20	(73.8)	Within limit
Variable	87	100	93.80	(6.20)	Within limit

38. The Council must also set limits to reflect any borrowing we may undertake.

	2013/14 Actual %	2014/15 % Limit	2014/15 Actual %	2014/15 Variance %	Reason for Variance
Fixed	0	100	0	100	SSDC currently has no borrowing
Variable	0	100	0	100	SSDC currently has no borrowing

39. The indicator has been set at 100% to maximise opportunities for future debt as they arise.

Prudential Indicator 6 - Upper Limit for total principal sums invested over 364 days:

40. SSDC must also set upper limits for any investments of longer than 364 days. The purpose of this indicator is to ensure that SSDC, at any time, has sufficient liquidity to meet all of its financial commitments.

Upper Limit for total principal sums invested over 364 days	2013/14 Actual £'000	2014/15 Maximum Limit £'000	2014/15 Actual £'000	Variance £'000	Reason for Variance
Between 1-2 years	4,572	25,000	4,000	(21,000)	Within limit
Between 2-3 years	2,074	20,000	2,000	(18,000)	Within limit
Between 3-4 years	0	10,000	2,000	(8,000)	Within limit
Between 4-5 years	0	10,000	0	(10,000)	Within limit
Over 5 years	0	5,000	0	(5,000)	Within limit

41. The table above shows that the Council adopts a policy of safeguarding its investments by minimising investments that are redeemable more than five years ahead.

Prudential Indicator 7 – Credit Risk:

42. The Council considers security, liquidity and yield, in that order, when making investment decisions.

43. Credit ratings remain an important element of assessing credit risk, but they are not a sole feature in the Council's assessment of counterparty credit risk.

44. The Council also considers alternative assessments of credit strength, and information on corporate developments of and market sentiment towards counterparties. The following key tools are used to assess credit risk:

- Published credit ratings of the financial institution and its sovereign
- Sovereign support mechanisms
- Credit default swaps (where quoted)
- Share prices (where available)
- Economic Fundamentals, such as a country's net debt as a percentage of its GDP
- Corporate developments, news articles, markets sentiment and momentum
- Subjective overlay

45. The only indicators with prescriptive values remain to be credit ratings. Other indicators of creditworthiness are considered in relative rather than absolute terms.

Prudential Indicator 8 - Actual External Debt:

46. This indicator is obtained directly from the Council's balance sheet. It is the closing balance for actual gross borrowing plus other long-term liabilities (this represents our finance leases). This Indicator is measured in a manner consistent for comparison with the Operational Boundary and Authorised Limit.

Actual External Debt as at 31/03/2015	£'000
Borrowing	0
Other Long-term Liabilities (Finance Leases)	334
Total	334

Prudential Indicator 9 - Authorised Limit for External Debt:

47. This limit represents the maximum amount that SSDC may borrow at any point in time during the year. If this limit is exceeded the Council will have acted ultra vires. It also gives

the Council the responsibility for limiting spend over and above the agreed capital programme. A ceiling of £12 million was set for each year.

	2013/14 Actual £'000	2014/15 Original Estimate £'000	2014/15 Actual £'000	2014/15 Variance £'000	Reason for Variance
Borrowing	0	11,000	0	(11,000)	SSDC currently has no borrowing
Other Long-term Liabilities	511	1,000	334	(666)	Within limit
Total	511	12,000	334	(11,666)	

Prudential Indicator 10 – Operational Boundary for External Debt:

48. The operational boundary sets the limit for short term borrowing requirements for cash flow and has to be lower than the previous indicator, the authorised limit for external debt. A ceiling of £10 million for each of the next three years was set.

	2013/14 Actual £'000	2014/15 Original Estimate £'000	2014/15 Actual £'000	2014/15 Variance £'000	Reason for Variance
Borrowing	0	9,200	0	(9,200)	SSDC currently has no borrowing
Other Long-term Liabilities	511	800	334	(466)	Within limit
Total	511	10,000	334	(9,666)	

Prudential Indicator 11 - Maturity Structure of Fixed Rate borrowing:

49. This indicator is relevant when we borrow, then we can take a portfolio approach to borrowing in order to reduce interest rate risk. This indicator is shown as the Council has set limits in anticipation of future borrowing.

Maturity structure of fixed rate borrowing	2012/13 Upper Limit %	2013/14 Lower Limit %	2013/14 Actual %	2013/14 Variance %
Under 12 months	100	0	0	Not applicable
12 months and within 24 months	100	0	0	Not applicable
24 months and within 5 years	100	0	0	Not applicable
5 years and within 10 years	100	0	0	Not applicable
10 years and within 20 years	100	0	0	Not applicable
20 years and within 30 years	100	0	0	Not applicable
30 years and within 40 years	100	0	0	Not applicable
40 years and within 50 years	100	0	0	Not applicable
50 years and above	100	0	0	Not applicable

Prudential Indicator 12 - Incremental Impact of Capital Investment Decisions:

50. SSDC must show the effect of its annual capital decisions for new capital schemes on the council taxpayer. Capital spend at SSDC is financed from additional receipts so the figure below actually shows the possible decreases in council tax if all capital receipts were invested rather than used for capital expenditure.

Incremental Impact of Capital Investment Decisions	2013/14 Actual £	2014/15 Actual £
Decrease in Band D Council Tax	0.29	0.04

Prudential Indicator 13 - Adoption of the CIPFA Treasury Management Code:

51. This indicator demonstrates that the Council has adopted the principles of best practice.

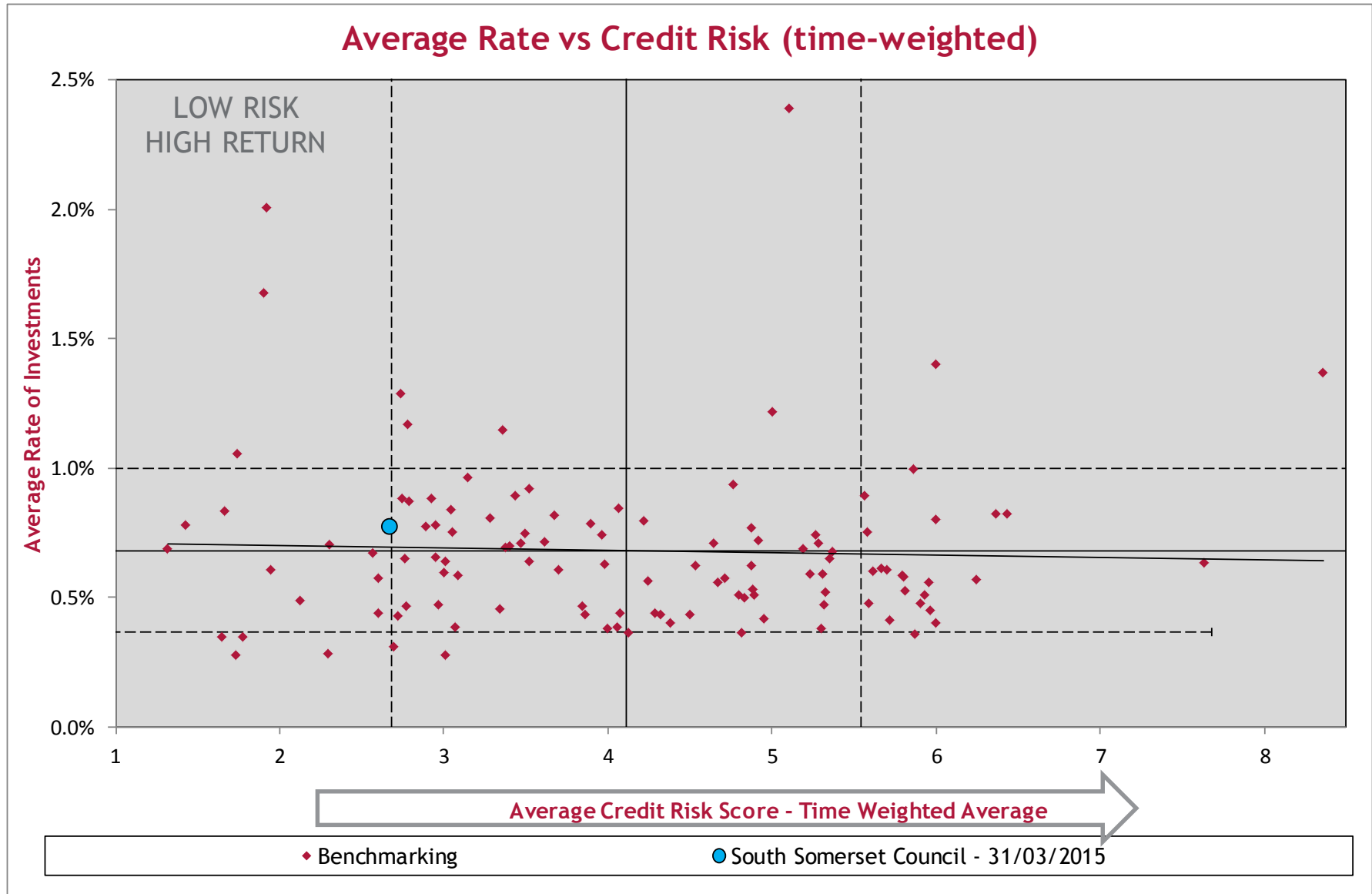
Adoption of the CIPFA Code of Practice in Treasury Management
The Council approved the adoption of the CIPFA Treasury Management Code at its Council meeting on 18 th April 2002.

Conclusion

52. The council operated within all of the Prudential Indicators during 2014/15

Background Papers

Prudential Indicators Working Paper, Treasury Management Strategy Statement 2014/15, Capital Monitoring Qtr 4 2014/15.



Agenda Item 10

Appointment of Honorary Aldermen – Agreement of Criteria and Privileges

Lead Officer: Angela Cox, Democratic Services Manager
Contact Details: angela.cox@southsomerset.gov.uk or (01935) 462148

1. Purpose of Report

This report seeks approval for the criteria and procedure to appoint Honorary Aldermen and to extend their civic rights.

2. Public Interest

The title of Honorary Alderman can be conferred on persons who have, in the opinion of the Council rendered eminent services to the Council as past members of that Council, but who are not then Councillors of the Council. The position of Honorary Alderman is non-political and the title is nominated and agreed by a majority of their fellow Councillors.

3. Recommendation

That Council:-

- a) Review and agree the criteria for appointing Honorary Aldermen of the Council as listed in paragraph 6 and agree to hold a Special meeting in September 2015 to make the appointments.
- b) Agree to extend the privileges of Honorary Aldermen as listed in paragraph 7.

4. Background

Section 249(1) of the Local Government Act 1972 states "that a principal council may, by a resolution passed by not less than two thirds of the members voting thereon, at a meeting of the Council specially convened for the purpose with notice of the object, confer the title of honorary alderman on persons who have, in the opinion of the Council, rendered Eminent Services to the Council as past members of that Council but who are not then members of the Council."

There is no statutory guidance or definition of "eminent services" although it is recommended that each Council should have its own criteria for the appointment. Bearing in mind the current local government review, arrangements would be looked at in respect of the position and status of such a designation should there be a change to the existing council structures in South Somerset. In deciding whether "eminent services" have been provided by a councillor, services by a councillor to a predecessor Authority can be taken into account.

The current criteria for appointment was agreed in July 2007 and it is appropriate that that it is reviewed again prior to any appointments to be made in 2015.

5. Report

This report was discussed at the District Executive meeting on 2nd July and it was agreed to exclude four of the proposed rights of Aldermen for the following reasons:-

- Use of the Members Room at Brympton Way offices – lack of existing meeting space and not appropriate to have swipe card building access.
- Annual parking permit and £100 Octagon Theatre gift voucher – cost not justified.
- Representation of Chairman or Vice-Chairman at civic events – not appropriate and should be either the Leader or a serving District Councillor.

The removal of these privileges was unanimously agreed by District Executive.

6. Criteria for Aldermen

The proposed criteria for conferring the title honorary alderman is recommended as follows:

- (a) the title would be conferred on persons who have, in the opinion of the District Council, rendered eminent services to the Council as past members, but who are no longer serving councillors.
- (b) Nominees would have a minimum period of 12 years past service as a Councillor of the District Council.
- (c) Nominations would have to receive the support of not less than two-thirds of the members voting thereon at a Special meeting of the Council convened for the purpose.
- (d) Nominations can be made by any Party Group Leader. However, before proceeding, officers and members would, via the party groups, establish whether or not the nomination would be likely to receive sufficient support to proceed, as per criteria (c) above.

(In exceptional cases the Council may agree to waive paragraph (b) above)

7. Privileges of Honorary Aldermen

Honorary Aldermen have no 'legal or social precedence' but it is custom and practice that they are invited to all Civic ceremonial events. Historically, this has meant an invitation to the annual Chairman's Civic Reception, however, it is now proposed to extend this to:-

- invitation to the Chairman's Civic Reception
- invitation to any future appointment of Honorary Aldermen.
- a commemorative badge to be worn at Civic Events
- a framed commemorative certificate
- invitation to SSSDC events such as opening ceremonies or presentation evenings (i.e. All Star Awards and opening of new facilities)

The Aldermen have no right to attend meetings of the Council or its committees or to receive any allowances or payments to which serving councillors are entitled.

8. Proposed Arrangements for Appointment

If agreed, then arrangements will be made for a special Council meeting to be held in September on the same date as the ordinary meeting that month. Prior to that meeting nominations will be sought and agreed with Group Leaders.

9. Financial Implications

The costs involved in this proposal will be the costs of a commemorative medal or insignia and the cost of any invitation taken up by appointed Aldermen to attend civic events. Their names would also be displayed on the Board of Honour in the Council Chamber. These costs can be met from within existing Legal and Democratic Services budgets.

10. Implications for Corporate Priorities

None.

11. Carbon Emissions and Climate Change Implications

None.

12. Equality and Diversity Implications

All councillors are entitled to be treated with dignity and respect and we are determined to ensure that councillors receive fair and equitable treatment.

13. Privacy Impact Assessment

No implications.

14. Background Papers

Appointment of Honorary Aldermen report to Council – July 2007

Appointment of Honorary Aldermen report to Council – September 2011

Minutes of District Executive – July 2015

Agenda Item 11

Increase in Councillors on Yeovilton Parish Council – Community Governance Review (CGR)

Assistant Director: Ian Clarke, Legal and Corporate Services
Lead Officer: Angela Cox, Democratic Services Manager
Contact Details: Angela.cox@southsomerset.gov.uk or (01935) 462148

1. Purpose of the Report

To report the receipt of a request (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007) from Yeovilton Parish Council to increase the size of the Parish Council from 5 to 6 Councillors.

2. Public Interest

A Community Governance Review is a review of the whole or part of a district to consider one or more of the following:

- creating, merging, altering or abolishing parishes;
- the naming of parishes and the style (i.e. whether to call it a town council or village council etc) of new parishes;
- the electoral arrangements for parishes – the ordinary year of election, the size of the council, the number of councillors to be elected and parish warding;
- grouping parishes under a common parish council, or de-grouping parishes.

The Local Government and Public Involvement in Health Act, 2007, sets down the principal legal framework within which councils must undertake these reviews.

A valid request has been received Yeovilton Parish Council requesting that the District Council conduct a consultation (Community Governance Review) of all the electors and local interested groups to ask if they would support the increase in the number of Parish Councillors from 5 to 6. This report asks for the authorisation of Council to carry out that consultation.

3. Recommendations

That Council:

1. Note the receipt of the request and its validity;
2. Agree to undertake a Community Governance Review of the Parish of Yeovilton;
3. Agree the Terms of Reference of the review as detailed in Appendix A, including the timetable and arrangements for public consultation;
4. Agree that the review will be carried out by the Democratic Services Manager, in consultation with Ward Members, Area Development Manager (East) and the Area East Committee;
5. Note that further reports will be brought to Council in order that decisions may be made in respect of draft proposals and final recommendations of the Review.

4. Background

Before the coming into force of the 2007 Act, District Councils had power to vary the numbers on local councils by making an order. Procedures were not prescriptive and numbers on parish councils, or other Parish electoral arrangements, could be varied easily and quickly. Unfortunately this is no longer the case and the procedures prescribed for community governance reviews, set out in the 2007 Act, have to be followed even when the only issue to be considered is a variation in a parish council's numbers.

The Act allows for the public to petition for reviews in their areas. Reviews must be undertaken if petitions are received as follows:

- Area with fewer than 500 electors - at least 50% of the electors
- Area with between 500 and 2,500 electors – at least 250 of the electors
- Area with more than 2,500 electors - at least 10% of the electors.

It is, however, not necessary for a petition to be received to initiate a review. The Parish Council has requested an increase in its numbers and it is for the District Council to decide whether it wishes to undertake a review of the Yeovilton parish area with a view to increasing the size of the parish council.

5. Request from Yeovilton Parish Council

The Parish Council have given the following reasons to support their request to increase the size of the Parish Council to 6 members:-

- At the 2015 Parish Council elections, an election was held as there were more candidates than vacancies.
- Two Councillors from the three areas of Yeovilton, Podimore and Bridgehampton would be a better balance and make it easier to guarantee a quorum at meetings.
- Future development of RNAS Yeovilton and its impact on the local community.

Yeovilton Parish Council has put forward a reasoned request for an increase in numbers. There is no formal guidance on the size of parish councils, but the minimum number is 5. The DCLG reports that, nationally, local councils representing the following electorates have, typically, the number of councillors stated:

- Less than 500 – between 5 and 8 councillors
- Between 501 and 2,500 – between 6 and 12 councillors

The 1972 Act, as amended, specifies that each parish council must have at least five councillors; there is no maximum number. The Electoral Commission has no reason to believe that this pattern of council size to population has altered significantly since the research was conducted. Although not an exact match, it broadly reflects the council size range set out in the National Association of Local Councils Circular 1126; the Circular suggested that the minimum number of councillors for any parish should be 7 and the maximum 25.

Yeovilton has 345 electors. In the light of the reasons put forward by the Parish Council, officers consider that a review should proceed.

Allowing for the need to report to Council at the various stages of the review progress, it is estimated that the review will take 6 - 9 months to complete. Any agreed changes in the composition of the parish council will take effect at the beginning of the next Council year in May 2019. Yeovilton Parish Council are aware

of this delay in increasing their numbers and are content to wait to implement the increase.

6. Community Governance Reviews – General Principles relating to Parishes and Parish Councils

Under the legislation the District Council must aim to ensure that community governance in the area under review:-

- reflects the identities and interests of the community in that area
- is effective and convenient
- takes into account any other arrangements for the purpose of community representation or community engagement.

When considering this, the Council should take into account a number of factors, including:

- the impact of community governance arrangements on community cohesion; and
- the size, population and boundaries of any new local community or parish.

A review involves the following stages:

- (1) Setting terms of reference of the review (if the Committee recommends a review in Yeovilton, suggested terms of reference are set out in Appendix 1);
- (2) Publicising the terms of reference (for the purposes of the Act, the review formally commences when the terms of reference are published);
- (3) Undertaking consultations with the local government electors for the area and any other person or body (including the Parish Council) who appears to have an interest in the review;
- (4) Considering representations;
- (5) Preparing and publishing draft proposals;
- (6) Undertaking consultation on the draft proposals;
- (7) Considering representations;
- (8) Publishing recommendations;
- (9) Making an order to bring into effect any decisions arising from the review;
- (10) A review must be concluded within 12 months of the publication of the terms of reference.

When undertaking a CGR a principal council must have regard to guidance issued by the Secretary of State and the Electoral Commission. However, subject to this, it is for the Council to decide how to undertake the review.

7. Financial Implications

Resources involved will be mainly employee time. Based upon the last similar Community Governance Review of Lopen Parish Council, which cost less than £500 for 203 electors, it is anticipated that the cost of this review will also be in the region of £500.

There is no specific budget for Community Governance Reviews and therefore all costs will have to be absorbed within the existing Democratic Services budget for 2015/16.

There is no power to re-charge the cost of the review to any other Council, except by agreement. This is because the statutory power to conduct the review rests with this Council.

8. Corporate Priority Implications

No implications at the current time.

9. Carbon Emissions and Climate Change Implications

No implications at the current time.

10. Equality and Diversity Implications

All local government electors within the parishes of Yeovilton will be consulted on the proposal and their views considered as part of the consultation process. The council must have regard to the need to secure that the community governance arrangements for the area reflects the identities and interests of the community in the area and are effective and convenient.

11. Background Papers

Local Government and Public Involvement in Health Act 2007

The Electoral Commission Guidance on Community Governance Reviews, April 2008

Request from Yeovilton PC dated 10 December 2014

Terms of Reference of the Community Governance Review of the Parish arrangements for Yeovilton (attached).

South Somerset District Council

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007 COMMUNITY GOVERNANCE REVIEW

TERMS OF REFERENCE

Yeovilton Parish Council

INTRODUCTION

- **Setting the Context**

The Local Government and Public Involvement in Health Act 2007 provides for a principal council to conduct a community governance review at any time. The Council can undertake a review of the whole or part of its area. The Council is also under a duty to carry out a community governance review if it receives a valid community governance petition for the whole or part of the council's area or, a request from the Parish Council. However, the duty to conduct a review does not apply if:

- a) the principal council has concluded a community governance review within the last two years which in its opinion covered the whole or a significant part of the area of the petition; or
- b) the council is currently conducting a review of the whole, or a significant part of the area to which the petition relates.

In this case the District Council has been requested to undertake a review to increase the number of Parish Councillors from 5 to 6 on Yeovilton Parish Council, following the receipt of a request from the Parish Council.

These terms of reference relate to the area comprising the existing Yeovilton Parish Council boundaries as detailed on the attached map.

In undertaking the review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972, Guidance on Community Governance Reviews issues in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and The Electoral Commission in April 2008, and the following regulations which guide, in particular, consequential matters arising from the review: Local Government (Parishes and Parish Councils) (England) Regulations 2008 (SI2008/625); Local Government Finance (New Parishes) Regulations 2008 (SI 2008/626). Section 81 of the Local Government and Public Involvement in Health Act 2007 requires the Council to publish its Terms of Reference in a review.

These Terms of Reference will be published by placing a copy on public deposit at the offices of South Somerset District Council at the Council Offices, Brympton Way, Yeovil BA20 2HT and on the Council's website at www.southsomerset.gov.uk

The matters on which the Community Governance Review is to focus are set out later in these Terms of Reference.

- **Why is the Council undertaking the review?**

The Review is being carried out in response to a written request from the Parish Council. The request seeks to increase the number of Parish Councillors from 5 to 7.

- **What is a Community Governance Review?**

A Community Governance Review is a review of the whole part or part of the district area to consider one or more of the following:

1. Creating, merging, altering or abolishing parishes;
2. The naming of parishes and the style of new parishes;
3. The electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish wardings) and
4. Grouping parishes under a common parish council or de-grouping parishes.

- **Who undertakes the review?**

The Council have approved the terms of reference for this review and will deal with all matters in connection with it through the relevant Ward Member and the Area East Committee which will make final recommendations to full Council following the review for their consideration and making of any necessary Reorganisation Order.

The lead officer with regard to this review is Angela Cox, Democratic Services Manager.

CONSULTATION

- **How the Council proposes to conduct consultations during the review?**

The Council has drawn up and now publishes this Terms of Reference document. This document lays out the aims of the review, the legislation that guides it and some of the policies that the Council considers important in the review.

In coming to its recommendations in the review, the Council will need to take account of the views of local people. The Act requires the Council to consult the local government electors for the area under review and any other person or body who appears to have an interest in the review and to take the representations that are received into account by judging them against the criteria in the Local Government and Public Involvement in Health Act 2007.

The Council intends to consult with all households and interested parties in the area, inviting initial submissions and seeking views on the draft proposals.

The Council will also identify any other person or body who it feels may have an interest in the review and write to them inviting them to submit their views at both stages of consultation.

This will include

- Ward Members
- Tenants and Residents' Associations
- Groups and Societies
- Schools and Colleges
- Members of Parliament
- Somerset Association of Local Councils
- Local Political Parties
- The Police

The Council will also be pleased to receive comments from any other person or body that wishes to make representations; any such person that makes representations during the initial invitation to submit proposals will be invited to make comments in respect of the draft proposals.

As required by Section 79(3) of the Local Government and Public Involvement in Health Act 2007, the District Council will notify Somerset County Council that a review is to be undertaken, provide them with a copy of the terms of reference for the review and will consult them on the matters under review.

The Council intends to clearly publish all decisions taken in the review and the reasons for taking those decisions and will work towards the Government's view in undertaking the review that "Community Governance Reviews should be conducted transparently so that local people and other stakeholders who may have an interest are made aware of the outcome of the decisions taken on them and the reasons behind these decisions."

In accordance with the Act, representations received in connection with the review will be taken into account, and steps will be taken to notify consultees of the outcome of the review by publishing them on the Council's website at www.southsomerset.gov.uk, through general press releases, public notice adverts in local newspapers, placing key documents on public deposit at Council Offices and publicised on the relevant Parish Council website and local public noticeboards.

- **How to contact us:**

Any queries regarding this review should be directed to:

Angela Cox
Democratic Services Manager
South Somerset District Council
Council Offices
Brympton Way
Yeovil
BA20 2HT

E-Mail: angela.cox@southsomerset.gov.uk

- **A timetable for the Review**

Timetable for the Review

Publication of these Terms of Reference formally begins the review, which must be completed within twelve months.

The table below details indicative timescales for the review.

Action	Timetable	Dates
Compiling Terms of Reference		June / July 2015
Report to Council to approve terms of reference		16 July 2015
Publication of Terms of Reference		31 July 2015
Introductory Stage – Invite initial submissions	2 months	August - September 2015
Preparation of Draft Proposals and approval by Council	1 month	October 2015
Publication of Draft Proposals		October 2015 (following approval by Council)
Consultation on Draft Proposals	2 months	December 2015
Preparation of Recommendation / Reorganisation Order and approval by Council.	1 month	January 2016
Publication of Recommendations		January 2016
Publication of any Reorganisation Order		February 2016
Effective date of Order		1 April 2016
Town/Parish Council Elections		May 2019

ELECTORATE FORECASTS

- **The electorate forecasts for the district**

The Council has used the Register of Electors as at 1 May 2015 in providing the existing parish electorate figures.

When the Council comes to consider the electoral arrangements of the parishes in its area, it is required to consider any change in the number or distribution of the electors which is likely to occur in the period of five years beginning with the day when the review starts.

- **Demographic trends and influences in our area**

The Parish Council have indicated that they expect further development at RNAS Yeovilton together with the inevitable ad-hoc building which will increase the number of electors requiring representation.

THE PRESENT STRUCTURE OF THE PARISH AND THE ELECTORAL ARRANGEMENTS

Present structure of the parish is:

Yeovilton		Ratio of Electors to Cllrs
Existing No. of Parish Councillors	5	1:69
Proposed No. of Parish Councillors	6	1:58

Guidance in connection with the Local Government and Public Involvement in Health Act requires the consent of the Electoral Commission to be obtained if the Council may wish to alter the electorate arrangements for a parish whose existing arrangements were put in place within the previous five years by an order made either by the Secretary of State or the Electoral Commission. No such consent will be required following this review.

- **Previously unparished areas**

The Council is required by law to consider other forms of community governance as alternatives or stages towards establishing parish councils. There may be other arrangements for community representation or community engagement in an area, including area committees, neighbourhood management programmes, tenant management organisations, area or community forums, residents' and tenants' associations or community associations, which may be more appropriate to some areas than parish councils, or may provide stages building towards the creation of a parish council, which are already successfully creating opportunities for engagement, empowerment and co-ordination in local communities.

The Council will be mindful of such other forms of community governance in its consideration of whether parish governance is most appropriate in certain areas. However, the Council also notes that what sets parish councils apart from other kinds of governance is the fact that they are a democratically elected tier of local government with directly elected representatives, independent of other council tiers and budgets, and possessing specific powers for which they are democratically accountable.

PARISH AREAS

- **Introduction**

The legislation requires that the Council must have regard to the need to secure that community governance with the area under review:

1. Reflects the identities and interests of the community in that area, and
2. Is effective and convenient, and
3. Takes into account any other arrangements for the purposes of community representation or community engagement in the area.

- **Parishes**

The Council is anxious to ensure that electors should be able to identify clearly with the parish in which they are resident because it considers that this sense of identify and community lends strength and legitimacy to the parish structure, creates a common interest in parish affairs, encourages participation in elections to the parish council, leads to representative and accountable government, engenders visionary leadership and generates a strong, inclusive community with a sense of civic values, responsibility and pride.

There is no request in this review to alter the existing parish boundaries, which remain easily identifiable.

- **Viability**

The Council is anxious to ensure that parishes should be viable and should possess a precept that enables them to actively and effectively promote the well-being of their residents and to contribute to the real provision of services in their areas in an economic and efficient manner.

Some parishes are anxious to take on the new power of well-being provided in the Local Government and Public Involvement in Health Act 2007; others hold Quality Parish status, while others are anxious to enter into charters with principal councils for the provision of local services. The Council sees these initiatives as important measures of effective and convenient local government and will respect them in this review.

NAMES AND STYLES

- **The naming of parishes**

The 'name' of a parish refers to the geographical name of the area concerned, whereas its status or 'style' allows for that area to be known as a town, community, neighbourhood or village, rather than as a parish. The status or style of the parish will be reflected in the name of any council of the parish. So, for example, the council of a parish, which has the style "town" will be known as the 'town council' and its councillors as the 'town councillors', etc.

There are legal requirements (as defined in Section 76 of the Local Government Act 1972), particularly with regard to subsequent notification, with regard to the naming of

parishes, however, there is no proposal within this review to alter the name of the existing Parish Council.

- **Alternative styles**

The Local Government and Public Involvement Act 2007 has introduced 'alternative styles' for parishes. If adopted, the 'alternative style' would replace the style "parish". However, only one of these three prescribed styles can be adopted:-

"community", neighbourhood" or "village".

A parish shall cease to have an alternative style if the parish begins to have the status of a town.

Where new parishes are created, the Council will make recommendations as to the geographical names of the new parishes and as to whether or not it should have one of the alternative styles.

ELECTORAL ARRANGEMENTS

- **What does "Electoral Arrangements" mean?**

An important part of the Council's review will comprise giving consideration to "Electoral Arrangements". The term covers the way in which a council is constituted for the parish. It covers:

- The ordinary year in which elections are held;
- The number of councillors to be elected to the council;
- The division (or not) of the parish into wards for the purpose of electing councillors;
- The number and boundaries of any such wards;
- The number of councillors to be elected for any such ward
- The name of any such ward

- **Ordinary year of election**

The Local Government Act 1972 states that ordinary election of parish councillors shall take place in 1976, 1979 and every fourth year thereafter (i.e. 2007, 2011, 2015 etc.) The Government has indicated that it would want the parish electoral cycle to coincide with the cycle for the district/borough council, so that the costs of elections can be shared.

However, where the next ordinary elections are not for some time, the Council may resolve to modify or exclude the application of sections 16(3) and 90 of the Local Government Act 1972 to provide for the first election to be held in an earlier year, with councillors serving a shortened first term to allow the parish electoral cycle to return to that of the district.

- **What considerations cover the number of parish councillors?**

The Government has advised, and this Council concurs that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimated competing factors, when it comes to the election of councillors”. Likewise, the Council notes that the number of parish councillors for each parish council shall be not less than five. There is no maximum number. The Aston Business School found the following levels of representation –

Electorate	Councillor Allocation
Less than 500	5 – 8
501 – 2,500	6 – 12
2,501 – 10,000	9 – 16
10,001 – 20,000	13 – 27
Greater than 20,000	13 – 31

The National Association of Local Councils (NALC) suggested that the minimum number of councillors should be seven and the maximum 25.

The government’s guidance is that “each area should be considered on its own merits, having regard to its population, geography and pattern of communities”. This Council is prepared to pay particular attention to its existing levels of representation, the broad pattern of existing council sizes, which have stood the test of time and the take up of seats at elections in its consideration of the matter.

It is recognised that the conduct of parish council business does not usually require a large body of councillors. By law, the Council in this review must have regard to the following factors when considering the number of councillors to be elected for the parish:

- The number of local government electors for the parish;
- Any change in that number which is likely to occur in the period of five years beginning with the day when the review starts.

The Council will also take into account the following considerations:

- To ensure that the allocation of councillors to parishes is equitable across the district, while acknowledging that local circumstances may occasionally merit variation.
- To appreciate that there are different demands and consequently different levels of representation are appropriate between urban and more rural parishes in the district.

The Council also acknowledges that there may be exceptions to the above, where some weight will be given to the following considerations in forming the proposals;

- A high precept and high levels of service provision;
- Where representation may be required to meet the challenges of population sparsity;
- Supporting a warding arrangement in a particular parish and achieving a good parity of representation between wards.

- **Parish Warding**

The Act requires that in considering whether a parish should be divided into wards for the purposes of elections for the parish council the Council should consider the following:

- Whether the number, or distribution, of the local government electors for the parish council would make a single election of councillors impracticable or inconvenient;
- Whether it is desirable that any areas of the parish should be separately represented on the council.

The government's guidance is that "the warding of parishes in largely rural areas that are based predominantly on a single centrally located village may not be justified. Conversely, warding may be appropriate where the parish encompasses a number of villages with separate identities, a village with a large rural hinterland or where, on the edges of towns, there has been some urban overspill into the parish".

With regard to urban parishes, the government has suggested, "there is likely to be a stronger case for the warding of urban parishes". In urban area community identity tends to focus on a locality, whether this be a housing estate, a shopping centre or community facilities. Each locality is likely to have its own sense of identify".

The Council will be mindful of this guidance, noting further that, "each case should be considered on its merits and on the basis of the information and evidence provided during the course of this review."

The Council also wishes to emphasise that warding arrangements should be clearly and readily understood by and should have relevance for the electorate in a parish; they should reflect clear physical and social differences within a parish: one parish but comprising different parts. Furthermore, ward elections should have merit; not only should they meet the two tests laid down in the Act, but they should also be in the interests of effective and convenient local government. They should not be wasteful of a parish's resources.

- **The number and boundaries of parish wards**

In reaching conclusions on the boundaries between parish wards, the Council will take into account community identify and interests in an area and will consider whether any particular ties or linkages might be broken by the drawing of particular ward boundaries.

Equally, the Council, during its consultations in this review is mindful that proposals, which are intended to reflect community identify and local linkages should be justified in terms of sound and demonstrable evidence of those identities and linkages.

The Council has noted the desirability of fixing boundaries which are, and will remain, easily identifiable, as well as taking into account any local ties which might be broken by the fixing of any particular boundaries. The Council also emphasises that ward boundaries should be clearly understood; they should represent the most appropriate parting of local attachments within a parish that comprises different parts. The Electoral Commission has suggested that the district wards should not split an un-warded parish and that no parish ward should be split by such a boundary. The relevant legal provisions

do not apply to reviews of parish electoral arrangements, but the Commission has requested the Council to bear this in mind, which the Council will do.

- **The number of councillors to be elected for parish wards**

The Council has noted that it is required to have regard to the following when considering the size and boundaries of the wards and the number of councillors to be elected for each ward;

- The number of local government electors for the parish;
- Any change in the number, or distribution, of the local government electors, which is likely to occur in the period of five years beginning with the day when this review starts.

The government has advised, and this Council concurs that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimated factors, when it comes to the elections of councillors.” While there is no provision in legislation that each town/parish councillor should represent, as nearly as may be, the same number of electors, the Council considers that it is not in the interests of effective and convenient local government, either for voters or councillors, to have significant differences in levels of representation between different parish wards.

The Council is likewise anxious to avoid the risk that, where one or more wards of a parish are over represented by councillors, the residents of those wards (and their councillors) could be perceived as having more influence than others on the council. During the review process and in its consultations, the Council is committed to consistently showing the ratios of electors to councillors that would result from its proposals.

- **Naming of parish wards**

With regard to the names of parish wards, the Council will endeavour to reflect existing local or historic place names, and will give a strong presumption in favour of ward names proposed by local interested parties,

REORGANISATION OF COMMUNITY GOVERNANCE ORDERS AND COMMENCEMENT

The review will be completed when the Council adopts the reorganisation of Community Governance Orders. Copies of this order, the map(s) that show the effects of that order in detail, and the documents(s) which set out the reasons for the decisions that the Council has taken (including where it has decided to make no change following a review) will be deposited at the Council’s offices and on its website.

In accordance with the Guidance issued by the government, the Council will issue maps to illustrate each recommendation at a scale that will not normally be smaller than 1:10,000.

These maps will be deposited with the Secretary of State at the Department of Communities and Local Government and at the Council’s Offices at Brympton Way, Yeovil BA20 2HT.

Prints will also be supplied, in accordance with the regulations, to Ordnance Survey, the Registrar General, the Land Registry, the Valuation Office Agency, the Boundary Commission for England and the Electoral Commission.

The provisions of the Order would take effect, for financial and administrative purposes, from 1st April in the designated year.

New or revised parish electoral arrangements come into force at ordinary parish elections, rather than parish by-elections, so they usually have to wait until the next scheduled parish elections, namely May 2019. They can come into force sooner, which will have the effect of cutting the term of the existing councilors. In addition the term of the new councillors will also be shortened to ensure that the parish election cycle continues to correspond with that of the District Council (and other parish councils) so as to ensure that election costs continue to be shared. Yeovilton Parish Council is aware of this situation.

CONSEQUENTIAL MATTERS

- **General Principles**

The Council notes that a Reorganisation Order may cover any consequential matters that appear to the Council to be necessary or proper to give effect to the Order. These may include:

- The transfer and management or custody of property;
- The setting of precepts for new parishes;
- Provision with respect to the transfer of any functions, property, rights and liabilities;
- Provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.

In these matters, the Council will be guided by Regulations that have been issued following the 2007 Act.

In particular, the Council notes that the Regulations regarding the transfer of property, rights and liabilities require that any apportionments shall use the population of the area as estimated by the proper officer of the Council as an appropriate proportion.

Furthermore, the Council notes that the regulations regarding the establishment of a precept for a new parish require the Council to calculate the first anticipated precept for a newly constituted parish council and for the amount of that precept to be included in the Reorganisation Order.

- **District ward boundaries**

The Council is mindful that it may be necessary, although it is not anticipated, for it to recommend the Electoral Commission to make alterations to the boundaries of district wards or county electoral divisions to reflect the changes made at parish level. The Council notes that it will be for the Electoral Commission to decide if related alterations should be made and when they should be implemented, and that the Commission may find it appropriate to direct the Boundary Committee for England to conduct an electoral review of affected areas.

The Council notes that the Electoral Commission will require evidence that the Council has consulted on any such recommendations for the alterations to the boundaries of district wards to County electoral divisions as part of the review. Of course, such recommendations for alterations may only become apparent during the course of the review. Even so, the Council will endeavour to include any such draft recommendations for alterations at the earliest possible opportunity for consultation that will arise after they become apparent.

Where any such consequential matters affect Somerset County Council, the Council will also seek the views of that council with regard to alterations to electoral division boundaries in accordance with the government's guidance.

DATE OF PUBLICATION OF THESE TERMS OF REFERENCE

Date of Publication: 02 July 2015

Any modifications (if any) will be published as soon as practicable after they have been made.

Agenda Item 12

Membership of Committees – Appointment of new Councillors to the Audit and Standards Committees and changes to representation on Outside Bodies

Lead Officer: Ian Clarke, Assistant Director – Legal & Corporate Services
Contact Details: ian.clarke@southsomerset.gov.uk or (01935) 462184

1. Purpose of the Report

To confirm several changes to Committee appointments following the appointment of Councillors to various committees at Council on 21st May 2015.

2. Public Interest

At their meeting on 21st May, Council agreed to an equal balance of Conservative and Liberal Democrat Councillors on the Audit and Standards Committees. This report confirms the wishes of the Conservative group to appoint to these committees, two changes in Liberal Democrat representation and nominations to represent SSDC on four outside organisations.

3. Recommendations

In accordance with Section 16 (1) Local Government and Housing Act 1989 and the duty therein to give effect to the wishes of the political group to which seats on any committee are allocated, the Council confirm that:-

1. Councillor Mike Beech be appointed to the Audit Committee.
2. Councillor Gye Dibben be appointed to the Standards Committee.
3. Councillor Carol Goodall replaces Councillor Cathy Bakewell as a member of the Audit Committee.
4. Councillor Sarah Dyke-Bracher replaces Councillor Mike Lock as the appointed SSDC representative to Access for All outside body.
5. Councillor Tim Inglefield replaces Councillor Derek Yeomans as the appointed SSDC representative to the South West Audit Partnership outside body.
6. Councillors be appointed to represent SSDC on the following outside organisations:

Somerset Armed Forces Community Covenant Partnership	Carol Goodall
Somerset Water Management Partnership	Nick Weeks
Parrett Drainage Board	Nick Weeks Mike Lewis Jo Roundell Greene
Somerset Rivers Authority	Ric Pallister Jo Roundell Greene (substitute)

4. Report

The membership of committees and working groups for 2015/16 was approved at the Annual Council meeting on 21st May. At that meeting, it was agreed that the Audit Committee and Standards Committees would be appointed in equal political balance between the Liberal Democrat and Conservative groups.

The Conservative group have now indicated who they would like to appoint to these Committees and this report confirms their wishes.

Also, since the appointments were made, the Liberal Democrat group have indicated that they wish to replace the appointment of Councillor Cathy Bakewell with Councillor Carol Goodall on the Audit Committee and replace the appointment of Councillor Mike Lock with Councillor Sarah Dyke-Bracher as the appointed SSDC representative to Access for All outside body.

Somerset Armed Forces Community Covenant Partnership

The Armed Forces Community Covenant is a Ministry of Defence led initiative, which operates in every area with a strong military presence. It is a partnership between the local armed forces, local authorities and voluntary sector. The Covenant itself is a voluntary statement of mutual support between the civilian community and the armed forces community. The aim of the Community Covenant is to encourage local communities to support the Armed Forces Community in their area, and nurture understanding and awareness amongst the public of issues affecting the Armed Forces Community.

The Somerset Armed Forces Community Covenant Partnership was established in summer 2011 and members include all local authorities, armed forces, NHS, businesses, education, voluntary sector and other groups representing serving and former members of the armed forces in Somerset.

A Portfolio Holder decision was taken in December 2011 to confirm our commitment and to appoint Councillor Ian Martin as the SAFCCP Champion for SSDC. It is now recommended that a Councillor with knowledge in this area is appointed as the new SSDC representative. Councillor Carol Goodall has asked to be considered for this position.

Somerset Water Management Partnership and Parrett Drainage Board

It was agreed at Council on 21st May 2015 that the appointment of representatives to the Parrett Drainage Board and the Somerset Water Management Partnership would be deferred for further discussion between the 3 Group Leaders as the appointments were key to the delivery of the Somerset Flooding Summit recommendations. The Group Leaders have now confirmed these appointments and the substitute for the position on the Somerset Rivers Authority.

5. Background Papers

Minutes of Council - 21st May 2015

Somerset Armed Forces Community Covenant – Partnership Terms of Reference

Somerset Armed Forces Community Covenant document

Armed Forces Community Covenant - Overview of Progress – Report to District Executive - March 2015.

Agenda Item 13

Report of Executive Decisions

Lead Officer: Angela Cox, Democratic Services Manager
Contact Details: angela.cox@southsomerset.gov.uk or (01935) 462148

This report is submitted for information and summarises decisions taken by the District Executive and Portfolio Holders since the last meeting of Council. The decisions are set out in the attached Appendix.

Meetings of the District Executive were held on 4th June, 25th June and 2nd July 2015.

Members are invited to ask any questions of the Portfolio Holders.

Background Papers

All Published

Ric Pallister, Leader of the Council
Angela Cox, Democratic Services Manager
angela.cox@southsomerset.gov.uk or (01935) 462148

Appendix

Portfolio	Subject	Decision	Taken By	Date
Strategy & Policy	Consent for disposal of a property in Stocklinch by Yarlington Housing Group	The Portfolio Holder for Strategy & Policy agreed to the disposal of number 1, Owl Street, Stocklinch by Yarlington Housing Group, on the proviso that Yarlington give an undertaking to reinvest the net sums raised in new housing in the local area.	Portfolio Holder	Executive Bulletin No. 673 12/05/15
Strategy & Policy	SSDC Annual Performance Report 2014/15	That District Executive:- 1. noted the 2014/15 performance information detailed at Appendices A, B and C; 2. noted that the information in the report would be presented to Council in July 2015.	District Executive	04/06/15
Finance & Legal Services	2014/15 Capital Budget Outturn Report	That District Executive:- a. noted the spend of £2.244million on capital for the 2013/14 year and approve the financing of the capital programme (paragraph 6 and 18); b. noted the progress of individual capital schemes and the lead officers comments as detailed in Appendix A; c. approved the revisions, including profiling amendments to the Capital Programme for 2014/15 as detailed in paragraph 9; d. reviewed whether the projects which have a delayed start in excess of one year totalling £35,000 remain in the capital programme (paragraph 11); e. approved the virements of £46,000 outlined in paragraph 13 f. approved the Revenue Contributions of £32,180 to Capital Projects outlined in paragraph 14; g. approved the return of the under spend of £25,000 on completed projects to capital balances (paragraph 15); h. noted the post completion reports on the completed schemes as detailed in Appendix B.	District Executive	04/06/15
Finance & Legal Services	2014/15 Revenue Budget Outturn Report	That District Executive:- a. noted the outturn position of £16,477,111 (an under spend of £1,403,919) and explanation of variances from budget holders for the 2014/15 financial year as shown in paragraphs 7-8;	District Executive	04/06/15

Portfolio	Subject	Decision	Taken By	Date
		<p>b. approved the carry forwards listed and recommended for approval by Management Board in Appendix B into the 2015/16 budgets;</p> <p>c. approved all overspends are funded from general balances;</p> <p>d. noted the use of the specific reserves in paragraph 21 and approve the set-up of a treasury management volatility as detailed in paragraph 9;</p> <p>e. noted the use of general fund balances in paragraph 22;</p> <p>f. noted the transfers to and from balances outlined in paragraph 25;</p> <p>g. noted the position of the Area Committee balances in paragraph 26;</p> <p>h. noted the virements in Appendix G;</p> <p>i. noted the stock write offs detailed in paragraph 29.</p>		
Environment & Economic Development	Superfast Broadband Extension Programme – Decision on SSSDC funding contributions	<p>District Executive agreed:-</p> <ol style="list-style-type: none"> 1. to defer the decision to confirm the in-principle commitment of £640,000 to the Connecting Devon and Somerset (CDS) Superfast (broadband) Extension Programme (SEP); 2. that the Solicitor to the Council be authorised to sign a satisfactory non-disclosure agreement with Connecting Devon and Somerset (CDS); 3. to convene a special joint meeting of the District Executive and Scrutiny Committee before 30th June 2015 to re-consider the in principle commitment alongside additional detailed information on the programme to be provided in confidence. 	District Executive	04/06/15
Property & Climate Change	ICT software update to link Environmental Health (Civica system) with Customer First (indigo system), including integration of Streetscene Services (ESG system)	<p>That District Executive agreed:-</p> <ol style="list-style-type: none"> 1. to allocate £33,000 from the ICT replacement fund to upgrade and integrate the Environmental Health and Streetscene IT systems and to link them to the Customer First IT system as detailed in the Project Brief in Appendix 1; 2. to delegate the final decision to proceed with the project to the Assistant Director (Environment) in consultation with the Director for Operations and Customer Focus and the Portfolio Holder for Property and Climate Change. 	District Executive	04/06/15

Portfolio	Subject	Decision	Taken By	Date
Strategy & Policy	Designation of a Neighbourhood Area – Castle Cary and Ansford Parishes	That the District Executive agreed to designate the Civil Parishes of Castle Cary and Ansford as a Neighbourhood Area for the purposes of preparing a Neighbourhood Plan as set out in the Localism Act 2011.	District Executive	04/06/15
Environmental Health, Health & Safety, Democratic Services, Member Training	Appointment of Honorary Aldermen – Agreement of Criteria and Rights	District Executive agreed to defer the report for one month to allow further consideration of its content with the new Portfolio Holder and Group Leaders.	District Executive	04/06/15
Environment & Economic Development	Superfast Broadband Extension Programme - Decision on SSDC funding contributions (Confidential) - Updated Report	District Executive:- 1. confirmed that the in-principle commitment of £640,000 to the Connecting Devon and Somerset (CDS) Superfast (broadband) Extension Programme (SEP) remain; 2. agreed to defer the final decision to a future meeting of the District Executive following the completion of the on-going negotiations and the subsequent formal signing of contracts between British Telecom (BT) and Connecting Devon and Somerset (CDS) in order to re-consider the in-principle commitment having regard to such additional detailed confidential information on the programme that can be provided once the contract has been signed.	District Executive	25/06/15
Strategy & Policy	Consent for disposal of a property in Marston Magna by Yarlington Housing Group	The Portfolio Holder for Strategy and Policy has agreed to withhold consent to the proposed disposal of number 5, West End, Marston Magna made by Yarlington Housing Group.	Portfolio Holder	Executive Bulletin No. 677 26/06/15
Strategy & Policy	Local Lettings Policy	The Portfolio Holder has agreed to:- 1. note the withdrawal of local lettings policies for Wellington Flats and Roping Road Flats in Yeovil; 2. agree the existing local lettings policies for Henson Park (Chard), Hanover House and Old Lloyds Bank (Langport) be extended for a further three years (at which point a review will take place).	Portfolio Holder	Executive Bulletin No. 677 26/06/15

Portfolio	Subject	Decision	Taken By	Date
Finance & Legal Services	Yeovil Western Corridor Improvement Scheme	That District Executive agreed to: 1. the freehold transfer of the areas identified on the plan coloured salmon and a licence to occupy the areas coloured green on the same plan to Somerset County Council Highways for £1; 2. the land coloured purple on the attached plans be also retained by Somerset County Council Highways; 3. That the legal costs are borne by Somerset County Council.	District Executive	02/07/15
Leisure & Culture	Annual Review of SSDC Partnerships	That the District Executive: 1 Noted the annual review process and observations for each of the partnerships on the Partnerships on the Register. 2 Agreed to add the Heart of Wessex Leader Programme to the Partnerships Register.	District Executive	02/07/15
Leisure & Culture	Corporate Grants Report 2014-15	That the District Executive noted the report.	District Executive	02/07/15
Strategy & Policy	Community Right to Bid – Assets of Community Value	That the District Executive noted the report.	District Executive	02/07/15
Chairman of Area West Committee	Appointment of Honorary Alderman – Agreement of Criteria and Rights	This report appears elsewhere on the Agenda.	District Executive	02/07/15
Chairman of Area West Committee	Increase in Councillors on Yeovilton Parish Council – Community Governance Review	This report appears elsewhere on the Agenda.	District Executive	02/07/15
Finance & Legal Services	Land adjacent to Steep Holme, Pen Hill Park, Yeovil (Confidential)	This item was considered in closed session.	District Executive	02/07/15

Agenda Item 14

Audit Committee

This report summarises the items considered by the Audit Committee on 25 June 2015

Update on Streetscene Enforcement Action plan

The Principal Environmental Protection Officer (PEPO) explained that the Streetscene Enforcement Service at Lufton had been audited last year at the same time as the service had been placed under the responsibility of the Environmental Health Service who had taken the action plan forward and had now been given a partial assurance.

In response to queries the PEPO replied that:

- She would contact Cllr Winder directly once she had investigated the issue of the fly tip that had been left in Wincanton and had resulted in a business owner paying to have it removed. Cllr Winder was concerned as apparently it had been difficult to contact a relevant officer to help with the situation;
- Although in partnership with other Somerset Authorities each individual Environmental Health Manager would contribute to their individual Enforcement Policy and fine tune it to specific areas which would then be presented to Council before adoption by members;
- A Somerset wide Enforcement Policy has been produced by the Regulatory Managers Group for adoption by each authority. A further policy would be produced to add detail regarding specific Streetscene offences as required by audit;
- The Policy should set out principles in general but it was necessary that it was clear and transparent for the public;
- She would ensure that there was clear information on our website and if necessary signposting to the Gov.uk web site in order to direct the public to information regarding penalties etc that could be incurred by the illegal disposal of rubbish etc;
- She would welcome suggestions from Councillors regarding ideas on how to measure the effectiveness of Streetscene enforcement;
- All legal costs had been recovered from a recent successful fly tip enforcement case;
- Any enforcement action required evidence which was often difficult to obtain in cases such as dog fouling;
- All complaints were currently logged on the Environmental Group Service System which was an old system, it was hoped that sometime in the future complaints would be recorded on the FLARE system which was more versatile with good reporting functions;
- Although not all interviews were recorded, as some take place on door steps etc, these are PACE compliant and there were no cases where this had caused any prosecution to fail
- It was hoped that the Policy would be discussed with the Portfolio Holder followed by presentation to the Audit Committee and District Executive by October 2015.

RESOLVED:

That the Audit Committee noted the progress achieved in the Streetscene Enforcement Action plan.

Internal Audit Charter Annual Review

The Assistant Director SWAP addressed the committee and explained the purpose of the annual report as detailed in the agenda.

In response to a question from Cllr Winder the Assistant Director SWAP explained that SWAP was a Local Authority controlled company as detailed in full in the Internal Audit Charter. They would be notified by the external auditors, who inspect them, if there were any areas of concern.

Members were content to approve the Internal Audit Charter.

RESOLVED:

That the Audit Committee approved the Internal Audit Charter.

Internal Audit Annual Report and Opinion

The Assistant Director SWAP provided members with an update on the position of the Internal Audit Plan.

With regard to draft performance reports, the majority of targets had improved well, however the deadline for final reports had changed to 12 days rather than the 10, which was often caused by the delay in officers making their final comments due to other work commitments.

The Assistant Director SWAP took on board the comment regarding the typo on page 20 of the report in the first column, where the words 'of Planning' had been missed out.

Members were content to note the content of the Internal Audit Annual Report and Opinion.

RESOLVED:

That Audit Committee members noted the content of the Internal Audit Annual Report and Opinion.

Review of Internal Audit

The Assistant Director (Finance & Corporate Services) informed the Audit Committee of the recent review of the effectiveness of the delivery of Internal Audit through SWAP (South West Audit Partnership) during 2014-15. Their opinion on the adequacy and effectiveness of the Council's internal control framework forms a part of the evidence used in preparing the corporate Annual Governance Statement (AGS) for 2014-15, which will be published as part of the Council's Statement of Accounts in September 2015.

In the opinion of the Assistant Director – Finance and Corporate Services and the Corporate Governance Group the system of internal audit had been found to be effective.

The Quality Assurance and Improvement Programme (QAIP) was reviewed periodically by the Management Team and by the Board at its meetings. The plan was kept under review and reports presented to the Board on a regular basis. That provided assurance that the issues identified as part of the last review and any new improvements were being effectively managed through to completion.

With reference to the 'Client Questionnaire returns' it was acknowledged that where the implementation date had been put back several times it did not mean that improvements were not already being made, but as the Assistant Director SWAP explained, it was often due to the delay in feeding back to the Directors.

RESOLVED:

That the Audit Committee noted the findings of the review.

2014/15 Annual Governance Statement

The Assistant Director (Finance & Corporate Services) explained that as a local authority SSDC was required to demonstrate compliance with the underlying principles of good governance and that a framework exists to demonstrate this. One of the Councils requirements in demonstrating this was to produce an Annual Governance Statement.

The officer confirmed that the Risk Management Strategy still had to be refreshed and made shorter and easy to read, it was hoped that a report would be on the agenda for the Audit Committee meeting to be held next month.

On being put to the vote the recommendation was carried unanimously in favour.

RESOLVED:

That Audit Committee members approved the 2014/15 Annual Governance Statement.

Voting: Unanimous in favour)

Treasury Management Performance outturn 14-15

The Principal Accountant – Exchequer explained that the treasury management activity and performance was reviewed against the Prudential Indicators for the 2014/15 financial year as prescribed by the CIPFA (Chartered Institute of Public Finance and Accountancy) and in accordance with the Council's Treasury Strategy and Annual Investment Policy and Treasury Management Practices.

The Council's treasury management activity was underpinned by CIPFA's Code of Practice on Treasury Management ("the Code"), which requires local authorities to annually produce Prudential Indicators and a Treasury Management Strategy Statement on the probable financing and investment activity. The Code also recommends that members are informed of treasury management activities at least twice a year. The scrutiny of treasury management policy, strategy and activity is delegated to the Audit Committee.

The Principal Accountant – Exchequer explained that there was a surplus over budgeted income of £247,000, which had been moved to a Treasury Management reserve to help support the Treasury Management income budget in the future in case the property fund did not perform as budgeted. The outturn position was affected by both the amount of cash available to invest and the interest base rate set by the Bank of England. Balances were affected by the timing of capital expenditure and the collection of council tax and business rates.

On referring to the graph within the report the officer felt that SSDC were in a very good position regarding investments.

As previously agreed the Principal Accountant – Exchequer gave Audit Committee members a short information session on Prudential Indicators, she explained that they were key to demonstrating compliance with ‘the Code’. The Local Government Act 2003 had allowed local authorities to determine their own borrowing limits provided they were affordable and that every local authority complied with the code. The various indicators inform authorities whether their capital investment plans are affordable, prudent and sustainable. She explained the reasoning behind each of the Prudential Indicators 2014/15 which were included within the agenda report. In conclusion she commented that the SSDC had operated within all of the Prudential Indicators during 2014/15.

The chairman thanked the Finance Team for the work they carried out.

Members voted unanimously in favour of approving the recommendations below.

RESOLVED:

1. That the Audit Committee:
 - Noted the Treasury Management Activity for the 2014/15 financial year;
 - Noted the position of the individual prudential indicators for the 2014/15 financial year;
 - Noted the outlook for the investment performance in 2015/16
 - Recommends the 2014/15 Treasury Management Activity Report to full Council

(Voting: unanimous in favour)

Agenda Item 15

Scrutiny Committee

This report summarises the work of the Scrutiny Committee since 21st May 2015.

Items considered at 2nd June 2015

Presentation – Introduction to Scrutiny

The Scrutiny Managers outlined the key aspects of South Somerset District Council's Scrutiny function, including statutory roles and responsibilities as well as the importance of Scrutiny maintaining an independent, objective and non-partisan approach.

Reports to be considered by District Executive

SSDC Annual Performance Report

- Members formally recommended that Scrutiny are actively involved in any future review of Performance Indicators, as mentioned by the Performance Manager at the meeting.
- Members queried if recent changes to working practices, in particular the introduction of hot-desking arrangements had had any impact on the sickness absence levels?
- Clarity was also sought over PI's 006 and 007 relating to Inward investment – Scrutiny recommend that the reporting against these indicators is clarified to show the number of jobs actually created.

Capital Outturn report

- On page 18, members questioned why only two post completion reports had been completed?
- Members also asked for an explanation as to why the Capital Spending Pattern on page 16 consistently shows an underspend, although it was noted that the gap is narrowing.
- Members noted that there is no reference to the Infrastructure Reserve, and although they noted that very little of this reserve has been spent, it would still be useful to see it reported.

Revenue Budget Outturn Report

Members sought clarification on the figures relating to NNDR contained in the report - does this figure mean that we had an additional £132 k NNDR debt than that of the grant? What is being done to mitigate this in the future?

Superfast Broadband

This complex issue has been the subject of a detailed Scrutiny Task and Finish Group, and as we have reported in the past, this is a very frustrating issue, caused mainly by the lack of information from the CDS project team. When this matter was considered by DX in June, members of the Scrutiny Committee fully endorsed the recommendations that although an agreement in principle to provide the funding could be made, no actual monies should be released until assurances had been provided that:

- a) Businesses premised would be a priority; and
- b) That the money would be spent in South Somerset.

Members of Scrutiny Committee note that despite the best endeavours of officers, these assurances have not been provided and this now poses a difficult decision going forward. Members noted that the Devon District Councils are having their contribution covered by Devon County Council and so essentially; this leaves SSDC as the only District yet to commit the funding.

Members noted that the provision of reliable Broadband is very much a local priority and the risk of taking a decision that results in not providing this service to our residents is very real.

In conclusion, members felt that in the absence of the information that would be presented verbally to DX members, they were unable to support a decision either way at this stage.

Members also suggested that approach to this matter could be referred to the National Audit Office as the whole process involves significant amounts of public money and this authority is being asked to proceed in the absence of the usual safeguards that we have come to expect.

ICT Software and hardware upgrades

No Comments

Designation of a Neighbourhood Area – Castle Cary and Ansford Parishes

No comments

Appointment of Honorary Aldermen

The committee supported the criteria and rights proposed.

Scrutiny Work Programme

The Scrutiny Managers explained to members the importance of setting a balanced and well managed Scrutiny Work Programme and emphasised that the decision as to

what to include in the Work Programme rested with the members of the Scrutiny Committee.

The Scrutiny Managers went on to explain the various processes that are in place to support this including the Scoring Criteria and the Report Request Template.

In response to a suggestion put forward by Cllr Clark concerning call response times with the Contact Centre, the Committee completed a report request template and asked that a report be included in the August Scrutiny Committee Agenda.

Members also agreed that at the July Scrutiny Committee meeting, they would consider whether to include the issue of the Planning Scheme of Delegation as suggested by Full Council in March, in their future Work Programme.

Items considered on 30th June

Scrutiny Committee made the following comments on the reports due to be considered by District Executive on 2nd July:

Yeovil Western Corridor Improvement Scheme

Members made no comments and were content that the recommendations go forward.

Annual review of SSDC Partnerships

Members were content that the Heart of Wessex Leader Programme be added to the Partnerships Register.

Corporate Grants Report 2014 - 2015

The need for this report was questioned given that the information is already reported to each of the Area Committees. There was concern that the report was duplication and unnecessary.

Community Right To Bid – Assets of Community Value

Members made no comments.

Appointment of Honorary Alderman – Agreement of Criteria and Rights

- Members re-considered this report in detail. The principle of honouring long service was supported, but any additional financial implications to the process currently in place was not.
- Members were strongly of the opinion that Aldermen should not be financially recompensed.
- Members considered each of the 'rights' as detailed in section 6 of the report, and the ones that the Scrutiny Committee did not support were:
 - *Use of the Members' Room in the District Council offices (including building access card)* – for security reasons this was not considered to be appropriate.

- *Annual parking permit for all SSDC Car Parks – due to the financial implications*
- *Invited to represent the Chairman or Vice Chairman of Council when they are unable to attend a civic event – members were concerned if the Alderman would be duty bound by any Code of Conduct and implications from not being so.*
- *£100 gift voucher per year towards Octagon Theatre tickets – due to the financial implications*

Increase in Councillors on Yeovilton Parish Council – Community Governance Review (CGR)

Members made no comments and were content that the recommendations go forward.

Land Adjacent to Steep Holme, Penn Hill Park, Yeovil (Confidential)

Members considered the report in closed session and were content that the recommendations go forward.

In addition, members agreed that a report on the Planning Scheme of Delegation should be included in the Scrutiny Work Programme with an anticipated date of 3rd November 2015.

Update on Task and Finish Reviews:

Council Tax Reduction Strategy

This Task and Finish Group is now working with the relevant officers on the consultation phase of the scheme review.

Licensing Fees and Charges

Scrutiny Committee members have agreed to establish a Task and Finish Group to look at establishing the principle of total cost recovery where possible and appropriate within the Licensing Service (but to exclude Taxi Fees and Charges).

Sue Steele, Chairman of Scrutiny Committee

Agenda Item 16

Motions

The following 4 Motions have been submitted by Councillor Andrew Turpin:

Reinstating Member Representation on the South West Home Safety Partnership

Proposal – That this Council reinstates its Membership representation on the South West Home Safety Partnership.

In its review of members representation of Outside Bodies, it was resolved that South Somerset District Council should no longer be represented by a member.

In England and Wales, the cost of preventable accidents to the Exchequer per year is approximately £3Billion. The most vulnerable are deprived young families and the elderly.

The Partnership's mission is to save lives by reducing preventable accidents and subsequent injuries. It is linked to the RoSPA Home Safety Committee and Home safety for 'Troubled Families - Health and Wellbeing'. The Partnership has links with the Health and Safety Executive. It shares information, brings together issues and lobbies when appropriate.

Membership includes NHS Accident Prevention Managers, Life Skill Centres, Public Health Officers, Trading Standards Officers, Fire Prevention Officers, Environmental Health Officers, Housing Representation and the South Somerset District Councillor, who currently Chairs, coordinates / convenes meetings and in consultation with Officer members and RoSPA assembles agendas. With the help of other Partnership members, meeting notes are assembled.

Examples of topics about which the regional partnership has campaigned –

- Safety of cigarette lighters
- Fire sprinklers
- Safety of hair straighteners
- Safety of mobile phone battery chargers
- Risks attached to use of laser torches
- Safety of stair gates
- Safety of trampolines – manufactures instructions through RoSPA

Consumer interests in recent months have been on

- Baby slings
- Chinese Lanterns
- Trampoline safety
- Bath seats
- Cot safety
- Child poisoning and cleaning products
- Button batteries

Costs to this Council of the Councillor attending meeting approximately £60 per annum.

Cost of the councillor not attending The Partnership folds!

Promoting and facilitating Sustainable Living in South Somerset

Proposal - That, in relation to South Somerset, at its bimonthly meetings, this Council reviews its proactive role in promoting / facilitating sustainable living.

Arbitrarily, protecting the welfare of our planet is vital and a principal function of South Somerset District Council and should be under frequent and regular review.

Completing the Stop Line Way through South Somerset

Proposal – That with the known economic benefits completing the Stop Line Way through South Somerset is treated as a priority and reviewed bimonthly by Full Council.

Devon County Council are proving that cycleways through the County and cycling promotion in general is has huge benefits both for tourism and the local economies, with known benefits in reducing pollution and promoting health.

The Stop Line Way is both scenically beautiful, of great historical significance as the 1940 Stop Line and in the early 19th century the proposed Great Shipping Canal.

Working with Devon County Council, East Devon District Council, Taunton Deane Borough Council and Sustrans, significant progress has been made towards completing the route. (Devon County Council has invested significantly in its share of the route from north of Axminster to Seaton. It is anxious that the last off road section through South Somerset south of Chard to the Dorset border is completed.)

Reopening Chard Junction Station

Proposal – In the light of possible changing circumstances at the site, this Council reinvigorates its aim to reopen Chard Junction Station.

Currently 17,000 residents (20,000 with Chard Regeneration) live within a 3½ mile radius of the station; more than any station between Salisbury and Exeter.

Encouraging the re-opening of stations is part Government policy and has been persistently identified as a need by residents, backed by past and present MPs and the neighbouring West Dorset MP.

With the growing popularity of rail travel Chard and district residents have to travel by car to Axminster or Crewkerne Station.

The following Motion has been submitted by Councillor Martin Wale:-

Proposal for a period of free car parking to reinvigorate High Street shopping in South Somerset

Proposal - That this Council investigates a change to the Council Car Parking Policy to enable an initial free period of up to 2 hours of parking to be made available, where parking is currently charged at a timed rate.

A report, with the full cost to the Council, both in loss of income and re-equipment, to be brought back to Council at the October meeting.

Notes

We, as a Council, have been discussing what to do about the decline of our High Streets for some years. There are, of course, a number of factors such as the economic downturn, internet shopping and changing shopping habits to be considered but the cost of parking is always in the discussion.

This investigation to identify the towns whose local economy may be improved by the introduction, or retention, of a period of free parking, including the impact of a reduction in the parking subsidy that may be paid by some communities.

An initial period of free parking in all car parks would show a commitment to our communities' concerns and should be one of a number of initiatives undertaken by all concerned to try to reverse this High Street decline.

According to the 15/16 budget Book the expected income for Car Parking is £2,482,100 against an expenditure of £1,158,470, giving an excess of £1,323,630.

Agenda Item 18

Date of Next Meeting

Members are asked to note that the next scheduled meeting of the Full Council will take place on **Thursday, 17th September 2015** in the Council Chamber, Council Offices, Brympton Way, Yeovil **commencing at 7.30 p.m.**

The reserve meeting date of 20th August will only be engaged if there is any urgent business to progress.
