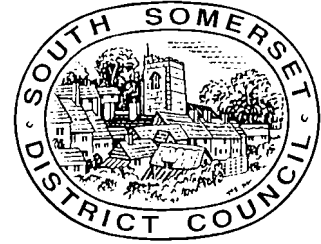


South Somerset District Council

Notice of Meeting



District Executive

Making a difference where it counts

Thursday 6th August 2015

9.30 am

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

Disabled Access is available at this meeting venue.



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

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Angela Cox 01935 462148**

This Agenda was issued on Wednesday 29 July 2015.

Ian Clarke, Assistant Director (Legal & Corporate Services)

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



INVESTORS IN PEOPLE

District Executive Membership

Ric Pallister
Carol Goodall
Peter Gubbins
Henry Hobhouse
Shane Pledger
Jo Roundell Greene
Sylvia Seal
Peter Seib
Angie Singleton
Nick Weeks

Information for the Public

The District Executive co-ordinates the policy objectives of the Council and gives the Area Committees strategic direction. It carries out all of the local authority's functions which are not the responsibility of any other part of the Council. It delegates some of its responsibilities to Area Committees, officers and individual portfolio holders within limits set by the Council's Constitution. When major decisions are to be discussed or made, these are published in the Executive Forward Plan in so far as they can be anticipated.

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 District Executive are held monthly at 9.30 a.m. on the first Thursday of the month in the Council Offices, Brympton Way.

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site - www.southsomerset.gov.uk.

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

The Council's corporate priorities which guide the work and decisions of the Executive are set out below.

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

South Somerset District Council – Corporate Aims

Our key aims are: (all equal)

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

District Executive

Thursday 6 August 2015

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the Special District Executive meeting held on 25th June 2015, and, the ordinary District Executive meeting held on 2nd July 2015.

2. Apologies for Absence

3. Declarations of Interest

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9.

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

Questions, statements or comments from members of the public are welcome at the beginning of each meeting of the Council. The total period allowed for public participation shall not exceed 15 minutes except with the consent of the Council and each individual speaker shall be restricted to a total of three minutes. Where there are a number of persons wishing to speak about the same matter, they should consider choosing one spokesperson to speak on their behalf where appropriate. If a member of the public wishes to speak they should advise the committee administrator and complete one of the public participation slips setting out their name and the matter they wish to speak about. The public will be invited to speak in the order determined by the Chairman. Answers to questions may be provided at the meeting itself or a written reply will be sent subsequently, as appropriate. Matters raised during the public question session will not be debated by the Council at that meeting.

5. Chairman's Announcements

Items for Discussion

6. **The Somerset Rivers Authority and Flood Action Plan – Update Report** (Pages 1 - 21)
7. **Approval of Local Development Scheme (2015 – 2018)** (Pages 22 - 34)
8. **Draft Asset Management Plan 2015-16** (Pages 35 - 47)
9. **2015/2016 Capital Budget Monitoring Report for the Period ending 30th June 2015** (Pages 48 - 73)
10. **2015/2016 Revenue Budget Monitoring Report for the Period ending 30th June 2015** (Pages 74 - 99)
11. **Commercial Property Disposals - Land at Lakefields, West Coker** (Pages 100 - 105)
12. **Commercial Property Disposals - 1- 4 St Johns Cottages, Charlton Musgrove** (Pages 106 - 111)
13. **Monthly News Snapshot** (Page 112)
14. **District Executive Forward Plan** (Pages 113 - 116)
15. **Date of Next Meeting** (Page 117)
16. **Exclusion of Press and Public** (Page 118)
17. **Disposal of the former Grove Alley Public Conveniences in Bruton (Confidential)** (Pages 119 - 124)

Agenda Item 6

The Somerset Rivers Authority and Flood Action Plan – Update Report

Executive Portfolio Holder: Ric Pallister, Leader, Strategy & Policy
Strategic Director: Vega Sturgess, Operations & Customer Focus
Contact Details: Vega.sturgess@southsomerset.gov.uk, 01935 462200

1. Purpose of the Report

The report updates Council on the development of the Somerset Rivers Authority (SRA) since the report to District Executive in December 2014. The report sets out progress since that date, together with the ongoing discussions for future funding and governance. It makes a recommendation to Full Council relating to SSDC's preferred long term funding option for the SRA.

2. Public Interest

The flooding across a wide area of Somerset in the winter of 2013-14 brought wide spread distress to South Somerset. Many homes were flooded for long periods, Muchelney was cut off for about ten weeks and many roads were closed. The impact was therefore felt by the many of South Somerset residents and businesses.

The flooding attracted national Government interest and Somerset partners were requested by the Defra Secretary of State to develop a Flood Action Plan and, at a later date, to form the Somerset Rivers Authority.

Defra and DCLG have now conducted a review of the options for ongoing funding of the SRA and have asked Somerset partners to respond to them on which is their preferred option.

3. Recommendations

That District Executive:

- (1) Notes progress to date in the development of the Somerset Rivers Authority and South Somerset District Council's position on the way forward as set out in the report.
- (2) Notes progress in the delivery of the Levels & Moors 20 Year Flood Action Plan (2014).
- (3) Recommends to Full Council on 17 September 2015 that SSDC's preferred funding option is that of a creating a new precepting body and that the Leader is authorised to communicate this view to the SRA Board meeting in late September.

4. Background

The Levels & Moors 20 Year Flood Action Plan (2014), developed at the Government's request and signed off by the Secretary of State in March 2014, included a proposal to create a Somerset Rivers Authority to:

- Provide a renewed, co-ordinated and joined-up approach to addressing flooding and resilience issues.
- Develop new approaches to the management of the drained areas and the wider catchment, and
- Enhance local leadership.

Many of the other actions within the Flood Action Plan are completed and a review of the plan is currently underway. The Plan has short and long term actions, and the review is looking at what has been achieved so far, which of the long term options identified in the Plan should still be pursued and what other actions are necessary to ensure there is a sustainable plan for the future.

Some highlights of the delivery of the Flood Action Plan include:

Dredging and River Management

- The construction of the new Thorney Village Ring Bank, and construction work to improve the existing Thorney Pottery Ring Bank, are complete.
- The 8km dredge on Rivers Parrett and Tone, to the 1960's profile, has been completed.
- A project looking at 10 other potential dredging locations is complete and the next dredging location has been identified for downstream of Northmoor Pumping Station.
- A pre-flood standard of flood protection has been established at 50+ locations, in a multi-million pound programme of works. This has involved extensive repairs to flood banks on the Rivers Parrett and Tone. Spillway repairs at Middle Moor and Aller Moor were completed; flood defence works to protect properties at Aller Drove is complete; temporary pump platform and compound at Dunball, and conversion of existing pumps at Northmoor, are now complete.
- Permanent protection at Westonzoyland is complete.
- Phase 1 of river modelling work to assess the impact of the various Flood Plan actions, is complete.
- The Parrett Barrier multi-agency project team has been set up to deliver the preliminary work prior to construction, now that that the SRA has secured Growth Deal funding for this phase of the project.
- Trigger documents for 10 key locations across the levels explaining what, when and why certain operational decisions are undertaken in extraordinary flood conditions, have been rolled out at 30 public/partner meetings and were well received.
- Work to develop options for increasing the capacity of the Sovey/Kings Sedgemoor Drain system has been undertaken; a preferred option is now being developed further.

Land Management

- £100k has been secured to complete survey work and £550k to deliver a programme of small scale on-farm schemes in 2015/16.

Land Management involves a range of ways to encourage land use that stops or slows water entering river courses and maximises natural flood management.

- An advisory team for land management advice and support is now in place.
- Farm visits have begun and the first Capital Grant Scheme been applied for and completed.

Urban Run-Off

- An initial feasibility study for £16m flood storage upstream from Taunton has been published. Planning for the next stage of the project is underway, and a funding bid is being submitted.
- Flooding 'hotspots' identified, working with other agencies
- Work continues with partner authorities to develop Sustainable Urban Drainage Systems (SUDS) guidance for developers and planners for new developments
- Reviewed / identified sample sites to evaluate effectiveness of existing SUDS schemes

Resilient Infrastructure

- A 500m stretch of the Muchelney to Drayton road was re-opened, having been raised over a metre in places, to ensure it remains open even in flooding on the scale of 2013/14.
- Improvement scheme for Sowe/King Sedgemoor Drain: Phase I of the Beer Wall project was completed with a 60 tonne temporary bridge lowered into place on the A372, to ensure the road stayed open throughout winter. Road works were then completed, and the final phase of work started this summer.
- Deep clean of system including review and survey of gullies and culverts
- 20 of 26 minor flood alleviation management schemes have now been completed, the rest will be completed next financial year.

Building Local Resilience (Led by SSSC – Assistant Director, Health and Wellbeing)

- A Community Recovery and Resilience Officer was appointed and has been working with flood affected communities to develop flood plans; the first ones are now nearing completion, a second phase will be developed.
- Support meetings for flood affected communities have been held at a number of locations.
- Support given for access and take-up of grants for homes, farms and businesses.
- A Somerset community resilience website has been developed, to provide accessible resilience and flood risk information.

Business Case & Delivery of Long Term Solutions

- An Economic Impact Assessment of the 2013/14 flooding in Somerset has been undertaken, and is now being finalised.

5. Somerset Rivers Authority

A key change from the early days of the Flood Action Plan is that the SRA's remit includes the whole of Somerset, not just the flooded areas of the Levels and Moors. This is to ensure that all areas have the potential to benefit from the joint working and any funding available for flood alleviation measures.

A further change is the 'hierarchy' of the SRA and the Flood Action Plan. As stated previously the setting up of the SRA was an action with the Flood Action Plan. The position now is that the work of the Somerset Levels & Moors Flood Action Plan is still carried forward but does so now as part of the SRA programme.

It is important to note that the existing flood management responsibilities, accountabilities and funding will continue unchanged for the SRA partners – the Environment Agency, the Internal Drainage Boards, Somerset County Council (the Lead Local Flood Authority), and the five county district councils of South Somerset District Council, Mendip District Council, Taunton Deane Borough Council, Sedgemoor District Council, West Somerset District Council. It also does not diminish the responsibilities of riparian owners. More detail about the Somerset Rivers Authority can be found here <http://www.somersetiversauthority.org.uk> .

Since January 2015 the SRA has developed:

A **Common Works Programme** (2015-16) for Somerset, to plan, deliver and share information about all Flood Risk Management work in the county. This is core work for all partners but brought together and co-ordinated where possible and efficiencies developed for joint delivery. The Common Works Programme for this period is available on the Somerset Rivers Authority website here <http://www.somersetiversauthority.org.uk/our-work/common-works-programme/>

Currently, all Somerset's Flood Risk Management Authorities are discussing their future joint work programme for 2016/17.

A new **Enhanced Maintenance Programme** for 2015/16 using interim funding has also been produced and this undertakes a range of prioritised new flood risk management activity across all districts in Somerset, including maintaining the 2014 dredge on the rivers Parrett and Tone. The detail of this programme can be seen here <http://www.somersetiversauthority.org.uk/our-work/enhanced-maintenance-programme/>

Our representative on the SRA is the Leader of the Council. The Strategic Director (Operations and Customer Focus) sits on the SRA Management Group and, currently, also on the SRA Key Partners Group which focuses solely on developing the SRA, with representation from the Internal Drainage Boards (IDBs), the County and District Councils, the Department for the Environment, Food and Rural Affairs (DEFRA), the Department for Communities & Local Government (DCLG), Natural England and the Environment Agency (EA).

6. Funding options

The SRA itself has been set up with interim funding for 2015-16 from a mixture of Central Government and local partners. A major area of work this year has been developing options for long-term funding, carried out through a Strategic Funding Review with DEFRA and DCLG. This report has now been released and a

stakeholder workshop has been held, to which all our councillors were invited and were able to input into the discussion.

The optimum outcome for SSDC would have been to set up the SRA with all funding from Central Government. However, this has never been accepted by Central Government and is not an option given to us as part of the Strategic Funding Review.

The funding review is attached as Appendix One to this report. The review does not recommend a particular option and we also are told that there is no presumption that any of these options will be taken forward. SSDC officers and Leader contributed to the review after discussion with the Finance Manager, Assistant Director for Legal and Corporate Services and Assistant Director for Finance and Corporate Services. There are four options:

- (1) Creating a new precepting body. This requires primary legislation but gives the ability for all households in Somerset to play a part in the raising of funds. A charge of £12.50 per band D house per year £3.50 per hectare for land occupiers in other areas of Somerset would raise £2.7 million. Monies raised are transparent and are ring-fenced for the SRA and its work. This option will take several years to deliver but gives long term sustainability and does not impact on existing council budgets and hence their services. Six partners (including SSDC) have said publically that this is the only acceptable funding solution.
- (2) Creating a new levying authority. Primary legislation is still needed and the levy could be on both the County and the District Councils. Any additional levy charge on SSDC would limit our ability to raise council tax for our other services within the current 2% referendum threshold and hence puts an increasing risk on our budget setting over future years. This option is not recommended.
- (3) Raising funds through council tax. If agreed this could be implemented by April 2016. It is suggested that the County Council are within this funding mechanism. Again, this limits our ability to raise council tax for our other services within the current referendum threshold and increases the medium to long term risk on our budgets. Although this is a quick option to implement, the funding is not ring-fenced and would be subject to annual re-negotiation which gives no sustainability to the SRA. This option is not recommended.
- (4) Internal Drainage Boards (IDBs) extend boundaries or increase levy. Currently the Parrett Drainage Board levy £58,215 on SSDC which is equivalent to £0.95 per household across the district. Levies and rates are approved by the IDB Board each year and can increase the levy if they show that their expenses have increased. The Land Drainage Act and a document known as the Medway Letter set out water levels to define the boundaries of an IDB Board, broadly that of land with the EA's Flood Zone 2. If the IDB extend their area to Flood Zone 2, they could raise £580k with £178k of this being levied on SSDC. This is not sufficient for the enhanced work programme of the IDB in future years. This would not give the SRA any ability to raise, hold or spend funds and limits the role for the Districts and County Council. In addition, it is difficult to see how the ongoing support for the important community and local flood resilience measures within the 20 year plan could be managed through this option. There are also concerns about a lack of wide accountability and representation. This option is not recommended.

More detail can be seen in the body of the funding report. Other options that have been put forward are a County Drainage District and a Somerset Regional Flood and Coastal Committee. Unless it was possible to show how all land would benefit from a County Drainage District this would require new legislation. And Flood and Coastal Committees are not independent of government.

7. Consultation

In April 2014 a letter was sent to all 121 town and parish councils in South Somerset asking some general comments on future funding of the 20 year action plan. 12 parishes responded with only one saying that they felt that people would pay more for additional flood alleviation. Since then, the focus of the Somerset Rivers Authority and works done has changed to county-wide and a considerable amount of flood alleviation works will have been seen by local people. Nevertheless, this shows a potential issue of triggering the referendum threshold.

All local partners (officers and members) were consulted as part of the Defra and DCLG strategic funding review. More recently a stakeholder workshop was held on 24th July to discuss the funding options. This was well attended by a range of councillors and council officers, IDB members and their overarching body ADA, EA, community representatives, CLA, Defra and CLG officers, and wildlife groups amongst others.

The funding options report was presented by DEFRA and DCLG officers who reiterated that only local solutions will be considered by Ministers and that there is no option for funding for enhanced maintenance from Central Government. Indeed even the idea of retaining part of business rates could not be considered as this money currently goes to the Treasury and hence would be seen as central government funding.

A wide ranging discussion included:

- Asking Central Government for the council tax trigger point on Somerset district councils to be lifted for the time being to help them fund the SRA.
- Consideration of a wider flood and coastal committee.
- Changing the Medway letter and the Act.
- Changing landowner levies.
- The fact that all options, except the council tax option were lengthy, requiring interim funding

There was an agreement that Somerset needs the right option, which may not be the quickest option. There was also a consensus that there was considerable common ground between the partners about the best funding option now that each one had heard the issues facing the other partners. In addition, it would be necessary to word the response back to Government carefully to reduce the potential of unintended consequences. Not until each SRA partner has formally consulted their own bodies can a final decision be reached by the SRA Board in late September.

8. Summary of SSSC position

Having looked carefully at the funding options review and heard the views of local stakeholders, our preferred option is still to set up as a separate precepting body.

The IDBs would continue to set budgets for their work programmes as at present, but any additional levy would, in future, be placed on the SRA. Existing sources of capital funding for flood risk management would need to continue to be available to the individual partner organisations.

SSDC has made its position clear on its preferred funding option before. Firstly through a joint letter with all other Council Leaders to the Defra Secretary of State on 14 October 2014, a resolution at the Leaders Implementation Group on 6 November 2014 and at District Executive on 4 December 2014. The report to District Executive stated that;

“In selecting mechanisms for implementing the Flood Action Plan, the proposal to establish the Somerset Rivers Authority as a precepting body has the advantage of raising additional funding locally in a transparent way, and one which would not be constrained by the restrictions which apply to the existing local authorities.”

“The underlying principle of any precept would be “locally raised, locally administered, locally spent”.

“Alternative proposals to progress a catchment-wide funding mechanism through the extension of the boundaries of the IDBs have been considered. However, with IDB levies on District Councils needing to be funded through the councils’ own budgetary processes, this option would neither be deliverable, due to the constraints on councils, nor transparent.”

Ministers are keen that a solution to the long-term funding be one that is not imposed from the centre but is one that works locally. They have now requested that the SRA consider the Strategic Funding Review and decide, in the light of the report, what option they wish to pursue and respond to Ministers. They indicate that they will then have discussions with the SRA about the approach to implementing that solution and what should happen in the interim, in particular next financial year.

9. Financial Implications

At this stage there are no direct financial implications. Progress in the current financial year will be funded from resources already allocated to the SRA. Any future financial implications will be the subject of a subsequent report and decision.

10. Legal Implications

At this stage there are no direct legal implications. However, there will be significant legal consequences associated with establishing a separate precepting body, and these will be addressed in any subsequent reports brought forward for decision.

11. Corporate Priority Implications

The Flood Action Plan links closely with the vision set out within our Council Plan. In particular the objectives which seek to create a thriving local economy, maintaining employment and business vitality, supporting positive environmental outcomes, protecting and promoting health and wellbeing support communities to help themselves and become more resilient. It would also bring crucial benefits by

creating better links by joining up with partners, to ensure that services are more effectively delivered to Somerset's residents.

12. Carbon Emissions and Climate Change Implications

None directly arising from this report.

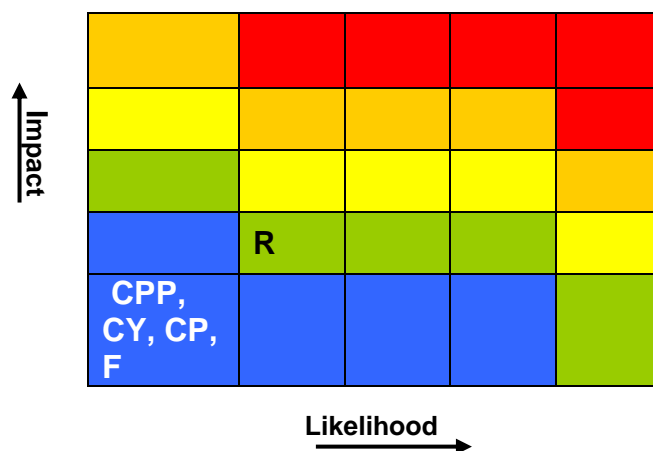
13. Equality and Diversity Implications

None directly arising from this report.

14. Risk Implications

If new collaborative arrangements for the funding, co-ordination and delivery of flood risk management in Somerset are not developed and agreed, there is a significant risk that the intensity and duration of flooding events will continue to adversely affect local communities and businesses, and the District Council in the delivery of its services. The council's budgetary planning would be likely to be adversely affected, along with its reputation.

Key risks also apply to the support from Government, retaining the current County-wide consensus on the principles and the timescales associated with making the changes required. Unless momentum is able to be maintained in the delivery of this project, there are risks that the new funding arrangements proposed will not be in place for financial year 2016/17.



Key:

Categories:	Colours:
R = Reputation	Red = High impact & high probability
CpP = Council Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact & insignificant probability

15. Background Papers

Report to District Executive - December 2014
 The Somerset Levels & Moors Flood Action Plan – Executive Summary, March 2014.
 The Somerset Levels & Moors Flood Action Plan - A 20 year plan for a sustainable future – Full Plan March 2014.

Somerset Rivers Authority Local Funding Options

1.1 This document is a summary of potential local funding options for the Somerset Rivers Authority (SRA). It does not recommend a particular option or mechanism and there is no presumption that any of these options will be taken forward.

1.2 The funding options were identified through engagement with the SRA and other stakeholders. During that engagement some respondents raised the possibility of creating a Somerset Regional Flood and Coastal Committee, central government funding in the form of a grant or through business rates retention. As these options do not constitute a local funding solution they are not described here.

Draft

Creating a new precepting body

Mechanism

- 1.3 Under this option, the SRA would be established as a new statutory body with precepting powers using primary legislation. The body could additionally be given powers to charge landowners/land occupiers or landowners/land occupiers outside internal drainage board areas. This option would require primary legislation. Legislation could be introduced in Parliament using a public (government) bill or as a private bill sponsored by an external body like Somerset County Council.
- 1.4 The precepting authority would be able to raise funds directly through council tax, with district councils collecting the precept on the SRA's behalf. The SRA could be funded by all households in the five district council areas of Somerset. Somerset partners have proposed that one district council, Sedgemoor, be exempt from any precept on householders in recognition that the majority of the internal drainage districts fall within Sedgemoor. A charge of £12.60 per band D household (2015/16 figures) in four of the five district council areas and £3.50 per hectare for land occupiers would raise £2.7million.
- 1.5 In order to exempt Sedgemoor district council from any precept, a different rate could, in theory, be precepted to tax payers in different district council areas. This would make the SRA different to other existing precepting authorities in England, which charge the same level of precept across all the billing authorities within its area. Providing the SRA with the ability to precept at different rates would require special provision within the legislation setting up the SRA.

Discussion

- 1.6 The new charge would be identified on the council tax bill and it would be directly evident to tax payers that this element of council tax is exclusively for the SRA. Funding would be directly hypothecated for and ringfenced for the SRA. This option would have no implications for local authority budgets although it would result in increased bills for council tax payers. The SRA's funding would not be subject to annual negotiation with local authorities in Somerset.
- 1.7 The SRA would become a new tax-raising authority. Under the proposal put forward by local authorities in Somerset it would not be directly elected, relying on the local authority representation on the SRA board for its democratic accountability. It would have a power to collect directly from householders a charge it decided based on a programme of work it created.
- 1.8 If a precepting body were to be created, government would wish to consider whether a referendum seeking a mandate for the body was needed. It could be

practically and politically difficult to gain agreement to a precepting authority as it constitutes a new tax-raising body.

- 1.9 This option would require primary legislation, and may take several years to enact. Inclusion of a Bill to set up the SRA as a precepting body in a Government's programme of legislation would be subject to cross-Government agreement. In order for the bill creating this power to become law, parliamentarians in both Houses would have to be convinced of the need for a new, tax-raising power and that there was no better way to achieve the same outcome.
- 1.10 On 6th November 2014, members of the Somerset Levels and Moors Flood Action Plan Leaders' Implementation Group agreed that their preferred option was a precepting authority. During the course of the stakeholder engagement days, several partners explained that it was the only acceptable funding solution and that unless they could set up a precepting authority they could not support the SRA. Other members of the SRA Board stated that they would prefer alternative options so this option is no longer unanimously supported.

Draft

Creating a new levying body

Mechanism

- 1.11 An alternative to a precepting body is a levying body. There are existing precedents for flood risk management levies in the form of internal drainage board levies and the Environment Agency's local levy. Primary legislation would be needed to set up the SRA as a statutory body with new powers to charge all Somerset local authorities, or only the county council, a flood risk management levy. A levying body could either cover the whole of Somerset or it could be limited to areas not currently covered by internal drainage districts.
- 1.12 The levy raising powers could share many of the features of a precept, such as ring-fencing and direct hypothecation and could be set at the same rates. Unlike a precept, levies regularly raise different amounts in different areas so this feature would not be new. Levies are not currently outlined separately on council tax bills. Additional information on levies can nevertheless be provided by billing authorities in accompanying council tax documents. If a levy of £2.7m was placed on Somerset County Council this would not raise council tax above a 2% referendum threshold.
- 1.13 Unlike the precepting proposal, a levying body provides a more direct democratic accountability as the levy is taken into account by the elected council when it sets its council tax. An additional levy charge on councils would, however, limit their ability to raise their council tax for all their other services within the referendum threshold.
- 1.14 As with the precepting option, this proposal will require primary legislation. It could not be set up immediately and would require cross-Government agreement.
- 1.15 This option has not been considered by local partners as it has emerged during this review

Council Tax

Background

- 1.16 Council tax is a charge applied to households by a council to provide local services. Local authorities determine their own level of council tax. In doing so, they will have regard to the council tax referendum threshold, which is set by central government subject to approval of the House of Commons.
- 1.17 The council tax referendum threshold is determined annually, usually between December and February. The referendum threshold was set at 2.0% for 2015/16. There is no limit on the amount of council tax a local authority can raise if it obtains the approval of its local electorate in a referendum. Council tax freeze grants equivalent to a 1% council tax increase were provided by central government to local authorities in the previous Parliament. There is no commitment to provide funding for any new freeze schemes from 2016/17.

Mechanism

- 1.18 Somerset County Council and the 5 district councils could fund the SRA at the same level as in 2015/16 from council tax. The councils could use a one-off increase in council tax, within the referendum threshold (which was 2% in 2015/16), to generate additional funding for the SRA from households. This could apply from April 2016. In subsequent years the funding would be considered part of the baseline and would not require future council tax increases.
- 1.19 Table 1 below sets out the increase in council tax income ('council tax requirement') which would accrue to local authorities in Somerset in 2016-17 based on an increase of 2% and assumptions about the tax base. The figures do not assume any freeze grant in 2016/17; if there were to be a freeze grant in 2016/17, the estimated additional revenue would be less than indicated in the table.
- 1.20 Table 1 below shows an estimate of how much extra council tax revenue could be raised by councils in Somerset within a 2.0% referendum threshold.

Table 1: Somerset councils' Council Tax requirement for 2015/16 and the estimated extra revenue for 2016-17 with a 2% increase¹.

Authority	2015-16 Council Tax Requirement	Extra revenue available from a 2% rise assuming an increase in the Tax Base²	Extra revenue available from a 2% rise assuming no increase in the Tax Base³
Somerset County Council	£189.4m	£7.06m	£3.79m
Mendip District Council	£5.6m	£0.20m	£0.11m
Sedgemoor District Council	£5.3m	£0.19m	£0.11m
South Somerset District Council	£8.4m	£0.32m	£0.17m
Taunton Deane Borough Council	£5.3m	£0.21m	£0.11m
West Somerset Council	£1.9m	£0.06m	£0.04m
District Councils total	£26.5m	£0.98m	£0.54m
Combined total	£215.9m	£8.04m	£4.33m

1.21 Table 2 shows the percentage council tax increase the county and district councils could apply to collectively raise additional funding of £2.7m per year for the Somerset Rivers Authority, assuming no change in the tax base. These figures are for illustration only. The figures show that the councils would be able to increase their council tax within a 2% threshold while still allowing some scope to increase funding for other services.

¹ Department for Communities and Local Government figures

² Figures assume an average Tax Base increase in 2016-17 of the same level as in 15-16. Figures exclude parish precepts

³ Figures assume Tax Base remains constant at 2015-16 level. Figures exclude parish precepts.

Table 2: Council tax percentage increase required to raise £2.7m, assuming no increase to Tax Base

Authority	2015-16 Council Tax requirement	% increase (no Tax Base change)	Additional amount raised
Somerset County Council	£189,389,700	1.25	£2,368,389
Mendip District Council	£5,603,077	1.25	£70,069
Sedgemoor District Council	£5,255,424	1.25	£65,721
South Somerset District Council	£8,442,979	1.25	£105,583
Taunton Deane Borough Council	£5,330,400	1.25	£66,659
West Somerset Council	£1,885,584	1.25	£23,580
Total	£215,907,164	-	£2,700,000

1.22 Table 3 shows the additional revenue the authorities would raise assuming their tax base grows at the same rate as in 2015-16. It is recognised, however, that any tax base increase would lead to an increase in demand for services.

Table 3: Council tax increase assuming Tax Base grows at 2015-16 rates

Authority	Estimated percentage tax base increase⁴	Additional council tax revenue generated
Somerset County Council	1.7	£3,211,552
Mendip District Council	1.6	£89,313
Sedgemoor District Council	1.6	£86,084
South Somerset District Council	1.8	£150,825
Taunton Deane Borough Council	1.8	£97,032
West Somerset Council	1.4	£26,483
Total	-	£3,661,290

⁴ Tax based increase: Somerset County Council 1.7%, Mendip 1.6%, Sedgemoor 1.6%, South Somerset 1.8%, Taunton Deane 1.8% and West Somerset 1.4%

Discussion

- 1.23 Councils set their tax rate annually and the initial increase would then be added to the baseline for all future years meaning that further annual increases are not required. Changes could be applied at the next council tax rate setting so funding could be agreed in advance of 2016/17.
- 1.24 The tables above show the additional funding that could be raised through council tax. If this route were to be used there may have to be a process for establishing local agreement on the best way of dividing the funding between the councils. Contributions through council tax could be varied between councils to reflect the amount of work to be carried out in each district, the amount of special levy already paid to internal drainage boards or in reference to other factors, such as pressures on the existing budget.
- 1.25 Increasing council tax specifically to fund the SRA would be subject to local authorities agreeing to allocate to the SRA part of their increased budget from the higher council tax. However, it would limit their ability in 2016/17 to raise council tax for other services without a referendum. Any increased funding would not be ring-fenced or hypothecated directly for the SRA and would be subject to annual renegotiation.
- 1.26 An agreement or memorandum of understanding could be drawn up between the SRA and local authorities to ensure there is a long term funding commitment. Information about the agreement could be provided with council tax bills.
- 1.27 This option could be used in combination with other proposals outlined below to ensure that sufficient funding was raised and to include contributions from landowners/land occupiers and businesses.
- 1.28 This option is already open to local partners. There is, however, no support for this option from local partners.

Internal Drainage Boards (IDBs) extend boundaries or increase levy

Background

- 1.29 Under s36 of the Land Drainage Act, the expenses of IDBs are met by drainage rates from agricultural land and special levies issued on district and unitary authorities in internal drainage districts.
- 1.30 The two internal drainage districts in Somerset (the Axe Brue IDB and the Parrett IDB) span all of Somerset's district council areas. The drainage districts do not cover the whole of Somerset. District councils are levied by the internal drainage boards according to the total value of agricultural and non-agricultural land and buildings within those district council areas that lie in an internal drainage district. This means that each district council is levied a different amount.
- 1.31 Table 4 shows the different amounts levied on each district council and the percentage this represents in terms of each authority's council tax requirement. In practice the district councils spread the cost of paying the special levy across their whole council tax base. Table 5 shows, for illustration only, the average equivalent amount for each Band D household in each district reflecting the different amount and value of land in each district which falls within the IDB area. Table 6 outlines the different drainage rates charged to land occupiers.

Table 4: Total amount levied on each district council in 2015/16 (note the IDBs currently raise funds from North Somerset Unitary Authority as well as Somerset district councils)

District Council	Levy amount and (% of Council Tax requirement)
Mendip District Council	£100,065 (1.8%)
Sedgemoor District Council	£1,238,071 (23.6%)
South Somerset District Council	£58,215 (0.7%)
Taunton Deane Borough Council	£20,738 (0.4%)
West Somerset Council	£2,739 (0.1%)
North Somerset Unitary Authority	£12,379

Table 5: 2015/16 Special Levy charges – expressed as an average charge across all band D households in each district for illustration⁵

District Council	Charge
Mendip	£2.63
Sedgemoor	£33.15
South Somerset	£0.95
Taunton Deane	£0.52
West Somerset	£0.21

Table 6: 2015/16 Drainage rates on agricultural land for Parrett and Axe Brue Internal Drainage Boards

Internal Drainage Board	Charge (average £/hectare)
Axe Brue	7.05
Parrett	6.83

Mechanism

1.32 Internal drainage boards charge rates and levies to cover their annual expenses. This means that levies and rates are reviewed and approved by the Board each year. Under this option both the internal drainage boards in Somerset would have to show that their expenses had increased and would generate the additional £2.7m funds by increasing special levies and charges paid by districts and agricultural land occupiers. As the proportions collected through agricultural rates and special levies are fixed it is not possible to increase funding from one source without the other (unless land types change).

1.33 Any increase in special levy would have a direct impact on council's decisions on council tax and would be subject to the referendum threshold.

⁵Figures provided by Somerset Rivers Authority. Table 6 figures show, for illustrative purposes, Table 5 levies as equivalent Band D charges. These vary by district as each local authority paying Special Levy passes on the cost to all households in their area including those outside drainage board areas.

- 1.34 The existing budgets of the internal drainage boards amount to £1.762m in total (£1.432m from special levies on districts (including North Somerset) and £0.33m from agricultural charges). Increasing total funds raised by £2.7m would require a 153% increase in charges and levies. As the current Drainage Board area falls predominantly within Sedgemoor, their existing levies, as shown in Table 4, are higher, and represent a higher proportion of their total council tax requirement. This level of increase in special levy in Sedgemoor District Council would result in an increase in their council tax of 36%. Mendip District Council would also see an increase above the referendum limit, of 2.7%. The increase in other districts would remain within the referendum limit.
- 1.35 Any agreement to raise levies would be subject to the agreement of the internal drainage boards, on which district council members and land owners/land occupiers are represented.
- 1.36 Alternatively, or in addition to increasing current rates and levies, the internal drainage boards could work with the Environment Agency and Defra to seek to extend their boundaries under the Land Drainage Act.
- 1.37 The Land Drainage Act provides that Internal Drainage Districts can be in areas, or can be extended to areas, which 'derive benefit, or avoid danger, as a result of drainage⁶ operations'.
- 1.38 Guidance on identifying areas which will derive benefit or avoid danger as a result of land drainage activities was set out in the *Medway Letter*, written by Ministers in 1933. The letter sets out guideline heights above last known flood levels and high tide marks which are used to set water levels to define the boundaries of a Board. The principles set out in the *Medway Letter* have come to be seen as the benchmark on whether an area can be seen as one which will derive benefit or avoid danger as required by the Land Drainage Act. The Association of Drainage Authorities and Environment Agency produced guidance on establishing internal drainage boards⁷ which states that the broad modern interpretation of the Medway Letter is that internal drainage district boundaries can extend to land within Environment Agency's Flood Zone 2.
- 1.39 By extending their boundaries to Flood Zone 2, Somerset's internal drainage boards could extend their areas by 8954 hectares.

⁶ As defined in S72 of the Land Drainage Act 1991

⁷ http://www.ada.org.uk/downloads/other/downloads_page/Establishing%20New%20Internal%20Drainage%20Boards%20National%20Guidance.pdf

1.40 Extending the existing internal drainage district areas would mean drainage works could be undertaken over a wider area, leading to an increase in the number of landowners liable to pay drainage rates and in contributions from households and in turn leading to an increase in funds available to the internal drainage boards. If the rate for this extended area were to be set at the existing rate, it is estimated that this would raise £580k. Funds would be collected and retained by the internal drainage boards. The impact on districts would vary and is shown in Table 7 below.

Table 7: Impact on Districts of extending existing Internal Drainage Board boundaries

Authority	Band D households £/h'hold	Council tax increase %	Increase in levy paid £k
Mendip District Council	+£0.79	0.5%	+£30k
Sedgemoor District Council	+£2.38	1.7%	+£89k
South Somerset District Council	+£3.15	2.1%	+£178k
Taunton Deane Borough Council	+£4.36	3.1%	+£167k
West Somerset Council	+£4.96	3.6%	+£67k

Discussion

1.41 Subject to the agreement of the internal drainage board members, rates and levies could be increased before April 2016. In order to extend the drainage districts, internal drainage boards would work with the Environment Agency to draw up a scheme for altering the boundaries which would then be subject to local consultation. Assuming local agreement, an extension may be brought into effect via an Order made by Ministers which is laid before Parliament. Extensions can be approved and implemented in a couple of months, if there are no objections, meaning in theory this option could be implemented for 2016/17. In practice, the process of consultation and local agreement has taken several years.

1.42 Funds raised by internal drainage boards are directly hypothecated and ring-fenced for flood risk management and land drainage. Funding would be raised and retained by the internal drainage boards.

- 1.43 Internal drainage boards have powers to exercise supervision over land drainage issues and managing flood risk on ordinary water courses in their district. They are able to undertake works on behalf of other flood risk management authorities via Public Sector Cooperation Agreements. This arrangement would enable the drainage boards to undertake the functions of another risk management authority including works outside the internal drainage district and on main rivers. The Land Drainage Act could restrict the use of funding for some of the activities set out in the Action Plan such as community resilience work and upper catchment land management work.
- 1.44 Under the Land Drainage Act, internal drainage boards must charge their special levy to district councils with reference to values set out in 1990 ratings lists. The 1990 ratings lists for the area of Somerset beyond the existing internal drainage districts are not thought to be available. This could mean that boundary extension is not currently practically possible without a change in legislation requiring use of alternative values.
- 1.45 Under this option, the Somerset Rivers Authority would not have its own ability to raise, hold or spend funds. It would act as a coordinating body for risk management authorities in Somerset. This would limit the role for the district councils and Somerset County Council.
- 1.46 The main barrier to these options is the effect that any increase in rates and levies, or extension, would have on district council budgets. The increase in special levy will result in council tax increases far higher than a 2% referendum threshold. Local authorities have stated that they are not willing to consider any impact on their budgets.
- 1.47 In addition concerns have been expressed over an IDB led funding and spending programme, perceiving it to be too land drainage driven and lacking in wide accountability.
- 1.48 This proposal has received some support from the Association of Drainage Authorities, NFU and Country Land and Business Association, and some internal drainage board members. It is not supported by other local partners.

County Drainage District

- 1.49 A further option presented by the Association of Drainage Authorities was the creation of a new kind of internal drainage board in a county drainage district. This could cover the area inside Somerset but not currently covered by internal drainage districts. Unless it was possible to show that all of this land would derive benefit or avoid danger from land drainage activities, this would require new legislation. The option of a new kind of levying body for flood risk management is discussed on page 4.

Agenda Item 7

Approval of Local Development Scheme (2015 – 2018)

<i>Executive Portfolio Holder:</i>	<i>Angie Singleton, Strategic Planning (Place Making)</i>
<i>Strategic Director:</i>	<i>Rina Singh, Strategic Director, Place and Performance</i>
<i>Assistant Director:</i>	<i>Martin Woods, Assistant Director Economy</i>
<i>Service Manager:</i>	<i>Paul Wheatley, Principal Spatial Planner</i>
<i>Lead Officer:</i>	<i>Paul Wheatley, Principal Spatial Planner</i>
<i>Contact Details:</i>	<i>paul.wheatley@southsomerset.gov.uk or (01935) 462598</i>

1. Purpose of the Report

- 1.1. To consider and endorse the revised Local Development Scheme (LDS) for the period 2015 to 2018. The LDS sets out the documents that will be produced to inform the preparation of the early review of the South Somerset Local Plan (2006 – 2028).

2. Public Interest

- 2.1. An LDS is a requirement under planning legislation and ensures that the public, business and other interested parties are aware of the programme of work that will be undertaken by the Council relating to planning policy and the preparation of a Local Plan. The LDS provides the organisational structure which guides the allocation and prioritisation of work which will be undertaken by the Council. The latest version, covering the period 2015 to 2018, will govern the work required to produce the early review of the South Somerset Local Plan (2006 – 2028).

Recommendation(s):

That the District Executive:-

- i. endorse the Local Development Scheme (2015 – 2018) and resolve that it is effective as of 6th August 2015 (**See Appendix A**).
- ii. delegate responsibility to the Assistant Director for Economy, in consultation with the Portfolio Holder for Strategic Planning, to make any final minor text amendments which may be necessary to enable the Local Development Scheme (2015 – 2018) to be published.

3. Report

- 3.1. South Somerset District Council's first LDS was adopted in September 2007 and set the approach for the period 2007 – 2010. It was updated in January 2013 to cover the period 2013 – 2016.
- 3.2. Since then, in March 2015, the Council adopted the South Somerset Local Plan (2006 – 2028), which alters the perspective on what future evidence, strategies and documents should be produced to shape the future of South Somerset.
- 3.3. In adopting the local plan, the Council was aware of its commitment to carry out an "early review" of the local plan within three years of the date of adoption (i.e. by March 2018). The early review is a requirement set out by the Inspector who examined the

plan, and is a clear conclusion in his Inspector's Report. The reason for an early review is to clarify housing and employment provision in Wincanton¹.

- 3.4. The previous intention, once the local plan was adopted, was to progress to a series of related 'Development Plan Documents' and 'Supplementary Planning Documents'. However, three issues have altered the Council's thinking on the way forward, these are:
- the preferred approach set out in the National Planning Policy Framework (NPPF) is to have the various component parts needed for a development plan to be captured within one document;
 - the requirements to undertake an early review of the local plan to clarify specific issues relating to housing and employment provision in Wincanton; and
 - the Council remains committed to adopting a Community Infrastructure Levy, and it is advocated by the NPPF that this should be brought forward in parallel with the production of a local plan.
- 3.5. Reflecting on these changes in circumstance, the Council believes there is an opportunity to make a transition into a more comprehensive local plan whilst delivering the early review of policies in Wincanton at the same time. Taking this decision dictates priorities, timescales, and resource allocation; and therefore drives the programme of work set out in the LDS.
- 3.6. The LDS acts as a service planning and project management tool. It sets out a three-year timeframe for the work which will be carried out by the Spatial Policy team. Fundamentally, the LDS sets out a schedule for how evidence will be gathered in order to shape the content of the revised local plan. At this point in time it is not possible, or appropriate, to predict the outcome of the early review of the local plan. The process of formulating the content of the revised local plan must be evidence-led and decisions about the content of policies in the revised plan must be justified upon that evidence. To do otherwise, either to short-cut or second-guess the outcome at this stage would leave the Council vulnerable to legal challenge.
- 3.7. An indicative timetable for carrying out the formal public consultation stages associated with preparing and delivering a local plan have been set out in the LDS. It is right that these dates are indicative at present, as a series of factors could influence the timetable, including: the outcomes from the evidence gathering stages which affect current thinking on settlements and growth, the scale and nature of public feedback, and changes in Government policy.
- 3.8. Overall, it is expected that the early review of the local plan will begin its process through public consultation in March 2016, with Submission to the Secretary of State identified for June 2017, Examination in September 2017, and the estimated date for Adoption is March 2018. This would meet the requirements set out by the Inspector.

4. Financial Implications

- 4.1. The Spatial Policy service was subject to a 'lean' review in 2014. This has shaped the existing make-up of the service and its resource and financial capability. If District Executive endorses the LDS, it will set a clear future work programme for the service. The proposed workload represents a major undertaking and has been tailored to

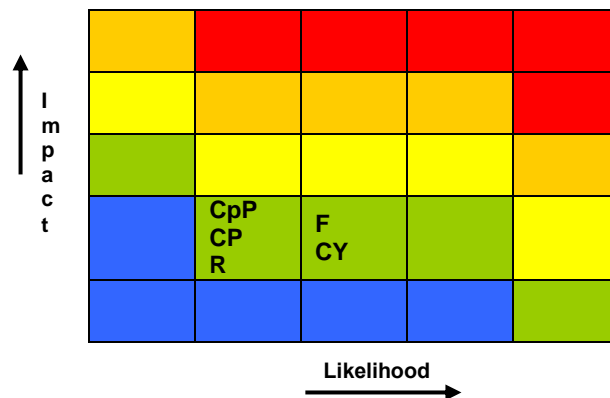
¹ See Paragraph 100 of the Inspector's Report, dated 8th January 2015:
http://www.southsomerset.gov.uk/media/700388/south_somerset_lp_final_report.pdf

maximise the use of existing resources and finances whilst ensuring that the service can deliver to time and budget.

- 4.2. On this basis, any additional work which is outside of the LDS programme will not automatically be undertaken by the service. Any requests for additional work which would divert from the original programme would need to be fully formulated and submitted to the Local Plan Working Group (or other appropriate committee within the Council, e.g. District Executive) to allow the request to be considered and appraised. Importantly, any additional work will need to be self-financing and deliver the additional resources required to complete the additional work without compromising the original schedule. Formal sign-off from the Local Plan Working Group or appropriate committee will be required before any additional work can progress.
- 4.3. The LDS includes a monitoring and review process, which will track the progress in achieving the milestones set out. In carrying out performance reviews an appreciation of whether the team has sufficient resources will be included.

5. Risk Matrix

- 5.1. The matrix below sets out the risks associated with District Executive recommending that the LDS is approved.
- 5.2. The LDS includes a monitoring and review process, which will track the progress in achieving the milestones set out. In carrying out performance reviews an appreciation of the risks to the service and the Council will be carried out.



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

6. Corporate Priority Implications

- 6.1. Delivering the early review of the local plan is a high priority for the Council by virtue of the recommendation in the Inspector's Report and the acceptance of the task within the Council's adopted local plan.
- 6.2. Ensuring policies and the local plan remain up-to-date and aligned to the specific challenges and opportunities in the district will help the Council to realise economic vitality and prosperity, improve the health and well-being of citizens, create safe,

sustainable and cohesive communities and promote a balanced natural and built environment.

7. Carbon Emissions and Climate Change Implications

7.1. None.

8. Equality and Diversity Implications

8.1. The evidence prepared through the work programme set out in the LDS will be publicised in accordance with the Council's Statement of Community Involvement and normal procedures. This will mean that the evidence and documentation will be in the public domain.

8.2. Subsequent work to bring about the early review of the local plan will be prepared in accordance with the legislative and statutory requirements of an Equality Analysis, Habitats Regulations Assessment and Sustainability Appraisal.

9. Background Papers

Appendix A – South Somerset Local Development Scheme (2015 – 2018)

South Somerset District Council Local Development Scheme **(2015 – 2018)**

1. Introduction

- 1.1. A Local Development Scheme (LDS) is required under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The LDS must specify (among other matters) the documents which, when prepared, will comprise the Local Plan for the area. It must be made available publically and kept up-to-date.
- 1.2. This version of the LDS covers the period 2015 – 2018 and sets out a programme and resourcing plan for various documents to be prepared and finalised. It also identifies inter-dependencies, risks and contingencies associated with their delivery.
- 1.3. In accordance with the requirements of the Localism Act 2011, the LDS is available to the public. Progress against the LDS and the authority's compliance with the timetables set out will be monitored and reported at least annually (and earlier if and where appropriate) alongside the overall Authority's Monitoring Report (AMR).

2. Context and Background

- 2.1. South Somerset District Council's (hereon 'the Council') first LDS was adopted in September 2007 and set the approach for the period 2007 – 2010. It was updated in January 2013 to cover the period 2013 – 2016.
- 2.2. Since then, in March 2015, the Council has adopted the South Somerset Local Plan (2006 – 2028)¹, which alters the perspective on what future evidence, strategies and documents should be produced to shape the future of South Somerset.
- 2.3. The previous intention, once the Local Plan was adopted, was to progress to a series of related 'Development Plan Documents' and 'Supplementary Planning Documents'. However, three issues have altered the Council's thinking on the way forward, these are:
 - the preferred approach set out in the National Planning Policy Framework (NPPF) is to have the various component parts needed for a development plan to be captured within one document;
 - the Council has been advised to undertake an 'early review' of the local plan to clarify specific issues relating to housing and employment provision in Wincanton. This early review must be completed within three years of the date of adoption of the local plan, i.e. by March 2018; and

¹ South Somerset Local Plan (2006 – 2028) was adopted at a meeting of Full Council on the 5th March 2015.

- the Council remains committed to adopting a Community Infrastructure Levy, and it is advocated by the NPPF that this should be brought forward in parallel with the production of a local plan.

2.4. Reflecting on these changes in circumstance, the Council believes there is an opportunity to make a transition into the 'all-in-one' local plan, *and* deliver an early review at the same time. Taking this decision dictates priorities, timescales, and resource allocation; and therefore drives the programme of work set out in this LDS.

3. Delivering An Early Review of the South Somerset Local Plan (2006 – 2028)

3.1. Overview

3.1.1. The South Somerset Local Plan (2006 – 2028) was adopted in March 2015. The Inspector, in accepting that the Local Plan was 'sound', set out that the Council should undertake an early review of the policies relating to housing and employment provision in Wincanton. This early review is to be completed within three years of the date of adoption, which would be no later than **March 2018**.

3.1.2. Alongside this requirement, the Council has previously stated it will produce a Site Allocations Development Plan Document (DPD) to provide the additional detail on proposals for 'Sustainable Urban Extensions' in Yeovil and 'Directions of Growth' in Market Towns.

3.1.3. In reality, it will be more efficient to produce the additional site-specific detail on growth locations in parallel with the work to carry out an early review of housing and employment provision in Wincanton. Both would involve formal processes, such as:

- the preparation and scrutiny of technical evidence;
- undertaking statutory public consultation;
- complying with the legislative requirements of Sustainability Appraisal, Habitats Regulation Assessment, and Equalities Analysis; and
- Independent Examination to ratify the policies and plans.

3.1.4. To do each document in sequence would duplicate effort and result in a less than optimal allocation of resources. It would also pose the risk that whilst doing the work separately, other parts of the Council's evidence-base would become out-of-date and no longer relevant to the challenges in South Somerset. This could mean any policy approaches prepared are vulnerable to challenge and potentially found unsound during Independent Examination.

3.1.5. Therefore, the approach advocated in this LDS is to 'slot-in' the site-specific work into the early review of the local plan. The timescale to complete all aspects will conform to the deadline set out for completing the early review – March 2018.

3.2. Updating the Evidence Base

3.2.1. The starting point for carrying out the early review of the local plan is to generate a robust and up-to-date evidence-base. This will constitute the majority of work which will be carried out during the LDS timeframe. A number of the required evidence-based documents are inter-linked, whilst some will be required to be prepared in sequence.

3.2.2. To inform the early review of the local plan, the following documents will be required to be prepared / updated:

- Infrastructure Delivery Plan;
- Community Infrastructure Levy (incorporating viability appraisals);
- Strategic Housing Market Assessment (including consideration of objectively assessed housing need and functional economic market area);
- Strategic Housing and Economic Land Availability Assessment;
- Settlement Profile Analysis;
- South Somerset Transport Strategy;
- Retail Impact Assessment;
- Landscape Strategy; and
- Heritage Strategy.

3.2.3. At the same time, there are a number of other workstreams which require on-going and regular assessments, or technical analysis. This includes:

- Preparing and updating the Council's Five-year Housing Land Supply position;
- Producing the Authority's Monitoring Report; and
- Providing responses to Development Management issues, cases; including writing statements of case and providing evidence at planning appeal inquiries.

3.2.4. All together this represents a significant body of work, and will be a major undertaking in terms of the time, staff inputs, financial resources, Elected Member engagement, community engagement, and liaison with other stakeholders/organisations/agencies. Inherently, there are some evidence-base documents that should be treated as a higher priority than others. This dictates the timing of their delivery and the resources allocated to them.

3.3. Finalising the Early Review of the South Somerset Local Plan (2006 – 2028)

3.3.1. As well as producing the additional evidence to inform the early review of the South Somerset Local Plan (2006 – 2028), the Council is required to carry out community engagement, public consultation, discussions with other stakeholders, as well as carry out a Sustainability Appraisal and Habitats Regulation Assessment to meet the statutory requirements for preparing a local plan.

3.3.2. At this moment it is not appropriate to set out the precise timetable for public consultation on the draft stages of the revision to the local plan as this will be determined by the outputs from the evidence gathering stages of work, and from the Council's monitoring of the delivery of the adopted local plan. As and when consultation stages occur these will be carried out in accordance with the regulations and standards set out in the Town and Country Planning (Local Planning) (England)

Regulations 2012, and the Council's own good practice set out in the Statement of Community Involvement².

4. Timescales for Delivery

4.1. Having considered the desired outcome for an early review of the local plan, the sequence and timing for preparing the necessary evidence base documents is outlined in Table 4.1 below. As noted above, the necessary work, including formal public consultation on the early review of the local plan must be completed by March 2018.

Table 4.1: Timetable for delivery of evidence base documents

Evidence Base Document	Start Date	Completion Date	Produced	
1.	Statement of Community Involvement	May 2015	September 2015	In-house
2.	Infrastructure Delivery Plan	January 2015	October 2015	In-house
		March 2016	October 2016	
3.	Confirmation of Housing Market Area and Functional Economic Area	March 2015	September 2015	In-house / Externally
4.	Community Infrastructure Levy	March 2015	April 2016	In-house / Externally
5.	Settlement Profiles & Assessment	July 2015	July 2016	In-house
6.	Full Strategic Housing Market Assessment	September 2015	March 2016	In-house / Externally
7.	Strategic Housing and Employment Land Availability & Detailed Sites Assessment (including Gypsy, Traveller and Showpeople sites).	October 2015	June 2016	In-house / Externally
		October 2016	June 2017	
8.	Landscape Assessment & Strategy	October 2015	October 2016	In-house
9.	Heritage Assessment & Strategy	October 2015	October 2016	In-house
10.	South Somerset Transport Strategy	January 2016	August 2016	In-house / Externally
11.	Strategic Flood Risk Assessment	March 2016	October 2016	In-house / Externally
12.	Retail Impact Assessment	March 2016	October 2016	In-house / Externally
13.	Annual Monitoring Report	Every Six Months		In-house
14.	Five-year Housing Land Supply	Annually		In-house
15.	Processing and Liaising with Neighbourhood Plans	On-going		In-house
16.	Development Management Responses / Preparing Proofs of Evidence / Attending Appeals	On-going (Reviewed every six months)		In-house

N.B. Dates do not include time required for Council sign-off processes, or additional time required to secure approval from District Executive and/or Full Council.

² Current Statement of Community Involvement is from 2007. This will be updated by September 2015. Existing version can be found here: <http://www.southsomerset.gov.uk/media/15618/Statement%20of%20community%20involvement.pdf>

- 4.2. Based upon the production of the above evidence it is expected that the formal stages of producing the early review of the local plan will commence from mid-2016. An indicative timetable is set out below in Table 4.2. The timetable is subject to change depending upon a number of factors, namely: the outcome of the evidence gathering work, and any external influences such as changes in Government policy.
- 4.3. Given the number of uncertainties which may arise over a three-year period, the monitoring and review processes established by the Council, including the Authority's Monitoring Report will be used to track progress over the defined LDS period. Where there is a need to vary the timetable due to circumstance, this will be reported to District Executive committee and a resolution to alter the LDS timetable will be sought. This is set out in more detail in section 8.

Table 4.2: Indicative timetable for formal stages of delivering the early review of the local plan

Local Plan-making Stage	Indicative Date
Public Consultation with Range of Interested Parties, including Communities on Scope and Issues (Regulation 18)	March 2016
Public Consultation on Preferred Approach (Regulation 18)	October 2016
Statutory Consultation on 'Proposed Submission' / 'Publication' version of the revised Local Plan (Regulation 19)	March 2017
Submission to Secretary of State (Regulation 22)	June 2017
Estimated Examination	September 2017
Estimated Date for Adoption	March 2018

N.B. Dates do not include time required for Council sign-off processes, or additional time required to secure approval from District Executive and/or Full Council.

5. Approach to Considering Other Work / Evidence Base Documents

5.1. Overview

5.1.1. As well as those core priorities outlined in Table 4.1, it is recognised that there are a number of subsidiary workstreams which have been previously explored. The prioritisation of these issues may change over time depending upon whether they become more or less important to the critical path of achieving the early review of the local plan. However, at present, the following documents are not included in the programme of work within this LDS:

- Green Infrastructure Strategy;
- Education Strategy;
- Town Centre Boundaries and Primary/Secondary Shopping Frontages; and
- Yeovil Town Centre Strategy & Masterplan.

5.1.2. As set out in Section 6, if any of these documents are requested, or determined to be necessary to ensure the robust preparation of the review of the local plan, there will likely be a requirement for additional resources beyond those currently identified.

5.2. Impact of Planning Appeals and Inquiries

5.2.1. The Spatial Policy team is mindful of the time and resource implications linked to preparing for planning appeals and presenting at appeal inquiries. As the development industry regains confidence and submits more planning applications, it is likely that more appeal situations will arise.

5.2.2. Whilst this work is identified in Table 4.1, the Council will record and monitor the impact of fulfilling this obligation every six months. If it is shown that it is having a detrimental impact on the overall objective of delivering the early review of the local plan, then a request for additional funding and/or resources will be made to the Council.

5.3. Impact of Neighbourhood Planning

5.3.1. The Council has committed to providing light touch support to those organisations/bodies that are progressing neighbourhood plans. This has an implication on resources within the service and currently support provided is not matched by the financial contributions received from central Government. Should a significant number of additional groups look to progress neighbourhood plans a separate and additional resourcing plan will be required. If this occurs, a resourcing proposal will be submitted to District Executive for review.

5.3.2. At a more general level, after neighbourhood plans are examined and come into effect, they become part of the statutory development plan for the area that they cover. They can be developed before, after or in parallel with a Local Plan, but the law requires that they must be in general conformity with the strategic policies in the adopted Local Plan for the area. Neighbourhood plans are not tested against the policies in an emerging Local Plan although the reasoning and evidence informing the Local Plan process may be relevant to the consideration of the basic conditions against which a neighbourhood plan is tested.

5.3.3. In progressing the early review of the local plan, the Council will work positively and constructively with any qualifying body to, where appropriate, share evidence and resolve any potentially conflicting issues. Should any neighbourhood plans be made prior to the adoption of revised local plan, the Council will take it into account its strategy and policies, and avoid duplicating policies that are in the neighbourhood plan.

6. Resources

6.1. Overview

6.1.1. As a result of the Council's 'lean review' process carried out in 2014, the Spatial Policy service currently has 9 members of staff, which equates to 7.7 Full-Time Equivalent

members of staff. From an operational perspective this represents the minimum requirements to deliver on the forecast workload set out in Table 4.1 and Table 4.2.

6.1.2. Table 4.1 sets out a challenging programme of work. As such, it will not be possible to cater to additional project work over and above that set out unless further resources are made available. During the lifetime of the LDS, should requests be received for technical support outside of that defined in Table 4.1, it will trigger requests for additional funding and/or resources.

6.2. Use of External Resources

6.2.1. To achieve the desired outcomes from delivering the project work outlined in this LDS is recognised that external support, most obviously through use of private-sector consultants, will be required throughout the LDS period. The exact budgetary requirements and financial implications will be finalised during the procurement of each piece of project work which is commissioned. However, the existing budgetary ceiling against which decisions will be made is linked to the existing Spatial Policy and Local Plan budgets and reserves.

6.2.2. It is also likely that during the course of delivering the work set out in the LDS that the Council will collaborate with other/neighbouring local authorities to deliver required outputs. This may take the form of jointly procuring consultancy support, or it may be joint-working through officers to maximise the opportunities brought about by the requirements of the 'Duty to Co-operate'. The Council has long-standing relationships with neighbouring local authorities and has successfully procured commissions to improve the evidence-base, most recently for example on the jointly commissioned update on the extent of the Housing and Economic Market Areas.

6.2.3. The Council is increasingly in the position where services, data, analysis and advice which would ordinarily be forthcoming from Somerset County Council (SCC) are no longer available. This is as a result of budget and staff reductions at SCC. Where there is a requirement for professional advice and analysis to inform our position on matters of transport, education, and health, it is now the case that SSDC will have to resource and finance these technical inputs. The role of SCC will revert to a more strategic advice giving function, with assistance providing on shaping the briefs for technical work but with little or no direct involvement.

6.2.4. The implication of this change in service delivery by SCC is a significantly increased financial burden on SSDC and the Spatial Policy service. Over the course of the LDS period this is expected to amount to between £50,000 and £100,000 of costs incurred by SSDC to help fill the gap in technical input.

6.3. Future Resources

6.3.1. During the timeframe established by the LDS it will be worth exploring what, if any, resource for producing evidence and technical reports could be available from the Heart of the South West Local Enterprise Partnership (LEP). At present, this appears limited, but subject to further devolved funding and an enhanced role for the LEP on matters such as spatial planning and housing, this may be a possibility.

7. Risks

7.1. At a project-level each individual workstream will come with specific risks that need to be scoped out and contingency arrangements established to effectively managing those risks. This will be done at the initiation of each project and documented alongside the proposed scope of works.

7.2. At the programme-level it is possible to identify a number of strategic risks, which require consideration and effective mitigation measures to ensure successful delivery. The current foreseen risks are set out in Table 7.1 below.

Table 7.1: Risk Assessment

Risk	Likelihood	Effect	Proposed Mitigation
1. Reduced level of involvement and technical inputs provided by SCC	High	High	Maximise use of SSDC / Spatial Policy budgets and resources to procure (where necessary) alternative specialist advice to aid project delivery.
2. Lack of political support and sign-off for proposed LDS.	Medium	High	Early engagement with Members, especially in initial period on making of new Council to establish positive working relationship. Regular engagement with Portfolio Holder and Local Plan Working Group to inform and update on progress of project work; as well as interim and final outputs.
3. Change in Government policy over LDS period changes what is required in a Local Plan.	Medium	Medium	Regular (every six months) review of Government policy. Paper tabled to Local Plan Working Group to identify any changes required to LDS.
4. Failure to procure external consultancy support to deliver specific project-work.	Low	High	Utilise existing consultancy frameworks to secure appropriate consultants. Explore opportunities for joint commissioning with other local authorities where appropriate to share risk.
5. Lack of skills, experience, and capability amongst existing staff	Low	Medium	Team is currently appropriately resourced. Any staff turnover / losses will be managed by Team Leader and Associate Director for Economy to ensure consistency of resource.
6. Project-level milestones, timescales and outputs not met.	Low	Medium	Regular project-specific meetings and reviews to manage individual project milestones and outputs. Should two consecutive milestones be missed an 'update' report should be table to Local Plan Working Group explaining impact and identifying resolution.

N.B. 'Likelihood' is categorised into: Low / Medium / High.

'Effect' is categorised in terms of impact on delivery into: Low / Medium / High

8. Monitoring & Review

- 8.1. The LDS schedules work, resources and financial commitments for a period of three years. In the initial phase of implementing the LDS it will be prudent to monitor and review progress every six months to ensure the programme achieves momentum and becomes self-reinforcing.
- 8.2. This should continue for two reporting cycles, e.g. for the first 12 months, taking the process up to the end of 'Year One' in the overall LDS timetable. An update paper will be tabled to the Local Plan Working Group at six monthly intervals and it will report on target dates, expected outputs, performance, risks, and variances.
- 8.3. After this initial period, monitoring and reviewing the LDS will revert to an annual process, with an update report tabled to the Local Plan Working Group every 12 months.

Agenda Item 8

Draft Asset Management Plan 2015-16

Executive Portfolio Holder: Ric Pallister, Strategy and Policy
Strategic Director: Vega Sturgess (Operations & Customer Focus)
Assistant Director: Donna Parham (Finance & Corporate Services)
Laurence Willis (Environment)
Contact Details: vega.sturgess@southsomerset.gov.uk, 01935 462200
donna.parham@southsomerset.gov.uk, 01935 462225
Laurence.willis@southsomerset.gov.uk, 01935 462428

1. Purpose of the Report

To seek District Executive approval for the proposed Asset Management Plan 2015-16.

2. Forward Plan

This report appeared on the forward plan for presentation in August 2015.

3. Public Interest

South Somerset District Council owns a range of properties and land assets. We aim to look after these in the most effective and efficient way and use them to further the objectives of the council.

4. Recommendations

That District Executive:

- (1) approves the draft Asset Management Plan 2015-16.
- (2) agrees to add Yeovil Crematorium to the Asset Management Strategy as one of the strategic buildings to be retained.

5. Background

Members will recall that the Asset Management Strategy (AMS) was adopted by Full Council in May 2014 on the understanding that the annual Asset Management Plan (AMP) was approved each year by District Executive. A summary of the strategy is included as Appendix 1 to this report.

Full Council endorsed the approach to develop the Asset Management Plan as being first prioritised by officers and then by Strategic Asset Steering Group (SASG) looking at where there was most financial gain as well as adding most value to the community. Having the Plan agreed by District Executive ensures that all portfolio holders have an opportunity to shape the work for the following year. SASG is a consultative group that steers the delivery of the plan but does not make decisions. Decisions are made by District Executive or Full Council in line with normal decision making processes.

Since the strategy was published, SSSDC has increased its role in the management of the Crematorium. Hence it is recommended that the Crematorium is added to the list of key strategic buildings for the council that should be retained.

6. Review of the 2014-15 Asset Management Plan

Appendix 2 shows the 2014-15 AMP and how well SSDC has delivered on the actions within in. It can be seen that good progress has been made against the Strategy and a good range of projects have been delivered. It has become apparent over 2014-15 that the number and complexity of potential projects is rising all the time and that a prioritisation process was needed to guide the delivery of future plans.

7. Development of the Draft Asset Management Plan 2015-16 (Appendix 3)

The Plan this year has been finalised following the election with the new membership of SASG and the new portfolio holder. In future years, the Plan should come forward before the start of the new financial year.

As SASG focuses on the delivery of the AMS and the carrying out of strategic property reviews, the annual Asset Management Plan is at a high level. It focuses on the strategic and not the operational issues which are handled by normal service planning processes, involving portfolio holders where appropriate.

The process has included:

- Consultation with all service managers about their strategic asset requirements for 2015-16 resulting in a long list of actions (Appendix 4).
- Consultation with the portfolio holders.
- Work by Property and other services on the feasibility of the plan with current resources.
- Final draft approved by SASG.

8. How are the actions in the AMP delivered?

Appendix 4 takes all of the 'headline' actions within the AMP (Appendix 3) and lists all the sub-actions that will help to deliver that headline. For ease of reading, each theme of the Strategy (Corporate, Jobs, Environment, Homes, Health & Communities) is appropriately colour coded in the left hand column. Each sub-action is also individually prioritised.

9. Resources

It should be noted that agreeing the attached Plan will more than fully stretch existing resources. While asset projects can often stall for reasons outside our control, which eases capacity issues, there are no guarantees that this will happen. Progress will be monitored by SASG at quarterly meetings and remedies sought, if appropriate. These remedies could include deprioritising another project temporarily, using resource from other teams or Directorates or engaging external resource.

This process therefore retains sufficient flexibility in order to capitalise on new, emerging opportunities and SASG will ensure that the main priorities each year are achieved.

10. Financial Implications

The Asset Management Plan can be financed from existing resources with emerging financial implications being assessed if further projects emerge.

11. Corporate Priority Implications

None directly arising from the report.

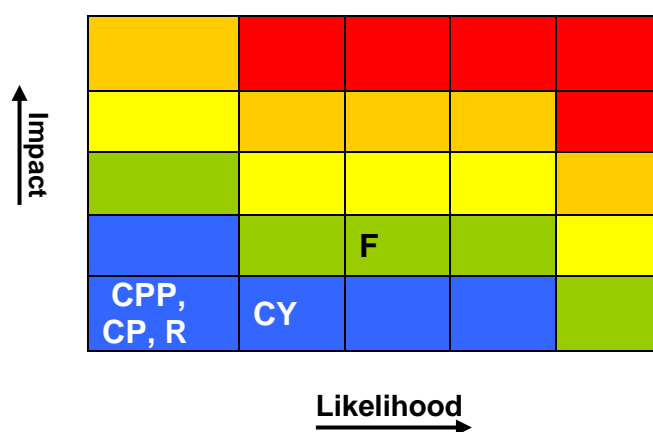
12. Carbon Emissions and Climate Change Implications

The strategy commits to continue to strive to reduce the organisation's energy use via its buildings.

13. Equality and Diversity Implications

Full consideration to equalities has been given in producing this Strategy.

14. Risk Implications



Key:

Categories:

- R = Reputation
- CpP = Council Plan Priorities
- CP = Community Priorities
- CY = Capacity
- F = Financial

Colours:

- Red = High impact & high probability
- Orange = Major impact and major probability
- Yellow = Moderate impact and moderate probability
- Green = Minor impact and minor probability
- Blue = Insignificant impact & insignificant probability

15. Background Papers

District Executive, May 2014
Full Council, May 2014

Appendix 1: Asset Management Strategy on a page 2014-17 *(approved by Full Council, May 2014)*

Purpose: The Asset Strategy aligns SSDC's physical assets with the Council Plan goals, underpinning where resources allow the delivery of the Plan and key strategies. It ensures that the asset base of the council is optimised to meet wider public policies and future needs of the organisation, South Somerset residents and businesses.

Aims: The Asset Strategy will:

- Ensure the most economic and efficient use of property
- Align assets to council areas of focus and key strategies
- Achieve value for money from assets & optimise income generation opportunities
- Develop sustainable property management
- Explore further collaborative working arrangements
- Be responsive to customer need and service agendas

We will:

- Create an annual action plan aligned with corporate goals and resource available
- Use sound property data to challenge property utilisation and review maintenance backlog
- Dispose of unsuitable or inefficient properties, seek further shared use arrangements & income generation opportunities
- Focus on energy management and seek better performance from contractors
- Be mindful of accessibility, equalities, consultation requirements and data management and links to other council plans and strategies

Strategic Direction: Retain Brympton Way as head office, Petters Way as Yeovil Town Centre office, the Octagon Theatre, **Yeovil Crematorium** and Lufton Depot; provide an SSDC presence in Chard, Crewkerne, Ilminster, Langport, Wincanton and Yeovil; seek sharing opportunities with partners in office/depot accommodation, make retained buildings more energy efficient; dispose of or transfer buildings that do not contribute to the council's objectives, ensure business continuity, safety and accessibility for staff and

We will deliver asset related actions within the Council Plan and through the following strategies and policies where resources

Page 42

Corporate

Acquisition / Disposal Policy
Medium Term Financial Strategy
Capital Strategy
Area Review
ICT Strategy
Various lettings policies
Repairs & Maintenance Policy
Procurement Strategy
Car Park Strategy Review

With District Executive, Strategic Asset Steering Group, Asset Management Team, agency partners.

Jobs

Economic Development Strategy
Car park Strategy Review
Yeovil Vision
Chard Vision
South Somerset Market Town Vision

With Market Towns Investment Group, Chard Regeneration Scheme, Yeovil Vision, Yeovil Innovation Centre

Environment

Carbon Reduction & Climate Change Strategy
Open Space Strategy
Green Infrastructure Strategy (in production)
ICT Strategy
Countryside Management Plans
Contaminated Land Strategy
Car Park Strategy Review

With Carbon Board, Birchfield Liaison Group, Friends of Country Parks, Cemetery and Crematorium Joint Committee

Homes

Somerset Housing Strategy
Empty Homes Strategy
Homelessness & Temporary Accommodation Strategy

With Somerset Strategic Housing Officers Group

Health & Communities

Playing Pitch Strategy
Sport/Active Leisure Strategy
Area Review/Equality Objectives
Asset Transfer Policy
Response to the Localism Bill
Community Right to Buy
Play Strategy
Young People Strategy
Planning Policy Guidance 17

With Health & Wellbeing Boards, LED and the HUB, Area Committees, Parish and Town Councils, Community Groups

Outcomes

Improved value for money, quality of services delivered, well maintained buildings, good asset data, more shared use, compliance with legislation, good accessibility, strong alignment with corporate goals, good cross-service input, clarity about decision-making, release of capital, reduced running costs, improved productivity, improved community strength and delivery of the Council Plan.

Appendix 2: Asset Management Plan on a Page (2014-15 Performance Monitoring Update)

Purpose: The Asset Management Plan outlines agreed high level actions for each year. It will be updated annually, with progress monitored at SASG along with a more detailed list of actions arising from service plans and area development plans. **(Approved District Executive, October 2014)**

Performance Monitoring Update - Highlights from 2014-15 AMP delivery

Corporate

Property and Engineering service had a net cost of £254k in 2011/12. Now has a net receipt of £222k in 2015/16.

Review area/community office provision (including sharing opportunities). **Churchfields project underway, also with SCC/Police in area offices.**

Complete shared accommodation project in Brympton Way. **Complete (£200+k new income).**

Work with partners towards shared accommodation space at Petters House. **Complete (£40k+ new income).**

Dispose of, transfer or develop buildings and land that do not contribute to the council's strategic outcomes or have an economic importance. **On-going (eg South Petherton toilets now converted for office use).**

Seek income generation potential from our assets (eg Petters, B'Way, Churchfields). **On-going. Churchfields nursery completion expected in June 2015.**

Jobs

Provide property support to the Chard Regeneration scheme- Boden Mill/ACI site. **On-going until site can be handed over to developer.**

Provide initial support for the Yeovil Innovation Centre, development of Phase Two (once other projects in the AMP are finalised). **Not yet started. Business Plan & report to go to District Executive.**

Environment

Since 2011, SSDC has reduced energy use by 17.6% saving £50k and reduced electricity by 50%.

PV has achieved FIT of £109k since 2011.

Continue to deal with council owned sites where there is an identified risk from a former use (brownfield sites). **On-going, with most attention on Birchfield former landfill.**

Make retained buildings more energy efficient (eg work at the depot). **On-going and completed for Lufton Depot, with installation of new double glazing.**

Review property portfolio to establish whether there are further viable PV projects. **Completed Sept 14.**

Design and implement any suitable PV schemes. **Feasibility underway and Yeovil small business centre under consideration.**

Homes

Facilitate conversion of our buildings at Goldcroft to use as housing units. **Nearing completion (some occupied).**

Facilitate conversion of our property at Sherborne Road to housing units. **Complete.**

Facilitate conversion of Woodland Grove. **Complete.**

Facilitate conversion of our property at South St Yeovil, to mixed use. **On hold due to funding decisions currently under consideration.**

Maintain facilitative role to assist with Rope Walk project at High St, West Coker. **On-going.**

Investigate potential for earning revenue by acquiring housing for rental purposes. **On-going – report went to DX on 5 Feb 15.**

Health & Communities

Respond to community requests and opportunities as they arise. **On-going.**

Transfer of responsibility for Bruton toilet provision. **Complete. Saving made and disposal report to DX in July 15.**

Respond to Wincanton TC request to end car park compensation scheme. **Complete**

Act in a supporting role with Crewkerne and Somerton Town Councils to find additional off-street spaces. **On-going. Site in Crewkerne purchased. Report on Somerton – DX, 4 Dec 14.**

Complete the Yeovil Country Park Ranger Base. **Complete.**

Work to support our leisure facilities across the district and undertake essential property work due to contractual arrangements on our key buildings. **On-going**

If possible, support leisure schemes elsewhere in the district with professional support and advice. **On-going.**

Appendix 3 : Asset Management Plan on a Page (2015-16) *(approved by District Executive, 6 August 15)* Purpose: The Asset Management Plan outlines agreed high level actions for each year. It will be updated annually, with progress monitored at SASG along with a more detailed list of actions arising from service plans and area development plans.

Our plans for 2015-16

Corporate

- H** Keep key strategic buildings in reasonable condition.
- L** Review area and community office provision.
- H** Ensure efficient use of HQ at Brympton Way.
- Consider options for Petters House that increase efficiency and promote new opportunities.*
- M** Dispose of, transfer or develop assets that do not contribute to the council's strategic outcomes or have an economic importance.
- H** Seek income generation potential from our assets (eg Crematorium, Petters, B'Way, Churchfields).
- H** Review misc properties and public conveniences.

Jobs

- H** Provide property team support to the Chard Regeneration scheme- Boden Mill/ACI site.
- M** Support Yeovil Innovation Centre phase 2 and car park extension.

Environment

- H** Continue to deal with SSDC sites where there is an identified risk from a former use (brownfield sites).
- M** Make retained buildings more energy efficient.
- H** Begin replacement of obsolete lighting systems with low energy alternatives.
- H** Design and implement any suitable PV schemes.
- H** Review car parking options as outlined in Car Park Strategy.
- M** Work to maintain listed buildings in our control.

Homes

- H** Continue to investigate housing opportunities from our assets
- Support teams that are acquiring housing for rental purposes.*

Health & Communities

- M** Respond to community requests and opportunities as they arise (inc Churchfields, Castle Cary Market House, potential Yeovil Hub).
- H** Act in a supporting role with Crewkerne and Somerton Town Councils to find additional off-street spaces.
- M** Work to support and develop our leisure facilities and undertake essential property work due to contractual arrangements on our key buildings (inc Octagon, swimming pools etc).
- M** Support leisure schemes elsewhere in the district with professional support and advice.
- H** Review transport links in Yeovil relating to our assets

Priority Levels

AMP delivery is designed to be flexible to allow urgent projects to be added mid-year. To aid flexibility, actions are prioritised as **H**igh, **M**edium and **L**ow. Lower priority actions or those in italics will start when capacity allows, when the opportunity arises or if external resource is identified within the project plan.

Appendix 4: 2015-16 Asset Management Plan Detail

This plan details actions behind the headlines in the Asset Management Plan on the Page.

Priority level has been assessed on current Property and Engineering team capacity. If external resource is identified to escalate a project's priority level, there will still always be a demand on the P&ES team (eg to provide technical data) which impacts on capacity. Full resource impact must be calculated before a project is signed off to go ahead.

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
CORPORATE THEME OF PLAN						
Keep key strategic buildings in reasonable condition Overall priority H	Air handling project at BW	Property Services	H	Requires capital bid	H	Initial report to members in autumn 2015
	Respond to actions raised in building / fire / business continuity risk assessments.	Property Services	H	Within existing resources	H	Range of work inc flooring, fire doors, signage, alarms systems and <i>Permit to Work</i> system
	Ensure that suitable adaptations are made to enable reasonable access to public buildings.	Property Services	L	Within existing resources	H	Range of work in programme
	Develop 5 year condition surveys	Property Services	L	May result in capital bid	H	Will ensure a structured approach to major works
	Review electrical and legionella contracts	Property Services	H	Within existing resources	H	
	Consider options for the future development of the Crematorium	Property Services	H	May result in capital bid	H	

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
Review area and community office provision (including sharing opportunities). Overall priority L	Non-building alternatives to community office provision?	Not known	None available	n/a	L	Can be escalated if ADMs lead project and they use external property resource
	Crewkerne Victoria Hall, potential to share with Police	ADM	Minimal available (plan drawing?)	Unknown	L	Can be escalated with external property resource
	Boden centre - empty space	ADM	Minimal	Unknown	L	Tenant's lease ending. A report may come forward to DX
	Lace Mill investigate potential for vacant space, & possibility of police hub	ADM	Minimal	Unknown	M	Low priority due to higher priority for Chard Regen scheme
	Ilminster community office	ADM	Minimal	Unknown	L	Review disposal option if alternative site can be found
	Langport- potential to co-locate with SCC?	ADM	Minimal	Unknown	L	Can be escalated with external property resource
	Churchfields - filling remaining vacant space, hub project	ADM	Minimal available (plan drawing?)	Unknown	L	Can be escalated with external property resource
	Churchfields - Getting permission for coach house	ADM	Minimal	Unknown	L	Can be escalated with external property resource
Review use and cost of Bridge Barns	Property, ICT and ADM	Minimal	Minimal	H	To investigate alternative solutions that may be lower cost	

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
Efficient use of HQ at Brympton way Overall priority H	Evaluate success of accommodation project in Brympton Way	Project team	L	-	H	Evaluation report complete by summer 2015
	Respond to further sharing requests.	LW	H	Unknown	H	A request has been received. Requires feasibility
<i>Consider options for Petters House.</i> Overall priority - stalled	<i>Seek to increase efficiency or promote new opportunities</i>					<i>Suggest that project is stalled until after the outcome on Yeovil Hub are clear</i>
Dispose of, transfer or develop assets that do not contribute to the council's strategic outcomes or have an economic importance Overall priority M	Helliars Road Workshop, Chard	Senior Land & Property Officer	M But short term	-	H	
	Ilminster – ex toilet block	Property	M	-	L	
	Work with suggestions arising from the review of miscellaneous properties and public conveniences	SASG	L	-	H	Review will inform Asset Management Plan in future years, inc 72 South St Coach House if returned
Seek income generation potential from our assets (eg Petters, B'Way, Churchfields). Overall priority H	Petters – sharing potential	-	-	-	-	Wait for Yeovil Hub outcome
	Crematorium	EH Manager and SD Ops	L	Unknown	H	Fees. District heating potential facilities
	Churchfields	ADM & and AD Environment	H	Funding secured	H	Nearing completion
	Brympton Way	AD Env	H	Unknown	H	
	Letting vacant commercial property, eg Unit 18	Property, Senior Land and Property Officer	M	-	H	
Review miscellaneous properties and public conveniences Overall priority H	As identified in the Asset Management Strategy	SASG	L		H	

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
JOBS THEME OF PLAN						
Provide property support to the Chard Regeneration scheme- Boden Mill/ACI site. Overall priority H		ED and ADM	Minimal	-	H	
Support Yeovil Innovation Centre Phase Two Overall priority M	Also support car park extension	ED	M		M	<i>Can be accelerated with external project resource as part of Phase Two</i>
ENVIRONMENT THEME OF PLAN						
Continue to deal with council owned brownfield sites where there is an identified risk from a former use Overall priority H	Gas extraction scheme at former landfill site	Engineers	H		H	Part of responsible land management of this site.
Make retained buildings more energy efficient Overall priority M	Best value for money projects already completed	Property	H	Within existing resources	M	Priority reduced to M as much work completed already
Begin replacement of obsolete lighting systems with low energy alternatives Overall priority H	Octagon	Property	H	tbc	H	
	Wincanton Sports Centre	AD - HWB	M	tbc	M	Project scope not yet clear
Design and implement any suitable PV schemes. Overall priority H	Business unit project	Procurement Manager	H	Save to earn bid required	H	Report to come forward

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
Review car parking options as outlined in the car park strategy Overall priority H	Review car parking tariffs	P&ES Manager AD – EC	H	n/a	H	Recommendations to members by winter 2015
	Potential to transfer non pay & display car parks to local councils	ADM's			L	On-going over 4 year period
Provide property support to listed building projects in our control Overall priority M	Maintain facilitative role to assist with Rope Walk project, West Coker.	Property	L	Within existing resources	M	
	Burlingham Barn. Need to consider long term future	AD Environment and ADM	Minimal - only maintenance	Unknown	M	Repair costs increasing. Investigate permitted development opportunities
	Chard museum-	ADM	Minimal - only maintenance	Unknown	L	Repair costs increasing, report may come to DX
	Follies	Property	Minimal - only maintenance	Unknown	L	May look at sponsorship opportunities in future year
HOMES THEME OF PLAN						
<i>Support housing for rental purposes.</i> Overall priority - none		AD - E	None	-	L	Paper to Feb DX says no impact on property team
Continue to investigate housing opportunities from our assets Overall priority H						

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
HEALTH & COMMUNITIES THEME OF PLAN						
Respond to community requests and opportunities as they arise. Overall priority M	Churchfields - getting nursery up and running.	AD - ENV	H	Funding secured	H	Project nearing completion
	Hub at Yeovil library possibility	ADM	H	Unknown	L	Can be escalated with external property resource
	Work with Castle Cary TC on Market House project.	ADM	M		M	
	Respond to future requests or opportunities	AD - Communities	None available	-	L	Can only be delivered with external property resource
Act in a supporting role with Crewkerne and Somerton Town Councils to deliver additional off-street spaces. Overall priority H	Crewkerne Millers site and possibility of bigger project	AD-ENV ED ADM	H		H	Could deliver other aspirations
	Formation of new car park at Somerton	AD – FINANCE P&ES Manager	H		H	
Work to support and develop our leisure facilities and undertake essential property work due to contractual arrangements on our key buildings. Overall priority M	Ongoing maintenance at our leisure facilities	AD – HWB P&ES Manager	H		M	In line with the 10 year plans
	Octagon: assess feasibility of developing a studio theatre / dance rehearsal space in collaboration with Yeovil College	AD-HWB (with support from Property, etc etc)	L	Bid to the Arts Council and others	L	Probably not an asset project for 15-16
	Ninesprings Café / Country Park: introduction of interpretation area and divider in the café	AD – HWB	Little available	Not known	L	

Theme and headline entry into Asset Management Plan on a Page	Action	Lead for project	Resource need / availability in P&ES	Funding	Priority level	Comment
Support leisure schemes elsewhere in the district with professional support and advice. Overall priority M	Continue to liaise and support various schemes across the district	AD – HWB	Little available	Not known	L	
	Repair of various Victorian era structures through Yeovil Country Park	AD – HWB	Little available	Should HLF bid be successful	L	
Review transport links in Yeovil relating to our assets Overall priority H	Prepare options for consideration	Tbc	AD – Environment and Service Manager	Not yet known	H	

Potential projects for future years:

1. Anything in key strategies
2. Free car park options
3. The Follies – investigate sponsorship opportunities
4. Lottery funded improvements to Yeovil Country Park
5. Further voltage optimisation, if proven feasible

Agenda Item 9

2015/2016 Capital Budget Monitoring Report for the quarter ending 30th June 2015

Executive Portfolio Holder: Cllr Peter Seib, Finance and Legal Services
Strategic Director: Vega Sturgess / Rina Singh, Chief Executives
Assistant Director: Donna Parham, Finance and Corporate Services
Service Manager: Amanda Card, Finance Manager
Lead Officer: Nicola Hix, Corporate / Management Accountant
Contact details: nicola.hix@southsomerset.gov.uk or 01935 462642

Purpose of the Report

1. The purpose of this report is to update Members on the current financial position of the capital programme of the Council and to report the reasons for variations from approved budgets for the period 1st April 2015 to 30th June 2015.

Forward Plan

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

Public Interest

3. This report updates progress on capital expenditure in 2015/16.

Recommendation(s)

4. That the District Executive: -
 - a) approve the revised capital programme spend as detailed in paragraph 6;
 - b) note the slippage over £50,000 in the capital programme as detailed in paragraph 8;
 - c) approve the virements of £5,000 outline in paragraph 9;
 - d) approve the allocation of any additional funding to be used within the capital programme as detailed in paragraph 11;
 - e) note the current position with regard to funds held by the Wessex Home Improvement Loans as detailed in paragraph 15;
 - f) note the progress of individual capital schemes as detailed in Appendix A;
 - g) note the total land disposals to registered social landlords as detailed in Appendix B;
 - h) note the balance of S106 deposits by developers held in a reserve as detailed in Appendix C;
 - i) note the schemes that were approved prior to 2010, as detailed in Appendix D, and confirm approval for those projects that they wish to remain in the programme;
 - j) note the post completion reports outstanding from 14/15 in Appendix E.

Background

5. Full Council approved the Capital Programme in February 2015. Monitoring of the agreed programme has been delegated to District Executive.

Capital Programmes

6. The revised capital programme for this financial year and beyond is attached at Appendix A. The estimated spend for 2015/16 has been revised from **£5.636 million** to **£5.960 million** for the following reasons: -

	15/16 £'000	16/17 £'000	17/18 £'000	18/19 £'000	19/20 £'000
Capital Programme for 2015/16 onwards approved at Full Council February 2014	5,636	668	(36)	(28)	
Plus projects added to Capital Programme:					
Affordable Housing - West Hendford, Yeovil from Affordable Housing Reserve (PH Decision 17/4/15)	748				
Purchase of 45-50 Lavers Oak, Martock from Investment in Market Housing Reserve (PH Decision 10/4/15)	400				
Upgrade link of Civica, Indigo, ESG System from ICT Reserve (DX 4.6.15)	33				
Loan to Kingsdon Parish Council & Repayment (DX 2/4/15)	25	(3)	(3)	(3)	(3)
Ropewalk at 94 High Street West Coker (PH Decision)	5				
Area East Reserve allocation to:					
Barton St David Play Area Improvements	2				
Grant to Sparkford Cricket Club	2				
Grant to Ilchester Cycle Way	1				
Area North Reserve allocation to Ash for Planters & Benches	1				
Plus contribution towards works at Churchfields	(10)				
Less Affordable Housing – Rural Exception, Broadway Farm, Merriott moved to reserve	(240)				
Less adjustment to interest on SWP loan to include principal repayment	(220)	(227)	(235)	(243)	(271)
Less slippage from 2015/16 forecast to slip into 2016/17 and beyond (re-profiling)	(423)	41	382		
Revised Capital Programme for 2015/16 at 30th June 2015.	5,960	479	108	(274)	(274)

(Figures shown in brackets reduce the capital spend in any particular year)

Capital Programme and Reserves

7. The current capital programme allocates £9,658 million to various schemes over the next five years. Further details are shown in Appendix A.

	£'000
Capital Programme (as detailed in paragraph 6)	5,999
Contingent Liabilities and Reserve Scheme	3,659
Total Programme to be Financed	9,658

Progress on various schemes

8. Progress on individual schemes is attached at Appendix A. Appendix A also incorporates responsible officer comments on slippage and performance against targets.

The actual net position as at 30th June 2015 is net income of £364,000. This is made up of actual expenditure being £374,000 less grants received in advance for various projects of £738,000.

The current forecast net spend by the year end is £5.960 million. Schemes which are expected to be delayed this year and are more than £50,000 and have slipped to 2015/16 include:

Project	Date Funding Originally Approved	Slippage to 2016/17 £'000	Reason for Delay
Capital Works to the Councils Portfolio	Feb 2014	135	Slippage due to review of property portfolio, meaning some works withheld pending outcome of this.
Gas Control System – Birchfield	Feb 2013	94	Nominal delay due to other workload & weather.
Multi Use Games Area	Feb 2008	70	Castle Cary & Ilminster will not require allocation. Part of funds may be reallocated to Bruton if scheme acceptable and viable.

(the figures shown above are included in the slippage figure at the bottom of the table in paragraph 6),

Virements between Capital Projects

9. The table below shows the requested budget virements between projects within the capital programme.

Amount £'000	From	To	Reason
4	Village Hall Grants	Area North – Kingsbury Episcopi Church Rooms	Grant to be part of Area North Capital Programme for monitoring and payment purposes.
1	Grant to	Community Play	Re-allocation of small underspend to

	Summerhouse View Play Area	Schemes	Packers Way, Misterton play scheme.
5	Total Virement		

Projects agreed before 2010

10. There are number of schemes still in the capital programme where funding was agreed before 2010. Appendix D provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

Additional income

11. This section highlights any new funding or changes to external funding that have been received by the Council within the last quarter. All the income listed in the table below is S106 funding and the projects have been added to the capital programme.

Project	Additional funding received £'000
Wyndham Park Play Area Equipment	67
Grant to Abbas & Templecombe PC for Play Equipment	22
Grant to Barton St David VH & Playing Fields	19

Disposals to Housing Associations

12. Since the last quarter there have been no further disposals of surplus/non strategic land at less than best consideration to Housing Associations as agreed under the delegated authority awarded to the appropriate portfolio holder in conjunction with the Assistant Director – Finance and Corporate Services. The total disposals/leases of this nature agreed, since the policy began, now stands at £1.573 million. Details of the land involved and the date of transfer, where completed, are shown in appendix B to this report.

Section 106 (S106) Deposits by Developers

13. S106 agreements are legal agreements between Local Authorities and developers that are linked to a planning permission. Details of income relating to S106 agreements are shown in appendix C categories by project type. The total balance held is £2,633,150. This is purely a South Somerset District Council financial summary, more detail on S106's is given to Area Committees on a quarterly basis.

Wessex Home Improvement Loans (WHIL)

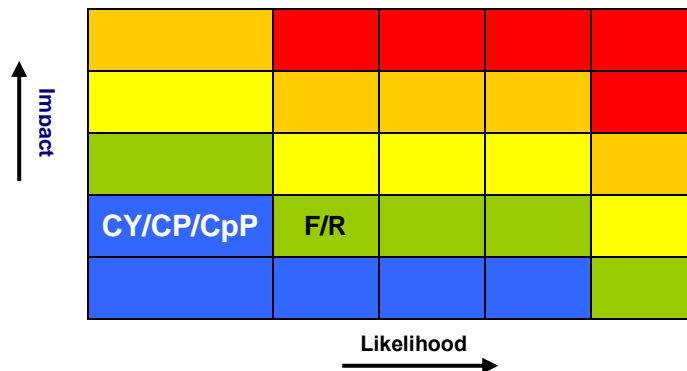
14. WHIL works in partnership with the Council to provide finance to homeowners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds.
15. The Council has £672,989 of capital invested with WHIL. As at the end of June 2015 there was £338,264 on the loan book and £334,725 as available capital.

Financial Implications

16. These are contained in the body of the report.

Risk Matrix

17. This matrix only identifies the risk associated with taking the decision as set out in the report as the recommendations. Should there be any proposal to amend the recommendations by either members or officers at the meeting then the impact on the matrix and the risks it identifies must be considered prior to the vote on the recommendations taking place.



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

Corporate Priority Implications

18. There are no specific implications in these proposals.

Carbon Emissions and Climate Change Implications

19. There are no specific implications in these proposals.

Equality and Diversity Implications

20. There are no specific implications in these proposals.

Background Papers

Revenue Quarterly Monitoring File
Capital Monitoring File

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
Chief Executives - Vega Sturges / Rina Singh									
FINANCE & CORPORATE SERVICES									
Assistant Director - Donna Parham									
ICT SERVICES									
Service Manager - Roger Brown									
Portfolio Holder - Cllr Henry Hobhouse									
Hardware Replacement Programme 2014/15 to 2016/17	Feb 2014	32	20	0	20	0	52	R Brown	On target, for completion this FY. No expenditure programmed for 2016/17.
Microsoft Lync	Jan 2014	106	31	2	29	0	137	R Brown	Delayed due to technical issues but remains on budget. Expecting completion this FY.
Upgrade to ICT Helpdesk System	Jan 2015	0	37	16	21	0	37	R Brown	On target and expecting completion this year. Foundation training and scoping workshop delivered. Admin training and deployment planned to follow the summer holidays.
FINANCIAL SERVICES									
Service Manager - Amanda Card									
Portfolio Holder - Cllr Peter Seib									
Crewkerne Aqua Centre Loan - Repayment	June 2005	(510)	(90)	(23)	(67)	0	(600)	A Card	Loan repayment made within schedule.
Upgrade CedAr Financial System	Nov 2014	83	23	8	15	0	106	A Card	System implementation postponed until September/October 2015.
Loan to Somerset Waste Partnership for Vehicles	October 14	0	1,629	0	1,629	(1,084)	545	A Card	Awaiting draw down of loan.
Loan to Kingsdon Parish Council	April 15	0	25	0	25	(12)	13	A Card	Awaiting draw down of loan.
Total Finance & Corporate Services		(289)	1,675	3	1,672	(1,096)	290		

	Original Date of Project Approval	In Year Monitoring					Original Budget Allocation	Project Officer	Responsible Officers comments on action on slippage and performance against targets
		Previous Years Spend	2015/16 Est Spend	Actual Spend to 30/06/15	2015/16 Remaining Balance	Revised Future Est Spend			
		£'000	£'000	£'000	£'000	£'000	£'000		
Strategic Director - (Place & Performance) - Rina Singh									
ECONOMY									
Assistant Director - Martin Woods									
Portfolio Holder - Cllr Jo Roundell Greene									
Affordable Housing - Millfield, Chard	April 2013	0	98	0	98	0	98	C McDonald	Still anticipated to happen this financial year.
Affordable Housing - Rural exception, Font Villas, West Coker	November 13	72	71	0	71	0	143	C McDonald	Payment has been authorised early July so complete.
Affordable Housing - Rural exception, Broadway Farm, Merriott	September 14	0	0	0	0	0	0	C McDonald	£240K transferred back to Rural Exception reserve. Report to DX in October for re-allocation.
Affordable Housing - 80 South Street, Bm'th Churches Hsg Ass	April 14	0	100	0	100	0	100	C McDonald	£70K income being held for Day Centre contribution from another local authority. Scheme currently undergoing revaluation.
Affordable Housing - Bought not built Allocation	Mar 2012	99	201	0	201	0	300	C McDonald	This remains a contingency fund which may or may not be spent this year.
Affordable Housing - Mortgage Rescue Contingency Fund	September 14	0	277	0	277	0	277	C McDonald	This remains a contingency fund which may or may not be spent this year.
Affordable Housing - West Hendford, Yeovil	April 15	0	748	0	748	0	748	C McDonald	Site has been started but completion unknown at this stage. Reprofiling may be necessary later in the year.
Purchase of 45-50 Lavers Oak, Martock	April 15	0	400	0	400	0	400	C McDonald	Purchase of immient.
Ropewalk at 94 High Street West Coker		0	5	5	0	0	5	A Duckworth	Payment to Coker Rope & Sail Trust for repairs at Dawes Twine Works.
Total Economy		171	1,900	5	1,895	0	2,071		

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
COMMUNITIES									
Assistant Directors - Helen Rutter & Kim Close									
THIRD SECTOR AND PARTNERSHIPS									
Service Manager - Helen Rutter & Kim Close									
Portfolio Holder - Cllr Sylvia Seal									
Village Hall Grants	Feb 2006	935	6	0	6	0	941	L Davis	£4K allocated to Kingsbury Episcopi Church Rooms moved to Area North Capital Programme. No further allocations at present so £6K remains unallocated.
AREA SOUTH									
Service Manager - Kim Close									
Area Chairman - Cllr Peter Gubbins									
Reckford Gyrotory (Eastern Gateway)	Feb 2007	1,633	88	0	88	0	1,721	M Ainsworth	Remaining budget to be spent on traffic lights and associated remodelling of footways by County Council.
Local Delivery Vehicle (linked to Yeovil Vision)	Feb 2009	66	34	0	34	0	100	K Close	Remaining budget to be allocated to Yeovil Vision projects. £5k has been allocated by the Yeovil Vision Board towards improvements to the signage from National Tyres by County Council.
Foundry House	April 1999	879	4	0	4	0	883	K Close	Project to be identified to spend remaining money in line with DCLG grant.
5 Additional CCTV Cameras in Yeovil	Aug 2014	0	29	0	29	0	29	S Brewer	Information still awaited from County Council before cameras can be fitted.
Wyndham Park Community Facilities	Nov 2014	0	400	0	400	0	400	K Close	Negotiations ongoing with the developer and County Council.
Area South Committee Allocation		0	2	0	2	0	2	K Close	Updates reported to Area Committee. (This funding relates to the proposed Yeovil-Ilchester multi-user path)

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
AREA NORTH									
Service Manager - Charlotte Jones									
Area Chairman - Cllr Shane Pledger									
Area North Committee Allocation		3	107	(0)	107	(1)	109	C Jones	Updates reported to Area Committee.
AREA EAST									
Service Manager - Helen Rutter									
Area Chairman - Cllr Nick Weeks									
Market House Castle Cary	Feb 2010	161	3	(1)	4	0	164	P Williams	Finish programme complete. Final invoice from Spillers awaited to tie this project off and do post completion report. Invoice for remaining partnership contribution once final invoice received.
Land Acquisition in Waterside Rd, Wincanton	Feb 2008	0	11	0	11	0	11	P Williams	Dialogue active with landowner so more optimistic than ever before that this is moving. Hoping the acquisition is doable this year but depending on when that is finalised it maybe that enhancement/tree works etc roll into next year.
Enhancements to Waterside Rd, Wincanton	Feb 2008	0	24	0	24	0	24	P Williams	
Area East Committee Allocation		7	56	8	48	0	63	H Rutter	Updates reported to Area Committee.

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
AREA WEST									
Service Manager - Andrew Gillespie									
Area Chairman - Cllr Carol Goodall									
Market Towns Visions	Feb 2006	349	83	16	67	0	432	A Gillespie	The 8th MTIG Projects Programme, to support local economic development, was launched in June 2015. The budget will be allocated to help deliver projects in programme and spend this year will depend on the quality of the projects that are currently being worked up. Any remaining budget will be allocated to future programmes.
Area West Committee Allocation		0	13	0	13	0	13	A Gillespie	Updates reported to Area Committee.
Total Communities		4,033	859	23	836	(1)	4,891		

Page 11

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
Strategic Director - (Operations and Customer Focus) - Vega Sturgess									
ENVIRONMENT									
Assistant Director - Laurence Willis									
ENVIRONMENTAL HEALTH									
Service Manager - Alasdair Bell									
Portfolio Holder - Cllr Carol Goodall									
Disabled Facilities Grants (Expenditure)	Feb 2013	3,335	0	(501)	501	0	3,335	A Bell	Spend is progressing with £97K paid out so far. External funding of £598K received in full.
Empty Property Grants	Feb 2015	1,057	160	11	149	0	1,217	A Bell	Spend ok, as expected for this time of the year.
Home Repairs Assistance	Feb 2015	1,220	119	7	112	0	1,339	A Bell	Low spend, still early in year therefore could be small underspend but no reprofiling at present.
HMO Grants	Feb 2015	510	63	0	63	0	573	A Bell	Also low spend, still early in year therefore could be small underspend but no reprofiling at present.
Loan Scheme for Somerset	Feb 2013	385	50	0	50	0	435	A Bell	Payment into loan fund not necessary yet.
Upgrade link of Civica, Indigo, ESG System	June 2015	0	33	0	33	0	33	V Dawson	Large order now processed for purchase of system so project is underway.
ENGINEERING AND PROPERTY SERVICES									
Service Manager - Garry Green									
Portfolio Holder - Cllr Henry Hobhouse									
Car Park Enhancements	Feb 2014	23	61	0	61	70	154	G Green	Various works programmed for 2015/16.
New Car Parks	Feb 2008	368	150	0	150	292	810	G Green	Awaiting decision on progressing Millers site, Crewkerne and purchase of Doctor's Surgery, Somerton.
Capital Works to Councils Portfolio	Feb 2012	2,043	6	0	6	0	2,049	G Green	Some slippage due to review of property portfolio, therefore £135K re-profiled to 2016/17. Works to lift at Churchfield & Boden Centre completed. Fire doors at Brympton Way currently being carried out.
Capital Works to Councils Portfolio	Feb 2013	46	82	3	79	0	128	G Green	
Capital Works to Councils Portfolio	Feb 2014	122	171	17	154	100	393	G Green	
Capital Works to Councils Portfolio	Feb 2015	0	35	0	35	35	70	G Green	

	Original Date of Project Approval	In Year Monitoring					Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
		Previous Years Spend	2015/16 Est Spend	Actual Spend to 30/06/15	2015/16 Remaining Balance	Revised Future Est Spend			
		£'000	£'000	£'000	£'000	£'000			
Sharing Brympton Way Offices with SCC	Nov 2013	205	10	0	10	0	215	G Green	Retention due October 2015, potential £7k saving.
Adaptions for lease of floor at Churchfields	Sept 2014	0	39	26	13	1	40	G Green	Nursery have taken possession with official opening in July. On target for final project completion September.
Gas Control System - Birchfield	Feb 2013	11	112	50	62	492	615	G Green	Nominal delay due to other workload & weather
Yeovil Crematorium		528	42	0	42	0	570	G Green	Some scheduled mechanical works have been carried out but not yet invoiced. Works for fishpond replacement being assessed.
STREETSCENE									
Service Manager - Chris Cooper									
Portfolio Holder - Cllr Jo Roundell Greene									
Replacement Sweepers	Feb 2015	0	70	0	70	0	70	C Cooper	Demo's currently ongoing, with view of preferred model being selected & order being placed this summer.
Total Environment		9,853	1,203	(387)	1,590	990	12,046		
HEALTH & WELL-BEING									
Assistant Director - Steve Joel									
Portfolio Holder - Cllr Sylvia Seal									
ARTS AND ENTERTAINMENT									
Service Manager - Adam Burgan									
Portfolio Holder - Cllr Sylvia Seal									
Octagon Theare - PA System	June 15	0	44	44	0	0	44	A Burgan	Purchase and installation completed, and system is in use.
Octagon Theatre - Upgrade to Toilets (Gents & Backstage)	June 15	0	63	1	62	0	63	A Burgan	Projects are on time and due to be delivered on time and on budget.

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
COMMUNITY HEALTH AND LEISURE									
Service Manager - Linda Pincombe									
Portfolio Holder - Cllr Sylvia Seal									
Community Play Schemes	Feb 2007	443	43	1	42	0	486	R Parr	Orders being placed shortly for Packers Way, Misterton. Lavers Oak, Martock still scheduled for later in the year.
Multi Use Games Area	Feb 2008	310	0	0	0	70	380	R Parr	Remaining funds of £70K reprofiled to 2016/17. Part of funds may be reallocated to Bruton if scheme acceptable and viable.
Grants for Parishes with Play Area	Feb 2008	440	29	10	19	0	469	R Parr	Official opening of Ilton in August. Final analysis of scheme needs to be carried out. Henhayes will shortly be claiming against 1st phase of project. Fundraising ongoing for Rickhayes, therefore anticipated delivery 2016 so £34.8K budget & income reprofiled.
Grant to Barton St David VH & Playing Fields	S106	0	0	(17)	17	0	0	R Parr	S106 funding of £19K received. £2K expense so far, with main orders being placed so works expected later this summer.
Grant to Summerhouse View Play Area	Feb 2014	8	0	0	0	0	8	R Parr	Scheme completed. Remaining £1K transferred to Community Play Schemes.
Grant to Kingston View Play Area	Feb 2015	0	10	0	10	0	10	R Parr	Still scheduled for this financial year.
Grant for Stoke Sub Hamdon Recreational Ground	Qtr 3 14/15	0	0	0	0	10	10	R Parr	£10K re-profiled to 2016/17 as unlikely to happen this financial year.
Floodlighting of MUGA & Skate Park at Milford Adventure Park	Qtr 3 14/15	0	0	0	0	10	10	R Parr	£10K re-profiled to 2016/17 as definitely will not be completed this financial year.
Grant for Skate Park at Horton	Qtr 3 14/15	0	5	0	5	0	5	R Parr	Still scheduled for this financial year.
Birchfield Park Bike Park	S106	0	0	0	0	5	5	R Parr	Unlikely to happen this financial year, more consultation required before scheme can be finalised. Expenditure & income budget re-profiled to 2016/17.
Grant to Abbas & Templecombe PC for Play Equipment	S106	0	0	(4)	4	0	0	R Parr	Largely complete, with final payment to be made in Qtr 2.

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
Wyndham Park Play Area Equipment	S106	0	0	(63)	63	0	0	R Parr	Contractors are currently on site, with anticipated completion in the Autumn.
Synthetic Grass Pitch	Feb 2007	801	16	11	5	0	817	L Pincombe	Retention of £5,017 has now been paid. Floodlighting contract was removed from the overall contract and a separate agreement has been taken out with the floodlighting contractor. CCTV work has been completed on the AGP (£6,100). The remaining £5k will be spent on remedial work to the drainage around the AGP, this will take place in Summer 2015.
Yeo Rec - Phase 2 Works (Pitch & Putt Fencing)	Feb 2005	31	7	0	7	0	38	L Pincombe	This funding was originally allocated towards both the replacement of pitch and putt fencing (completed some years ago) and for the future replacement of the pitch and putt carpet. With careful maintenance, the carpet has lasted far longer than originally envisaged and while now showing signs of wear, will probably not need replacement until the end of 2015/16 or at some point during 2016/17.
Grant to Henhayes Sports & Community Centre	Feb 2010	252	14	0	14	0	266	L Pincombe	Options for the delivery of a new playing pitch are still being explored by Crewkerne Town Council but recent staff changes at the Town Council have delayed this process.
Grant to Westfield AGP	Feb 2014	35	21	0	21	0	56	L Pincombe	Project finished within agreed timescale. Final grant payment anticipated in September 2015 when contractor retention due.
Scoreboard Langport & Huish Cricket Club	Oct 2011	0	0	0	0	0	0	L Pincombe	Final £326.14 paid out this year. Remaining £280 (approx) for changing room/ground improvements is not now required by the cricket club.

	Original Date of Project Approval	In Year Monitoring					Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
		Previous Years Spend £'000	2015/16 Est Spend £'000	Actual Spend to 30/06/15 £'000	2015/16 Remaining Balance £'000	Revised Future Est Spend £'000			
Grant to Milborne Port Rec Changing Rooms	March 2014	0	0	0	0	0	0	L Pincombe	The pavilion has already been completed within agreed timescales. The Parish Council still have some paperwork to complete in order to fulfill all grant criteria to make a final claim. They are aware of what is required and will draw down remaining funding when capacity allows.
Grant to Ilminster Football Club	Feb 2015	0	50	2	48	0	50	L Pincombe	Tender documentation for new facilities being prepared.
Grant to Chard Tennis Club	Feb 2015	0	0	0	0	0	0	L Pincombe	The Club are waiting for final specification for their lighting scheme following consultancy advice from Sport England. The scheme is expected to be delivered later this year.
Yeovilton Country Park Ranger Base	Feb 2010	110	15	7	8	0	125	K Munday	We only have the remaining 2.5% retention fee to pay after the years snagging period, this stands at £8K so falls on budget. We anticipate the invoice arriving in November 2015 as the building was handed over at the very end of October 2014. All income received now.
Dual Use Sport Centre Grants	Feb 2005	213	47	0	47	0	260	S Joel	No comments received.
Sports Zone- Inc	Feb 2008	0	(50)	0	(50)	0	(50)	S Joel	No comments received.
Goldenstones 10 year plan/repayment	Mar 2011	10	(10)	0	(10)	0	0	S Joel	No comments received.
Wincanton Community Sports Centre 10 year plan	Sept 2012	108	19	0	19	51	178	S Joel	No comments received.
Total Health & Well-being		2,761	323	(8)	331	146	3,230		
Total Capital Programme		16,529	5,960	(364)	6,324	39	22,528		

	Original Date of Project Approval	Previous Years Spend	In Year Monitoring				Original Budget Allocation	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2015/16 Est Spend	Actual Spend to 30/06/15	2015/16 Remaining Balance	Revised Future Est Spend			
		£'000	£'000	£'000	£'000	£'000			

Reserve Schemes Awaiting new Appraisal but Approved in Principle

Old Town Station Reserve	321	0	321	0
Market Towns Vision	300	0	300	0
ICT Reserve	267	0	267	0
Affordable Housing - Unallocated	1,000	0	1,000	1,142
Affordable Housing - rural exception schemes	355	0	355	0
Investment in Market Housing	200	0	200	0
Feasibility Fund - Unallocated	158	0	158	0
Contingency for Plant Failure	130	0	130	0
Home Farm, Somerton	98	0	98	0
Lufton 2000 - All Phases	0	0	0	(1,016)
Gypsy & Traveller Acquisition Fund	50	0	50	0
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	0	0	0
Infrastructure & Park Homes Contingency	54	0	54	0
	2,933	0	2,933	126

Area Reserve Schemes Awaiting Allocation But Approved in Principle

North	0	0	0	210
South	13	0	13	166
East	34	0	34	31
West	6	0	6	140
Total	52	0	52	547
Capital Programme	5,960	(364)	6,324	39
Contingent Liabilities and Reserve Schemes	2,985	0	2,985	673
Total Programme to be Financed	8,945	(364)	9,310	712

Land Transfers

Appendix B

Agreed Transfers of land to Housing Associations at nil cost:

	Date of transfer	Perceived value of land £
Bund to the rear of Devonia, Furnham Road, Chard, TA20 1BE	11.3.2005	150,000
Land at New Close, Haselbury Plucknett, Crewkerne, TA18 7QY	18.07.2006	100,000
Land fronting 2-16 Furzehill, Chard, TA20 1AN	31.05.2007	12,000
Land at Wheathill Way, Milborne Port, Sherborne, DT9 5EZ	10.10.2006	20,000
Land at Bracey Road, Martock, TA12 6HE	20.01.2006	144,000
Land at Marl Close/Springfield Road, Yeovil, BA21 3NE	30.09.2005	80,000
Land adj 2 & 3 Horseshoe Cottages, Newtown, Coat Rd, Martock, TA12 6EX	20.12.2006	85,000
Land at Thomas Cross, Yeovil, BA21 4HF	18.08.2008	400,000
Birchfield Pavilion, Lyde Road, Yeovil, BA21 5QR	12.08.2008	55,000
Land at Woodhayes, High Street, Henstridge, Templecombe, BA8 0RF	10.10.2008	16,000
Land at Landseer, Blackacre Hill, North Cheriton, Templecombe, BA8 0AS	15.03.2007	10,000
Land at Lowther Road, Yeovil, BA21 5PE	15.04.2008	190,000
Land at Monmouth Road, Yeovil, BA21 5PB	16.11.2007	40,000
Drainage easement Devonia redevelopment, Furnham Rd, Chard, TA20 1BE	20.12.2007	15,000
Land at St Georges Avenue, Yeovil, BA21 4QX	24.06.2011	18,000
Greenhill Road, Yeovil	25.01.2012	1
Ruddock Close, West Coker, BA00 9BX	27.06.2012	40,000
Montague Way, Chard	01.10.2012	10,000
Minchingtons Close, Norton Sub Hamdon	13.08.2013	7,500
Northbrook Road, Yeovil	08.10.2013	1
Larkspur Crescent, Yeovil	10.12.2013	70,000
Parsons Close, Long Sutton	01.05.2013	2,000
Font villas, West Coker	27.11.2013	100,000
Land at Blackdown View, Ilminster	to be completed	8,000

1,572,502

X3032 Deposits by Developers

Appendix C

Developer	Planning Reference	Deposit £	Date Deposited	Drawdown £	Balance £	Comments	Timeframe
Hopkins - Deansley Way, Wincanton		15,000.00	05-Jan-99		9,951.82	highway works	
Prowing homes SW Ltd. Re Station Rd Ilminster		10,000.00	13 June 02	-8,547.66	1,452.34	New footbridge across Dodham Brook to Summerhouse Hill	
Suncrest, Level Lane, Charlton Horethorne		4,000.00	13/05/05		4,000.00	For road improvement works - contact at SCC Claire Cornelius	
Waitrose Development South St Crewkerne	06/01012/FUL	100,000.00	22/05/07	-100,000.00	0.00	Will be used to fund the purchase of Millers Garage	
SSH - Beckington Cres, Auckland & Montague Way, Chard		23,168.00	03/12/08	-17,187.00	5,981.00	Strategic Sports Facilities £5,802 Equipped Play (Jocelyn Park, Chard) £11,385 Local playing pitch improvements £5,981	
Cassingham - Dodham Crescent	07/03834/FUL	31,681.00	10/06/09	-27,182.00	4,499.00	£27,181 Leisure and £4,500 for a foot bridge	
Yarlington Housing - Woodhayes Henstridge Phase 2	07/05552/FUL	40,727.00	13/07/09	-11,500.00	29,227.00	Play equipment provision (£11,500) Playing pitch contribution (£20,347) Strategic Leisure Contribution (£8,880)	
Jephsons Home - St Thomas Cross	07/04664/FUL	24,000.00	12/11/09	-8,923.00	15,077.00	Kickabout wall/equipped play (£5,337), Maintenance for Kickabout wall (£1,920), Playing pitches (£12,135) and Strategic Leisure contribution (£4,608)	
Abbey Manor Group - Former Seaton Road Garage, West Hendford	05/00677/OUT	159,230.00	04/05/10	-119,893.14	39,336.86	Open Space Maintenance (£13,111.14), Strategic Leisure (£52,447.54), Education - SCC (£54,336.66), Highways Improvements - SCC (£39,335.66)	
Hastoe West - Land at North Yard, 122 Station Road, Ilminster	07/05553/FUL	42,148.00	07/07/10	-8,833.90	33,314.10	Equipped Play Contribution (£6,958 - acquisition and installation/installation at Winterhay Lane, Ilminster Play Area. £5,692 commuted sum to maintain equipment), Playing Pitch Contribution (£20,845), Strategic Facilities Contribution (£7,020) and Youth Facility Contribution (£1,633)	Strategic Facilities Contribution over 10 years, all others within 5 years.
Yarlington Housing Group	08/04366/FUL	32,766.00	17/10/11	-19,913.24	12,852.76	Improvements to Milford Park Rereation Area (£12,852). Provision of Play Equipment (£10,953.24) and long-term maintenance of equipment (£8,960)	Must be spent within 5 years
Strongvox Homes - Prigg Lane, South Petherton development	09/03095/FUL	44,194.72	31/03/11	-22,461.39	21,733.33	Contribution towards off-site provision of open space and recreation facilities (£29,114.95) Contribution towards off-site provision of play space and youth facilities (£15,079.77)	
Yarlington Housing Group - Copse Road, Ilton	08/05090/FUL	98,101.00	£63,259 07/07/11, £34,842 19/12/11	-52,497.00	45,604.00	Off-site recreation contribution to be spent at Ilton Recreation Ground (£30,900). Play equipment contribution: Purchase of equipment (£14,186) and Commuted Sum Maintenance (£8,065); Youth Facilities (£7,411) and Commuted Sum Maintenance (£2,697)	
Persimmon Homes SW Ltd	07/03984/FUL	160,667.44	15/04/11	-120,028.80	40,638.64	Play & Youth Contribution (£117,434.43), Strategic Leisure Contribution (£43,243.01). Both sums to be spent within 5 years of the date of receipt.	
Strongvox Homes - Shudrick Lane, Ilminster	06/02906/OUT	138,994.62	20/06/11	-2,500.00	136,494.62	Breakdown will be available once the monies are received	
C G Fry and Son Ltd	07/03534/FUL	149,253.33	25/07/11	-65,945.68	83,307.65	MUGA Contribution towards provision of a floodlit multiuse games area in Langport (£8,151.68), Playing pitch contribution towards the provision of playing pitches in Langport (£104,037.30), Sports Hall Contribution towards the provision of additional badminton courts in Langport (£24,288.36) and Swimming Pool Contribution: £12,776.09 towards the provision of additional swimming lanes or Pools in Langport.	
Summerfield - Cedar Close, Chard	09/01372/FUL	67,211.49	08/06/11		67,211.49	Sports, Art & Leisure Contribution: £41,208.64 for the provision of maintaining sports arts and leisure facilities in the area. Equipped Play & Youth Contribution: £26,002.85 for the provision of maintaining equipped play and youth facilities in the area.	
Bettermans Properties	10/03721/FUL	55,000.00	25/07/11	-5,000.00	50,000.00	Provision for Zebra Crossing (£50,000) and commuted sum for Misterton Parish Council for maintenance of bus stop (£5,000).	
Yarlington - St Georges Avenue, Yeovil	09/03801/FUL	138,678.00	17/10/11	-137,045.00	1,633.00	Off-site recreation contribution (£48,263.37) and long-term maintenance of the facilities (£19,629.63). Equipped Play Contribution for Milford Park Play Area (£43,934.15) and long-term maintenance of the facilities (£26,850.85)	Must be spent within 5 years
Yarlington - Eastover, Langport	09/02237/FUL	36,266.00	17/10/11	-23,253.97	13,012.03	Enhancement/improvements at Langport Cricket Club (£5,206.85), long-term maintenance (£2,648.63) and costs and expenses for improvements at Langport & Huish Memorial Rec Ground (£12,188.52). Equipped Play Contribution at Langport & Huish Memorial Rec Ground (£7,550) and long term maintenance (£4,293). Youth Facilities in Langport (£3,210) and long-term maintenance of facilities (£1,169).	Must be spent within 5 years
Yarlington - Greenhill Road	09/02228/FUL	63,024.00	17/10/11	-23,702.26	39,321.74	Contribution towards enhancement/improvement of community sports pitch and changing rooms at Yeovil Rec, a Yeovil School or Milford Park (£23,851.03) and long-term maintenance of facilities (£7,393.97). Play equipment at Birchfield Play Area (£14,951.26) and long-term maintenance (£5,871.87) and Youth Facilities at Birchfield Play Area (£5,871.87) and long term-maintenance (£2,198.72).	Must be spent within 5 years
Yarlington - Westfield Road, Curry Rivel	09/00023/FUL	35,167.00	17/10/11		35,167.00	Contribution towards improvement/enhancement of any recreation area or play area in Curry Rivel (£13,452). Installation of play equipment on the Recreation Ground, Westfield, Curry Rivel (£5,866.63) and long-term maintenance (£5,866.63). Youth Facilities in Curry Rivel (£4,053.95) and long-term maintenance (£1,473.04).	Must be spent within 5 years
Yarlington - Hillcrest Road, Templecombe	08/05323/FUL	39,654.00	17/10/11	-22,340.00	17,314.00	Improvement of play facilities (£22,340) and provision of play equipment and safety surface (£?) and long-term maintenance of equipment	Must be spent within 5 years
Yarlington - Larkhill Road, Yeovil	08/05133/FUL	31,347.00	17/10/11	-17,516.00	13,831.00	Improvement to recreational area/open space within 2km radius (£8,228). Provision of Play Equipment at Monks Dale (£10,609.54) (£6,655.46 long term maintenance) and Youth Facilities (£4,166.29) (£1,687.71 long term maintenance).	Must be spent within 5 years
Yarlington - Cox's Close, Bruton	08/04305/FUL	23,965.00	17/10/11	-5,676.21	18,288.79	Improvement to community sports pitches in Bruton (£5,676.21) and long term maintenance (£2,887.79). Play Equipment at Jubilee Park Play Equipment (£2,803.36) and long-term maintenance (£4,362.21) and Youth Facilities in vicinity (£2,803.36) and long-term maintenance (£1,096.59).	Must be spent within 5 years
Yarlington - Chard	10/01967	45,060.00	05/12/11	-16,560.00	28,500.00	Implementing of a MOVA traffic control system in Chard (£16,560). Enhancement to adjoining recreation areas at Upper & Lower Henson Park, Chard (£28,500)	
Persimmon Homes - Maiden Beech	07/04736/FUL	411,655.00	16/04/12	-363,281.00	48,374.00	Awaiting Breakdown	
Strongvox - Alvington Farm	08/04357/FUL	34,889.00	05/03/12	-31,867.00	3,022.00	Providing or enhancing existing off-site sporting and recreation facilities within 3 miles of site (£31,385) and long-term maintenance (£3,504)	Must be spent within 10 years

Developer	Planning Reference	Deposit £	Date Deposited	Drawdown £	Balance £	Comments	Timeframe
13 Primrose Lane	11/04443/FUL	29,381.67	23/03/12	-1,887.00	27,494.67	Equipped playspace contribution for Cavalier Way Play Area (£5,244) with commuted sum (£2,981). Youth Facilities contribution for Birchfield Park (£1,030) and commuted sum (£374.69). Playing pitch contribution for new rec ground in Yeovil or enhancement of existing site (£3,106) and commuted sum (£1,698.86). Changing room provision for new or enhanced in Yeovil (£4,920) and commuted sum (£388.87). Strategic off site provisions in Yeovil - Swimming Pool (£221), sports hall (£3,637), indoor tennis court (£1,422), synthetic turf pitches (£482) and theatre and arts centre - Octagon Theatre (£1,878)	Must be spent within 5 years (equipped play, youth facilities and playing pitches contribution), or 10 years (strategic contributions)
Persimmons Homes - Land at Alvington	Awaiting Details	4,941.22	15/02/12		4,941.22	Long term maintenance of the land transferring	
Yarlington - Land at Northbrook Road, Yeovil	09/04939/FUL	56,506.00	31/05/12	-7,783.00	48,723.00	Off-Site Recreation Contribution (£35,145) with commuted sum of £10,380. Youth Facilities Contribution (£7,783) with commuted sum of £3198.	
Yarlington - Milford Road, Hillcrest Road and Wingate Avenue, Yeovil	08/04366/FUL	35,386.00	31/05/12	-12,852.00	22,534.00	Playing Pitch Contribution: £35,386, as a contribution towards either laying out of new formal playing pitches on Milford Park and/or reconstruction/improvements to existing pitches at Milford Park	
Betterment Properties	Awaiting Details	4,000.00	16/05/12		4,000.00	Awaiting Breakdown	
GC Fry	07/03534/FUL	34,528.70	13/06/12		34,528.70	Equipped Play Contribution towards the cost and expenses of providing a new play area in Curry Mallet (£4,177) and commuted sum of £2,374 for the long term maintenance. Youth facilities contribution towards the cost and expenses of providing youth facilities in Curry Mallet (£820) and a commuted sum of £298 for long term maintenance. Strategic Communities Facilities Contribution towards expanding and enhancing the Octagon Theatre (£1,496); the development of a new 3G artificial grass pitch in Langport/Huish Episcopi (£384); the development of a new indoor swimming pool in Langport/Huish Episcopi area or towards the development of a centrally based 8 lane district wide competition pool in Yeovil (£1,767); the provision of a new indoor tennis centre in Yeovil (£1,330); enhancement of the sports hall at Huish Episcopi Academy School or towards the development of a centrally based sports hall in Yeovil (£2,897).	
Page, Gulliford & Gregory - Lyddons Farm, Curry Mallet	11/02783/FUL	15,500.00	18/06/12		15,500.00	Bus Shelter Contribution (£5,726); Youth Facilities Contribution towards youth facilities at Jubilee Park, Bruton or construction of new youth facilities serving the Bruton area at some location within radius of two miles of the site (£10,221); Sports Hall Contribution towards improvements to Wincanton Sports Centre or the construction of new sports hall serving the Bruton Area built within a 5 mile radius of this site (£26,321); Swimming Pool Contribution towards existing swimming pool & related wet facilities at the Wincanton Sports Centre or the construction of new facility serving the Bruton Area built within a 5 mile radius of this site (£13,845); Footpath Contribution (£5,156)	
Bellways Homes - Frome Road, Bruton	06/03915/OUT	61,269.00	13/08/12		61,269.00	Awaiting Breakdown	
Persimmons Homes	Awaiting Details	258,894.50	Part payment £244,352 paid 04/03/13 £14,543 paid 20/01/15	-296,000.00	-37,105.50	Breakdown will be available once the monies are received	
Porter Dodson	Awaiting Details	26,691.12	24/09/12		26,691.12	Awaiting Breakdown	
CG Fry and Son Ltd -	Awaiting Details	52,939.00	Outstanding		52,939.00	Breakdown will be available once the monies are received	
	Awaiting Details	1,500.00	01/10/12		1,500.00	Awaiting Breakdown	
	Awaiting Details	141,892.34	13/05/13	-8,166.75	133,725.59	Awaiting Breakdown	
	Awaiting Details	283,026.76	13/05/13	-36,844.00	246,182.76	Awaiting Breakdown	
Persimmons	Awaiting Details	129,059.00	Part Paid £104,028 30/9/13		129,059.00	Awaiting Breakdown	
Yarlington	Awaiting Details	112,655.00	23/09/13	-5,871.00	106,784.00	Awaiting Breakdown	
	Awaiting Details	123,081.48	19/12/13	-1,000.00	122,081.48	Awaiting Breakdown	
Elan Homes	07/04833/FUL	134,032.00	12/08/14		134,032.00	Awaiting Breakdown	
	Awaiting Details	154,922.00	06/12/14		154,922.00	Awaiting Breakdown	
	Awaiting Details	260,015.83	01/02/15		260,015.83	Awaiting Breakdown	
	Awaiting Details	264,187.00	06/06/15		264,187.00	Awaiting Breakdown	
		3,561,131.39			2,633,150.04		

Projects agreed before 2010

The table below highlights the schemes agreed before 2010, and provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
New Car Parks	Feb 2008	818	442	Funding is set aside for Crewkerne, Ilminster, Bruton and Somerton as per the latest car parking strategy. Awaiting decision on progressing Millers site, Crewkerne and purchase of Doctor's Surgery, Somerton.	The Council would not be able to meet its requirements under the car parking strategy.
Dual Use Sports Grants	Feb 2005	260	47	£140,000 was paid out to two projects during 2013/14. £40,000 is allocated for the Holyrood project, and an in-principle offer has been made to the Academy. Project was expected to commence in April 2015 subject to the outcome of an application to the English Hockey Board.	The loss of the £40,000 grant allocated in principle to the Holyrood Academy in 2014/15 would prevent the AGP surface from being replaced, putting the facility at risk of being closed unless alternative funding can be found by the Academy. The reputational damage would be extremely detrimental to the future dual use provision at this site. This provision is a vital component of the sport and leisure strategy and the network of facilities for residents.
Reckleford Gyrotory	Feb 2007	1,721	88	Remaining budget will be allocated to remaining works in 2016/17.	The appointed contractor is required to complete some lighting works. This retention is being held to ensure they carry out these works, once they have done this satisfactorily the retention will be paid. If the remaining money is no longer there SSDC will be in breach of the contract.
Village Hall Grants	Feb 2006	945	6		These would not be possible without the funding. £6K remains unallocated, and if withdrawn would mean no further awards.

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
Market Towns Vision	Feb 2006	438	67	<p>The total capital budget of £450,000 was agreed in 07/08. Since then £ 371k has been spent on over 70 enhancement projects in 11 Market Towns agreed and supported by the Market Towns Investment Group.</p> <p>Delivery is dependent on local capacity to champion schemes and public sector capacity to engage with delivery issues – e.g Coach Parking – both of which can be limited at times.</p>	<p>MTIG was modelled on the concept of a local brokering table. Specific Capital Investment Programmes emerge through opportunity and negotiation. The total amount made available through MTIG is more like the capital programme managed in each of the Areas and will contain unallocated balances. It is not one scheme and does not have an end date as such and so has not been delayed in any formal sense.</p> <p>The budget remains central to the continuation of this collaborative work. If the capital funds were withdrawn, the raison d'être for the MTIG would disappear. The rate of spending is mostly determined by the capacity of SSDC, town councils and local regeneration groups to organise and deliver sound schemes together. This is limited by a variety of local and district wide circumstances. Measures to increase that capacity are possible but would require either increased revenue spend or a further review and re focussing of Area Development Work in North, West and East to invest more in the specific development of MTIG.</p>
Multi Use Games Area's	Feb 2008	370	70	<p>Six new MUGA's have been created across the district with Wincanton being finished this year.</p> <p>Funding originally allocated to Ilminster & Castle Cary are likely to be re-profiled to other areas where funding can be utilised. Discussions are currently taking place with Bruton.</p>	<p>The Council would be unable to provide financial support MUGA projects it has promoted. The reputational damage would be high in both communities.</p> <p>No grant offer has been made to reallocate the £70,000 at present. However, removal of the funding would prevent the Council from being able to support two more schemes.</p>

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
Local Delivery Vehicle (Yeovil Vision)	Feb 2009	100	34	Original budget changed as some transferred direct to individual projects. Remaining budget to be allocated to Yeovil Vision projects.	
Community Play Schemes	Feb 2007	539	42	Over 19 play schemes have been completed since funding was awarded. Remaining funding allocated to Lavers Oak, Martock and Packers Way, Misterton, both of which are expected to be completed this financial year.	The Council would be unable to maintain and replace the play areas it owns and manages to the required standards. Children would be put at risk. The reputational damage would be high.
Grants for Parishes with play	Feb 2008	718	35	16 grants to parishes with play areas have been completed and paid. Remaining schemes are in progress and include: <u>Area East:</u> Rickhayes – actively fundraising for scheme, profiled 16/17. <u>Area North:</u> Ilton – scheme completed with final payments being made. <u>Area West:</u> Henhayes – scheme commenced with 1 st payment imminent.	The Council would be unable to financial support parish play area projects it has promoted and where local expectations have been raised. Non-payment of contracts would place Parish Councils in breach of contract. Children may be put at risk. The reputational damage would be high.
Land Acquisition & Enhancement at Waterside Road	Feb 2008	35	35	No spend. Negotiations have moved forward and an offer has been made to the land owner which is still under consideration.	These works and our ability to exercise the option to acquire a car parking area would not happen if the capital allocation is withdrawn. The consequence would be long term decline of this amenity area and increased risk from the unmaintained area. Portfolio view is that we negotiate with the owner on a value of the car park area and proceed with this asap.
Foundry House	Apr 99 *	883	4	* Subsequent reports to DX since this date.	New project to be identified to spend remaining money in line with DCLG grant.

NAME OF PROJECT: TRANSFER OF TOILETS AT BRUTON AND CASTLE CARY TO TOWN COUNCILS
--

Financial Summary

Budget:	£
SSDC funding	50,350
External Funding	0
Total Budget	50,350
Total Actual Expenditure	50,350
Project under/over spend	0
Percentage under/over spend	0

Project Duration Summary

	Original Estimated Date	Actual Date
Projects Commenced	Aug 2013	Sept 2013
Projects Completed	Apr 2014	Sept 2014

Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
– informal meeting with Town Council to discuss options	Aug 2013	Sept 2013	Delay in initial discussions with Town Councils
– request from the Town Council to take on the responsibility for the toilet provision locally	April 2014	April 2014	
– decision by DX		May 2014	Delays in legal work
– Legal work to finalise arrangements	Post May 2014	Sept 2014	
– work to dispose of Grove Alley	Post May 2014	Sept 2014	Delays in legal work

Revenue Implications

	Original Estimate per capital appraisal	Estimate now project is completed	Reasons for Difference
Running Expenses	2,544 & 12,800	2,544 & 12,800	

Officer Time

Officer	Estimate per capital appraisal	Estimate of actual time spent	Reasons for Difference
Strategic Director - Operations & Customer Focus	30	35	Includes both transfers
Head of Area Development – East	20	20	

Property & Engineering Manager	20	25	
Land & Property Officer	10	10	
Legal	20	25	

Objectives of the Project (per the capital appraisal)

Bruton Town Council have confirmed their willingness to take over responsibility for the future provision of public conveniences in Bruton using the existing services of their own town council facilities along with local businesses, subject to SSDC making a once-off payment towards future revenue costs of £8,533

This proposal includes the closure of the existing facilities.

Castle Cary Town Council have indicated that they would be prepared to take on the responsibility for toilet provision on this site, if a sum of £41,817 (which is three times the running costs averaged over the last three years) is agreed by District Executive.

This proposal means the existing toilets remain open.

How were the Objectives Met?

Meetings and agreement with the Town Councils and reports to the District Executive Committee under a spend to save scheme and on approval the transfer legalities were completed and then transferred to the Town Council with the agreed payment.

- The transfer of this function, allowing the closure of the existing facilities would be in line with our asset management strategy.
- The transfer of responsibility for providing public conveniences in Bruton and Castle Cary fits with our medium term financial strategy for budget savings.

It will give the Town Councils and the community greater local control on opening hours and the provision of any additional facilities, as well as providing financial support for a number of local businesses

Please add details of any additional benefits that have resulted from the project being undertaken

Reduced officer time dealing with queries and contract/energy issues

In hindsight is there anything that you would have done differently ?

No

Summary

- No overspends in project as commuted sums agreed in advance
- Delay in completing legal work so actual transfer deadlines agreed not meet
- Consultation with Town Council may have started early to conclude transfers but actually did not affect transfer dates due to legal delays

NAME OF PROJECT	CAR PARK ENHANCEMENTS 2014/15
------------------------	--------------------------------------

Project Number **2014-09**

Financial Summary

Budget:	£
SSDC funding	50,000
External Funding	0
Total Budget	50,000
Total Actual Expenditure	36,000
Project under spend	14,000
Percentage under spend	28%

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	April 2014	June 2014
Project Completed	March 2015	March 2015

Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
Council agreement to award capital funding	Feb 14	Feb 14	Funding available April 2014
Updating condition surveys	Jun 2013	Sept 2013	Delayed to gauge impact of latest condition surveys carried out in Qtr 2.
Identifying works schedule	Jul 2013	Oct 2013	As above

Officer Time

Officer	Estimate per capital appraisal	Estimate of actual time spent	Reasons for Difference
Property & Engineering Manager	5 pa	20 pa	Took lead on one project
Senior Technician	40 pa	40 pa	
Principal Engineer	30 pa	30 pa	

Objectives of the Project (per the capital appraisal)

- To protect the Council's long term investment in the car park stock.
- To ensure that car parks provide a safe and welcoming environment for the public, thereby encouraging use and maintaining the strategic revenue stream.
- Where practical to revise layouts and provide additional spaces where possible as agreed in the District Wide Parking Strategy.

- To maintain and improve customer satisfaction levels with the quality of public car parks in the annual Streetscene survey.
- To achieve where practical more car parks to be awarded the Park Mark under the Police safer parking scheme.

How were the Objectives Met?

Reviewed current state of car parks and associated features such as walls and street furniture from latest surveys and works reprogrammed to suit worst case scenario conditions and H & S issues to the public.

Please add details of any additional benefits that have resulted from the project being undertaken

- It creates a better visual appearance of the area and contributes significantly to the public's perception of safer communities and overall wellbeing.
- Reduce the risk of claims against the Council for negligence or health and safety penalties.
- Reduces significant maintenance for many years and officer time in dealing with intermediate repairs and organising contractors

In hindsight is there anything that you would have done differently ?

No

Summary

Delay in completing identified projects due to engineering team having to prioritise the accommodation moves and car park extension works at Brympton Way so lack of resources to complete identified schemes.

Agenda Item 10

2015/16 Revenue Budget Monitoring Report for the Period Ending 30th June 2015

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
Chief Executive: Rina Singh/Vega Sturgess, Chief Executive
Assistant Director: Donna Parham, Finance and Corporate Services
Service Manager: Amanda Card, Finance Manager
Lead Officer: Jayne Beevor, Principal Accountant Revenue
Contact Details: Jayne.beevor@southsomerset.gov.uk or (01935) 462320

Purpose of the Report

The purpose of this report is to update Members on the current financial position of the revenue budgets of the Council and to report the reasons for variations from approved budgets for the period 1st April to 30th June 2015.

Forward Plan

This report appeared on the District Executive Forward Plan with an anticipated Committee date of 6th August 2015.

Public Interest

This report gives an update on the revenue financial position and budgetary variations of the Council as at 30th June 2015.

1) Recommendations

Members are recommended to:

- a) Note the current 2015/16 financial position of the Council;
- b) Note the reasons for variations to the previously approved Directorate Budgets as detailed in paragraphs 3.2;
- c) Note the transfers made to and from reserves outlined in paragraph 11.1 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D;
- d) Note the virements made under delegated authority as detailed in Appendix B;

2) Background

2.1 The 2015/16 original budget was approved by Council in February 2015. This represents the financial plans that the Executive manages under their delegated authority and that they monitor in accordance with the Financial Procedure Rules. All of the Council's income & expenditure has a responsible budget holder who is managing only items within their control.

3) Summary of the Current Revenue Financial Position and Forecast Outturn

3.1 Managers have been asked in 2015/16 to outline the actual expected outturn for the year and the reasons to date for under or over spends. Appendix A to this report sets

out the detail of the current position on Council spending and the forecasted outturn for 2015/16.

3.2 A summary by Directorate of the revenue position as at 30th June 2015 is as follows:

Directorate	Original Budget £'000	Revised Budget £'000	Y/E Forecast £'000	Variance £'000	Comments on Major Variances (+/- £50,000)
Chief Executive	5,066.8	5,181.3	5,231.6	50.3	Treasury Management is expected to exceed its income budget by £81k but increased electronic bank charges, shortfalls in capital salaries and canteen income will result in an overspend.
Place & Performance	2,766.1	2,863.2	2,863.2	0.0	Budgets on target.
Operations & Customer Focus	9,556.7	9,692.2	9,714.6	22.4	Shortfalls in car park, pest control, home aid & building control income will be slightly reduced by savings in Engineering Services.
Total	17,389.6	17,736.7	17,809.4		
Overspend				72.7	

3.3 There is an expected net over spend on currently approved budgets of **£72.7k** by the end of the financial year. This will result in an over spend equivalent to 0.4% of the revised budget.

3.4 The table below shows the movement of revenue budgets since 1st April 2015 to 30th June 2015.

Approved base budget as at April 2015	£'000 17,389.6
Budget Carry Forwards approved June 2015	302.9
Somerset Rivers Authority 15/16 Contribution from Gen Bals	43.7
Legal costs funded from General Balances	0.5
Revised Budget as at 30th June 2015	17,736.7

4) Budget Virements

Under the Financial Procedure Rules, providing that the Assistant Director-Finance & Corporate Services has been notified in advance, Assistant Directors/Managers may authorise any virements for an individual cost centre within their responsibility. Strategic Directors & Assistant Directors can authorise virements, up to a maximum of £25,000, for an overall Directorate that is within their area of responsibility. Portfolio Holders can approve virements between services within their areas of responsibility, up to a maximum of £25,000 per virement. These virements are listed in Appendix B for District Executive to note and

have been approved by the Assistant Director-Finance & Corporate Services. There are no virements requiring approval.

5) Delivery of Savings

As part of budget monitoring it is important to monitor that savings proposed in the 2015/16 budget setting exercise are being delivered. The table below details the major savings (savings over £25,000) that were proposed and the expected achievement of those savings at year-end.

Major Savings (Savings over £25,000)	2015/16 Budget Saving Target £'000	Estimated Actual Saving at Year-End £'000	(Shortfall) £'000
Development Control-Additional Income	125	125	0
Land Charges-Additional Income	50	50	0
Licensing-Additional Income	25	25	0
Engineering & Property-Further savings in Energy from Photovoltaic/Thin Clients/Voltage Optimisation	50	50	0
Economic Dev-Additional Income from Yeovil Innovation Centre	50	50	0
Waste & Recycling-Garden Waste Bin Income	25	25	0
Octagon-Additional Income	50	50	0
Finance-Additional income from Crematorium	25	25	0
Eng & Property-Shared office accommodation with Somerset County Council	95	95	0
Eng & Property-Increasing Commercial Properties Rental Income	25	25	0
Eng & Property-Letting of Petters to CAB	39	30	(9)
ICT-Maintenance Contracts	35	0	(35)
Postage Savings	25	25	0
Total Major Savings	619	575	(44)

6) External Partnerships and other Organisations

All key partnerships are monitored within SSDC's overall budget – there are currently no financial issues within SSDC's key partnerships. Members have requested some additional monitoring of the following substantial partnership:

South Somerset Voluntary Community Action (SSVCA) – In line with the service level agreement SSVCA has provided a statement on their financial position.

The management accounts for May 2015 are predicting a small surplus at the year end.

7) Council Tax Reduction Scheme and Council Tax

7.1 The Council Tax Reduction Scheme commenced in April 2013. For 2015/16 the authority set a budget of £8,707 million for annual discounts. Of this sum £8,646 million has been allocated for the year leaving £61k for additional growth during the year. The current trend in the sum allocated is downward.

- 7.2 The Hardship Scheme budget for 2015/16 is £30,000. At the end of June 2015 SSDC had received 27 requests for hardship relief of which 24 were successful. The amount awarded by the end of June 2015 is £2,578.
- 7.3 The collection rate for Council Tax was 28.89% by the end of June 2015 compared to 29.35% last year. This is 0.46% lower than last year. There are a number of reasons for this. The value of Council Tax Reduction credited directly to Council Tax accounts by the end of June 2015 is £432k less than the same time last year – leading to a substantial increase in the amount of Council Tax to be collected. There has been a significant increase in the number of households choosing to pay over 12 instalments instead of 10 from 6,334 at the end of 2014/15 it has increased to 7,300 at the end of Q1. The team has cleared a substantial volume of ‘work in hand’ during June this means bills have been sent but payment will not commence until July 15, and will appear in the Q2 collection performance. The valuation office amendment lists have also been brought up to date, and again payment for these amendments will be reflected in collection performance across the rest of this year.

8) Non Domestic Rates

- 8.1 The collection rate for Non Domestic Rates was 29.83% at the end of June 2015 compared to 31.01% last year. This is 1.18% lower than last year. There are similar reasons as detailed above for council tax. The team has cleared a substantial volume of ‘work in hand’ during June with bills having been sent but payment not commencing until July 15, and as a result the income will appear in the Q2 collection performance. The valuation office amendment lists have also been brought up to date, and again payment for these amendments will be reflected in collection performance across the rest of this year.

9) Council Tax Reforms

- 9.1 Members agreed to amend some discounts to Council Tax from 1 April 2013, one of which relates to long term empty properties (unfurnished and unoccupied for 2 years or more). There were 223 at the end of June 2015, down from 235 at the beginning of the financial year. Within this there is a turnover of properties with some becoming occupied and others reaching the two year trigger for inclusion in this statistic. The Empty Property Officer continues to work on reducing the number of long term empty properties.

10) Discretionary Housing Payments

- 10.1 The DHP allocation for 2015/16 is £174k. From the Housing Benefit Subsidy monitoring at the end of June 2015, £29,165 of DHPs has been made and £26,008 is committed up to the end of this financial year. Based on awards made for 2015/16 so far we are currently projecting spending of 64% of the Government grant for DHPs. However, we currently have 73 outstanding applications and anticipate an increase in the projected percentage by the end of Q2.

11) Reserves & Balances

- 11.1 Reserves are amounts that have been set aside from annual revenue budgets to meet specific known events that will happen in the future. Details of the reserves held within the Areas are provided in Appendix C. The complete list of specific Corporate Reserves and the current balance on each one is provided at Appendix D. The Appendix shows all movements of each one that has been actioned under the authority delegated in the Financial Procedure Rules.

Transfers out of specific reserves that require reporting to District Executive for noting are as follows:

Reserve	Balance at 01/04/15 £	Transfers In/(Out) £	Balance at 30/06/15 £	Reason for Transfer
Yeovil Athletics Track	99,668	18,690	118,358	15/16 Contribution from revenue
Revenue Grants Reserve	640,620	(147,363)	493,257	Release of grants for 2015/16 expenditure (£322,363) and receipts of grants for future expenditure (£175,000)
Council Tax / Housing Benefits Reserve	827,225	34,606	861,813	£7,690 to 2015/16 expenditure funding for Temp HB Officer, New Burden Welfare Reforms (£22,113), Universal Credits (£10,286) and FERIS Maintenance (£9,897)
Business Support Grant	171,596	(6,469)	165,127	Flood Grants
Flooding Reserve	85,000	(5,000)	80,000	To fund Thorney Pump
Infrastructure Reserve	995,100	(4,930)	990,170	Highways Contribution

11.2 General Fund Balance represents the accumulated revenue surpluses. Within the total, however, there are amounts that have been earmarked by the District Executive for specific purposes. The table below shows the current position on the General Fund Balance.

General Fund Balances	£'000
Balance at 1 April 2015	5,794
Transfers from balances	(347)
Estimated Balances at 30/6/15	5,447
Estimated over spend on Revenue Budget at out-turn for 2015/16	(73)
Estimated Unallocated General Fund Balance at 31st March 2016	5,374

11.3 The latest review of risks to SSDC balances shows that balances need to remain within the range of £3.4 to £3.8 million to meet current financial risks. Current balances as at 30th June are therefore adequate to meet current risks.

11.4 The following transfer from balances is for noting by this Committee, as they have been undertaken under delegated authority:

Reserve	Balance at 01/04/15 £	Transfers In/(Out) £	Balance at 30/06/15 £	Reason for Transfer
Non-Earmarked Balances	5,794,350	(347,130)	5,447,220	2015/16 Contribution to Somerset Rivers Authority (£43,750), Legal Costs (£500) and Carry Forwards (£302,880)

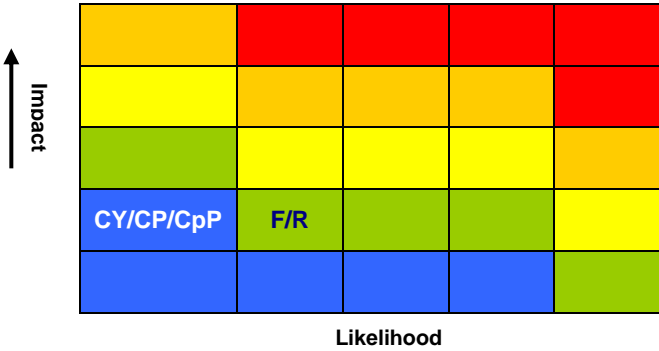
12) Risk

12.1 As part of monitoring an assessment of risk has been made. This review of balances and reserves has shown that SSDC currently has sufficient balances to cover major areas of financial risk. The balance at the year-end is estimated to be £5.4 million.

12.2 Details of the current key risks, as identified in the 2015/16 Budget Setting Report, are listed in the table below with an update from the responsible officer.

Current Risk	Responsible Officer	Officer's Update
Interest Rates	Assistant. Director-Finance & Corporate Services	Current predictions are for the Treasury Management budget to be £81k over achieving on income.
Business Rate income	Assistant Director-Finance & Corporate Services	Collection rate is down on the previous year and the risk remains.
The Council Tax Reduction Scheme	Assistant Director-Finance & Corporate Services	The CTR scheme is now being monitored as part of the budget monitoring report.
Housing Benefit Subsidy	Assistant Director-Finance & Corporate Services	Current predictions are for the housing benefit subsidy to have a small surplus at the year end.
Planning Income	Assistant Director-Economy	Current predictions are for planning income to be on budget.
Building Control Income	Assistant Director-Environment	Current predictions are that there will be a £16k shortfall in fee income.
Car parking Income	Assistant Director-Environment	Pay & Display and season ticket income is predicted to be down by £40k.
Land Charge Searches	Assistant Director-Legal & Corporate Services	The update from Land Registry is that any transfer of land charge searches will be phased over 8 years. It is expected that the project will start with the South East region. So it is safe to say that there will be no change for SSDC in 15/16, and only a slim chance that SSDC as part of the South West region will be in the early stages of the transfer.

Risk Matrix



Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

Corporate Priority Implications

The budget is closely linked to the Corporate Plan and any growth bids are scored accordingly.

Carbon Emissions and Climate Change Implications

There are no implications currently in approving this report.

Equality and Diversity Implications

When the budget was set any growth or savings made included an assessment of the impact on equalities as part of that exercise.

Background Papers

Revenue Quarterly Monitoring File

2015-16- Budget Detail

APPENDIX A

Group with Elements		a	b	c	d	e	e-d	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		Year to date			Outturn Forecast			
		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	
		£	£	£	£	£	£	
Chief Executive/ Strategic Director (Corporate Services)								
STRATEGIC MANAGEMENT								
Chief Executive/Strategic Director (Corporate Services) : Mark Williams								
CORPORATE INITIATIVES & CONTINGENCY	Expenditure	0	0	0	10,000	10,000	0	<i>Funding for Symphony Project.</i>
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	0	0	0	10,000	10,000	0	
MANAGEMENT BOARD	Expenditure	131,407	126,368	(5,039)	631,580	631,580	0	
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	131,407	126,368	(5,039)	631,580	631,580	0	
TOTAL STRATEGIC MANAGEMENT	Expenditure	131,407	126,368	(5,039)	641,580	641,580	0	
	Income	0	0	0	0	0	0	
	TOTAL	131,407	126,368	(5,039)	641,580	641,580	0	
FINANCE AND CORPORATE SERVICES								
Assistant Director : Donna Parham								
FINANCIAL SERVICES								
Service Manager : Amanda Card								
AUSP	Expenditure	26,385	52,074	25,689	105,540	105,540	0	Fees paid until Sept 2015.
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	26,385	52,074	25,689	105,540	105,540	0	
CORPORATE COSTS	Expenditure	664,865	417,596	(247,269)	1,592,800	1,589,040	(3,760)	Reduction in what will be allowable capital salaries income (£50K). Have not included any income generated from advertising (£15K).
Portfolio Holder : Cllr Peter Seib	Income	(11,920)	(2,422)	9,498	(550,990)	(481,480)	69,510	
	TOTAL	652,945	415,174	(237,771)	1,041,810	1,107,560	65,750	
ASSET MANAGEMENT	Expenditure	14,605	14,350	(255)	58,420	58,420	0	On Target.
Portfolio Holder : Cllr Peter Seib	Income	(500)	(1,417)	(917)	(2,000)	(2,000)	0	
	TOTAL	14,105	12,933	(1,172)	56,420	56,420	0	
FINANCIAL SERVICES	Expenditure	193,645	206,313	12,668	767,390	798,240	30,850	Increase in electronic banking charges. There is an issue that the Canteen budget for internal recharge will never be achieved as Services do not use this service as much as once they did when teas/coffees were ordered for internal meetings etc. The canteen will also over spend on provisions. In total an estimated £18k overspend.
Portfolio Holder : Cllr Peter Seib	Income	(23,911)	(20,439)	3,472	(116,030)	(106,020)	10,010	Unable to charge customers a fee for card payments.
	TOTAL	169,734	185,874	16,140	651,360	692,220	40,860	
TREASURY MANAGEMENT	Expenditure	33,675	27,850	(5,825)	59,220	59,220	0	Current predictions are forecasting an over achievement of income to the value of £81k. This is assuming a dividend of 3p per unit held on the Property fund is achieved. <i>Variation due to provisions raised at year end but the actual interest income has not been received until July 15.</i>
Portfolio Holder : Cllr Peter Seib	Income	0	19,132	19,132	(461,320)	(542,600)	(81,280)	
	TOTAL	33,675	46,982	13,307	(402,100)	(483,380)	(81,280)	
TOTAL FINANCIAL SERVICES	Expenditure	933,175	718,183	(214,992)	2,583,370	2,610,460	27,090	
	Income	(36,331)	(5,146)	31,185	(1,130,340)	(1,132,100)	(1,760)	
	TOTAL	896,844	713,037	(183,807)	1,453,030	1,478,360	25,330	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
ICT SERVICES								
Service Manager : Roger Brown								
INFORMATION SYSTEMS	Expenditure	349,761	372,535	22,774	987,140	1,012,140	25,000	Budget prediction this early in the FY is difficult and subject to unforeseens. Currently the budget is looking like there may be an overspend of around £25K due mainly to a predicted £35K saving in telephone call charges that has been removed from the budget but for contractual reasons is not likely to be forthcoming this FY. The major over spend is on IS maintenance as a result of the telephone savings that will not be made in 15/16 as contract negotiations are ongoing and slight timing differences on payment of contracts and profiling.
Portfolio Holder : Cllr Henry Hobhouse	Income	(4,415)	(1,359)	3,056	(20,770)	(20,770)	0	<i>The major over spend is on IS maintenance as a result of the telephone savings that will not be made in 15/16 as contract negotiations are ongoing and slight timing differences on payment of contracts and profiling.</i>
	TOTAL	345,346	371,176	25,830	966,370	991,370	25,000	
TOTAL INFORMATION SYSTEMS	Expenditure	349,761	372,535	22,774	987,140	1,012,140	25,000	
	Income	(4,415)	(1,359)	3,056	(20,770)	(20,770)	0	
	TOTAL	345,346	371,176	25,830	966,370	991,370	25,000	
PROCUREMENT AND RISK MANAGEMENT								
Service Manager : Gary Russ								
PROCUREMENT AND RISK MANAGEMENT	Expenditure	42,510	35,299	(7,211)	170,040	170,040	0	A number of corporate budgets continue to be underspent, with office supplies and ICT equipment showing the largest under spend so far.
Portfolio Holder : Cllr Peter Seib	Income	(6,370)	(3,588)	2,782	(25,480)	(25,480)	0	Income is within expected limits and will be at or close to budget at year end.
	TOTAL	36,140	31,711	(4,429)	144,560	144,560	0	
TOTAL PROCUREMENT AND RISK MANAGEMENT	Expenditure	42,510	35,299	(7,211)	170,040	170,040	0	
	Income	(6,370)	(3,588)	2,782	(25,480)	(25,480)	0	
	TOTAL	36,140	31,711	(4,429)	144,560	144,560	0	
REVENUES AND BENEFITS								
Service Manager : Ian Potter								
REVENUES & BENEFITS	Expenditure	411,663	359,768	(51,895)	1,620,280	1,620,280	0	Income from summons costs relating to CTAX and NDR arrears cases is higher than budget expectations (by £50k) due to higher volumes of summons issued in the Q1. While it is expected that income will remain ahead for the rest of 2015/16 the margin will reduce with lower levels of summons going forward.
Portfolio Holder : Cllr Peter Seib	Income	(104,781)	(161,976)	(57,195)	(349,460)	(349,460)	0	
	TOTAL	306,882	197,792	(109,090)	1,270,820	1,270,820	0	
HOUSING BENEFIT SUBSIDY	Expenditure	11,502,287	12,186,886	684,599	46,009,150	46,009,150	0	Our subsidy monitor shows a small projected variation by the end of the year. Subsidy is monitored monthly and the subsidy claim externally audited and finally adjusted next summer.
Portfolio Holder : Cllr Peter Seib	Income	(11,897,690)	(12,034,792)	(137,102)	(46,831,360)	(46,831,360)	0	
	TOTAL	(395,403)	152,094	547,497	(822,210)	(822,210)	0	
TOTAL REVENUES AND BENEFITS	Expenditure	11,913,950	12,546,654	632,704	47,629,430	47,629,430	0	
	Income	(12,002,471)	(12,196,768)	(194,297)	(47,180,820)	(47,180,820)	0	
	TOTAL	(88,521)	349,886	438,407	448,610	448,610	0	
TOTAL FINANCE AND CORPORATE SERVICES	Expenditure	13,239,396	13,672,671	433,275	51,369,980	51,422,070	52,090	
	Income	(12,049,587)	(12,206,861)	(157,274)	(48,357,410)	(48,359,170)	(1,760)	
	TOTAL	1,189,809	1,465,810	276,001	3,012,570	3,062,900	50,330	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
LEGAL AND CORPORATE SERVICES								
Assistant Director : Ian Clarke								
DEMOCRATIC SERVICES								
Service Manager : Angela Cox								
DEMOCRATIC & SUPPORT SERVICES	Expenditure	255,395	413,147	157,752	1,027,900	1,071,250	43,350	Budgets as expected at this time of year. Members are being encouraged to receive their agenda papers electronically which should reduce the printing and stationery costs. Electoral Registration, District and Parish Elections - The elections and registration budgets are looking as expected at this early stage. A transfer from reserve will be processed for the District and Parish Elections for £102k and income of £70.5k is expected in relation to General Election expenditure.
Portfolio Holder : Cllr Carol Goodall	Income	(2,105)	(51,763)	(49,658)	(8,420)	(51,770)	(43,350)	<i>Income budget requires realignment and re-profiling</i>
	TOTAL	253,290	361,384	108,094	1,019,480	1,019,480	0	
TOTAL DEMOCRATIC & SUPPORT SERVICES	Expenditure	255,395	413,147	157,752	1,027,900	1,071,250	43,350	
	Income	(2,105)	(51,763)	(49,658)	(8,420)	(51,770)	(43,350)	
	TOTAL	253,290	361,384	108,094	1,019,480	1,019,480	0	
LEGAL SERVICES								
Service Manager : Angela Watson								
LEGAL SERVICES	Expenditure	136,885	135,925	(960)	530,680	530,680	0	The spend on agency staff (our locum solicitor) will continue for a few months; even assuming our recruitment process is successful, we are unlikely to have anyone in post much before the end of the calendar year. Income under legal fees and costs recovered is less than target, but this is largely made up of income for s106 agreements and we have had fewer completing to date than this time last year.
Portfolio Holder : Cllr Peter Seib	Income	(16,445)	(11,492)	4,953	(66,960)	(66,960)	0	
	TOTAL	120,440	124,433	3,993	463,720	463,720	0	
LAND CHARGES	Expenditure	57,300	131,425	74,125	229,200	229,200	0	Professional fees and charges needs to be re-profiled to month 3 so that it matches the expenditure within that month for the part settlement of the personal search litigation. In relation to consultants spend, we haven't yet been invoiced by the County Council for any of their work in this financial year, nor for March of last year. This is a recurring problem when dealing with the County.
Portfolio Holder : Cllr Peter Seib	Income	(233,882)	(243,359)	(9,477)	(555,010)	(555,010)	0	<i>Income for June compared with last year has seen a decrease of 11%, year to date there has been a decrease of 4%.</i>
	TOTAL	(176,582)	(111,934)	64,648	(325,810)	(325,810)	0	
RIGHTS OF WAY	Expenditure	11,460	7,878	(3,582)	45,840	45,840	0	We are now generating some income. There will be further income to be received from some of the 'new' diversion order work being done, but it increasingly looks like an annual figure of £26,500 will be difficult to achieve. This figure was based on a full time member of staff doing the work full time, with the current staffing and the foreseeable demand it is not necessary to have a full time member of staff doing DO work full time. We have also been consciously trying to re-direct some DO work to the County Council, which will result in some loss of income. I think we need to consider an inescapable to reduce this budget.
Portfolio Holder : Cllr Peter Seib	Income	(6,625)	(3,272)	3,353	(26,500)	(26,500)	0	
	TOTAL	4,835	4,606	(229)	19,340	19,340	0	
TOTAL LEGAL SERVICES	Expenditure	205,645	275,228	69,583	805,720	805,720	0	
	Income	(256,952)	(258,123)	(1,171)	(648,470)	(648,470)	0	
	TOTAL	(51,307)	17,105	68,412	157,250	157,250	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
FRAUD AND DATA MANAGEMENT								
Service Manager : Lynda Creek								
FRAUD AND DATA MANAGEMENT	Expenditure	18,523	15,727	(2,796)	65,810	65,810	0	New arrangements for counter fraud work still to be formulated in full.
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	<i>Discussions are ongoing with Taunton Deane & SWAP.</i>
	TOTAL	18,523	15,727	(2,796)	65,810	65,810	0	
TOTAL FRAUD AND DATA MANAGEMENT	Expenditure	18,523	15,727	(2,796)	65,810	65,810	0	
	Income	0	0	0	0	0	0	
	TOTAL	18,523	15,727	(2,796)	65,810	65,810	0	
HUMAN RESOURCES								
Service Manager : Mike Holliday								
HUMAN RESOURCES	Expenditure	75,478	59,844	(15,634)	297,410	297,410	0	The underspend is a result of a transitional period following a change of occupational health provider.
Portfolio Holder : Cllr Ric Pallister	Income	(2,495)	(6,695)	(4,200)	(12,840)	(12,840)	0	
	TOTAL	72,983	53,149	(19,834)	284,570	284,570	0	
TOTAL HUMAN RESOURCES	Expenditure	75,478	59,844	(15,634)	297,410	297,410	0	
	Income	(2,495)	(6,695)	(4,200)	(12,840)	(12,840)	0	
	TOTAL	72,983	53,149	(19,834)	284,570	284,570	0	
TOTAL LEGAL SERVICES AND CORPORATE SERVICES	Expenditure	555,041	763,946	208,905	2,196,840	2,240,190	43,350	
	Income	(261,552)	(316,581)	(55,029)	(669,730)	(713,080)	(43,350)	
	TOTAL	293,489	447,365	153,876	1,527,110	1,527,110	0	
TOTAL CHIEF EXECUTIVE	Expenditure	13,925,844	14,562,985	637,141	54,208,400	54,303,840	95,440	
	Income	(12,311,139)	(12,523,442)	(212,303)	(49,027,140)	(49,072,250)	(45,110)	
	TOTAL	1,614,705	2,039,543	424,838	5,181,260	5,231,590	50,330	
Strategic Director (Place and Performance): Rina Singh								
PLACE AND PERFORMANCE								
Service Manager : Rina Singh								
POLICY & PERFORMANCE	Expenditure	31,603	30,339	(1,264)	117,500	117,500	0	No variance expected at year end.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	31,603	30,339	(1,264)	117,500	117,500	0	
TOTAL PLACE AND PERFORMANCE	Expenditure	31,603	30,339	(1,264)	117,500	117,500	0	
	Income	0	0	0	0	0	0	
	TOTAL	31,603	30,339	(1,264)	117,500	117,500	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
ECONOMY								
Assistant Director : Martin Woods								
ECONOMIC DEVELOPMENT								
Service Manager : David Julian								
ECONOMIC DEVELOPMENT	Expenditure	174,283	141,529	(32,754)	662,720	662,720	0	
Portfolio Holder : Cllr Jo Roundell-Greene	Income	(339,836)	(380,760)	(40,924)	(423,670)	(423,670)	0	Annual income for Yeovil Innovation Centre.
	TOTAL	(165,553)	(239,231)	(73,678)	239,050	239,050	0	Budget on track.
TOURISM	Expenditure	49,855	39,999	(9,856)	199,420	199,420	0	<i>Publication spend is predominantly in the Autumn accounting for the underspend.</i>
Portfolio Holder : Cllr Jo Roundell-Greene	Income	(20,262)	(14,070)	6,192	(81,050)	(81,050)	0	
	TOTAL	29,593	25,929	(3,664)	118,370	118,370	0	Budget on track for year end.
HERITAGE	Expenditure	14,647	17,207	2,560	58,590	60,060	1,470	
Portfolio Holder : Cllr Nick Weeks	Income	(155)	(2,091)	(1,936)	(620)	(2,090)	(1,470)	
	TOTAL	14,492	15,116	624	57,970	57,970	0	Budget on track for year end.
TOTAL ECONOMIC DEVELOPMENT	Expenditure	238,785	198,735	(40,050)	920,730	922,200	1,470	
	Income	(360,253)	(396,921)	(36,668)	(505,340)	(506,810)	(1,470)	
	TOTAL	(121,468)	(198,186)	(76,718)	415,390	415,390	0	
DEVELOPMENT CONTROL								
Service Manager : David Norris								
DEVELOPMENT CONTROL	Expenditure	385,590	375,512	(10,078)	1,531,340	1,531,340	0	The income is currently meeting the budget and salaries are slightly underspent. We will be liable for costs in relation to an appeal that we successfully defended in Chard and this is likely to be a significant amount.
Portfolio Holder : Cllr Angie Singleton	Income	(304,167)	(315,609)	(11,442)	(1,201,880)	(1,201,880)	0	
	TOTAL	81,423	59,903	(21,520)	329,460	329,460	0	
TOTAL DEVELOPMENT CONTROL	Expenditure	385,590	375,512	(10,078)	1,531,340	1,531,340	0	
	Income	(304,167)	(315,609)	(11,442)	(1,201,880)	(1,201,880)	0	
	TOTAL	81,423	59,903	(21,520)	329,460	329,460	0	
SPATIAL POLICY								
Service Manager : Paul Wheatley								
PLANNING POLICY	Expenditure	67,525	56,942	(10,583)	298,470	298,470	0	Recruitment for remaining two outstanding posts will take place on confirmation of the work programme set out in the Local Development Scheme. This is expected to be confirmed at DX on 6th August.
Portfolio Holder : Cllr Angie Singleton	Income	(2,040)	(2,786)	(746)	(8,160)	(8,160)	0	Any underspends to be recirculated to Local Plan Implementation Fund / Local Plan Reserves as they are critical to future delivery of work programme. Expected that late 2015, and throughout 2016 there will be a significant call on these budgets through procurement of external consultants.
	TOTAL	65,485	54,156	(11,329)	290,310	290,310	0	
TRANSPORT	Expenditure	10,208	10,029	(179)	40,830	40,830	0	
Portfolio Holder : Cllr Henry Hobhouse	Income	0	0	0	0	0	0	
	TOTAL	10,208	10,029	(179)	40,830	40,830	0	
Service Manager : Martin Woods	Expenditure	47,860	34,930	(12,930)	191,440	199,440	8,000	Qrtly invoices for supported housing schemes are awaited.
STRATEGIC HOUSING	Income	0	(8,000)	(8,000)	0	(8,000)	(8,000)	Partnership Levy Fees
Portfolio Holder : Cllr Ric Pallister	TOTAL	47,860	26,930	(20,930)	191,440	191,440	0	Budget on track.
TOTAL SPATIAL POLICY	Expenditure	125,593	101,901	(23,692)	530,740	538,740	8,000	
	Income	(2,040)	(10,786)	(8,746)	(8,160)	(16,160)	(8,000)	
	TOTAL	123,553	91,115	(32,438)	522,580	522,580	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
EQUALITIES								
Service Manager : Jo Morgan								
EQUALITIES & DIVERSITY	Expenditure	18,250	13,322	(4,928)	57,280	64,200	6,920	Underspend due to service level agreements that will be paid later in the year and the shopmobility access guide £5k that has been paid for in July 15. Contribution rec'd from SCC this will go towards funding Carer's Group work, access guides, hearing loop for SSDC, British Sign Language (BSL) Interpreters - panto at Octagon, videos and consultation work with deaf community
	Income	0	(6,916)	(6,916)	0	(6,920)	(6,920)	
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	18,250	6,406	(11,844)	57,280	57,280	0	
TOTAL EQUALITIES	Expenditure	18,250	13,322	(4,928)	57,280	64,200	6,920	
	Income	0	(6,916)	(6,916)	0	(6,920)	(6,920)	
	TOTAL	18,250	6,406	(11,844)	57,280	57,280	0	
TOTAL ECONOMY	Expenditure	768,218	689,470	(78,748)	3,040,090	3,056,480	16,390	
	Income	(666,460)	(730,232)	(63,772)	(1,715,380)	(1,731,770)	(16,390)	
	TOTAL	101,758	(40,762)	(142,520)	1,324,710	1,324,710	0	
COMMUNITIES								
Assistant Director : Helen Rutter & Kim Close								
COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS								
Service Manager : Helen Rutter & Kim Close								
CENTRAL COMMUNITIES TEAM	Expenditure	34,568	35,553	985	138,270	138,270	0	
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	34,568	35,553	985	138,270	138,270	0	
COMMUNITY SAFETY	Expenditure	12,098	11,605	(493)	48,390	48,390	0	
Portfolio Holder : Cllr Peter Gubbins	Income	0	0	0	0	0	0	
	TOTAL	12,098	11,605	(493)	48,390	48,390	0	
Service Manager :								
THIRD SECTOR AND PARTNERSHIPS	Expenditure	90,562	85,815	(4,747)	258,270	258,270	0	Budget on track.
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0	0	0	0	
	TOTAL	90,562	85,815	(4,747)	258,270	258,270	0	
TOTAL COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS	Expenditure	137,228	132,973	(4,255)	444,930	444,930	0	
	Income	0	0	0	0	0	0	
	TOTAL	137,228	132,973	(4,255)	444,930	444,930	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
LOCAL STRATEGIC PARTNERSHIP								
Service Manager : Helen Rutter								
LOCAL STRATEGIC PARTNERSHIP	Expenditure	10,675	6,883	(3,792)	42,700	50,030	7,330	<i>Partners' contributions.</i>
Portfolio Holder : Cllr Ric Pallister	Income	(4,150)	(23,921)	(19,771)	(16,600)	(23,930)	(7,330)	
	TOTAL	6,525	(17,038)	(23,563)	26,100	26,100	0	
TOTAL LOCAL STRATEGIC PARTNERSHIP	Expenditure	10,675	6,883	(3,792)	42,700	50,030	7,330	
	Income	(4,150)	(23,921)	(19,771)	(16,600)	(23,930)	(7,330)	
	TOTAL	6,525	(17,038)	(23,563)	26,100	26,100	0	
AREA EAST								
Service Manager : Helen Rutter								
EAST AREA DEVELOPMENT	Expenditure	50,985	49,025	(1,960)	185,940	195,730	9,790	Budgets all on track.
Area Chairman : Cllr Nick Weeks	Income	(5,878)	(18,293)	(12,415)	(8,510)	(18,300)	(9,790)	
	TOTAL	45,107	30,732	(14,375)	177,430	177,430	0	
EAST GRANTS	Expenditure	23,550	0	(23,550)	41,790	41,790	0	
Area Chairman : Cllr Nick Weeks	Income	0	0	0	0	0	0	
	TOTAL	23,550	0	(23,550)	41,790	41,790	0	
EAST PROJECTS	Expenditure	0	16,217	16,217	0	66,010	66,010	<i>Funding for The Heart of Wessex Rail Partnership.</i>
Area Chairman : Cllr Nick Weeks	Income	0	(48,637)	(48,637)	0	(66,010)	(66,010)	
	TOTAL	0	(32,420)	(32,420)	0	0	0	
TOTAL AREA EAST	Expenditure	74,535	65,242	(9,293)	227,730	303,530	75,800	
	Income	(5,878)	(66,930)	(61,052)	(8,510)	(84,310)	(75,800)	
	TOTAL	68,657	(1,688)	(70,345)	219,220	219,220	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
AREA NORTH								
Service Manager : Charlotte Jones								
NORTH AREA DEVELOPMENT	Expenditure	51,630	45,708	(5,922)	191,520	191,520	0	Variance relates to business flood recovery & future resilience funding carried forward from 2014/15 but not yet spent.
Area Chairman : Cllr Shane Pledger	Income	(5,000)	(5,000)	0	(5,000)	(5,000)	0	Income as budgeted.
	TOTAL	46,630	40,708	(5,922)	186,520	186,520	0	
NORTH GRANTS	Expenditure	5,670	1,950	(3,720)	13,680	13,680	0	Budget expected to be fully allocated.
Area Chairman : Cllr Shane Pledger	Income	0	0	0	0	0	0	
	TOTAL	5,670	1,950	(3,720)	13,680	13,680	0	
TOTAL AREA NORTH	Expenditure	57,300	47,658	(9,642)	205,200	205,200	0	
	Income	(5,000)	(5,000)	0	(5,000)	(5,000)	0	
	TOTAL	52,300	42,658	(9,642)	200,200	200,200	0	
AREA SOUTH								
Service Manager : Kim Close								
SOUTH AREA DEVELOPMENT	Expenditure	73,833	67,482	(6,351)	283,300	283,300	0	Budgets all on track.
Area Chairman : Cllr Peter Gubbins	Income	(12,788)	(15,444)	(2,656)	(50,610)	(50,610)	0	
	TOTAL	61,045	52,038	(9,007)	232,690	232,690	0	
SOUTH GRANTS	Expenditure	10,455	2,176	(8,279)	33,840	33,840	0	
Area Chairman : Cllr Peter Gubbins	Income	0	0	0	0	0	0	
	TOTAL	10,455	2,176	(8,279)	33,840	33,840	0	
SOUTH PROJECTS	Expenditure	0	3	3	0	0	0	<i>Minor spend on Health Inequalities project that will be funded from the reserve.</i>
Area Chairman : Cllr Peter Gubbins	Income	0	0	0	0	0	0	
	TOTAL	0	3	3	0	0	0	
TOTAL AREA SOUTH	Expenditure	84,288	69,661	(14,627)	317,140	317,140	0	
	Income	(12,788)	(15,444)	(2,656)	(50,610)	(50,610)	0	
	TOTAL	71,500	54,217	(17,283)	266,530	266,530	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
AREA WEST								
Service Manager : Andrew Gillespie								
WEST AREA DEVELOPMENT	Expenditure	63,575	59,095	(4,480)	231,960	231,960	0	I expect the outturn to be as per the budget across all three elements.
Area Chairman : Cllr Carol Goodall	Income	(1,079)	(938)	141	(3,710)	(3,710)	0	
	TOTAL	62,496	58,157	(4,339)	228,250	228,250	0	
WEST GRANTS	Expenditure	8,783	7,803	(980)	35,130	37,630	2,500	
Area Chairman : Cllr Carol Goodall	Income	(8,890)	(11,390)	(2,500)	(8,890)	(11,390)	(2,500)	
	TOTAL	(107)	(3,587)	(3,480)	26,240	26,240	0	
WEST PROJECTS	Expenditure	5,497	4,033	(1,464)	23,470	23,470	0	<i>Current spend & income is at the Boden Centre, Chard.</i>
Area Chairman : Cllr Carol Goodall	Income	(2,782)	(1,922)	860	(13,930)	(13,930)	0	
	TOTAL	2,715	2,111	(604)	9,540	9,540	0	
TOTAL AREA WEST	Expenditure	77,855	70,931	(6,924)	290,560	293,060	2,500	
	Income	(12,751)	(14,250)	(1,499)	(26,530)	(29,030)	(2,500)	
	TOTAL	65,104	56,681	(8,423)	264,030	264,030	0	
TOTAL STRATEGIC DIRECTOR - PLACE & PERFORMANCE	Expenditure	1,241,702	1,113,157	(128,545)	4,685,850	4,787,870	102,020	
	Income	(707,027)	(855,777)	(148,750)	(1,822,630)	(1,924,650)	(102,020)	
	TOTAL	534,675	257,380	(277,295)	2,863,220	2,863,220	0	
Strategic Director - (Operations and Customer Focus): Vega Success								
OPERATIONS AND CUSTOMER FOCUS								
Service Manager : Jason Toogood								
CUSTOMER SERVICES	Expenditure	123,082	120,386	(2,696)	504,020	513,000	8,980	New income expectation from SCC for provision of their reception function at Brympton Way. Two fixed term staff contracts now in place in contact centre hence expected overspend in the expenditure above.
Portfolio Holder : Cllr Ric Pallister	Income	0	(936)	(936)	0	(11,500)	(11,500)	
	TOTAL	123,082	119,450	(3,632)	504,020	501,500	(2,520)	
RESOLUTION AND PRINTING	Expenditure	21,595	21,612	17	86,380	82,000	(4,380)	Use of our printing function by both internal teams and external customers remains lower than when income targets set. Contract for printing machinery currently up for renewal as reached end of contract period - looking to reduce costs in this area as the year progresses. Work also taking place looking at internal teams' use of private companies for printing work which could be completed in-house. <i>The arrangement with Latchams, the preferred contractor, is that they should direct any printing that can be done in-house to our print room. A work study is also being conducted to see if costs can be reduced by changing one of the print machines.</i>
Portfolio Holder : Cllr Ric Pallister	Income	(27,443)	(10,464)	16,979	(109,770)	(86,000)	23,770	
	TOTAL	(5,848)	11,148	16,996	(23,390)	(4,000)	19,390	
TOTAL OPERATIONS AND CUSTOMER FOCUS	Expenditure	144,677	141,998	(2,679)	590,400	595,000	4,600	
	Income	(27,443)	(11,400)	16,043	(109,770)	(97,500)	12,270	
	TOTAL	117,234	130,598	13,364	480,630	497,500	16,870	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
ENVIRONMENT								
Assistant Director : Laurence Willis								
ENVIRONMENTAL HEALTH								
Service Manager : Alasdair Bell								
HOUSING STANDARDS	Expenditure	71,828	60,386	(11,442)	247,310	242,310	(5,000)	Variance relates to £5K grant waiting to be paid out. Remainder relates to vacant Home Aid Post which is currently being advertised. Any variance will be offset against underachievement of income.
Portfolio Holder : Cllr Carol Goodall	Income	(36,862)	(32,999)	3,863	(87,450)	(62,450)	25,000	
	TOTAL	34,966	27,387	(7,579)	159,860	179,860	20,000	
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	217,332	199,175	(18,157)	897,790	892,790	(5,000)	Burial costs above budget already, but hopefully some of this will be refunded although may not be in same financial year. Variance largely due to vacant hrs of which majority are now filled. Savings also on equipment, tool & materials in relation to pest control.
	Income	(35,728)	(27,046)	8,682	(67,820)	(57,820)	10,000	
Portfolio Holder : Cllr Carol Goodall	TOTAL	181,604	172,129	(9,475)	829,970	834,970	5,000	Variance largely relates to underachievement of pest control income and pollution, prevention and control income. Savings in expenditure hope to cover some of this, but will see how progresses over the summer.
ENFORCEMENT	Expenditure	28,553	25,526	(3,027)	120,530	120,530	0	Spend broadly on target. No year end variance anticipated. Although income slightly below target, anticipate will even out.
Portfolio Holder : Cllr Carol Goodall	Income	(750)	(491)	259	(3,000)	(3,000)	0	
	TOTAL	27,803	25,035	(2,768)	117,530	117,530	0	
TOTAL ENVIRONMENTAL HEALTH	Expenditure	317,713	285,087	(32,626)	1,265,630	1,255,630	(10,000)	
	Income	(73,340)	(60,536)	12,804	(158,270)	(123,270)	35,000	
	TOTAL	244,373	224,551	(19,822)	1,107,360	1,132,360	25,000	
CIVIL CONTINGENCIES MANAGER								
Service Manager : Pam Harvey								
CIVIL CONTINGENCIES	Expenditure	33,435	26,365	(7,070)	134,720	134,720	0	All seems to be on track, although that does depend heavily on there being no incidents.
Portfolio Holder : Cllr Nick Weeks	Income	(278)	0	278	(1,110)	(1,110)	0	
	TOTAL	33,157	26,365	(6,792)	133,610	133,610	0	
TOTAL CIVIL CONTINGENCIES	Expenditure	33,435	26,365	(7,070)	134,720	134,720	0	
	Income	(278)	0	278	(1,110)	(1,110)	0	
	TOTAL	33,157	26,365	(6,792)	133,610	133,610	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
ENGINEERING AND PROPERTY SERVICES								
Service Manager : Garry Green								
PROPERTY MANAGEMENT	Expenditure	306,483	262,551	(43,932)	1,272,190	1,247,190	(25,000)	Provisions for gas and electric not yet all paid. Hoping there will be some potential underspends on maintenance and energy but dependent on activity throughout year. Early prediction made on figure.
Portfolio Holder : Cllr Henry Hobhouse	Income	(341,822)	(389,274)	(47,452)	(742,710)	(722,710)	20,000	Income budgets realigned with actual receipts, however further adjustments needed on profiling. Public office income likely to be underachieved again due to offices not being let. Increased income on other non commercial properties will help assist this.
	TOTAL	(35,339)	(126,723)	(91,384)	529,480	524,480	(5,000)	
CAR PARKING	Expenditure	276,406	248,039	(28,367)	1,159,090	1,139,090	(20,000)	Expenditure overall on profile. Variance largely relates to repairs & maintenance expenditure being above profile, however £15K should have been charged to capital, which has now been moved. Service charge provisions not all yet paid, nor the adjustment for the VAT on income. Any potential savings dependent on winter conditions & any gritting needed.
Portfolio Holder : Cllr Henry Hobhouse & Cllr Peter Seib	Income	(584,838)	(525,332)	59,506	(2,482,100)	(2,442,100)	40,000	Penalty income and season ticket income slightly down. Main variance relates to pay & display income, which is £46K below target, However £21K of this relates to money owed to us for pay and go for May and June. Overall expect income to be below target at this stage.
	TOTAL	(308,432)	(277,293)	31,139	(1,323,010)	(1,303,010)	20,000	<i>Car park income is profiled in line with receipts for previous years but this does fluctuate. The pay & go money has now been paid in July,</i>
ENGINEERING SERVICES	Expenditure	295,697	198,934	(96,763)	739,090	699,090	(40,000)	Profiling for carry forward to be corrected, should be £65K less than specified here. Remaining correct variance of £40K relates to vacant hrs in engineering, as well as general underspends in land drainage, public conveniences and Birchfield. £10K carry forward to be spend on CCTV. Year end variance anticipated.
Portfolio Holder : Cllr Henry Hobhouse	Income	(14,180)	(14,622)	(442)	(56,720)	(66,720)	(10,000)	Small income variance related to Street Naming & Numbering being above budget.
	TOTAL	281,517	184,312	(97,205)	682,370	632,370	(50,000)	
TOTAL ENGINEERING AND PROPERTY SERVICES	Expenditure	878,586	709,524	(169,062)	3,170,370	3,085,370	(85,000)	
	Income	(940,840)	(929,228)	11,612	(3,281,530)	(3,231,530)	50,000	
	TOTAL	(62,254)	(219,704)	(157,450)	(111,160)	(146,160)	(35,000)	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
BUILDING CONTROL								
Service Manager : Dave Durrant								
BUILDING CONTROL	Expenditure	120,148	118,907	(1,241)	618,600	618,600	0	Income for May was £37k and below profile. The Brookvale plc write offs approx. £3,500 have adversely affected this figure from where it should have been.
Portfolio Holder : Cllr Shane Pledger	Income	(139,054)	(115,434)	23,620	(661,240)	(645,000)	16,240	
	TOTAL	(18,906)	3,473	22,379	(42,640)	(26,400)	16,240	
TOTAL BUILDING CONTROL	Expenditure	120,148	118,907	(1,241)	618,600	618,600	0	
	Income	(139,054)	(115,434)	23,620	(661,240)	(645,000)	16,240	
	TOTAL	(18,906)	3,473	22,379	(42,640)	(26,400)	16,240	
STREETSCENE								
Service Manager : Chris Cooper								
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	709,989	721,083	11,094	2,877,230	2,877,230	0	Expenditure is higher than budgeted for this time of year however this is offset by additional income and we are confident that we will maintain this position throughout the year, as springtime is particularly expensive for the service.
	Income	(191,112)	(226,710)	(35,598)	(1,278,290)	(1,278,290)	0	The service has been successful in attaining additional works which is particularly pleasing at this time of year as we traditionally gain additional income later in the season which bodes well for this financial year.
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	518,877	494,373	(24,504)	1,598,940	1,598,940	0	
TOTAL STREETSCENE	Expenditure	709,989	721,083	11,094	2,877,230	2,877,230	0	
	Income	(191,112)	(226,710)	(35,598)	(1,278,290)	(1,278,290)	0	
	TOTAL	518,877	494,373	(24,504)	1,598,940	1,598,940	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
WASTE & RECYCLING								
Assistant Director : Laurence Willis								
WASTE COLLECTION Portfolio Holder : Cllr Jo Roundell Greene	Expenditure	1,432,899	1,481,843	48,944	5,742,160	5,742,160	0	At this early stage the complex waste budgets are showing no cause for concern. Although expenditure is currently above expected, concerted marketing efforts have resulted in strong garden waste income performance as part of the council's 2015-16 income generation programme. The result is that the overall budget is currently about £18,000 underspent. Volatility on recycling credits and the cost of replacement bins are the main uncertainty within the remainder of the year's budget.
	Income	(714,295)	(781,019)	(66,724)	(1,395,260)	(1,395,260)	0	
	TOTAL	718,604	700,824	(17,780)	4,346,900	4,346,900	0	
TOTAL WASTE COLLECTION	Expenditure	1,432,899	1,481,843	48,944	5,742,160	5,742,160	0	
	Income	(714,295)	(781,019)	(66,724)	(1,395,260)	(1,395,260)	0	
	TOTAL	718,604	700,824	(17,780)	4,346,900	4,346,900	0	
LICENSING								
Service Manager : Nigel Marston								
LICENSING Portfolio Holder : Cllr Peter Gubbins	Expenditure	59,630	56,643	(2,987)	238,520	238,520	0	Small underspends across various nominals within budget. No variance against budget expected at the moment. Income slightly above target for the year but this is likely to even out by year end.
	Income	(44,797)	(46,997)	(2,200)	(304,510)	(304,510)	0	
	TOTAL	14,833	9,646	(5,187)	(65,990)	(65,990)	0	
TOTAL LICENSING	Expenditure	59,630	56,643	(2,987)	238,520	238,520	0	
	Income	(44,797)	(46,997)	(2,200)	(304,510)	(304,510)	0	
	TOTAL	14,833	9,646	(5,187)	(65,990)	(65,990)	0	
TOTAL ENVIRONMENT	Expenditure	3,552,400	3,399,452	(152,948)	14,047,230	13,952,230	(95,000)	
	Income	(2,103,716)	(2,159,924)	(56,208)	(7,080,210)	(6,978,970)	101,240	
	TOTAL	1,448,684	1,239,528	(209,156)	6,967,020	6,973,260	6,240	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
HEALTH AND WELL-BEING								
Assistant Director : Steve Joel								
ARTS AND ENTERTAINMENT								
Service Manager : Adam Burgan								
ARTS	Expenditure	419,840	490,836	70,996	1,692,860	2,078,630	385,770	A strong start to the year with key trading period ahead. - indications are for a good year and budget targets met.
Portfolio Holder : Cllr Sylvia Seal	Income	(353,816)	(778,381)	(424,565)	(1,408,520)	(1,795,050)	(386,530)	
	TOTAL	66,024	(287,545)	(353,569)	284,340	283,580	(760)	
TOTAL ARTS	Expenditure	419,840	490,836	70,996	1,692,860	2,078,630	385,770	
	Income	(353,816)	(778,381)	(424,565)	(1,408,520)	(1,795,050)	(386,530)	
	TOTAL	66,024	(287,545)	(353,569)	284,340	283,580	(760)	
SPORT AND LEISURE FACILITIES								
Service Manager : Steve Joel								
GOLDENSTONES	Expenditure	64,108	28,005	(36,103)	256,430	256,430	0	
Portfolio Holder : Cllr Sylvia Seal	Income	(28,678)	(13,213)	15,465	(114,710)	(114,710)	0	
	TOTAL	35,430	14,792	(20,638)	141,720	141,720	0	
SPORT FACILITIES	Expenditure	37,990	45,403	7,413	151,960	151,960	0	<i>Service charge paid until Sept 15.</i>
Portfolio Holder : Cllr Sylvia Seal	Income	(15,250)	(4,494)	10,756	(61,000)	(61,000)	0	
	TOTAL	22,740	40,909	18,169	90,960	90,960	0	
TOTAL SPORT AND LEISURE FACILITIES	Expenditure	102,098	73,408	(28,690)	408,390	408,390	0	
	Income	(43,928)	(17,707)	26,221	(175,710)	(175,710)	0	
	TOTAL	58,170	55,701	(2,469)	232,680	232,680	0	
COMMUNITY HEALTH AND LEISURE								
Service Manager : Lynda Pincombe								
RESOURCE CENTRE	Expenditure	12,047	22,072	10,025	48,190	48,190	0	<i>Service charge paid until Sept 15.</i>
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0	0	0	0	
	TOTAL	12,047	22,072	10,025	48,190	48,190	0	
COMMUNITY HEALTH & LEISURE	Expenditure	248,345	268,267	19,922	860,450	860,450	0	Budget on track.
Portfolio Holder : Cllr Sylvia Seal	Income	(46,404)	(86,948)	(40,544)	(163,710)	(163,710)	0	
	TOTAL	201,941	181,319	(20,622)	696,740	696,740	0	
TOTAL COMMUNITY HEALTH AND LEISURE	Expenditure	260,392	290,339	29,947	908,640	908,640	0	
	Income	(46,404)	(86,948)	(40,544)	(163,710)	(163,710)	0	
	TOTAL	213,988	203,391	(10,597)	744,930	744,930	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
HOUSING AND WELFARE								
Service Manager : Kirsty Larkins								
WELFARE	Expenditure	86,862	81,310	(5,552)	330,780	330,780	0	
Portfolio Holder : Cllr Sylvia Seal	Income	(310,492)	(333,987)	(23,495)	(371,630)	(371,630)	0	
	TOTAL	(223,630)	(252,677)	(29,047)	(40,850)	(40,850)	0	Budgets all fine.
HOUSING	Expenditure	254,270	207,553	(46,717)	1,080,080	1,080,080	0	Currently showing underspent on IS Software as this is an annual bill
Portfolio Holder : Cllr Sylvia Seal	Income	(79,313)	(65,296)	14,017	(317,250)	(317,250)	0	paid in July.
	TOTAL	174,957	142,257	(32,700)	762,830	762,830	0	Underspend on B&B although temporary accommodation spaces are becoming more difficult to find so we may see an increase in B&B use. We have paid £10k towards the P2I Homeless services aimed at preventing youth homelessness. Income down in Housing Benefit, which is balanced by the underspend on B&B. Traveller sites- showing underspend on salary as we are in the process of reviewing the management arrangements.
TOTAL HOUSING AND WELFARE	Expenditure	341,132	288,863	(52,269)	1,410,860	1,410,860	0	
	Income	(389,805)	(399,283)	(9,478)	(688,880)	(688,880)	0	
	TOTAL	(48,673)	(110,420)	(61,747)	721,980	721,980	0	
FAMILY SUPPORT PROGRAMME								
Service Manager : Steve Joel								
FAMILY SUPPORT PROGRAMME	Expenditure	74,390	83,001	8,611	171,560	171,560	0	
Portfolio Holder : Cllr Ric Pallister	Income	(74,390)	(171,560)	(97,170)	(171,560)	(171,560)	0	
	TOTAL	0	(88,559)	(88,559)	0	0	0	Budgets all fine.
TOTAL FAMILY SUPPORT PROGRAMME	Expenditure	74,390	83,001	8,611	171,560	171,560	0	
	Income	(74,390)	(171,560)	(97,170)	(171,560)	(171,560)	0	
	TOTAL	0	(88,559)	(88,559)	0	0	0	

Group with Elements		Budget to 30th June	Actual to 30th June	Variance to 30th June	Annual Budget	Expected Total by Year End	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
COUNTRYSIDE								
Service Manager : Katy Menday								
COUNTRYSIDE	Expenditure	118,205	133,695	15,490	474,640	474,640	0	Expenditure may look to be slightly high for the time of year but event expenditure and tools and materials accounts for some of this as we develop a range of grant funded events; the income to cover this expenditure will be reclaimed against copy invoices later this year. At Chard the ranger and volunteers progress the causeway project to secure access across the site, most expenditure is on tools and materials and equipment hire for this build. In the coming months the heritage lottery project with start at Yeovil, expenditure will start across the nominals with use of a job code to highlight costs associated with the grant like community ranger salary. The first claim will be in Feb 2016.
Portfolio Holder : Cllr Sylvia Seal	Income	(52,242)	(51,616)	626	(213,970)	(213,970)	0	Income is as expected for the time of year. The first quarters invoices have been raised for Yeovil and Chard. We anticipate income against event expenditure at Yeovil by the end of the year. The Cafe is performing well against its business plan.
	TOTAL	65,963	82,079	16,116	260,670	260,670	0	Budgets are on track for year end. There is a significant amount of grant expenditure ongoing to be followed by claims to be generated against various Yeovil Country Park lines, this makes for a less clear picture in the current month.
TOTAL COUNTRYSIDE	Expenditure	118,205	133,695	15,490	474,640	474,640	0	
	Income	(52,242)	(51,616)	626	(213,970)	(213,970)	0	
	TOTAL	65,963	82,079	16,116	260,670	260,670	0	
TOTAL HEALTH AND WELL-BEING	Expenditure	1,316,057	1,360,142	44,085	5,066,950	5,452,720	385,770	
	Income	(960,585)	(1,505,495)	(544,910)	(2,822,350)	(3,208,880)	(386,530)	
	TOTAL	355,472	(145,353)	(500,825)	2,244,600	2,243,840	(760)	
TOTAL STRATEGIC DIRECTOR - OPERATIONS AND CUSTOMER FOCUS	Expenditure	5,013,134	4,901,592	(111,542)	19,704,580	19,999,950	295,370	
	Income	(3,091,744)	(3,676,819)	(585,075)	(10,012,330)	(10,285,350)	(273,020)	
	TOTAL	1,921,390	1,224,773	(696,617)	9,692,250	9,714,600	22,350	
TOTAL SSDC	Expenditure	20,180,680	20,577,734	397,054	78,598,830	79,091,660	492,830	
	Income	(16,109,910)	(17,056,038)	(946,128)	(60,862,100)	(61,282,250)	(420,150)	
	TOTAL	4,070,770	3,521,696	(549,074)	17,736,730	17,809,410	72,680	

Appendix B

The following virements should be noted:

Value £	To	From	Description
2,760	Economic Development	Payroll Adjustments	Revised salary funding
290	Octagon Box Office	Payroll Adjustments	Revised salary funding
14,010	Legal Services	Typing Services	Transfer of clerical assistant salary budget
6,460	Payroll Adjustments	Economic Development	Staff turnover savings
5,030	Procurement & Risk Management	Central Support Services	Transfer of budget for Spikes Cavell
2,580	Payroll Adjustments	Exchequer Services	Staff turnover savings
9,900	Commercial Properties	Technical Services Crematorium & other SSDC Properties	Realignment of Income budgets

Appendix C

AREA RESERVES Quarter 1 2015/16

Allocation of Reserves	Approval Date	Approved Allocation	Balance 15/16	Transfer from Reserves during 2015/16
		£	£	£
Area East				
Balance B/fwd 1st April 2015			60,190	
Community Planning - Project Spend	Apr-05	50,000	26,930	
Securing of BMI Site	Jun-05	4,000	4,000	
Rural Business Units	Nov-05	25,000	15,800	
Retail Support Initiative	May-09	10,000	10,000	
Totals			56,730	0
QSP balance of Reserve				60,190
Unallocated Balance 30th June 2015			3,460	
Area North				
Balance B/fwd 1st April 2015			26,600	
Support towards progressing affordable rural housing schemes	Mar-09	15,000	10,000	
Totals			10,000	0
QSP balance of Reserve				26,600
Unallocated Balance 30th June 2015			16,600	
Area West				
Balance B/fwd 1st April 2015			49,640	
Underwrite Community Grants	Mar, Aug, Nov 10, Sept 14	16,195	11,195	
Markets (approved in principle)	Nov-10	14,340	13,500	
Fore Street, Chard-Study	Feb-15	7,500	7,500	
Facilities at Chard	Sep-14	5,000	5,000	
Chard Area Youth Club	Jan-15	15,925	12,445	
Totals			49,640	0
QSP balance of Reserve				49,640
Unallocated Balance 30th June 2015			0	

(Area South has no reserve remaining)

Summary of Usable Reserves

The following table shows the current balance on each usable reserve and the movements since 1 April 2015:

Reserves	Balance as at 01/04/15 £'000	Movement £'000	Balance as at 30/06/15 £'000
Usable Capital Receipts	35,657	151	35,808
Capital Reserve	1,392	0	1,392
Cremator Replacement Capital Reserve	663	0	663
Voluntary Redundancy/Early Retirement Fund	394	0	394
Local Authority Business Growth Initiative Reserve	37	0	37
Planning Delivery Reserve	26	0	26
Yeovil Athletic Track Repairs Fund	100	18	118
Local Plan Enquiry Reserve	50	0	50
Save to Earn Schemes Reserve	50	0	50
Insurance Fund	47	0	47
Bristol to Weymouth Rail Reserve	12	0	12
Election Reserve	256	0	256
Risk Management Reserve	11	0	11
Local Plan Implementation Fund	125	0	125
Revenue Grants Reserve	641	(148)	493
New Homes Bonus	3,651	0	3,651
Yeovil Vision	100	0	100
Council Tax/Housing Benefits Reserve	827	35	862
Closed Churchyards Reserve	10	0	10
Deposit Guarantee Claims Reserve	6	0	6
Park Homes Replacement Reserve	135	0	135
Car Park Income	5	0	5
Health Inequalities	31	0	31
Planning Obligations Admin Reserve	42	0	42
Wincanton Sports Centre Reserve	21	0	21
LSP	76	0	76
Artificial Grass Pitch Reserve	42	0	42
Business Support Scheme	172	(7)	165
Flooding Reserve	85	(5)	80
Infrastructure Reserve	995	(5)	990
NNDR Volatility Reserve	500	0	500
Treasury Management Reserve	247	0	247
Total Usable Reserves	46,406	39	46,445

The list above excludes the reserves which are not usable by Members. These are the Capital Adjustment Account, Revaluation Reserve, Available for Sale Reserve, Financial Instrument Adjustment Account, Pensions Reserve and Collection Fund Adjustment Account.

Agenda Item 11

Commercial Property Disposals - Land at Lakefields, West Coker

Executive Portfolio Holder: Councillor Ric Pallister, Strategy and Policy
Strategic Director: Vega Sturgess, Operations and Customer Focus
Assistant Director: Donna Parham, Assistant Director (Finance & Corporate Services)
Lead Officers: Diane Layzell, Senior Land & Property Officer
Contact Details: diane.layzell@southsomerset.gov.uk or 01935 462058

Purpose of the Report

The purpose of this report is to recommend that District Executive agree to the leasehold transfer of land at Lakefields, West Coker to the Parish Council, to facilitate a much needed residential parking area.

Public Interest

At the time of the District Councils Housing Stock transfer back in 1998/99, a section of land at Lakefields, West Coker was retained by the District Council. Part of the verge was included in the Housing Stock transfer as it provided residential parking to the local residents. The provision of off-road parking at Lakefields is lacking and the Parish Council, in conjunction with Yarlington Housing Group, are looking to bring forward a residential parking scheme to meet this need. The District Council land has been identified as suitable for this purpose and it is proposed to transfer the land to the Parish Council for this purpose.

Recommendations

That District Executive approve:

1. the leasehold transfer of Council land at Lakefields, West Coker to the Parish Council for 175 years for £1 per annum i.e. less than best consideration;
2. the lease will restrict the use to that of residential parking only;
3. the Parish Council will be responsible for all legal and professional costs incurred as a result of this transaction

Background

In 1998/99 the District Council transferred its housing stock to South Somerset Homes, now Yarlington Housing Group, but retained many areas of grassland. One section of land which was retained is an area of grassland at Lakefields, West Coker.

There is already a residential parking area adjacent to the verge but this no longer meets the growing needs of the local residents for off road parking. This has resulted in more cars parking on the narrow roadways and restricting potential access for emergency vehicles.

The land houses many services and was recently used by Wessex Water as a compound whilst they conducted essential works on the mains and sewer.

Report

The land consists of a large flat grassed area with a grass bank along one side from Lakefields to the road below. As part of the Housing Stock transfer, the small residential parking area created

Key

Categories	Colours <i>(for further detail please refer to Risk management strategy)</i>
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

Corporate Priority Implications

Delivering Well-Managed Cost Effective Services.

- Provide even better value for money from our services

Carbon Emissions and Climate Change Implications

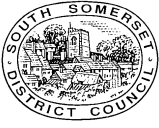
There would be no impact to Carbon Emissions as the land use would have little or no additional impact on the surrounding area.

Equality and Diversity Implications

The land will be transferred to the Parish Council who have local residents asking for additional residential parking in Lakefields. The transfer of this land will benefit the residents of Lakefields and reduce the risk to residents needing assistance from the emergency services.

Background Papers

Valuers report



ASSET SALE APPRAISAL FORM - ONE

Section 1

Name of Asset to be Sold	Project No.
<p>Asset to be disposed of:-</p> <p>Land at Lakefields, West Coker</p> <p>Lead Officer:</p> <p>Diane Layzell, Senior Land and Property Officer</p>	

Section 2

Reason for Sale
<p>There is no strategic need for retention by SSDC and this transfer passes the land into local control and management</p> <p>Meets Corporate Priority:</p> <ul style="list-style-type: none"> • Deliver well managed cost effective services valued by our customers

Section 3

Income From Sale	
Gross Income from Sale	£ 1.00
Less Cost of Sale e.g. valuation fee	£ 0
Net Income (cost)	£ 1.00

Section 4

Loss of Rental or Other Income						
	Mgmt Code	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/20 £
Rental Income		0	0	0	0	0
Other Income		Nil	Nil	Nil	Nil	Nil

Section 5

Savings in Costs (annual)
Regular maintenance and grass cutting of the area in question

Section 6

Savings in Costs - one off (i.e. urgent major repairs required)
None

Section 7

Financial Analysis – Revenue						
	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/20 £	
Interest from receipt	(0)	(0)	(0)	(0)	(0)	
Loss of Income	0	0	0	0	0	
Savings in Expenses						
- Salaries						
- Repairs & Maintenance	Nil	Nil	Nil	Nil	Nil	
- Other						
Total Revenue Cost / (Net saving)	0	0	0	0	0	

Section 8

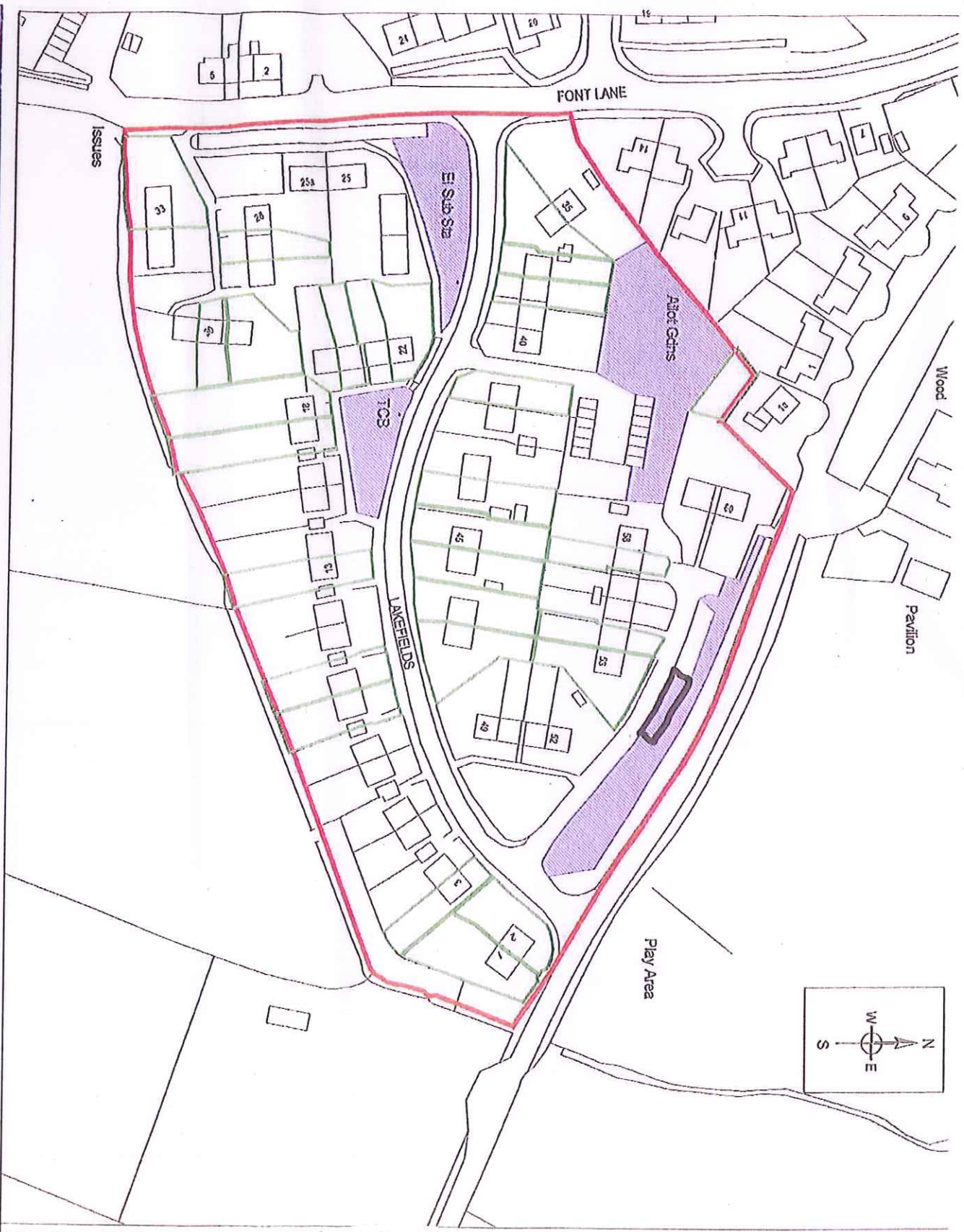
Scheme Evaluation by Management Team

Section 9

Stage of Project (i.e. Feasibility)
N/A

Section 10

Expected Completion Date
It is expected that the transfer will complete by the end of the current financial year



KEY

WEST COKER LAKEFIELDS

Registered Title ST1160
 South Somerset
 District Council

- Land Owned by SSDC
- Retained Land
- Registerable disposals shown at ground level

CAR PARK AREA
 ST5213
 Scale 1:1250

Reproduced from a Ordnance Survey map
 with permission of the Ministry of Survey
 Office © Crown Copyright. All Rights Reserved.
 Reproduction of this Crown Copyright map may
 lead to prosecution or other proceedings
 under the Copyright, Designs and Patents Act 1988.

Agenda Item 12

Commercial Property Disposals – 1 - 4 St Johns Cottages, Charlton Musgrove

Executive Portfolio Holder: Councillor Ric Pallister, Strategy and Policy
Strategic Director: Vega Sturgess, Operations and Customer Focus
Assistant Director: Donna Parham, Assistant Director (Finance & Corporate Services)
Lead Officers: Diane Layzell, Senior Land & Property Officer
Contact Details: diane.layzell@southsomerset.gov.uk or 01935 462058

Purpose of the Report

The purpose of this report is to recommend that District Executive agree to the leasehold transfer of the land adjacent to 1-4 St Johns Cottages, Charlton Musgrove to the Parish Council, for use as a community garden or allotment site, at less than best consideration.

Public Interest

At the time of the District Councils Housing Stock transfer back in 1998/99, a section of land adjacent to 1-4 St Johns Cottages, Charlton Musgrove was retained by the District Council. This had been let to residents in 2 and 3 St Johns Cottages for garden use. These lettings have now ceased and, whilst the land has been considered for other uses, it has remained vacant and become overgrown. The Parish Council are keen to establish an allotment site for local residents and this has been identified as an excellent site for this.

Recommendations

That District Executive approve:

1. the leasehold transfer of Council land adjacent to 1-4 St Johns Cottages, Charlton Musgrove to the Parish Council for 75 years at £1 per annum (less than best consideration);
2. the lease will restrict the use to that of an allotment site or community garden;
3. the Parish Council will be responsible for all legal and professional costs incurred as a result of this transaction.

Background

In 1998/99 the District Council transferred its housing stock to South Somerset Homes, now Yarlinton Housing Group, but retained many areas of grassland. One section of land which was retained is a section of land adjacent to 1-4 St Johns Cottages, Charlton Musgrove.

The land used to be let to the residents of 2 and 3 St Johns Cottages as garden, being that their properties had little or no garden to speak of. These lettings have since ended and the land has been vacant since.

SSDC has considered other uses such as residential but the services running under the site have really rendered the site unsuitable.

Wessex Water owns a rectangular section of land within the site which is the cause of its restricted use. The Land Registry title document for Wessex Water is attached for information purposes. The District Councils ownership of the remaining land has yet to be registered at the Land

Registry, although it was included in the housing stock transfer documents sent to the Land Registry.

Report

Charlton Musgrove Parish Council has been interested in setting up an allotment site for local residents as they have shown a strong interest. With this in mind, the Parish Council approached SSDC to see if they could utilise this section of land to deliver this community need.

A consultation was submitted which resulted in 100% support from the Portfolio Holder, Senior Management, Officers and Ward Members.

Using the Councils Asset Transfer criteria, the Parish Council were offered:

- 1) lease of the land
- 2) term of 75 years
- 3) the use would be restricted to that of an allotment site or community garden
- 4) that they would pay the Councils legal and professional costs incurred as a result of the transfer

The Land and Property Officer has recently received confirmation from the Parish Clerk that the terms are acceptable to its members and is now seeking consent to the asset transfer.

SSDC’s valuer has assessed the leasehold value of the land, with restricted use to that of allotments or community garden, at £506.25. However it should be noted that this income is generated only because of the change of use and in its current condition it carries liabilities and potential costs linked to maintenance.

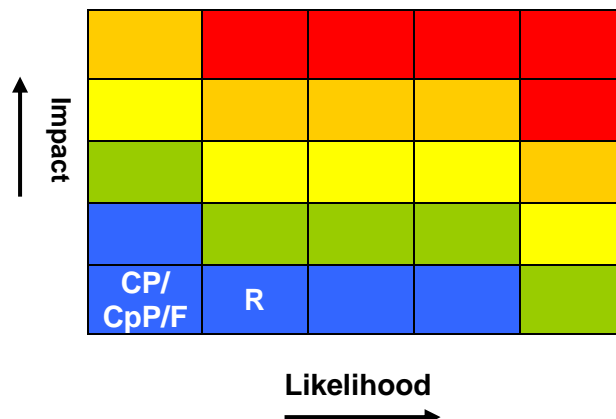
Alternative uses for the site have been considered by our housing team but the section of the site which Wessex Water owns renders it unsuitable.

Financial Implications

If Members agree to the leasehold transfer of this site under the Asset Transfer Policy it would be at £1 (less than best consideration) with SSDC foregoing a possible annual income of £506.25. However, the site currently generates no income and has an ad-hoc maintenance liability from time to time.

Further financial details are attached in the asset sale disposal form.

Risk Matrix



Key

Categories	Colours <i>(for further detail please refer to Risk management strategy)</i>
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

Corporate Priority Implications:-

Delivering Well-Managed Cost Effective Services.

- Provide even better value for money from our services

Carbon Emissions and Climate Change Implications

There would be no impact to Carbon Emissions as the sites use would be similar

Equality and Diversity Implications

The site will be transferred to the Parish Council who have local residents wanting allotments and as they are keen to see them occupied by their residents this should become a community site for the benefit of all the residents in Charlton Musgrove.

Background Papers

Valuers report



ASSET SALE APPRAISAL FORM

Section 1

Name of Asset to be Sold	Project No.
<p>Asset to be disposed of:-</p> <p>Land adjacent to 1-4 St Johns Cottages, Charlton Musgrove</p> <p>Lead Officer:</p> <p>Diane Layzell, Senior Land and Property Officer</p>	

Section 2

Reason for Sale
<p>There is no strategic need for retention by SSSC and this transfer passes the site into local control and management</p> <p>Meets Corporate Priority:</p> <ul style="list-style-type: none"> • Deliver well managed cost effective services valued by our customers

Section 3

Income From Sale	
Gross Income from Sale	£ 1.00
Less Cost of Sale e.g. valuation fee	£ 0
Net Income (cost)	£ 1.00

Section 4

Loss of Rental or Other Income						
	Mgmt Code	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/20 £
Rental Income		0	0	0	0	0
Other Income		Nil	Nil	Nil	Nil	Nil

Section 5

Savings in Costs (annual)
<p>No works or repairs needed as the land will be transferred in its current condition</p>

Section 6

Savings in Costs - one off (i.e. urgent major repairs required)	
	None

Section 7

Financial Analysis – Revenue						
	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/20 £	
Interest from receipt	(0)	(0)	(0)	(0)	(0)	
Loss of Income	0	0	0	0	0	
Savings in Expenses						
- Salaries						
- Repairs & Maintenance	Nil	Nil	Nil	Nil	Nil	
- Other						
Total Revenue Cost / (Net saving)	0	0	0	0	0	

Section 8

Scheme Evaluation by Management Team	

Section 9

Stage of Project (i.e. Feasibility)	
	N/A

Section 10

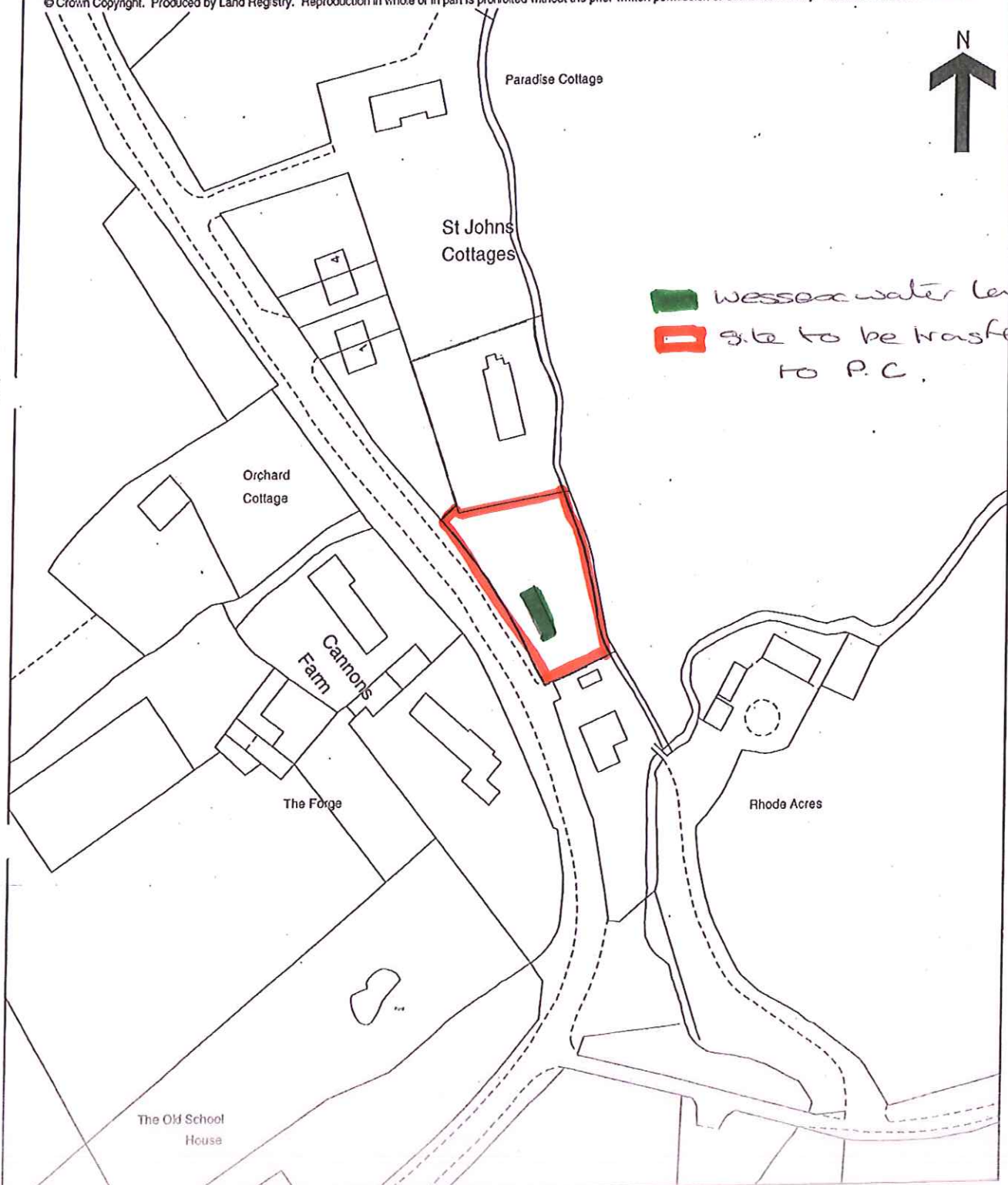
Expected Completion Date	
	It is expected that the transfer will complete by the end of the current financial year



Land Registry Index map plan

Ordnance Survey map reference ST7331NW
Scale 1:1250
Plan prepared on 29/02/2012 at 00:00:01



© Crown Copyright. Produced by Land Registry. Reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number 100026316.



 wessoe water lead
 s. to be transferred
to P.C.

This plan should be read in conjunction with result F00VHKB.

This plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. See Land Registry Public Guide 19 - Title Plans and Boundaries.





- It has been an exceptionally busy time at Yeovil Country Park with the ranger team and Friends Group jointly receiving grants totalling £35,500 for event and activity delivery over the next few years. Then at the beginning of June the team had confirmation from the Heritage Lottery Fund that their bid had been successful for £251,000 allowing the team to embark upon a diverse 3 year project, which will improve the natural heritage and visitor offer at Yeovil Country Park, the first step is the recruitment of a Community Ranger to facilitate outreach work across the town.
- South Somerset Careline received excellent feedback from their recent customer survey; 98.5% of our customers are very satisfied or fairly satisfied with the service and 95% of our customers feel safer since having Careline.
- Streetscene team has been very busy – supporting Yeovil Marathon, Ilchester Youth Clean Up, Crewkerne Rotary Club Clean Up; all bedding plants installed and areas cleansed for Yeovil in Bloom judging (24 July); highway weed spraying across the town in the district completed, villages now starting.
- South Somerset District Council's Area South Development Team, Yeovil Town Council and Yeovil Without Parish Council have all contributed funding to employ a Ranger for one year. This dedicated Ranger from SSDC's Streetscene Team has already started work to ensure the town is kept looking its best. If successful it is hoped the project will be supported in future years.
- The Octagon Theatre's Summer School programme is set for three week long projects for children and young people to immerse themselves in theatre and learn new skills in music, dancing and drama. Building confidence and making new friends will also be a big part of the workshops.
- It's been a very busy time for Licensing as they have been giving a lot of help and advice over the last few months on the numerous summer events that take place in South Somerset. Officers have been visiting larger events and undertaking inspections to ensure organisers are complying with any conditions of their licence and that the events are safe for the public to attend.
- Over the last few months the planning service achieved a very significant improvement in terms of planning appeals. Over the last month the service has won 11 of the 12 appeals determined. This is a stark contrast to a success rate of only 50% at the same time last year.

Latest headlines:

- A consultation on Local Council Tax Support for South Somerset residents opened on 15 June for 8 weeks. The consultation invites members of the public to have their say on Council Tax Support and is held each year. You can view the survey at www.southsomerset.gov.uk/housing-and-benefits/benefits/lctconsultation.

Agenda Item 14

District Executive Forward Plan

Executive Portfolio Holder: Ric Pallister, Leader, Strategy and Policy
Assistant Director: Ian Clarke, Legal and Corporate Services
Lead Officer: Ian Clarke, Legal and Corporate Services
Contact Details: ian.clarke@southsomerset.gov.uk or (01935) 462184

1. Purpose of the Report

1.1 This report informs Members of the current Executive Forward Plan, provides information on Portfolio Holder decisions and on consultation documents received by the Council that have been logged on the consultation database.

2. Public Interest

2.1 The District Executive Forward Plan lists the reports due to be discussed and decisions due to be made by the Committee within the next few months. The Consultation Database is a list of topics which the Council's view is currently being consulted upon by various outside organisations.

3. Recommendations

3.1 The District Executive is asked to approve the updated Executive Forward Plan for publication as attached at Appendix A.

4. Executive Forward Plan

4.1 The latest Forward Plan is attached at Appendix A. The timings given for reports to come forward are indicative only, and occasionally may be re scheduled and new items added as new circumstances arise.

5. Consultation Database

5.1 The Council has agreed a protocol for processing consultation documents received by the Council. This requires consultation documents received to be logged. There are no outstanding consultation documents at the current time.

6. Background Papers

6.1 None.

SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
September 2015 September 2015	Adoption of a Revised Private Sector Housing Strategy	Portfolio Holder for Area South	Assistant Director (Economy)	Alasdair Bell, Environmental Health Manager	District Executive South Somerset District Council
September 2015	Update of the SSDC Statement of Community Involvement	Portfolio Holder for Strategic Planning (Place Making)	Assistant Director (Economy)	Jo Wilkins, Policy Planner	District Executive
September 2015	Community loan to Kingsbury Episcopi Amenities Committee	Portfolio Holder for Strategic Planning (Place Making)	Assistant Directors (Communities)	Charlotte Jones, Area Development Manager (North)	District Executive
September 2015	Corporate Performance Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anuska Gilbert, Performance Officer	District Executive
September 2015	Investment in Market Housing	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Colin McDonald, Corporate Strategic Housing Manager	District Executive
September 2015	Investing in infrastructure - Yeovil Innovation Centre (Confidential)	Portfolio Holder for Environment & Economic Development	Assistant Director (Economy)	David Julian, Economic Development Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
September 2015	LED Sport and Leisure Facility Contract (Confidential)	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Steve Joel, Assistant Director (Health & Well-Being)	District Executive
October 2015	Asset Management Plan - annual update.	Portfolio Holder for Strategy and Policy	Strategic Director (Operations & Customer Focus)	Vega Sturgess, Strategic Director (Operations & Customer Focus)	District Executive
October 2015	Medium Term Financial Strategy & Medium Term Financial Plan for 2016/17 to 2019/20	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
October 2015	Lufton and Up Mudford school sites	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Diane Layzell, Senior Land & Property Officer	District Executive
November 2015	Capital & Revenue Budget Monitoring for Quarter 2	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
November 2015 November 2015	Adoption of the Revised County Wide Tenancy Strategy	Portfolio Holder for Strategy and Policy	Assistant Director (Economy)	Colin McDonald, Corporate Strategic Housing Manager	District Executive South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
November 2015 December 2015	Report of Licensing Fees Task and Finish Group	Portfolio Holder for Area South	Strategic Director (Operations & Customer Focus)	Nigel Marston, Licensing Manager	District Executive South Somerset District Council
December 2015 February 2016	Proposed Capital Schemes for 2016/17	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive South Somerset District Council
January 2016	Update on Medium Term Financial Plan and Capital Programme	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
February 2016 February 2016	Budget for 2016/17 and Capital Programme	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive South Somerset District Council
February 2016	Capital & Revenue Budget monitoring reports for Quarter 3	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive

Agenda Item 15

Date of Next Meeting

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 3rd September 2015** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

Agenda Item 16

Exclusion of Press and Public

The Committee is asked to agree that the following item (agenda item 16) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

Agenda Item 17

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted