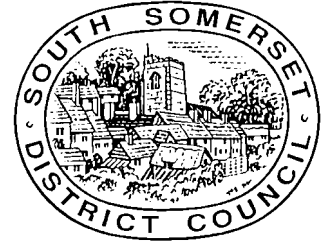


South Somerset District Council

Notice of Meeting



District Executive

Making a difference where it counts

Thursday 7th July 2016

9.30 am

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



Disabled access and a hearing loop are 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**, website: www.southsomerset.gov.uk

This Agenda was issued on Wednesday 29 June 2016.

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
Clare Aparicio Paul
Carol Goodall
Peter Gubbins
Henry Hobhouse
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 7 July 2016

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the Special District Executive meeting held on 26th May and the District Executive meeting held on 2nd June 2016.

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. Verbal Update on Recruitment of Chief Executive Officer

Councillor Ric Pallister, as Chairman of the Appointments Committee, will update Members on the progress the Committee have made in the recruitment of a new Chief Executive Officer.

7. Five-Year Housing Land Supply Update (July 2016) (Pages 5 - 66)

8. Approval of the Somerset District Authorities Regulatory Services Enforcement Policy 2015-2020 and the Environmental Protection Enforcement Policy 2015-2020 (Pages 67 - 91)

9. 2015/16 Revenue Budget Outturn Report (Pages 92 - 121)

10. 2015/16 Capital Budget Outturn Report (Pages 122 - 154)

11. Key4Life - At Risk Preventative Programme in Somerset (Pages 155 - 157)

12. Annual Review of SSDC Partnerships (Pages 158 - 163)

13. Community Right to Bid Quarterly Update Report (Pages 164 - 171)

14. District Executive Forward Plan (Pages 172 - 177)

15. Date of Next Meeting (Page 178)

Agenda Item 7

Five-year Housing Land Supply Update (July 2016)

<i>Executive Portfolio Holder:</i>	<i>Angie Singleton, Strategic Planning (Place Making)</i>
<i>Strategic Director:</i>	<i>Rina Singh, Interim Chief Executive</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 sign-off the paper providing an update on the Council's five-year housing land supply position. The paper sets out the five-year housing land supply for the period 2016/2017 to 2020/2021.

2. Public Interest

- 2.1. The Council is required to demonstrate it can supply five-year's worth of housing land at all times. The amount of land needed over a five-year period stems from the local plan housing target, but also takes in to account previous performance in housing delivery.
- 2.2. There are two sides of an equation that need defining in order to prove whether the Council can demonstrate it has a five-year housing land supply.
- 2.3. On one side, it must be determined how many houses should be provided over the next five years. This figure includes five years' worth of the local plan annual housing target, plus any previous under-delivery, plus a buffer to help boost supply. This becomes the target for the five-year period.
- 2.4. On the other side, the Council must demonstrate the amount of land, sites, and number of houses that can realistically be built in the next five-years. This figure takes account of sites with planning permission and sites identified for development.
- 2.5. Where a Council can demonstrate a five-year supply of housing sites, the policies in the local plan maintain their status and are used as normal in decision-making on planning applications. Where a Council cannot demonstrate a five-year supply of housing sites, the policies relating to housing in the local plan are deemed "out-of-date" and are given less status in decision-making on planning applications.

Recommendation(s):

That the District Executive:

- i. endorse the Five-year Housing Land Supply update paper, and resolve that the conclusions and implications are effective as of 7th July 2016 (**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 Five-year Housing Land Supply update paper to be published.

3. Report

- 3.1. The National Planning Policy Framework (NPPF) (March 2012) requires each Council to meet the needs of its area by defining a housing requirement in a local plan. It then asks each Council to identify a supply of land to meet five years' worth of housing against the requirement. This exercise must be updated annually.
- 3.2. The future supply of land must respond to previous performance in meeting the housing requirement set out in the local plan. Any under-delivery must be factored into the amount of future land supply and must be overcome straightaway, in the next five years.
- 3.3. In addition, the supply of land must be increased by a buffer amount to provide choice within the market, and generate competition amongst landowners and developers. Normally this buffer is an additional 5%. But the buffer is increased where under-delivery has been persistent and performance against the housing requirement has been poor. Where under-delivery has been persistent the buffer is increased to an additional 20%.
- 3.4. The South Somerset Local Plan covers the period 2006 to 2028 and sets out a housing requirement of 15,950 dwellings to be built. The annual requirement is therefore 725 dwellings to be built each year.
- 3.5. Taking account of previous performance against the annual housing requirement in the local plan, it is shown that delivery has been persistently under the level required. Table 3.1 shows this in detail.

Table 3.1: South Somerset District Council – Net Housing Completions (2006/2007 – 2015/2016)

	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011	2011 / 2012	2012 / 2013	2013 / 2014	2014 / 2015	2015 / 2016	Total
Local Plan Target	725	725	725	725	725	725	725	725	725	725	7250
Completions (net)	620	724	547	482	984	480	528	511	770	606	6252
Progress Against Target Per Annum	-105	-1	-178	-243	259	-245	-197	-214	45	-119	
Cumulative Shortfall	-105	-106	-284	-527	-268	-513	-710	-924	-879	-998	-998

- 3.6. From this table two things are clear. That the Council must incorporate the identified shortfall straightaway, in the next five years. And that the record of persistent under-delivery means that a 20% buffer must be added to the land supply figures, rather than the normal 5% buffer.
- 3.7. As set out in section 2.3 above, the first side of the equation is to establish how many houses should be provided over the next five years. The component parts in reaching a conclusion on this are set out in Table 3.2 below.

Table 3.2: Overview of Component Parts of Five-year Housing Requirement

Component of Five-year Housing Requirement	Method	Total
Basic Housing Requirement (annualised)	(15,950 / 22)	725
Basic Housing Requirement over a five-year period	(725 x 5)	3625
Completions Since 2006		6252
Current Identified Shortfall	(7250 – 6252)	998
Basic Requirement Plus Shortfall (“Sedgefield”)	(3625 + 998)	4623
Basic Requirement Plus Shortfall with 20% Buffer Added	(4623 x 1.2)	5548

3.8. The overall conclusion is that the Council will need to be able to demonstrate a land supply capable of delivering **5,548 dwellings** in the next five years.

3.9. Determining the other side of the equation, namely, whether there is a sufficient supply of land for housing to equal 5,548 dwellings in the next five years, requires an assessment of the following information:

- Sites with planning permission;
- Sites which are subject to planning applications;
- Sites with a resolution to grant permission subject to a Section 106 Agreement;
- Sites within the Strategic Housing Land Availability Assessment; and
- Windfalls.

3.10. During the appraisal of sites and land it is important to note that to be included within the first five-years of the housing land supply the sites must be “deliverable”. That is, the prospect of the site being built and completed within the next five years must be realistic and demonstrable.

3.11. Having assessed the potential of the sites within the district, the overall conclusion on the supply side of the equation is a total of **4,630 dwellings**.

3.12. This does not meet the required figure of 5,548 and there is a gap of 918 dwellings.

3.13. Accordingly, the Council cannot demonstrate a five-year housing land supply and the current supply represents just over **4 years and 2 months**.

4. Conclusion

4.1. This conclusion has significant implications for the Council’s decision-making on planning applications and directly affects the housing policies in the local plan.

4.2. The NPPF, at Paragraph 49, sets out that:

“[r]elevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites.”

- 4.3. Paragraph 49 of the NPPF is linked to Paragraph 14 of the NPPF, and has the effect of altering the perspective when taking decisions on planning applications, in so far that:

*“where the development is absent, silent or **relevant policies are out-of-date**, granting permission unless:*

- *Any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or*
- *Specific policies in this Framework indicate development should be restricted.”*
(emphasis added)

- 4.4. In simple terms, the implication of not being able to demonstrate a five-year housing land supply is that the policies relating to housing within the local plan are deemed to be ‘out-of-date’. As such, the weight that should be attached to them in decision-making should be reduced.

- 4.5. The starting point for decision-making shifts to one where a planning application should be granted permission, unless it can be shown that the adverse impacts of development significantly and demonstrably outweigh the benefits of the proposed housing.

5. Implications

- 5.1. The conclusion poses a number of issues for the Council. For example, it is likely that the lack of a five-year housing land supply will prompt an increase in the number of planning applications submitted to the Council.

- 5.2. As such, Area Committees will need to be aware of the change in approach to decision-making which must occur when a Council cannot demonstrate a five-year housing land supply. Under the terms of Paragraph 49 and Paragraph 14 of the NPPF, the Council’s starting point should be to grant permission unless significant and demonstrable harm can be shown.

- 5.3. Decisions taken by the Council which do not conform to this approach will be at an increased risk of being subject to appeal by applicants. These issues and the various implications will be set out in each planning officer report accompanying planning applications.

6. Next Steps

- 6.1. As per the 2015 report in to the Five-Year Housing Land Supply the Council has commenced a full Strategic Housing Market Assessment (SHMA) to understand the nature of the housing market, and establish how much housing is required in South Somerset on an annual basis. This work will conclude later in 2016.

- 6.2. The Council is also in the process of finalising a new Strategic Housing Land Availability Assessment (SHLAA), which will involve identifying additional land and sites which could come forward for housing in the district. It will also help refine the Council’s understanding of existing land identified as available. This is also expected to be completed later in 2016.

6.3. Both of these key pieces of evidence will then inform choices and decisions about both the overall amount of housing that is needed in South Somerset; and also where future sites for housing should be located. All of this information will feed in to the Council's proposed 'Early Review' of the Local Plan.

7. Financial Implications

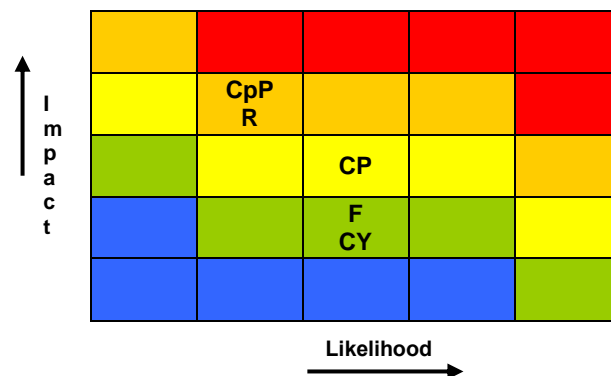
7.1. There are no direct financial implications from this report or the recommendations.

7.2. However, the work envisaged to improve the housing land supply position and assist the Council in attempting to demonstrate a five-year housing land supply in the future will require use of external support and come at a financial cost to the Spatial Policy service. This cost has been factored into existing budgets, but the level of expenditure may occur earlier than first envisaged.

7.3. As highlighted in Section 5.2 and Section 5.3, there may be unexpected budgetary pressures stemming from the Council having to submit evidence and take part in planning appeals where decisions are made to refuse planning applications without sufficient evidence and identification of significant and demonstrable harm as required under the terms of Paragraph 49 and Paragraph 14 of the NPPF.

8. Risk Matrix

8.1. The matrix below sets out the risks associated with District Executive endorsing the five-year housing land supply update paper, and resolving that the implications of the paper are effective as of the 3rd September 2015.



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

9. Corporate Priority Implications

9.1. No direct implications. Although not being able to demonstrate a five-year housing land supply does undermine the housing related policies in the local plan.

10. Carbon Emissions and Climate Change Implications

10.1. None.

11. Equality and Diversity Implications

- 11.1. No direct implications. Future work to help demonstrate a five-year housing land supply may require the identification and analysis of additional land within the district.
- 11.2. Any evidence base work will be subject to appropriate equalities impact assessments. In addition, any subsequent decision-making on options for housing sites will be prepared in accordance with the legislative and statutory requirements of an Equality Analysis, Habitats Regulations Assessment and Sustainability Appraisal.

12. Background Papers

Appendix A – Five-year Housing Land Supply Update (July 2016)

South Somerset District Council

Five-Year Housing Land Supply Paper (July 2016)

1. Introduction

- 1.1. This report sets out the latest five-year housing land supply position for South Somerset District Council (SSDC). Information and evidence is accurate up to and including the 31st March 2016, and sets out the supply position for the five-year period starting at 1st April 2016 and ending on the 31st March 2021.
- 1.2. This report represents a progression of the supply position since the previous report published in September 2015.
- 1.3. The Council recognises that the five-year housing land supply position should be updated annually; but is also mindful that the information in these reports only ever represents a 'snap-shot' in time. The five-year housing land supply position is volatile and constantly subject to change. Every house built, each planning permission granted, and every major change to the delivery timetable for a housing site affects the five-year housing land supply position. As such, the five-year housing land supply position will be regularly monitored and updated to ensure that significant changes in circumstances are captured and publicised.

2. Background and Context

National policy

- 2.1. The National Planning Policy Framework (NPPF) (2012) requires that local planning authorities (LPAs) should use their evidence base to ensure that their local plan meets the full, objectively assessed needs for market and affordable housing in the housing market area.
- 2.2. The NPPF requires LPAs to identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements. To this figure an additional buffer of 5% (moved forward from later in the plan period) should be added, to ensure choice and competition in the market for land.
- 2.3. If, and where, there has been a record of persistent under delivery of housing, the NPPF requires LPAs to increase the buffer to 20% (moved forward from later in the plan period) to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market for land.
- 2.4. The National Planning Practice Guidance (NPPG) (March 2014) reiterates the importance of identifying a supply of deliverable sites to provide five years' worth of housing against housing requirements.

- 2.5. The NPPG also provides a starting point for formulating the five-year HLS, clarifying that:
“Housing requirement figures in up-to-date adopted Local Plans should be used as the starting point for calculating the five year supply. Considerable weight should be given to the housing requirement figures in adopted Local Plans, which have successfully passed through the examination process, unless significant new evidence comes to light”.

Local policy

- 2.6. The Council adopted the South Somerset Local Plan (2006 – 2028) in March 2015. The adoption of the plan is important context as it represents the conclusion of the plan-making process and therefore confirms South Somerset’s housing requirement.
- 2.7. The local plan sets out a housing requirement of 15,950 dwellings to be delivered over the 22 year period. This equates to an annualised average of 725 dwellings per annum.

3. Determining the Five-year Housing Requirement

Overview

- 3.1. Given the status of the local plan, the starting point for calculating the five-year housing land supply position is the housing requirement set out in Policy SS5 of the local plan.
- 3.2. In order to reach a conclusion on whether or not the Council can currently demonstrate a five-year supply of housing land, the following component parts need to be examined:
- What is the basic annual housing requirement;
 - What is the five-year basic housing requirement;
 - What are the net housing completions since the start of the local plan in 2006;
 - Has there been any shortfall or overprovision against the local plan target;
 - How should any shortfall be addressed;
 - Does the Council have a track record of ‘persistent under delivery’;
 - What is the appropriate buffer which should be added to provide choice and competition in the market for land; and
 - How the buffer should be applied to the basic five-year housing requirement figure and the shortfall in housing delivery.

What is the basic annual housing requirement?

3.3. The NPPG is clear that adopted local plans should serve as the starting point for calculating the five-year housing land supply position. Given the South Somerset Local Plan (2006 – 2028) was only adopted in March 2015, the housing requirement figure in the plan provides the starting point for any calculation.

3.4. The basic housing requirement figures are therefore the:

- overall housing requirement between 2006 and 2028, which is **15,950 dwellings**; and
- annualised housing requirement, which is **725 dwellings** per annum (15,950 divided by 22 years).

What is the five-year basic housing requirement?

3.5. As such, determining the five-year basic housing requirement is a straightforward calculation, multiplying the annual requirement over a five-year period. This equals: $725 \times 5 =$ **3,625 dwellings**.

What are the housing completions since the start of the local plan?

3.6. In order to ensure that the identified housing need is being met, and to understand whether the local plan is ‘on track’ to deliver the agreed scale of growth, it is necessary to analyse housing provision over the local plan period. The level of completions in South Somerset since 2006 is set out in Table 1 below.

Table 1: South Somerset District Council – Net Housing Completions (2006/2007 – 2015/2016)

	2006 / 2007	2007 / 2008	2008 / 2009	2009 / 2010	2010 / 2011	2011 / 2012	2012 / 2013	2013 / 2014	2014 / 2015	2015 / 2016	Total
Local Plan Target	725	725	725	725	725	725	725	725	725	725	7250
Completions (net)	620	724	547	482	984	480	528	511	770	606	6252
Progress Against Target Per Annum	-105	-1	-178	-243	259	-245	-197	-214	45	-119	
Cumulative Shortfall	-105	-106	-284	-527	-268	-513	-710	-924	-879	-998	-998

3.7. Numbers of completions recorded are slightly different to those previously publicised in September 2015. The reason for this is that a comprehensive review of completions has taken place, where the information held in the Council’s databases has been re-assessed and a more rigorous judgement on net completions has occurred. Some discrepancies between gross and net dwelling numbers have now been removed.

3.8. It is promising that for the period April 2014 to March 2015 the recorded net completions have recovered to the extent that they have exceeded the annualised requirement. This is a positive change within the local housing market, and can to some degree be attributed to the certainty provided by the adopted status of the local plan.

- 3.9. Further analysis of housing completion data over this period provides the opportunity to answer two important questions. First, what is the level of any shortfall or over-provision since the start of the plan period? And, second, whether or not there has been a track record of persistent under delivery?
- 3.10. Confirming the answers to both questions has implications for how the final calculation of South Somerset's five-year housing land supply position will be reached. Each of these issues is discussed in turn below.

Has there been any shortfall or over-provision in housing delivery?

- 3.11. Analysing the level of net housing completions against the intended housing delivery target shows that there has been a shortfall in terms of meeting the housing target since 2006. The current shortfall in terms of what the local plan should have delivered versus what has been delivered is **998 dwellings**.

How should any shortfall be addressed?

- 3.12. Neither the NPPF nor the NPPG set out a clear methodology for how the shortfall be addressed. However, the consensus of opinion and legal precedent indicates that LPAs should use what is known as the "Sedgefield" method for addressing the shortfall. This would mean that the shortfall is addressed in the next five years of the plan period. This is in contrast to the method of apportioning the shortfall over the remainder of the plan period (known as the "Liverpool" method).
- 3.13. Adopting the "Sedgefield" method would mean that the entirety of the current shortfall is added to the five-year basic housing requirement figure. As such, the revised requirements would be: 3,625 plus 998, which equals **4,623 dwellings**.

Does the Council have a track record of 'persistent under delivery'?

- 3.14. Looking back at net housing completions in Table 1 shows that the annualised housing requirement target has only been reached in two out of the last ten years (albeit in one further year the discrepancy is merely one dwelling). The impact therefore of the recession years, from 2008, which impacted upon developers' appetite to build, apply for planning permission and ability to borrow money to build endures; and adds a backlog to what is already a challenging target over the next five years.
- 3.15. According to best practice, a review of planning appeal decision letters, and legal precedent, this track record would represent 'persistent under delivery'. The Council is mindful that it does not build houses, and therefore under-delivery is also a symptom of the performance of the development industry and other market indicators than the sole responsibility of the LPA.

What is the appropriate buffer to be added?

- 3.16. Given that the Council's track record represents 'persistent under delivery', according to Paragraph 47 of the NPPF, the Council is required to increase the level of buffer that is applied to the five-year housing land supply position.

3.17. According to Paragraph 47 of the NPPF, rather than the normal 5% buffer that should be applied, the Council must apply a 20% buffer so as to: *“provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market for land”*.

How the buffer should be applied to the basic five-year housing requirement figure and the shortfall in housing delivery

- 3.18. Neither the NPPF nor the NPPG set out a clear methodology for how the buffer should be applied when an LPA is in a position where there is an identified shortfall.
- 3.19. Analysing recent planning inspector decision letters and best practice set out by the Planning Advisory Service indicates that the buffer should be applied to ***both*** the basic five-year housing requirement and the shortfall.
- 3.20. The Council has (with reservation) adopted this approach to its calculations. This ensures that the current position and conclusion outlined in Section 4 and Section 5 represents the ‘worst case’ scenario. Should further clarity and best practice emerge, the Council may alter its approach and methodology.

Summary

3.21. Taking account of the variables set out above, Table 2 provides a summary of the current five-year housing requirement in South Somerset. The overall conclusion is that the Council will need to be able to demonstrate a land supply capable of delivering **5,548 dwellings** in the next five years.

Table 2: Overview of Component Parts of Five-year Housing Requirement

Component of Five-year Housing Requirement	Method	Total
Basic Housing Requirement (annualised)	(15,950 / 22)	725
Basic Housing Requirement over a five-year period	(725 x 5)	3625
Completions Since 2006		6252
Current Identified Shortfall	(7250 – 6252)	998
Basic Requirement Plus Shortfall (“Sedgefield”)	(3625 + 998)	4623
Basic Requirement Plus Shortfall with 20% Buffer Added	(4623 x 1.2)	5548

4. Identifying the Five-year Housing Land Supply

Overview

- 4.1. Both the NPPF and NPPG provide the context from which the supply of housing sites can be determined. The NPPF at Paragraph 47 states that LPAs should: “*identify and update annually a supply of specific deliverable¹¹ sites...*” and “*identify a supply of specific, developable¹² sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15*”.
- 4.2. The footnote numbers 11 and 12, which accompany the text in Paragraph 47 of the NPPF state that:

*“To be considered **deliverable**, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years and in particular that development of the site is viable. Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within five years, for example they will not be viable, there is no longer a demand for the type of units or sites have long term phasing plans”.*

and

*“To be considered **developable**, sites should be in a suitable location for housing development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged”.* (emphasis added).

- 4.3. The NPPG goes on to clarify that planning permission, or allocation in a development plan, is not a pre-requisite for a site being *deliverable* in terms of the five-year supply. It re-iterates that LPAs will need to provide robust, up to date evidence to support the deliverability of sites, ensuring that their judgements on deliverability are clearly and transparently set out. If there are no significant constraints (e.g. infrastructure) to overcome such as infrastructure sites not allocated within a development plan, or without planning permission, can be considered capable of being delivered within a five-year timeframe.
- 4.4. It is against this context that the sites which make up South Somerset’s future supply of land for housing have been identified. The following component parts of the supply of land for housing have been included and Appendix 1 sets out the Council’s supply of housing sites in detail.

Sites with planning permission

- 4.5. The Council has identified sites within the district which benefit from planning permission (outline, full, reserved matters, prior approval, or permitted development).
- 4.6. The Council has also documented schemes where a planning application is pending a decision. These are not included within the first five years’ housing land supply unless there are robust reasons and expectations that the site will be approved and come forward and be delivered within that timeframe.

- 4.7. In analysing current and future planning applications and planning permission the Council is aware of the increasing trend in permitted development, changes in use class, and conversions (including barn conversions) generating additional housing supply. For the avoidance of doubt these types of development where it is shown that they generate new housing will be included in the calculation of new housing delivery and future housing supply.
- 4.8. Furthermore, the Council has seen an increase in the number of care homes and extra care homes within the district. Both now and in the future the delivery of care homes and extra care homes will be included in the calculation of new housing delivery and future housing supply.

Sites with a resolution to grant permission subject to a Section 106 Agreement

- 4.9. The Council has also identified those sites where it has resolved to grant permission subject to the signing of a Section 106 Agreement. The Council considers that these sites have de facto the same status of those sites which are in receipt of planning permission and has included them within the first five years of the trajectory of site delivery.

Sites within the Strategic Housing Land Availability Assessment

- 4.10. Sites within the Strategic Housing Land Availability Assessment (SHLAA) have been identified in conjunction with the development industry and sites have been deemed as 'suitable', 'available' and 'achievable'. The majority of the SHLAA sites are identified as 'developable' and therefore included within the later part of the housing trajectory (i.e. Years 6 – 10 and Years 11 – 15). However, some sites have been included within the first five-years of the housing supply, where it has been deemed that they are 'deliverable'.

Windfalls

- 4.11. The Council has consistently advocated that a proportion of its housing delivery occurs through windfall sites. The geographical extent and rural nature of the district, along with the range of settlement types and size, lend itself to small scale sites coming forward with no prior warning. This is particularly true in the smallest settlements in the district where minor infill plots and single home applications are common place. Similarly, Government's relaxation of permitted development rights and change of use has resulted in additional windfalls.
- 4.12. The Council has reviewed its position on windfalls by analysing the track record of delivery since 2012/2013. This period is after the most severe effects of the recession and is deemed to represent a more typical period for windfalls to emerge. Furthermore, it is a period where the most obvious and easiest 'windfall' sites have already been built out and therefore provides a clearer view of the base level of windfalls, with data not skewed by large brownfield sites or one-off schemes. This period of time also aligns with the latest SHLAA assessments (produced in 2013) and therefore allows the windfall assessment to discount sites where the Council had prior knowledge.
- 4.13. On the back of this analysis, the Council has adopted a conservative approach to avoid over-reliance on windfalls contributing to supply. The expectation is that the number of dwellings forthcoming will be greater, however, the allowance included in the overall supply position is

20 dwellings per annum for 2016/2017 (Year 1) and 2017/2018 (Year 2) in order to prevent any double-counting of sites which are already in the system. The allowance is then increased to 50 dwellings per annum for 2018/2019 (Year 3), 2019/2020 (Year 4), and 2020/2021 (Year 5) accounting for the greater take up of permitted development opportunities and the continued scale of permission granted to opportunity sites that emerge without prior knowledge.

- 4.14. The consequence is that 190 dwellings will be added to the supply. Based upon the total supply position, this represents 4% of the Council's overall supply. The Council believes this is an extremely conservative approach to windfall given the nature of development proposals in South Somerset.

5. Conclusion

- 5.1. Based upon the assumptions and rationale set out above, the Council's five-year housing land supply requirement is currently **5,548 dwellings**.
- 5.2. Based upon the current assessment of future housing land supply for the period 2016/2017 to 2020/2021, the Council's deliverable five-year housing land supply is **4,630 dwellings**.
- 5.3. As such, the Council cannot currently demonstrate a five-year supply of housing sites and can only demonstrate a supply equivalent to just over **4 years 2 months**.
- 5.4. This figure shows the Council is now further away from being able to demonstrate a five-year housing land supply than when the corresponding information was published last year. The reduction of two months' supply is due to the lack of housing completions in the year 2015/2016, and the fact that this shortfall needs to be added immediately back in to the next five-year delivery period.
- 5.5. This means that the target figure for the next five-year period grows substantially and makes achieving that target figure more and more difficult. By way of contrast, the forecast supply figure for the next five-year period is broadly equivalent to the supply position published last year. So, in summary, the required target is growing due to continued under-delivery; whereas the amount of forecast supply remains approximately the same.
- 5.6. However, there is one caveat to the future housing supply position, and that is the level of forecast completions in the district's largest settlements is not meeting expectations. Separately – and in combination – Yeovil, Chard and Crewkerne are not delivering the necessary numbers of dwellings to keep the overall district figures on track.
- 5.7. The overall conclusion has significant implications for the Council's decision-making on planning applications. The NPPF, at Paragraph 49, sets out that:

"[r]elevant policies for the supply of housing should not be considered up-to-date if the local planning authority cannot demonstrate a five-year supply of deliverable housing sites."
- 5.8. Paragraph 49 of the NPPF is directly linked to Paragraph 14 of the NPPF, and has the effect of altering the perspective when taking decisions on planning applications, in so far that:

"where the development plan is absent, silent or relevant policies are out-of-date, granting permission unless:

 - *Any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or*
 - *Specific policies in this Framework indicate development should be restricted."*
- 5.9. In simple terms, the implication of not being able to demonstrate a five-year housing land supply is that the policies relating to housing within the local plan are deemed to be 'out-of-date'. As such, the weight that should be attached to them in decision-making should be reduced in reaching conclusions on the acceptability of housing development in the district.

5.10. The starting point for decision-making shifts to one where a planning application should be granted permission, unless it can be shown that the adverse impacts of development significantly and demonstrably outweigh the benefits generated.

6. Next Steps

- 6.1. As per the next steps outlined in the 2015 report in to the Five-Year Housing Land Supply, the Council has commenced a full Strategic Housing Market Assessment (SHMA) to understand the nature of the housing market, and establish how much housing is required in South Somerset on an annual basis. This work will conclude later in 2016.
- 6.2. The Council is also in the process of finalising a new Strategic Housing Land Availability Assessment (SHLAA), which will involve identifying additional land and sites which could come forward for housing in the district. It will also help refine the Council's understanding of existing land identified as available. This is also expected to be completed later in 2016.
- 6.3. Both of these key pieces of evidence will then inform choices and decisions about both the overall amount of housing that is needed in South Somerset; and also where future sites for housing should be located. All of this information will feed in to the Council's proposed 'Early Review' of the Local Plan.

Appendix One – List of Housing Supply Sites

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
YEOVIL											
Brimsmore, Key Site, Thorne Lane	S/YEWI/1501/ S/YEWI/1512/	05/00753/OUT						300	232	806	Extant planning permission for 830 (REM for 298, 532 Left)
		16/00978/REM	56	75	100	43					Extant planning permission. Approved 06/06/16 11/00361/REM – 298 Revision to REM 13/01485/NMA, 13/02934/S73, 14/03596/S73 - (13/02934/S73 274 left)
Land at Lufton - Key Site	S/BRYM/1502/	05/00931/OUT								596	Extant planning permission
		10/01875/REM (696)	40	40	40	40	40	200	196		REM Application [Approved 15/3/12] Revisions to REM through 13/03501/S73 and 13/04826/S73A
Former Seatons Garage, West Hendford, Yeovil	S/YEOV/1537/	05/00677/OUT									05/00677/OUT for indicative 101 dwellings. (Phase 1 through 07/05204/REM resulted in 30 completions).
		10/04950/REM (57)			14	18	25			57	Extant planning permission 09/06/11 - footings began
		15/00353/FUL (3)			3					3	Revisions via 15/00457/S73A & 15/00353/FUL generates 3 additional dwellings
		15/01820/FUL (6)			4					4	15/01820/FUL [Approved 15th June 2015] generates 6 additional dwellings but removes 2 dwellings
Lyde Road Key Site	S/YEWI/1509/	06/01050/OUT								0	08/04443/REM 226, 08/04785/REM 119, 10/02968/REM 126 Complete
		10/02973/REM (103)	37							37	Extant planning permission. Approved 03/03/11 Under Construction.
		12/00268/REM (210)		50	50	50	60			210	Extant planning permission. Approved 23/07/12
		13/03360/FUL (3)	3							3	Extant planning permission. Approved 08/10/13
Plot 287A-C Lyde Road Key Site, Yeovil											
103-107 Highfield Road, Yeovil	S/YEOV/0202/	09/03111/FUL				5	8			13	Extant planning permission. Approved 17/10/11. Demolished 1 building
27 Westfield Grove, Yeovil	S/YEOV/1532/	15/02606/FUL		1						1	Extant planning permission. Approved 20/07/15. Resubmission of 12/00034/FUL
94, 96, and 98 Sherborne Road, Yeovil	S/YEOV/1535/	12/00832/FUL		2						2	Extant planning permission. Approved 05/4/12. Demolition started

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Second Floor 14A, Hendford, Yeovil	S/YEOV/1549/	12/01874/COU	1							1	Extant planning permission. Approved 20/6/12. Under Construction
Land at Key Farm, Dorchester Road, Yeovil	S/EACO/1509/	12/03031/FUL	2							2	Extant planning permission. Approved 10/12/12 (13/04607/S73 changes to layout)
73-77 Hendford Hill		12/00236/FUL		13						13	Extant planning permission. Approved 30/06/12. Under Construction
Land adjacent Old Cinema Bed Centre, Court Ash, Yeovil	S/YEOV/1539/	12/03120/FUL		6						6	Extant planning permission. Approved 04/09/12
21 The Park, Yeovil	S/YEOV/1531/	12/03941/FUL	1							1	Extant planning permission. Approved 12/12/12. Under Construction. Demolition completed 31/03/14
Land between 2 Sydling Road and 96 Roseberry Avenue,	S/YEOV/1544/	13/01504/FUL		2						2	Extant planning permission. Approved 28/05/13
Telford House, The Park, Yeovil		13/01558/FUL		14						14	Extant planning permission. Approved 11/11/13
17 & 17A Hendford, Yeovil	S/YEOV/1527/	14/00918/FUL		1						1	Extant planning permission. (13/01810/FUL) Approved 28/04/14
Land rear of 62 Fielding Road, Yeovil		13/01929/FUL		2						2	Extant planning permission. Approved 09/07/13
Firsview, 169 West Coker Road, Yeovil	S/EACO/1505/	13/02051/FUL		1						1	Extant planning permission. Approved 18/07/13
Garage Block, Central Acre, Yeovil		13/02335/FUL		1						1	Extant planning permission. Approved 12/02/14. Under Construction
Goldcroft Allotments, Milford Road, Yeovil	S/YEOV/1538/	13/02850/REM					29			29	Extant planning permission. Approved 07/10/13 (originally 05/01416/OUT). 13/00541/OUT Planning Permission under consideration
5 Park Gardens, Yeovil		13/03200/P3JPA	1							1	Planning Permission not required 05/09/13
171 Sherborne Road, Yeovil		13/03512/FUL	1							1	Extant planning permission. Approved 25/10/13
Raglan Terrace, Yeovil		13/03950/FUL	1							1	Extant planning permission. Approved 13/11/13
Rear of 120-124 Mudford Road, Yeovil		13/04732/FUL	1							1	Extant planning permission. Approved 10/01/14
2 Matthews Road, Yeovil		13/05059/FUL	1							1	Extant planning permission. Approved 10/02/14
19 Greenwood Road, Yeovil		14/00742/FUL	1							1	Extant planning permission. Approved 24/04/14
80 South Street, Yeovil		15/04795/R3D		2	2					4	Extant planning permission. Approved 29/01/16 (14/01287/R3D)
72-74 Middle Street, Yeovil		14/01699/P3JPA	11							11	Prior Approval . Allowed on appeal 26/02/15
The Whitehouse, 114 Hendford Hill, Yeovil		14/01823/COU	1							1	Extant planning permission. Approved 25/06/14

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Milford Inn, 85 Milford Road, Yeovil		14/03581/FUL			4	4				8	Extant planning permission. Approved 31/10/14
24 Ashford Grove, Yeovil		15/02449/REM		2						2	Extant planning permission. Approved 22/07/15. (14/03904/OUT Allowed on appeal 01/04/15)
82 Middle Street, Yeovil		14/04644/PAIA		1						1	Prior Approval. Approved 23/12/14
Stone Farm, Stone Lane, Yeovil		14/05095/FUL			2	3				5	Extant planning permission. Approved 05/02/15
Richmond Villa, 27 Higher Kingston, Yeovil		15/00065/FUL			2	3				5	Extant planning permission. Approved 23/02/15
72 Grove Avenue, Yeovil		15/00401/FUL			4	4				8	Extant planning permission. Approved 26/03/15
15 Lyde Road & 1 Cromwell Road, Yeovil		02/01821/FUL		3						3	Extant planning permission. Approved 13/09/02. 1 Complete, 3 Not Started
166 Hendford Hill, Yeovil, Somerset, BA20 2RD		08/03324/FUL		24						24	Extant planning permission. Approved 07/11/08.
46 & 46A Mount Pleasant, Yeovil, BA21 4JL		08/03885/FUL		8						8	Extant planning permission. Approved 10/11/08. Demolition complete only
Land Rear Of Old Barn Way, Yeovil, BA20 2PH		09/02073/FUL			5	5	2			12	Extant planning permission. Approved 14/09/09. 1 Under Construction
Land Between Victoria Road, Cromwell Road & Lyde Road,		09/02146/REM		5	5	5	9			24	Extant planning permission. Approved 16/10/09
Land Rear Of Former Chapel Huish, Yeovil, BA20 1BW		11/01669/FUL	1							1	Extant planning permission. Approved 22/09/11. Under Construction
St Michaels Vicarage, 52 St Michaels Avenue, Yeovil,		13/03190/FUL	1							1	Extant planning permission. Approved 13/06/12. Under Construction
Black Horse Inn, The Avenue, Yeovil, BA214BJ		13/04068/FUL		1						1	Extant planning permission. Approved 19/09/13
17 & 17A Hendford, Yeovil, BA20 1UH		14/00918/FUL		2						2	Extant planning permission. Approved 17/01/14
2 Woodland Terrace, Mill Lane, Yeovil, BA20 1NY		14/00244/FUL		1						1	Extant planning permission. Approved 23/01/14
15 Tanyard Way, Yeovil, BA20 1EH		14/05169/FUL		1						1	Extant planning permission. Approved 24/04/15
22 Woodland Terrace, Yeovil, BA20 1NY		15/01241/FUL		2						2	Extant planning permission. Approved 29/05/15
Hairport, 2 The Crescent, Yeovil, BA20 1XQ		15/01551/FUL		1						1	Extant planning permission. Approved 03/06/15

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Car Park Site, Queensway Place, Yeovil, BA20 1TX		14/05634/FUL				24				24	Extant planning permission. Approved 05/06/15. Under Construction
13 Rosebery Avenue, Yeovil, BA21 5LL		15/01767/FUL			4					4	Extant planning permission. Approved 10/06/15
Land Rear Of 25 And 27 Glenthorne Avenue, Yeovil		15/01952/OUT			1					1	Extant planning permission. Approved 17/06/15
Land adj Bunford Hollow Roundabout, West Coker Road		13/01869/OUT			40	40				80	Extant planning permission. Approved 09/11/15
First Floor 77-83, Princes Street, Yeovil, BA20 1EE		15/03154/FUL	1							1	Extant planning permission. Approved 20/10/15 Under Construction
Orchard Gate, Dorchester Road, Yeovil, BA20 2RL		15/02479/OUT				1				1	Extant planning permission. Approved 14/08/15
Land Adjoining 18 Camborne Place, Yeovil		15/02993/FUL				2				2	Extant planning permission. Approved 23/12/15
Allotment Gardens, Pen Mill Station Approach, Yeovil		15/03190/FUL				3				3	Extant planning permission. Approved 03/12/15
70A Stone Lane, Yeovil, Somerset		15/02545/FUL			1					1	Extant planning permission. Approved 04/08/15
Land Adj 71 Chelstone Avenue, Yeovil		15/02063/OUT		1						1	Extant planning permission. Approved 01/07/15
72 South Street, Yeovil		15/05321/R3D	2							2	Extant planning permission. Approved 19/01/16. Under Construction
Land at Westfield Academy, Freedom Avenue		15/04793/FUL		3						3	Extant planning permission. Approved 23/03/16
82 Earle Street, Yeovil		15/04863/FUL	1							1	Extant planning permission. Approved 01/12/15. Under Construction
22 Ashford Grove Yeovil,		15/05553/OUT		2						2	Extant planning permission. Approved 17/02/16
23 Grove Avenue, Yeovil		16/00046/COU	1							1	Extant planning permission. Approved 04/03/16. Under Construction
Land adj 5 Park gardens, Yeovil		15/03558/FUL		3						3	Extant planning permission. Approved 08/01/16
Land adj 40 Sunningdale Road, Yeovil		15/04918/OUT		1						1	Extant planning permission. Approved 01/06/16
142 Milford Road, Yeovil		16/00605/FUL		1						1	Extant planning permission. Approved 26/05/16
22 Ashford Grove, Yeovil		16/01351/REM		2						2	Extant planning permission. Approved 23/05/16

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land Off, Stone Lane, Yeovil		15/00763/FUL			15	14				29	Application approved subject to S.106
Upper Mudford, Primrose Lane, Yeovil	E/MUDF/0002	14/02554/OUT				50	50	342	323	765	Outline Planning application under consideration. Within SUE DOG
	E/MUDF/0003										
Land At Keyford, Dorchester Road, Yeovil	S/EACO/0024	15/01000/OUT				50	50	360	340	800	Outline Planning application under consideration. Within SUE DOG
Yeovil Showground, Dorchester Road	S/BARW/0003/								100	100	
Land South of Yeovil Showground	S/BARW/0004/								50	50	Site is available and developable.
Land East of A37 (Dorchester Road), Yeovil, Somerset	S/BARW/0005/								100	100	Site is available and developable.
Land North of Oak Farm, Thorne Lane, Yeovil, Somerset	S/BRYM/0001/C								100	100	Site is available and developable.
Land at Dairy House Farm, Yeovil, Somerset	S/BRYM/0002/								38	38	Site is available and developable. Developer interest.
Land Adj Yeovil Town Football Club Boundary Road Brympton BA22 8YF	S/BRYM/0501/								20	20	Site is available and developable.
Off Sandhurst Road & Plackett Lane, Gunville Lane, Yeovil, Somerset	S/EACO/0003/								445	445	Site is available and developable.
Windsor House, Yeovil Road, Yeovil, Somerset	S/EACO/0007/							6		6	Site is available and developable. Pre-application discussions taking place.
Greggs Riding School, Plackett Lane, East Coker	S/EACO/0020/								100	100	Site is available and developable.
Key Farm, Dorchester Road, Yeovil	S/EACO/0022								100	100	Site is available and developable.
Land OS 320, Watercombe Lane, West Coker, Yeovil, Somerset	S/WECO/0011/							70	30	100	Site is available and developable.
Southern Electric Depot, West Hendford, Yeovil	S/YEOV/0003/								60	60	Developer advises planning application for mixed use including 60 units currently being prepared, potential within 5 years. Site already cleared.
Yeovil Cattle Market Site, Market Street, BA20 1HS	S/YEOV/1302/								50	50	Site is available and developable but aware of abnormal costs.

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land adj Brimsmore House, Brimsmore, Yeovil	S/YEWI/0001/								50	50	Site is available and developable.
Brimsmore Tree Farm, Tintinhull Road, Yeovil	S/YEWI/0003/								100	100	Site is available and developable.
Land at Vagg Farm Chilthorne Domer Yeovil BA21 3PT	S/YEWI/0200/								30	30	Existing employment land. Site is available and developable.
Land at 269 Mudford Road, Yeovil	S/YEWI/0500							10		10	Site is available and developable.
Nautilus Walk / Goldcroft, Yeovil								49		49	Pre-application consultation has taken place. Site is available and developable.
Eiger House, Primrose Lane, Mudford	E/MUDF/0005/								9	9	Site is available and developable.
YEOVIL SUB-TOTAL			165	274	296	364	273	1337	2473	5182	

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
CHARD											
Land rear of 34 Upper Combe Street, Crimchard, Chard	W/CHAR/1525/	10/04617/FUL	1							1	Extant planning permission. Approved 18/01/11. Under Construction
Fairport, Chard	W/CHAR/1518/	15/02097/FUL					1			1	Extant planning permission. Approved 14/04/16. (11/0452/FUL)
Site of former 75 Furnham Road (Mount Hindrance), Chard	W/CHAR/1530/	12/02691/FUL	2							2	Extant planning permission. Approved 11/10/12 – conditions discharged
Land off Oaklands Avenue	W/CHAR/0012/	12/04319/OUT 15/02165/REM		30	25	23				78	Extant planning permission. Approved 01/10/14. Developer advises start next year with completion within 5 years. REM awaiting Approval
25 Bondfield Way, Chard	W/CHAR/1510/	12/04592/FUL	1							1	Extant planning permission. Approved 21/02/13
1 Cillerhayes Villas, Old Town, Chard		12/04840/FUL	1							1	Extant planning permission. Approved 29/08/13
Land rear of 16 High Street, Chard		13/00222/FUL	2							2	Extant planning permission. Approved 25/11/13
3 St Mary's Crescent, Chard	W/CHAR/1511/	13/02735/FUL	1	2						3	Extant planning permission. Approved 29/10/13

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Kenwyn House, Crewkerne Road, Chard		13/03758/FUL	1							1	Extant planning permission. Approved 16/12/13. Under Construction
19 Crewkerne Road, Chard		13/05095/FUL	1							1	Extant planning permission. Approved 25/03/14
Store Hornsley rear of Crimchard, Chard		13/02652/FUL	1							1	Extant planning permission. Approved 23/08/13
Land at Touches Lane, Chard	W/CHAR/0010/	14/00554/REM	7	3						10	Extant planning permission. Approved 15/07/15. Under Construction
Ravensworth, 30 Fore Street, Chard		15/00376/FUL	1							1	Extant planning permission. Approved 23/03/15. Under Construction
Eastlands, Lyddons Mead, Chard		15/00478/REM		1						1	Extant planning permission. Approved 19/03/15
The Former Tyre Depot, Silver Street, Chard		07/02577/FUL		11	11					22	Extant planning permission. Approved 10/10/08. Under Construction
Hornsbury Farm, Hornsbury Hill, Chard		13/00338/FUL	1							1	Extant planning permission. Approved 11/04/13. Under Construction
25 Holyrood Street, Chard, TA20 2DN		15/00829/FUL			2					2	Extant planning permission. Approved 08/04/15
Land Off, Touchstone Lane, Chard		13/01942/FUL			12	12				24	Extant planning permission. Approved 10/04/15
Land To The Rear Of Anne Eagles, Kinforde, Chard, TA20 1DT		15/00373/FUL		1						1	Extant planning permission. Approved 17/04/15
Land Rear Of 46, Fore Street, Chard		15/00984/FUL		2	2					4	Extant planning permission. Approved 21/05/15
Land Adjacent Croft Orchard, Chard	W/CHAR/0007/	13/01942/FUL		12	12					24	Extant planning permission. Approved 10/04/16
16A Nursery Gardens, Chard		15/04637/FUL	1							1	Extant planning permission. Approved 01/12/15. Under Construction
21a & 23 High Street, Chard		15/04059/FUL		1						1	Extant planning permission. Approved 13/11/15
L Wyatt TV High Street, Chard		15/04985/FUL	1							1	Extant planning permission. Approved 10/03/16. Under Construction
36A Holyrood Street, Chard		15/04473/FUL	1							1	Extant planning permission. Approved 24/11/15. Under Construction

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Charaway House, Leach Road, Chard		15/04283/P3JPA		8	8					16	Extant planning permission. Approved 04/05/15
Higher Middlepaine Farm, Hornsbury Hill, Chard		15/05277/FUL		1						1	Extant planning permission. Approved 31/05/16
The Firs, Touchstone Lane, Chard		15/05399/FUL		1						1	Extant planning permission. Approved 01/06/16
Workshop Opposite High View Mews, Victoria Avenue, Chard		16/00418/FUL		4						4	Extant planning permission. Approved 26/05/16
Land North of Dolling Close, Chard, TA20 1EB		14/05511/FUL						9		9	Planning Permission under consideration. Site is available and developable. Within CEDA.
Land North of Tatworth Road and Adjacent to Forton Road, Chard	W/CHAR/0050	15/04772/OUT			50	50	50	50		200	Planning application approved subject to S. 106. Site within CEDA.
Land Adjoining Paintmoor House, Avishayes Road (Part of Keysite)	W/CHAR/0002/							100	50	150	Site within CEDA. Site is available and developable.
Land Adjoining Paintmoor House, Avishayes Road	W/CHAR/0005/							30		30	Site within CEDA. Site is available and developable.
Chard Key Site	W/CHAR/0011/							40		40	Site within CEDA. Site is available and developable.
Land Off Henderson Drive	W/CHAR/0013/							70		70	Site within CEDA. Site is available and developable.
Land to the Rear of Nursery Gardens, Chard (Chard Key Site)	W/CHAR/0015							10		10	Site within CEDA. Site is available and developable.
Land north of Bondfield Way, Combe St Nicholas	W/CONI/0001/								80	80	Site is available and developable.
Land Between Forton and Tatworth Road, Chard							50	250		300	Site within CEDA. Developer discussions taken place. Public consultation has occurred. Full application expected.
Land South of A30 (TT Investments)									50	50	Site within CEDA Phase 2
Land South West of Little Chippings									300	300	Site within CEDA Phase 4. Developer discussions taken place.
CHARD SUB-TOTAL			23	77	122	85	101	559	480	1447	

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
CREWKERNE											
Crewkerne Key Site 1 between A30 and A356		05/00661/OUT				50	30	214		294	Extant planning permission. Approved 04/02/13 for 525 dwellings.
Southern Phase Of Crewkerne Key Site, Land Off Station Road, Crewkerne	W/CREW/1523/A W/CREW/1523/B	13/02201/REM			50	50	50	53		203	Extant planning permission approved 20/09/13 to deliver 203 dwellings of original 525 dwellings. Remaining 322 dwellings will be reduced by re-scoping of site in conjunction with 14/02141/OUT application. Overall Crewkerne Key Site now set to deliver a maximum of 635 dwellings through 13/02201/REM and 14/02141/OUT, although the current understand is that this figure will be 607 dwellings. Viability concerns are currently being resolved with Taylor Wimpey, SSDC and District Valuer. Site is deliverable.
		14/02141/OUT				15	15	80		110	Planning application approved subject to S. 106. Site allocated in Local Plan
9 Church Street, Crewkerne	W/CREW/1512/	10/00601/FUL	1							1	Extant planning permission. Approved 03/06/10. Under Construction
Builders yard, Dairy Court, Crewkerne	W/CREW/1513/	10/03379/FUL	5							5	Extant planning permission. Approved 26/10/10. Under Construction
Kings Garage, Lyme Road, Crewkerne	W/CREW/1517/	11/00142/FUL	4							4	Extant planning permission. Approved 06/06/11. Under Construction
18 Abbey Street, Crewkerne		13/00240/COU	4							4	Extant planning permission. Approved 30/07/13. Under Construction
4 The Barley Yard, Old Mill Lane, Crewkerne		13/04280/FUL		1						1	Extant planning permission. Approved 16/01/14
Viney Bridge Mills, South Street Crewkerne TA18 8AE		13/03278/FUL		29	23	6				58	Extant planning permission. 13/03278/FUL Approved 24/12/14 & 13/03279/LBC Approved 28/01/15
Liberal Hall, Court Barton, Crewkerne		14/02827/FUL	1	1						2	Extant planning permission. Approved 08/09/14
Land Rear Of 65, North Street, Crewkerne		14/02928/FUL		1						1	Extant planning permission. Approved 17/09/14
Rear Of 9, Market Square, Crewkerne		14/03271/FUL		2						2	Extant planning permission. Approved 22/09/14

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
18 Abbey Street, Crewkerne, TA18 7HY		13/04115/FUL		2						2	Extant planning permission. Approved 05/02/14
15 Langmead Square, Crewkerne, TA18 8EA		15/02040/FUL					1			1	Extant planning permission. Approved 04/08/15
3 Church Street, Crewkerne		15/03172/FUL					1			1	Extant planning permission. Approved 06/04/16
14 Bushfield Road, Crewkerne, TA18 8HN		15/04967/FUL		1						1	Extant planning permission. Approved 25/05/16
Ashlands House, 69 North Street, Crewkerne		15/05414/COU		1						1	Extant planning permission. Approved 31/05/16
Land West of Lang Road, Crewkerne	W/CREW/0003/							10	30	40	Panel advise 6-11 years. Site is available and developable.
Land south of Curriott Hill, Crewkerne	W/CREW/0006/							50	22	72	Panel advise years 0-5. Developer advises 2016 start. Site is available and developable.
Land rear of Penlain, East Street, Crewkerne	W/CREW/0012							62		62	Panel advise 6-11 years. Site is available and developable.
North of Ashlands Road, Middle Drive, Crewkerne	W/CREW/0015/							10		10	Panel advise years 0-5. Site is available and developable.
Land South of Broadshard Road, Broadshard Road, Crewkerne, TA18 7NT	W/CREW/0022/								9	9	Panel advise 11-15 years. Site is available and developable.
Land adj to the Butts Quarry Lane, Crewkerne, TA18 7NS	W/CREW/0504/								8	8	Panel advise 11-15 years. Site is available and developable.
North of Oak Lane, Merriott	W/MERR/0012							7		7	Panel advise 6-11 years. Site is available and developable.
Land east of Chestnut Avenue, Middle Hill lane	W/MERR/0011/							25		25	Developer advised start 2015. Site is available and developable.
CREWKERNE SUB-TOTAL			15	38	73	121	97	511	69	924	

ILMINSTER											
Bakers Yard, Shudrick Lane, Ilminster		13/04623/FUL	1	2						3	Extant planning permission. Approved 23/03/14
Former Powmatic Site, Winterhay Lane, Ilminster	W/ILMI/0016/	13/04935/OUT			25	25	22			72	Extant planning permission. Approved 15/01/15. Potential to complete within 1-2 years. Pushed back 1 further year to allow for any delays

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Spring Haven, Liscombe Close, Ilminster	W/ILMI/1517/	15/04031/FUL		3						3	Extant planning permission. Approved 15/10/15 - 13/05/18/FUL 04/03/14
9 West Street, Ilminster	W/ILMI/1508/	14/00323/FUL	1							1	Extant planning permission. Approved 26/03/14. Under Construction
Gooch & Housego Ltd, Cornhill Market Place, East Street, Ilminster, TA19 0AH		14/01680/FUL			14					14	Extant planning permission. Approved 23/04/15
Land Rear Of, The Shrubbery Hotel, Station Road, Ilminster, TA19 9AR		15/01602/FUL		2						2	Extant planning permission. Approved 12/05/15
Building Plot At Oakridge Townsend, Ilminster		15/01479/FUL	1							1	Extant planning permission. Approved 26/05/15
Rose Mill Farm, Station Road, Ilminster, TA19 9PS		15/01209/FUL	1							1	Extant planning permission. Approved 03/06/15
54 East Street, Ilminster, TA19 0AW		15/02134/FUL					2			2	Extant planning permission. Approved 09/12/15
39 The Cross, Ilminster, TA19 0EH		15/02944/FUL					1			1	Extant planning permission. Approved 28/08/15
Horton Bridge, Station Road, Ilminster	W/ILMI/0017/	09/00051/OUT							100	100	Planning Application for employment approved subject to S.106. Parts of site within flood plain but developer has demonstrated technical solution. Current application is for employment on brownfield site. Discussion with developer/agent who are seeking some enabling residential development. Flood risk constrains site to circa. 100 dwellings. Site is available and developable.
Land at Coldharbour Farm, Park Lane, Ilminster	W/ILMI/0011/B						50	335		385	Site is identified as the Direction of Growth for Ilminster and within Policy PMT3. Persimmon Homes are developer with strong track record in Ilminster. Deliverable scheme.
Land North of Townsend, Ilminster	W/ILMI/0009/A								62	62	Given status of Local Plan and Policy PMT3 proposal is not currently supported. Site is developable.
Land South of Long Close, Ilminster	W/ILMI/0010/								25	25	Some developer interest. Given status of Local Plan and Policy PMT3 proposal is not currently supported. Site is developable.
Daido Car Park, Station Road, Ilminster TA19 9AT	W/ILMI/0504/							18		18	Panel advise 6-10 years

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
ILMINSTER SUB-TOTAL			4	7	39	25	75	353	187	690	

WINCANTON											
New Barns Farm, Wincanton	E/WINC/0002	11/00639/FUL	27	27	13					67	Extant planning permission. Approved 08/12/11. Under Construction. Overall scheme is for 212 dwellings.
Land Adjacent to Linden Cottages, Old Hill, Wincanton		13/01087/FUL	2							2	Extant planning permission. Approved 13/02/14 . Under Construction
5 Balsam Fields, Wincanton		13/01236/FUL	1							1	Extant planning permission. Approved 15/05/13. Under Construction
Land South of Bayford Hill, Wincanton	E/WINC/0016/	13/03318/OUT				14	30			44	Extant planning permission. Approved 27/01/15
Land at Devenish Lane, Wincanton	E/STTR/0003/	14/00479/FUL		3						3	Extant planning permission. Approved 17/10/14
5 Market Place, Wincanton		14/04620/COU	1							1	Extant planning permission. Approved 24/12/14. Under Construction
5 South Street, Wincanton		14/04965/FUL		1						1	Extant planning permission. Approved 02/01/15
Brains Farm, Moor Lane, Wincanton		14/05207/PAMB		1						1	Extant planning permission. Approved 17/02/15
Former Works, Southgate Road, Wincanton, BA9 9EB		06/01150/FUL	5	5	5	4				19	Extant planning permission. Approved 30/01/07. Under Construction
Cale House, Station Road, Wincanton		07/01458/FUL					24			24	Extant planning permission. Approved 06/06/08. Under Construction
Land Adjacent To Bellfields, Station Road, Wincanton		08/01592/FUL				5	6			11	Extant planning permission. Approved 30/08/08. Under Construction
Reed & Russell Flowers, 11 Church Street, Wincanton, BA9 9AA		12/03270/FUL	1							1	Extant planning permission. Approved 12/12/12. Under Construction
Land to North of Dancing Lane, Wincanton	E/WINC/0014/	14/01704/OUT				12	13			25	Appeal allowed 02/07/15
Applegarth Mall, 8 High Street, Wincanton		15/00368/FUL		2						2	Extant planning permission. Approved 07/04/15
2 Silver Street, Wincanton, BA9 9 AW		14/05604/FUL		1						1	Extant planning permission. Approved 17/04/15

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land adjoining Verrington Hospital, Dancing Lane		14/00838/OUT		10	15	30				55	Extant planning permission. Approved 19/10/15 (12/00660/OUT)
Breech Tree House, Churchfield, Wincanton		15/05427/FUL		2						2	Extant planning permission. Approved 21/01/16
10 Church Street, Wincanton,		15/05609/FUL		1						1	Extant planning permission. Approved 28/01/16
24 High Street, Wincanton		16/01349/FUL			9					9	Extant planning permission. Approved 24/05/16
Vedellers Hey, Balsam Park, Wincanton, BA9 9 HB	E/WINC/0803	15/00288/OUT						15		15	Planning Permission under consideration . Site is available and developable.
Adjoining St Anne, Devenish Lane, Bayford, Wincanton	E/STTR/0001/10								30	30	Long term proposition only and dependent upon Early Review of Local Plan policies for Wincanton. Site is developable.
Windmill Farm, Adj Penn View, Wincanton	E/STTR/0002/								150	150	Recent application (14/02107/OUT) for 100 dwellings on part of this SHLAA site was refused. However, developer interest remains. Long term proposition only and dependent upon Early Review of Local Plan policies for Wincanton. Site is developable.
Land South of New Barns Farm, Lawrence Hill, Wincanton	E/WINC/0003/								142	142	Sites are within Direction of Growth, which is identified for employment. Developer interest for residential remains. Long term proposition only and dependent upon Early Review of Local Plan policies for Wincanton.
Land west of New Barns Farm, Lawrence Hill, Wincanton	E/WINC/0004/								228	228	Sites are within Direction of Growth, which is identified for employment. Developer interest for residential remains. Long term proposition only and dependent upon Early Review of Local Plan policies for Wincanton.
The Tything, Southgate Road, Wincanton	E/WINC/0007/								46	46	Brownfield site, viability discussion required. Site is developable.
Land at Junction of Verrington Lane and Old Hill, Wincanton	E/WINC/0008/								16	16	SHLAA Panel has previously advised site is deliverable in Years 6-10. Pushed back due to status of Local Plan. Site is developable.
Land surrounding New Barns Farm, West Hill, Wincanton	E/WINC/0009/							42		42	Panel advise 6-11 years. Site is available and developable.
Wincanton Sports Ground, Moor Lane, Wincanton	E/WINC/0012/								50	50	Site is available and developable. Physical separation from Wincanton due to severance by A303 likely to limit development opportunity. Currently a long term proposition.

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land rear of Hambledon View, West Hill, Wincanton	E/WINC/0015/								9	9	Site is available and developable.
Garage Site, Silver Street, Wincanton BA9 9AN	E/WINC/0522/							5		5	Site is available and developable.
WINCANTON SUB-TOTAL			37	53	42	65	73	62	671	1003	

SOMERTON											
Flat above NatWest, Broad Street, Somerton	N/SOME/1509/	15/00947/FUL	1							1	Extant planning permission. Under Construction (Rosebank, Broadstreet, Somerton) Approved 16/04/15 (11/03269/FUL)
Land rear of Meadow Lea, Langport Road, Somerton	N/SOME/1512/	10/02695/FUL	6							6	Extant planning permission. Approved 19/11/10. Under Construction
Former Highways Depot, Etsome Terrace, Somerton	N/SOME/1510/	11/00494/FUL				13				13	Extant planning permission. Approved 29/07/11. Demolition complete
Langport Road Garage, Langport Road, Somerton	N/SOME/1513/	15/02172/FUL			1					1	Extant planning permission. Approved 11/08/15 - 12/00383/FUL
Land at Northfield Farm, Northfield, Somerton		10/03704/FUL		20	20	20	20	53		133	Extant planning permission. Approved 17/05/13. Under Construction - 15/04331/S73 Pending
2 Tomtits Lane, Somerton		13/03586/FUL	1							1	Extant planning permission. Approved 31/10/13
Town Farm ,Sutton Road, Somerton, TA11 6QL	N/SOME/1522	14/03067/REM	4	4						8	Extant planning permission. Approved 04/12/14. (10/03245/OUT 13/05122/OUT 15/01230/S73A)
1-3 West Street, Somerton		13/03663/FUL				7	7			14	Extant planning permission. Approved 23/09/14
Home Farm, West End, Somerton		15/01004/REM		11						11	Extant planning permission. Approved 30/09/15 - 12/01501/OUT / 14/04354/REM
Mayfield, Somertonfield Road, Somerton		15/00420/FUL	1							1	Extant planning permission. Approved 25/03/15
Sunnycroft, Northfields, Somerton, TA11 6SL		06/02862/FUL	1							1	Extant planning permission. Approved 07/11/06. Under Construction
The Half Moon Inn, West Street, Somerton, TA11 6QQ		09/03491/FUL	1							1	Extant planning permission. Approved 30/10/09. Under Construction
Land at Manor House, Market Place, Somerton, TA11 7NB		09/04540/FUL	1							1	Extant planning permission. Approved 28/01/10

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land Rear Of Montecleffe House, Kirkham Street, Somerton		07/00667/FUL	3							3	Extant planning permission. Approved 29/03/07. Under Construction 10/00330/S73 18/03/10
Land OS 0046 Part Catsgore Road, Somerton, TA11 7HX		13/03017/FUL	1							1	Extant planning permission. Approved 01/11/13
Kirkham Farm, Kirkham Street, Somerton, TA11 7NN		14/05321/FUL		2						2	Extant planning permission. Approved 13/04/15
Land Adjoining The Thatch, Behind Berry, Somerton		15/01687/OUT		2						2	Extant planning permission. Approved 02/06/15
Green Leaze , Langport Road, Somerton, TA11 6HX		15/04184/FUL		1						1	Extant planning permission. Approved 25/11/15 - 15/01778/FUL
Land South Of Langport Road, Langport Road		13/03272/OUT				20	20	110		150	Extant planning permission. Approved 23/11/15
Lower Barm, Sunhouse Farm, Pestors Lane		15/03043/COU						2		2	Extant planning permission. Approved 29/04/16
Woodlands Farm, South Hill, Somerton		16/00113/FUL		1						1	Extant planning permission. Approved 16/03/16
Former Somerton Service Garage Ltd West Stre		15/04240/FUL			5					5	Extant planning permission. Approved 25/05/16
Land off Cartway Lane, Somerton	N/SOME/0004/ & N/SOME/0005	15/03585/OUT				25	34			59	Planning application under consideration. Within the DOG
The Mount Parsonage Hill, Somerton, TA11 7PF	N/SOME/0500/								4	4	Site is available and developable.
Northfield Road, Bancombe Road, Somerton, TA11 6RS	N/SOME/0001/10								96	96	Site is available and developable.
Land r/o The Millands, Acre Lane, Somerton	N/SOME/0002/								80	80	Panel advises years 0-5 as in developer hands. Not in proposed directions of growth. Site is available and developable.
SOMERTON SUB-TOTAL			20	41	26	85	81	165	180	598	

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
CASTLE CARY											
Hillcrest School, Castle Cary		02/02107/FUL				12	12			24	Extant planning permission. Approved 13/02/03. Under Construction. Demolition complete
Land at Nurseries, Castle Cary		03/00100/OUT 07/05328/REM		12	12					24	Extant planning permission. Approved 07/08/02. Technical start
The Red House, 4 Cumnock Road, Ansford		15/04029/FUL	3							3	Extant planning permission. Approved 10/02/16 - 11/02566/FUL
Land at Well Farm, Station Road, Castle Cary	E/ANSF/0005/	13/03593/OUT			15	15				30	Extant planning permission. Approved 13/02/15. Agent advises subject to approval work can start on site in Summer 2014. Put back to allow for re-submission of REM application
Workshop, Torbay Road, Castle Cary		14/00232/FUL	1							1	Extant planning permission. Approved 19/05/14
Land To The Rear Of Alma Field, South Street, Castle Cary		15/04460/FUL		3						3	Extant planning permission. Approved 15/01/16 - 14/01639/OUT
Newstead, Station Road, Ansford, Castle Cary		15/04490/FUL	1							1	Extant planning permission. Approved 22/12/15 - 15/00280/FUL
Hillcrest School, Ansford, Castle Cary		01/00562/FUL	2							2	Extant planning permission. Approved 23/04/01. Under Construction
Land Adj to Dunster House, Woodcock Street, Castle Cary		14/05104/FUL	3							3	Extant planning permission approved on appeal 24/07/15
Land West Of Station Road, Castle Cary, BA7 7PA		15/02388/OUT			25	25	25			75	Extant planning permission. Approved 23/03/16 16/01912/REM Pending Consideration
Blackworthy Farm, Blackworthy Road, Castle Cary		16/00264/FUL	1							1	Extant planning permission. Approved 14/03/16. Under Construction
Francis House, Fore Street, Castle Cary		15/03235/FUL	2							2	Extant planning permission. Approved 08/09/15. Under Construction
Blackberry Acres, Station Road, Castle Cary		15/03330/OUT		1						1	Extant planning permission. Approved 09/11/15
High Lea, Cockhill Elm Lane, Castle Cary		15/04047/OUT		1						1	Extant planning permission. Approved 27/05/16
The Nurseries, Station Road, Ansford, Castle Cary, Somerset, BA7 7PA		14/01179/FUL		1						1	Extant planning permission. Approved 23/05/14

Land at Part of Torbay Road, Castle Cary, BA7 7DT	E/CACA/0005 E/CACA/0008	15/02347/OUT			30	30	30	75		165	Planning application under consideration. Site is within DOG. Application subject to 106
Land East Of Station Road, Castle Cary	E/ANSF/0001/	15/00519/OUT							75	75	Planning application under consideration subject to appeal non-determination
Wayside Farm, Station Road, Ansford, Castle Cary, BA7 7PA		14/05623/OUT							125	125	Planning Permission under consideration. Site within DOG, apart from extreme northern section. Subject to appeal non-determination.
Churchfields, Lower Ansford	E/ANSF/0002/								30	30	Panel advise 6-10 years. Pushed back until later, awaiting outcome of decisions and appeals for sites within the Direction of Growth
Land at High Lea, Cockhill Elm Lane, Castle Cary	E/CACA/0007/								1	1	Site is available and developable.
Land North of Clothier Meadows, Castle Cary, BA7 7HA	E/CACA/0504/								2	2	May be suitable under Local Plan policy, no contact from owner
ANSFORD / CASTLE CARY SUB-TOTAL			13	18	82	82	67	75	233	570	

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
LANGPORT											
Shires Garage, Somerton Road, Langport		14/03653/FUL		5						5	Extant planning permission. Approved 08/01/15 - (12/02670/FUL 19/02/14)
Land west of Newtown Road, Langport	N/HUEP/0005/	13/00314/OUT				16	20			36	Extant planning permission. Approved 10/12/2013
Land North of Whatley, Langport		13/01766/FUL	2							2	Extant planning permission. Approved 27/06/13
Land at Station Close, Station Road, Langport	N/LANG/0800/	15/03709/REM		3	2					5	Extant planning permission. Approved 08/10/15 (13/01879/OUT 04/07/13)
Kelways Inn, Somerton Road, Langport		13/02681/FUL			3					3	Extant planning permission. Approved 28/08/13
Land At Old Kelways, Iris Way, Langport		14/03943/FUL		3						3	Extant planning permission. Approved 10/11/14
Great Orchard Stores, 19 Brookland Road, Huish Episcopi, Langport, TA10 9TE		05/02485/FUL	4	4						8	Extant planning permission. Under Construction. Approved 28/07/06
Lou Lous, North Street, Langport, Somerset, TA10 9RQ		14/05362/FUL			2					2	Extant planning permission. Approved 17/09/15
Land OS 2643, Rear of Orchard Bungalow, Newton Road,		15/03313/OUT	2	4	3					9	Extant planning permission. Approved 27/05/16

The Oaks, Sandpits Hill, Langport		15/05492/OUT		1						1	Extant planning permission. Approved 27/05/16
Annandale, The Hill, Langport		16/00687/FUL		1						1	Extant planning permission. Approved 27/05/16
The Trial Ground, Somerton Road, Langport		13/03483/OUT	20	20	20	20				80	Extant planning permission. Approved 15/10/15.
White Lion Hotel, North Street, Langport		15/05563/COU		1						1	Extant planning permission. Approved 23/03/16
Land To The Rear Of Badger Cottage, Newtown Road, Langport		13/03115/OUT			12	13				25	Application approved subject to S.106
Land adj railway, A372, Field Road, Huish Episopi	N/HUEP/0001/								16	16	Land owner advised potential 21 dwellings within 5 years, panel assessment of 16 in 6-10 years
Land South of Hanging Chapel Lane, Huish Episopi	N/HUEP/0002/								12	12	Limit of max yield 24 due to abattoir, screening and highway comments, in preferred direction of growth. Owner declared available within 5 years
Ducks Hill Field, Huish Episopi	N/HUEP/0006/								5	10	Flat, needs low density to match existing. Frontage only to match other side of road as not really contiguous
LANGPORT / HUISH EPISCOPI SUB-TOTAL			28	42	42	49	20	33	22	236	

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ILCHESTER											
Hainbury Farm, Ilchester		14/00925/FUL			6					6	Extant planning permission. Approved 23/01/15 16/00110/S73 to reduce from 7 to 6 dwellings
Land North Of Dragonfly Chase, Ilchester	E/ILCH/0003/ E/ILCH/0005 (Part)	15/00024/OUT				40	40	70		150	Extant planning permission. Approved 11/12/15
Land at Costello Fields, Ilchester	E/ILCH/0001/10								156	156	Suitable but beware of archaeology. Agent comments for E/ILCH/0005/ apply
Land at Pill Bridge Lane, Ilchester	E/ILCH/0002/10A								75	75	Only land immediately south of the town is viable due to restrictions on noise, flooding and proximity to sewage works
Land at Spittles Farm, Ilchester	E/ILCH/0002/10B								100	100	Highway's Agency likely to be concerned. Noise from A303 could reduce potential
ILCHESTER SUB-TOTAL			0	0	6	40	40	70	331	487	

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
BRUTON											
New House Farm, Burrowfield, Bruton		11/00411/FUL				9				9	Extant planning permission. Approved 11/03/13
Old Bull Inn 5, Patwell Street, Bruton		14/01673/FUL	1							1	Extant planning permission. Approved 02/06/14. Under Construction
Coombe Farm, Bruton, BA10 0QP		15/02189/FUL						1		1	Extant planning permission. Approved 07/08/15
Tolbury Farm, Tolbury Lane, Bruton		15/03527/FUL		1						1	Extant planning permission. Approved 28/01/16
Barns at Godminster Lane, Bruton		15/05201/PAMB	1							1	Extant planning permission. Approved 07/01/16
Land west of Frome Road, Bruton	E/BRUT/0002/							58		58	Owner advises site is being actively marketed and there is a potential for 2015/16 delivery
Tolbury Orchard, Tolbury Lane, Bruton	E/BRUT/0003/							10		10	Site is available and developable.
Land at Cole Road, Bruton	E/BRUT/0005							14		14	Site is available and developable.
Land at Frome Road	E/BRUT/0006/								60	60	Purchase negotiations between County Council and developer on- going. Site is available and developable.
BRUTON SUB-TOTAL			2	1	0	9	0	83	60	155	

MARTOCK											
The Warehouse, Water Street, Martock	N/MART/1514/	10/02762/FUL	3							3	Extant planning permission. Approved 15/09/10. Under Construction
Showroom and Garages / Adj Martock Recreation Ground, Water Street, Martock	N/MART/1513/ N/MART/0015/	12/04897/OUT	35							35	Extant planning permission. Approved 21/05/14. Under Construction. 15/01303/S73, 15/01624/S73A, 15/04814/S73A
Land OS0002 Coat Road, Martock		15/01021/REM			30	30	35			95	Extant planning permission. Approved 08/05/15 (13/02474/OUT 24/7/14)
56A Bower Hinton, Martock		14/01792/FUL	1							1	Extant planning permission. Approved 06/06/14
Manor Barn, Manor Road, Martock, TA12 6JJ		06/01720/FUL	1							1	Extant planning permission. Approved 15/08/06. Under Construction
Manor House , Church Street, Martock, TA12 6JL		15/01533/FUL		2						2	Extant planning permission. Approved 29/05/15
Fosseway Farm, Stoke Road, Martock, TA12 6AQ		15/01837/PAMB		1						1	Extant planning permission. Approved 04/06/15

50 Marwin Close, Martock, TA12 6HL		15/02771/FUL						2		2	Extant planning permission. Approved 04/08/15
49 North Street, Martock		16/00860/FUL		1						1	Extant planning permission. Approved 27/03/16
Manor House, Church Street		16/01498/FUL		1						1	Extant planning permission. Approved 01/06/16
Land Off, Lyndhurst Grove, Martock,	N/MART/0010/B	13/01500/OUT			10	10	15			35	Application approved subject to S.106
Land OS 6375 Ringwell Hill, Bower Hinton	N/MART/0024/	14/04723/FUL						25	24	49	Appeal under consideration. Local Plan employment allocation. SHLAA Reference relates to approximately 50% of application red-line area.
Field Adj Hollies Close, Bower Hinton	N/MART/0002/10								18	18	Potential for development. Site is available and developable.
Field at Broadway, Bower Hinton	N/MART/0003/10								19	19	Potential for development. Site is available and developable.
Land to rear of Rose & Crown PH, Hurst	N/MART/0005/							8		8	could be done in conjunction 0009B
Land South of East Street Drove, East Street, Martock	N/MART/0007								20	20	Road infrastructure improvements likely to be required.
Poultry Farm, Stoke Road, Martock	N/MART/0017/								30	30	Agent advises available for immediate development subject to planning permission. Flood risk issues would require assessment.
Land off Dimmocks Lane, Bower Hinton	N/MART/0027/							2		2	Potential for development. Site is available and developable.
Pound Lane House, Pound Lane	N/MART/0028/							1		1	Site is available and developable.
South of Fairfield The Abattoir, North Street TA12 6EH	N/MART/0500/							2		2	Site is available and developable.
MARTOCK / BOWER HINTON SUB-TOTAL				40	5	40	40	50	40	111	326

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MILBORNE PORT											
13 Newtown, Milborne Port	E/MIPO/1505/	11/00555/FUL	1							1	Extant planning permission. Approved 16/08/11 . Under Construction
90 Combe Hill, Milborne Port		13/05018/FUL	1							1	Extant planning permission. Approved 14/02/14
Land at Wheathill Lane, Milborne Port		13/05199/REM	1							1	Extant planning permission Approved 11/03/14 (09/04798/OUT)
Springfield, Station Road, Milborne Port	E/MIPO/1508/	14/03590/FUL	1							1	Extant planning permission. Approved 10/10/14. Under Construction
Land adjacent to Wheathill Nurseries, Wheathill Lane, Milborne Port	E/MIPO/0014/	14/03724/FUL	16							16	Extant planning permission. Approved 12/03/15 (13/02559/OUT 15/02365/FUL amendment of 6 plots)
The Old Mill House, Lower Kingsbury, Milborne Port		14/01514/OUT			1					1	Extant planning permission. Approved 09/06/14
39 Manor Road, Milborne Port		16/00034/REM			1					1	Extant planning permission. Approved 04/02/16 (14/02754/OUT / 15/03582/REM)
The Estate Yard, East Street, Milborne Port		09/01096/FUL	1							1	Extant planning permission. Approved 11/05/09. Under Construction
160 North Street, Milborne Port, DT9 5EW		15/01012/FUL	1							1	Extant planning permission.. Approved 17/04/15. Under Construction
Land At Nursery House, Wheathill Lane, Milborne Port		15/04820/OUT		1						1	Extant planning permission. Approved 23/02/16 (15/02372/OUT)
		16/00351/OUT		3						3	Extant planning permission . Approved 04/04/16
Land adjoining Springfield Road, Milborne Port		15/04380/OUT		2						2	Extant planning permission. Approved 16/12/15
Land at Wheathill Lane, Milborne Port	E/MIPO/0008/								56	56	Panel advise 11-15. Site is available and developable.
MILBORNE PORT SUB-TOTAL			22	6	2	0	0	0	56	86	

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SOUTH PETHERTON											
The Ciderhouse Farmham House, North Street, South Petherton	N/SOPE/1509/	10/02489/FUL	1							1	Extant planning permission. Approved 15/09/10. Under Construction
Land adjacent Hele Farm, South Petherton	N/SOPE/1506/	11/01952/FUL		3						3	Extant planning permission. Approved 26/07/11
Land adjoining 85 Stoodham, South Petherton	N/SOPE/1507/	15/01136/FUL		1						1	Extant planning permission. Approved 05/05/15 (12/04081/FUL 06/12/12)
The Wheatsheaf Inn, Silver Street, South Petherton	N/SOPE/1511/	12/04508/FUL	3							3	Extant planning permission. Approved 07/01/13. Under Construction
34 Compton Road, South Petherton		13/01262/FUL		1						1	Extant planning permission. Approved 26/07/13
H R Hodge, 38 James Street, South Petherton		13/04694/FUL		1						1	Extant planning permission. Approved 07/02/14
Land Rear Of 25, Hayes End, South Petherton		14/03258/FUL	2	2						4	Extant planning permission. Approved 08/10/14 - 11/03651/OUT
Land Adjacent to Cainsmead, North Street, South Petherton		14/03375/FUL	2							2	Extant planning permission. Approved 08/10/14
Land at Hayes End, South Petherton	N/SOPE/0001/ N/SOPE/0002/	12/04885/FUL	4							4	Extant planning permission. Approved 11/10/13. Under Construction
Land at Sheria Cottage, Whitfield Lane, South Petherton		12/03954/FUL	2							2	Extant planning permission. Approved 31/08/14. Under Construction
The Flat, 29 St James Street, South Petherton		15/01216/P3JPA		1						1	Extant planning permission. Approved 22/04/15
Land to Rear of Littlehays, Bridgeway, South Petherton	N/SOPE/0001/10								4	4	Site is available and developable.
Land at Hayes End, South Petherton	N/SOPE/0004/							6		6	Will follow allocated site. Site is available and developable.
Land Adjacent to Little Brook, Hele Lane, South Petherton	N/SOPE/0010/								210	210	Possible future strategic site. Flood risk issues will need to be examined.
SOUTH PETHERTON SUB-TOTAL			14	9	0	0	0	6	214	243	

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STOKE SUB HAMDON											
Land adjacent to Stanchester School, East Stoke, Stoke Sub Hamdon	N/STHA/0003/	13/03622/FUL			18					18	Extant planning permission. Approved 11/08/14
Southcombe Bros Ltd, Land Adjacent To Great Field Lane, Stoke-Sub-Hamdon		14/04476/FUL		14						14	Extant planning permission. Approved 16/06/15
Land Adjoining Woodside, Montacute Road, Stoke Sub Hamdon	N/STHA/0001/10	14/05319/FUL			5	6				11	Application approved subject to S.106
Land Adjacent to 75 West Street, Stoke Sub Hamdon	N/STHA/0002/								10	10	Frontage only. Site is available and developable.
STOKE SUB HAMDON SUB-TOTAL			0	14	23	6	0	0	10	53	

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REST OF DISTRICT											
Land at Slades Hill, Slades Hill	E/ABTE/0008/	12/03277/OUT		20	20	25	10			75	Extant planning permission. Approved 29/10/13 , Substituted by 13/03116/OUT
Land behind Lower Bank Cottage, Behind Hayes, South Cheriton, Templecombe		13/00761/FUL	1							1	Extant planning permission. Approved 22/04/13. Under Construction
Land Adjacent to Greenhill, Lily Lane, Templecombe	E/ABTE/0006/	15/01876/FUL	2							2	Extant planning permission. Approved 17/07/15 (14/00920/OUT Approved 15/04/14)
Land Adjacent to the Gardens, 2 Slades Hill, Templecombe	E/ABTE/1509/	14/02635/FUL	1							1	Extant planning permission. Approved 11/08/14
Land At Roselands, Lily Lane, Templecombe		14/02523/OUT	1							1	Extant planning permission. Approved 22/08/14
Land to the rear of 35 Bowden Road, Templecombe		14/02094/FUL	1							1	Extant planning permission. Approved 28/08/14. Under Construction
3 Bowden Road, Templecombe		14/04806/FUL	1							1	Extant planning permission. Approved 08/01/15
Rear of 18-24 Westcombe, Templecombe	E/ABTE/1506/	09/03037/FUL	13							13	Extant planning permission. Approved 13/12/11. Under Construction 11/02147/S73
Land Between Bankside And The Piggery , Lily Lane, Templecombe		15/02933/OUT				2				2	Extant planning permission. Approved 23/10/15
Land near Temple Lane Farm, Templecombe, Somerset		14/02005/FUL	1							1	Extant planning permission. Approved 17/06/14 Under Construction
The Empire Farm, Throop Road, Templecombe		15/04660/FUL		1						1	Extant planning permission. Approved 01/12/15
Greenhill, Lily Lane, Templecombe		16/00595/OUT		1						1	Extant planning permission. Approved 14/03/16
Rachel's Stables, Temple Lane. Templecombe	E/ABTE/0001/10							104		104	Panel advise 6-10 years. Site is available and developable.
Adj Bankside, Lily Lane, Templecombe	E/ABTE/0005/							3		3	Panel advise 6-10 years but not contiguous with the settlement. Site is available and developable.
Between Roselands and the Piggery, Lily Lane, Templecombe, Somerset	E/ABTE/0011/							2		2	Panel advise 6-10 years but not contiguous with the settlement. Site is available and developable.
Chapel Yard Workshops, Main Street, Babcary		14/03900/FUL		1						1	Extant planning permission. Approved 23/10/14

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Land To The South Of The Red Lion Inn , North Street, Babcary, Somerton		15/01007/FUL			1					1	Extant planning permission. Approved 19/01/16
Manor Farm Barn, Church Street, Babcary		15/05639/FUL	1							1	Extant planning permission. Approved 16/02/16. Under Construction (06/01970/FUL)
Land adj Brambley Hedge, Brook Lane, Barton St David		13/04126/FUL		1						1	Extant planning permission. Approved 23/12/13. Under Construction (15/05390/S73)
Laurels Farm, Mill Road, Barton St David	E/BADA/0003/								41	41	Site is available and developable. But would have to follow E/BADA/0004
Land opp. Wilfs Cottage, Main Street, Barton St David	E/BADA/0004/							54		54	Panel advise 6-10 years. Site is available and developable.
Adjacent Lower Church Farm, Church Street, Barton St David	E/BADA/0005/							5		5	Panel advise 6-10 years. Site is available and developable.
Horseshoe Farm, James Hill, Brewham		13/01188/FUL	1							1	Extant planning permission. Approved 15/07/13
Land North Of Fair View, Tile Hill, Brewham		14/03786/FUL		1						1	Extant planning permission. Approved 21/10/14
Bedlamgreen Cottage, Bedlam Green, Farm Lane, Brewham		15/02838/FUL					1			1	Extant planning permission. Approved 21/09/15. Under Construction
Treetops, North Brewham, Bruton		14/03555/COL		1						1	Extant planning permission. Approved 28/11/14
Searts Barns, Welham, Castle Cary		14/01886/FUL		2						2	Extant planning permission. Approved 18/06/14
Bratton Lodge Bratton Seymour To Cary Hill, Bratton Seymour		15/00522/FUL		2						2	Extant planning permission. Approved 08/07/2015 Under Construction (13/03917/FUL 14/11/13)
Bratton Hill Cottage, Bratton Seymour Road, Bratton Seymour		15/04419/FUL		1						1	Extant planning permission. Approved 23/11/15
The Aviaries, Redlynch Road, Bruton, Somerset, BA9 8JD		12/01283/FUL	1							1	Extant planning permission. Approved 20/12/12
Land opp Park Farm, Dimmer Lane, Dimmer		12/04558/FUL	1							1	Extant planning permission. Approved 11/04/13
Land Adj. Sandpits Lane, Sandpits Lane, Charlton Mackrell		14/01115/FUL	1							1	Extant planning permission. Approved 18/07/14 Under Construction

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Former Stables At Cedar Lodge, High Street, Charlton Adam		14/02726/OUT	1							1	Extant planning permission. Approved 22/09/14
The Old Rectory, George Street, Charlton Adam		14/03235/FUL	1							1	Extant planning permission. Approved 29/10/14. Under Construction
Pleasant Spot Barns, Broadacres, Charlton Adam		13/04998/FUL	1							1	Extant planning permission. Approved 05/02/14
Off Peddles Lane, Charlton Mackrell	E/CHMA/0001/							16		16	Panel advise 6-10 years. Site is available and developable.
Land at rear of Ross Lane, Cary Fitzpaine	E/CHMA/0001/10							2		2	Panel advise 6-10 years. Site is available and developable.
Land and Buildings adjoining Cooks Cary Farm, Lytes Cary, Kingsdon	E/CHMA/1501/	12/04550/FUL	1							1	Extant planning permission. Approved 16/01/13. Under Construction
Land rear of Wessex Barn, Ilchester Road, Charlton Mackrell	E/CHMA/1502/	12/00523/FUL	1							1	Extant planning permission. Approved 12/09/12
Yonder Lodge, Shalford Lane, Charlton Musgrove, Wincanton,		15/02250/FUL		1						1	Extant planning permission. Extant planning permission. Approved 08/07/15 -14/03389/FUL
Stoke Farm, Barrow Water Lane, Charlton Musgrove		14/04839/FUL		1						1	Extant planning permission. Approved 20/02/15
Eden Nursery Charlton Musgrove To Leigh, Common, Charlton Musgrove		15/01008/FUL	1							1	Extant planning permission. Approved 27/04/15
The Bothy, Waterloo Farm, Waterloo Crescent, Charlton Horethorne, DT9 4NG		15/00985/COU	1							1	Extant planning permission. Approved 24/04/15
Eden Nursery Charlton Musgrove to Leigh Common, Charlton Musgrove		15/01010/FUL		1						1	Extant planning permission. Approved 29/04/15
Land OS 6540, Seven Wells Down Farm, Corton Denham		15/02951/FUL						1		1	Planning Permission under consideration. Site is available and developable.
Hayes Farm, Hayes Road, Compton Dundon, TA11 6PF		15/02220/FUL			2					2	Planning Permission under consideration. Site is available and developable.
The Stables, Rowls Lane, Cucklington		16/00579/PAMB		1						1	Extant planning permission. Approved 14/03/16

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Highfield, Cucklington		15/03618/FUL	1							1	Extant planning permission. Approved 21/09/15. Under Construction
Land adjoining Thornvale, Babwell Road	E/CUCK/0001/							4		4	Panel advise 6-10 years. Site is available and developable.
Home Farm, Whitechurch Lane, Yenson, Templecombe		15/00348/PAMB		2						2	Extant planning permission. Approved 18/03/15. Under Construction
22 Woodhayes, Henstridge, Templecombe		14/02759/FUL		2						2	Extant planning permission. Approved 28/08/14
Furge Lane, Henstridge	E/HENS/0001/10	12/01887/OUT			17					17	Extant planning permission. Approved 06/06/13
Townsend Farm, Stalbridge Road, Henstridge	E/HENS/0001/							42		42	Panel advise 6-10 years. Site is available and developable.
Land south west of Townsend, Stalbridge Road, Henstridge	E/HENS/0002/							38		38	Panel advise 6-10 years. Site is available and developable.
Adj Enochs, Stalbridge Road, Henstridge	E/HENS/0003/								14	14	Panel advise 11-15 years. Site is available and developable.
The Three Gables, Stalbridge Road	E/HENS/0005/								21	21	Site is available and developable. Although access through E/HENS/0001.
Deneside, Shaftesbury Road, Henstridge		15/04220/FUL		2						2	Extant planning permission. Approved 08/12/15
The Rectory, Holton Street, Holton		13/03344/FUL	1							1	Extant planning permission. Approved 15/11/13. Under Construction
Brandywell Farm, Higher Holton		15/02674/FUL		1						1	Extant planning permission. Approved 13/07/15
Mount Pleasant, Holton	E/HOLT/0001/							2		2	Next to A303, Access and buffer restricts yield
Cyperda, Barton Road, Keinton Mandeville		14/04871/FUL		1						1	Extant planning permission. Approved 17/12/14. Under Construction
Land North of Goombedene, Coombe Hill, Keinton Mandeville		14/03788/FUL	8							8	Extant planning permission. Approved 19/01/15 Under Construction
Land North of the Light House, Barton Road, Keinton Mandeville		14/02896/OUT			6					6	Extant planning permission. Approved 22/04/15
Lake View Quarry, Chistles Lane, Keinton Mandeville		14/01333/OUT		20	22					42	Extant planning permission. Approved 28/07/15
Land to the Rear of Claremont, High Street, Keinton Mandeville		15/04771/REM	1							1	Extant planning permission. Approved 04/12/15. Under Construction (14/02723/OUT 29/07/15)
Land East of Manor Park, Keinton Mandeville		15/05160/FUL		2						2	Extant planning permission. Approved 05/02/16

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Seraglio, Castle Street, Keinton Mandeville, Somerton,		13/04858/OUT		1						1	Extant planning permission. Approved 26/06/14
East Barton Road	E/KEMA/0003/							10		10	Panel advise 6-10 years. Site is available and developable.
Land OS 9987 Queen Street	E/KEMA/0007/							7		7	Site is available and developable.
Kingsdon Manor School Kingsdon		12/03098/FUL	16							16	Extant planning permission. Approved 25/04/14 Under Construction
Off Henley Road, Kingsdon	E/KIDO/0004/							51		51	Panel advise 6-10 years. Site is available and developable.
East Lower Road, Kingsdon	E/KIDO/0006/							5		5	Narrow road and poor junction
Land off Manor Road, Kingsdon	E/KIDO/0007/							20		20	Panel advise 6-10 years. Site is available and developable.
South Frog Lane, Kingsdon	E/KIDO/0008/							8		8	Roads narrow and reflecting surrounds
Adj The Old Rectory Top Street, Kingsdon	E/KIDO/0010/							12		12	Panel advise 6-10 years however Conservation Officer raises impact on setting of listed buildings, including high grade Church, and impact on open and rural edge of conservation area
The Cottage, Top Street, Kingsdon	E/KIDO/0011/							7		7	Site is available and developable.
Allotment Gardens, Mow Barton, Kingsdon	E/KIDO/0012/							11		11	Within 0-5 years by panel, but no planning permission or history
Barns At Draycott Farm, Ashington Lane, Chilton Cantelo		14/03784/PAMB		2						2	Extant planning permission. Approved 06/10/14
Land off Hook Drove, Ashington Lane, Chilton Cantelo	E/LIMI/1504/	12/00865/OUT		1						1	Extant planning permission. Approved 15/10/12
Land At Orchard Park Farm Hornblotom Green Road, Lovington		14/00462/FUL	1							1	Extant planning permission. Approved 15/04/14
Ash View Farm, Lovington,		16/00441/FUL		1						1	Extant planning permission. Approved 18/03/16
Land adj Heatger House, Lovington		15/00349/FUL		1						1	Extant planning permission. Approved 24/06/15
Adjoining Lovington Primary School, Brue View	E/LOVI/0001/							54		54	Panel advise 6-10 however not a sustainable settlement
Red Lion Inn, Rimpton Road, Marston Magna	E/MAMA/1501/	10/03363/COU	1							1	Extant planning permission. Approved 04/10/10 Under Construction

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Elliscombe Farm, Gibbet Road, Maperton		05/01729/FUL	1							1	Extant planning permission. Approved 15/07/07 Under Construction
Silverthorne Farm, Osborne Road, Milborne Wick		12/00093/FUL	1							1	Extant planning permission. Approved 23/09/13 Under Construction
Bakery Site, Deacons Lane, Mudford		15/03764/FUL		1						1	Extant planning permission. Approved 02/10/15
Land south of Down Ash Farm, off A359, North Cadbury		13/05190/FUL		1						1	Extant planning permission. Approved 26/02/14
Green Hedges, Brookhampton, North Cadbury		14/04173/OUT		1						1	Extant planning permission. Approved 26/11/14 (11/02198/OUT 20/09/11)
Stone Barns At Higher Farm, Woolston Road, North Cadbury		14/05654/FUL		1						1	Extant planning permission. Approved 04/03/15. Under Construction
Land Adj Hearn Lane Galhampton, Yeovil		15/04687/REM		1						1	Extant planning permission. Approved 19/01/16 (14/00825/OUT 09/09/14)
Yard Office, Long Street, Galhampton	E/NOCA/0800/	14/00741/FUL		1						1	Extant planning permission. Approved 12/02/14. Under Construction
Harvester Works, Mayfield Close, Galhampton	E/NOCA/1503/	10/04671/FUL			7	7				14	Extant planning permission. Approved 09/10/13 (13/02910/S73)
Land And Building At Camelot Barn Woolston, North Cadbury		15/05310/FUL		1						1	Extant planning permission Approved 19/01/16 (15/02079/FUL 30/06/15)
Nettlecombe Barn, Hadspen		14/03507/FUL	1							1	Extant planning permission. Approved 19/11/14
Land Rear of Banksia, Laurel Lane, Queen Camel		15/04824/FUL		1						1	Extant planning permission. Approved 23/12/15
Rectory Farm, West Camel Road	E/QUC A/0001/B							20		20	Only those adjacent to road. Site split into A (south road) and B (fronting north or road), rest is landlocked.
Rectory Farm, West Camel Road	E/QUCA/0001/A							64		64	Only those adjacent to road. Site split into A (south road) and B (fronting north or road), rest is landlocked.
Former Health Centre High Street Queen Camel BA22 7NH	E/QUCA/1200/							8		8	Demolition and clearance of site unacceptable due to LB. Potential for modest development to the rear.
Woodlands, Rimpton, Yeovil, BA22 8AJ		13/00646/FUL	1							1	Extant planning permission. Approved 04/07/13. Under Construction
Land OS 6586 at Thirneymarsh Farm, North Barrow		15/05088/FUL		1						1	Extant planning permission. Approved 05/01/16
Fosters Farm, Fosters Lane, South Barrow		14/04881/FUL		3						3	Extant planning permission. Approved 06/01/15

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The Church Byres, Church Farm, Sparkford Road, South Barrow		15/00758/FUL	1							1	Extant planning permission. Approved 13/05/15
Home Far (Building 2), Sutton Montis		14/02415/PAMB		1						1	Extant planning permission. Approved 28/07/14
Land Adjoining, Chapel Road, South Cadbury		14/00951/OUT		5						5	Extant planning permission. Approved 04/12/14
Land at Barns House , Chapel Road, South Cadbury		14/04950/OUT		1						1	Extant planning permission. Approved 24/12/14
Land adj 2 Rush Close, Folly Lane, South Cadbury		15/03853/FUL		1						1	Extant planning permission. Approved 11/03/16
Land West of Chapel Road, South Cadbury	E/SOCA/0002	15/03538/FUL		6						6	Extant planning permission. Approved 02/02/16
Land at Compton Road	E/SOCA/0001/								12	12	Panel advise 6-10 years however Conservation Officer advises away from village core, but still in CA. This area of CA characterised by sporadic unplanned rural development. Development of this site would radically alter the character of the area, failing to preserve or enhance.
Land Rear Of Annhurst, Wolfester Terrace, Sparkford		15/02468/REM				1				1	Extant planning permission. Approved 13/07/15 (14/04228/OUT 13/11/14)
Land adjoining Longhazel, High Street, Sparkford		14/05009/REM		1						1	Extant planning permission. Approved 23/01/15
Land adjoining The Roundhouse, High Street, Sparkford	E/SPAR/1502/	12/01836/FUL		1						1	Extant planning permission. Approved 06/08/12
Longhazel Farm, High Street, Sparkford, Yeovil, BA22 7JH		14/01958/FUL				14	14			28	Extant planning permission. Approved 17/03/16
Vale of Camelot Growers, Old London Road, Sparkford, Yeovil		15/02459/FUL		1						1	Extant planning permission. Approved 14/07/2015
Land adj 2 New Cottages, High Street, Sparkford		15/04708/FUL		1						1	Extant planning permission. Approved 01/03/16
Barns to the Rear of Sparkford Haill, Sparkford Road, Sparkford		15/03227/FUL		1						1	Extant planning permission. Approved 19/02/16
Land Os 3432 Rear of the Burrows, High Street, Sparkford		14/05052/FUL	5	6						11	Application approved on appeal 23/11/15

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Barn On Land OS 5953, Beech Lane, Stoke Trister, Wincanton, Somerset		15/02961/PAMB			1					1	Extant planning permission. Approved 05/08/15
1 And 2 Pitmead, Sutton Montis Road, Sutton Montis, Yeovil		14/04249/FUL	1							1	Extant planning permission. Approved 09/12/14 Under Construction
Stearth Hill Farm, Stearth Hill, West Camel		15/01400/FUL		4						4	Extant planning permission. Approved 12/06/15
Land At, South Street, West Camel, Yeovil, Somerset		15/00600/OUT			5	6				11	Extant planning permission. Approved 22/12/15
Workshop/ Barn South Street West Camel	E/WECA/0006/							12		12	Farmland, above road, access reasonable
Land at South Street, West Camel	E/WECA/0008/							8		8	Panel advise 6-10 years
Higher Hill farm, Howell Hill, West Camel	E/WECA/0009/							11		11	Panel advise 6-10 years
Colestile Farm, Colestile Farm Lane, Pitcombe		16/00267/PAMB		1						1	Extant planning permission. Approved 03/03/16
Barn 1 Shatwell Lane, Yarlinton		15/05709/PAMB	1							1	Extant planning permission. Approved 01/02/16. Under Construction
Land at Woolston Manor Farm, Woolston Road, North Cadbury	E/YARL/1500/	11/02932/FUL	1							1	Extant planning permission. Approved 10/02/12 Under Construction
Fir Tree Farm, High Road, North Cadbury		16/00640/PAMB		3						3	Extant planning permission. Approved 17/03/16
Barn At Oath Hill Farm, Wickmoor, Oath		14/03352/PAMB		1						1	Extant planning permission. Approved 09/09/14. Under Construction
15 Martock Lane, Ash, Martock, Somerset, TA12 6NR		14/05240/FUL		1						1	Extant planning permission. Approved 09/01/15
Ash House Country Hotel, 41 Main Street, Ash		15/00743/COU	1							1	Extant planning permission. Approved 16/04/15
47 Main Street, Ash		14/01420/OUT		1						1	Extant planning permission. Approved 19/05/14
41 Back Street, Ash	N/ASHO/1500/	14/05632/OUT		1						1	Extant planning permission. Approved 09/02/15 (11/05016/OUT)
The Barn, Budds Farm, Main Street, Barrington		13/02929/FUL	1							1	Extant planning permission. Approved 05/09/13 Under Construction

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Land OS 6624, Opp Village Hall, Barrington	N/BARR/0003/							37		37	Conservation Officer no objection in principle, but part of the site may need to be excluded to respect the setting of Grade II* LB
Land to rear of 1 & 2 Lower Orchard, Barrington	N/BARR/0004/							6		6	Panel advise 6 dwellings in years 0-6, however previous consents refused on appeal due to detrimental impact on the character and appearance of the area
Land OS 2200, Chilthorne Hill, Chilthorne Domer		13/03084/FUL		1						1	Extant planning permission. Approved 22/10/13. Under Construction
Manor Farm, Littleton Road, Compton Dundon		06/01456/FUL	1							1	Extant planning permission. Approved 10/07/06. Under Construction
Transport Depot, Street Road, Compton Dundon		07/04651/FUL	6	6						12	Extant planning permission. Approved 13/07/09. Under Construction
Land west of The Gammons, Ham Lane, Compton Dundon		15/00523/REM		1						1	Extant planning permission. Approved 14/08/13 Extant planning permission. Approved 07/04/15 (13/02468/OUT & 14/01938/REM)
Land At Laws Farm, Middle Way, Compton Dundon		14/04153/REM		1						1	Extant planning permission. Approved 16/01/15. Under Construction
Compton Randle Castlebrook, Compton Dundon		15/04642/REM		1						1	Extant planning permission. Approved 09/12/15 (14/04863/OUT 06/03/15)
Clarendon House, Compton Dundon		13/02964/FUL		1						1	Extant planning permission. Approved 19/09/13
Decoy Farm, Peak Lane, Compton Dundon		14/02639/FUL		1						1	Extant planning permission. Approved 08/09/14
Homestead, Ham Lane, Compton Dundon, Somerton, TA11 6PQ		13/04141/OUT		1						1	Extant planning permission. Approved 09/09/14
Corner Farm, Compton Street, Compton Dundon, Somerton, Somerset		12/01214/FUL		1						1	Extant planning permission. Approved 23/05/12. Under Construction
Laws Farm, Compton Street	N/CODU/0001/							14		14	Panel advise 6-10 years
	N/CODU/0004/							6		6	Panel advised years 0-5 however no planning permission or history
Land Adjoining Higher View, Peak Lane,	N/CODU/0001/10							2		2	Panel advise 6-10 years

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Corner Farm, Compton Street, Compton Dundon	N/CODU/1505/	14/03914/FUL		1						1	Extant planning permission. Approved 04/11/14. Under Construction. 13/03980/FUL Approved 06/12/13
Old Cider Barn, Headwell, Curry Mallet		13/04992/FUL		1						1	Extant planning permission. Approved 04/02/14. Under Construction
Land Between Wheelwrights Cottage And Iberry, Marshway, Curry Mallet		15/00074/FUL		1						1	Extant planning permission. Approved 10/04/15. Under Construction
Land adj to Breach Cottage, Currywoods Way, Curry Rivel		13/02721/FUL		2						2	Extant planning permission. Approved 04/09/13
Acre Cottage, Stoney Lane, Curry Rivel		13/00310/FUL		1						1	Extant planning permission. Approved 02/01/14
Country Stores Garage, High Street Curry Rivel		13/03132/OUT	2	3						5	Extant planning permission. Approved 02/12/13
Land At Water Street, Curry Rivel		14/01048/FUL		1						1	Extant planning permission. Approved 30/06/14. Under Construction
Old Oak Farm, Back Lane, Curry Rivel		15/00239/FUL		1						1	Extant planning permission. Approved 05/06/15. Under Construction
The Bungalow, Church Street, Curry Rivel		15/03009/FUL				5				5	Extant planning permission. Approved 27/05/16
3 Stoneyhurst Drive, Curry Rivel	N/CURI/1505/	12/00800/FUL	1							1	Extant planning permission. Approved 23/04/12. Under Construction
Little Oak, Stanchester, Curry Rivel	N/CURI/1510/	13/03759/FUL		1						1	Extant planning permission. Approved 05/11/13 Under Construction
3 Westfield, Curry Rivel		16/00159/FUL	1							1	Extant planning permission. Approved 10/03/16
Former Environment Agency, Back Lane, Curry Rivel		15/04390/FUL	1							1	Extant planning permission. Approved 02/03/16
Barn At Midleney Place, Langport Road, Curry Rivel, Langport, Somerset		15/00409/FUL		1						1	Extant planning permission. Approved 23/07/15
Land North of Stanchester Way, Curry Rivel		14/03154/FUL	5	15	10					30	Application approved on appeal 01/10/15
Land adj Abbey Field, Curry Rivel	N/CURI/0002/								20	20	Panel advise Years 6-10. Site is available and developable.
Land adjacent to 40 Dyers Road, Curry Rivel	N/CURI/0006/								29	29	Flat, 1m above road, access OK, good facilities, O/H cables years 6-10

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Land adjacent to Hanover House, Wilton, Curry Rivel	N/CURI/0007/								40	40	Flat, good access and facilities years 6-10. Site is available and developable.
Manor Farm Barns, Compton Durville		14/03743/FUL	1							1	Extant planning permission. Approved 06/10/14. Under Construction
Hospital Building & Old Village Hall, Compton Durville		14/02289/FUL		2						2	Extant planning permission. Approved 28/07/14. Under Construction
Fairview Farm, Law Lane, Drayton		15/02934/FUL				1				1	Extant planning permission. Approved 27/05/16
Land Adjacent To Brick House, East Street, Drayton		15/01761/FUL			1					1	Extant planning permission. Approved 29/07/15
Land off Butchers Hill, Ganges Close	N/FIVE/0001/							15		15	Density reflecting local character delivery 6-10 years
Land adjacent to Ashdown House, Westport	N/Hawe/0003/							7		7	Panel advised years 0-5 however no planning permission or history
The Hall, Henley, Langport		12/03435/FUL	1							1	Extant planning permission. Approved 19/11/12. Under Construction
Lower Broadacre Farm, Rookery Lodge, Henley		16/00593/FUL		1						1	Extant planning permission. Approved 10/03/16
Land Adj Hillside Cottage, Picts Hill, High Ham		14/03554/FUL	1							1	Extant planning permission. Approved 15/10/14 . Under Construction
Blue Lias, Furpits Lane, High Ham, Langport		14/04954/PAMB	1							1	Extant planning permission Allowed on appeal 30/07/15. Under Construction
Land Adj Hillside Farm, West Henley Road, High Ham, Langport, Somerset		15/01151/FUL				1				1	Extant planning permission. Approved 06/10/15. Under Construction
Highfield Farm, Windmill Lane, Pibsbury		15/00931/FUL		2						2	Extant planning permission Approved 01/07/15 (13/05051/OUT 28/08/14)
Welcombe, Field Road, Huish Episcopi, Langport, Somerset, TA10 9SR		15/02113/FUL		1						1	Extant planning permission. Approved 18/06/15
Vacant Workshop At Former Atkins Garage, Level View, Pibsbury,		15/03365/FUL			1					1	Extant planning permission. Approved 27/05/16
Land Adjoining Highfield Farm, Windmill Lane, Pibsbury		15/00879/FUL		1						1	Extant planning permission. Approved 08/07/15

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1 Pennys Meade, Ilton		14/03990/FUL		1						1	Extant planning permission. Approved 06/03/15
Green Acre, Rod Lane, Ilton	N/ILTO/1501/	12/02230/FUL	11							11	Extant planning permission. Approved 26/10/12
Land adjacent Clevehurst, Isle Brewers	N/ISBR/1503/	12/00635/FUL	1							1	Extant planning permission. Approved 06/06/12. Under Construction
Land at Cox's Farm, Silver Street, Kingsbury Episcopi		13/03491/REM		4						4	Extant planning permission. Approved 24/04/13
West View, Folly Road, Kingsbury Episcopi		14/03597/FUL		1						1	Extant planning permission. Approved 08/10/14 (13/01092/FUL)
The Triangle, Silver Street, Kingsbury Episcopi		13/05004/FUL		1						1	Extant planning permission. Approved 12/02/14
Orchardleigh, Stembridge, Martock		14/05468/FUL		1						1	Extant planning permission. Approved 05/02/15 (13/04609/FUL)
Barn at Higher Burrow Farm, Burrow Hill, Kingbury Episcopi		13/01614/FUL		1						1	Extant planning permission. Approved 14/06/13. Under Construction
Millborne, Westend, Kingsbury Episcopi		13/00238/FUL		1						1	Extant planning permission. Approved 19/03/13
Land Adjacent Woodview, Thorney Road, Kingsbury Episcopi		04/02037/FUL	2							2	Extant planning permission. Approved 31/08/04. Under Construction
Four Winds Cider Farm, Owl Street, East Lambrook		16/00183/PAMB		1						1	Extant planning permission. Approved 11/03/16
Land rear of Island House, Stembridge		15/04774/FUL		2						2	Extant planning permission. Approved 16/03/16
Island House, Stembridge	N/KIEP/1506/	13/01454/REM		1						1	Extant planning permission. Approved 07/06/13
32 Top Street, Kingsdon		15/04205/FUL		2						2	Extant planning permission. Approved 02/11/15. Under Construction
Perham Farm, Wick, Langport		15/02841/FUL	2							2	Extant planning permission. Approved 20/08/15 (10/01337/FUL 05/07/10)
Christ Church, Long Load		14/03955/FUL			1					1	Extant planning permission. Approved 19/01/15
Land Adjacent Moor House, Church Lane, Long Load		14/05389/FUL			1					1	Extant planning permission. Approved 06/03/15
Former Chapel, Holloway Road, Lopen		14/02492/FUL	1							1	Extant planning permission. Approved 30/07/14. Under Construction
Sunnyside Farm, Lopen Lane, Lopen		14/04990/PAMB		1						1	Extant planning permission. Approved 22/12/14

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1 Westview, Shute Lane, Long Sutton		13/04297/FUL		1						1	Extant planning permission. Approved 28/02/14
Land At Long Furlong Lane, Long Sutton		14/02953/FUL		1						1	Extant planning permission. Approved 13/10/14. Under Construction
2 Tavenders Cottages, Langport Road, Long Sutton		14/05314/FUL		1						1	Extant planning permission. Approved 06/02/15
Greystones Shute Lane, Long Sutton		13/03062/FUL		1						1	Extant planning permission. Approved 23/09/13
Land At Vedal Drive, Vedal Drive, Lond Sutton		14/03683/FUL		1						1	Extant planning permission. Approved 19/01/15
Poplins South, Martock Road, Long Sutton		14/02533/FUL	1							1	Extant planning permission. Approved 11/08/14. Under Construction
Kingsmoor Cottage, Somerton Road, Long Load		15/00893/FUL		1						1	Extant planning permission. Approved 10/04/15. Under Construction
Land South Of Greystones Off, Crouds Lane, Long Sutton		15/00986/FUL				1				1	Extant planning permission. Approved 15/01/16
Land rear of Northend Cottage, West of Martock Road	N/LOSU/0002/10							40		40	Narrow access but feasible Panel advise years 6-10
Land OS 9687 Martock Road, Long Sutton	N/LOSU/1503/	10/05132/FUL	3							3	Extant planning permission. Approved 01/03/13. Under Construction
Montacute Working Mens Club, Bishopston, Montacute		15/01937/FUL		1						1	Extant planning permission. Approved 23/06/15. Under Construction
Homefield, Rectory Lane, Norton Sub Hamdon, Stoke-Sub-Hamdon		05/02734/FUL	1							1	Extant planning permission. Approved 28/04/06. Under Construction
Rocklands Coach House, Little Street, Norton Sub Hamdon		14/03980/FUL	1							1	Extant planning permission. Approved 07/05/15
South Harp Cottage, Over Stratton,		14/02073/FUL		1						1	Extant planning permission. Approved 11/07/14
Roman Farm, Park Lane, Pitney, Langport, Somerset		15/00862/FUL		1						1	Extant planning permission. Approved 13/07/15
Land opposite Autumn Leaves, Pibsbury	N/HUEP/1509/	15/00514/FUL		2						2	Extant planning permission. Approved 08/05/15 - 12/03862/FUL approved 14/05/13. Under Construction
Lift West LTD, New Road, Seavington		14/01461/FUL	5	5	3					13	Extant planning permission. Approved 16/03/15

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Pond Farm, Old A303, Seavington St Michael		14/03195/FUL	3							3	Extant planning permission. Approved 29/10/14. Under Construction
Manor Farm, Church Lane	N/SEMA/0001/							12		12	Reduced field due to access difficulties
Land opposite Rodwells Orchard, Water Street	N/SEMA/0002/							8		8	Panel advise 6-10 years
Land north of Seavington St Michael, Abbot Close	N/SEMA/0003/							100		100	Buffer needed to A303
Land rear of Duke of York, North Street, Shepton Beauchamp		13/03653/FUL		1						1	Extant planning permission. Approved 02/12/13
Land North Of Hill Farm House, Lambrook Road, Shepton Beauchamp		14/03029/OUT		1						1	Extant planning permission. Approved 13/10/14
Land at Brimfield, Lambrook Road, Shepton Beauchamp		15/02314/FUL		1						1	Extant planning permission. Approved 14/07/15 Under Construction (14/04798/OUT 12/12/14)
Land OS 2733, Shells Lane, Shepton Beauchamp		14/05494/OUT		2						2	Extant planning permission. Approved 06/02/15
Crofters, Lambrook road, Shepton Beauchamp	N/SHBE/1502/	12/03438/FUL	2							2	Extant planning permission. Approved 19/10/12
High View, Somertonfield Road, Somerton		03/01635/FUL	1							1	Extant planning permission. Approved 07/07/03. Under Construction
Workshop, Lower Stratton		13/04873/FUL	1							1	Extant planning permission. Approved 28/03/14. Under Construction
Colony House, Over Stratton, South Petherton		14/01062/FUL		1						1	Extant planning permission. Approved 31/07/14
East of Gorefield Over Stratton	N/SOPE/0011/							13		13	Panel advised developer interest and progress in 0-5 years, however not well related to a sustainable settlement
Land adj Otranto South Harp, Over Stratton		15/05002/OUT		1						1	Extant planning permission. Approved 18/03/16
Long Field Farm, Hedgecock Lane, East Stoke, Stoke Sub Hamdon		10/01306/FUL		1						1	Extant planning permission. Approved 21/05/14
Land At Trapnoles, Townsend, Tintinhull		14/02621/OUT		1						1	Extant planning permission. Approved 05/11/14
17 Vicarage Street, Tintinhull	N/TINT/1500/	12/00558/FUL	1							1	Extant planning permission. Approved 22/08/12

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Land East 68 Queen Street, Tintinhull	N/TINT/0001/							37		37	Panel advise 6-10 years. Site is available and developable.
11a Head Street, Tintinhull	N/TINT/0003/							2		2	Panel advise years 0-5. Site is available and developable.
Perrins Hill Farm Perrins Hill, Tintinhull		15/03386/FUL				3				3	Extant planning permission. Approved 23/02/16
9 Whitcross, Barwick		13/04181/FUL	1							1	Extant planning permission. Approved 18/12/13
Newton Farm, Newton Road Stoford	S/BARW/1502/	12/01096/FUL	1							1	Extant planning permission. Approved 25/07/12
Chantry Orchard, Yeovil Road, East Coker		12/01497/FUL	1							1	Extant planning permission. Approved 01/06/12
Townsend Farm, Main Street, East Coker,	S/EACO/0008/	15/02974/FUL			4	4				8	Planning Permission under consideration. Site is available and developable. (23 Panel advise 6-10 Years)
The Bungalow, Yeovil Road		15/04467/FUL	1							1	Extant planning permission. Approved 11/12/15. Under Construction
The Orchard, East Coker, Somerset	S/EACO/0006/10							14		14	steep and wooded
Land to East of Holywell Road	S/EACO/0011/							36		36	Potential adverse impact on setting of Scheduled Ancient monument nearby
land East of Cullivers Grave Road	S/EACO/0012/							46		46	Potential adverse impact on setting of Scheduled Ancient monument nearby
Adj to Chantry View, East Coker	S/EACO/0017/							12		12	Panel advise years 0-5 but no planning permission or history
Land adj to Long Furlong Lane, East Coker	S/EACO/0021/							20		20	Panel advise 6-10 years. Site is available and developable.
Land adj to Long Furlong Lane, East Coker	S/EACO/0025/							5		5	Panel advise years 0-5 but no planning permission or history
The Milking Parlour, Primrose Hill Farm, Primrose Hill, East Coker, Yeovil		14/00603/FUL	1							1	Extant planning permission. Approved 21/05/14
Land At Huntsfield Nursery, Burton, East Coker		15/01536/FUL		1						1	Extant planning permission. Approved 28/05/15 (14/02866/OUT 22/09/14). Under Construction
Land Between No.4 And Sunnycroft, Long Furlong Lane, East Coker		14/03277/OUT		2						2	Extant planning permission. Approved 08/09/14
Land Adjacent Finials, Rectory Lane, Hardington Mandeville	S/HAMA/0001/	16/00719/OUT		1						1	Extant planning permission. Approved 06/06/16

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Lime Kiln Farm, Broad Hill, Hardington Mandeville	S/HAMA/1500/	12/02396/FUL	1							1	Extant planning permission. Approved 22/08/12. Under Construction
		14/02566/REM		1						1	Extant planning permission. Approved 19/01/15. Under Construction
Moor End Nursery, Moor Lane, Hardington Moor		14/05063/FUL 15/05598/FUL		7	7					14	Extant planning permission. Approved 07/04/16 Appeal Approved, 15/05598/FUL permission for 10 (instead of 14)awaiting decision
Meadow View, Dray Road, Higher Odcombe		14/00863/FUL		1						1	Extant planning permission. Approved 17/04/14
The Old Blacksmith workshop, Old Road, Higher Odcombe		15/04090/FUL		1						1	Extant planning permission. Approved 04/03/16
Land at Manor Farm, Street Lane	S/ODCO/0001/							13		13	Barns had consent but Conservation Officer has concerns about further development to the east
Land north of Midway, Adj Lakeside / Chapel Hill	S/ODCO/0004/								46	46	Site is available and developable.
Coker Hill Farm, West Coker Hill, West Coker		15/02784/PAMB			1					1	Extant planning permission. Approved 30/03/16
Hollybank, Gooseacre Lane, West Coker		15/04371/FUL		1						1	Extant planning permission. Approved 14/12/15
Land adjacent to the Twine Works, East Street, West Coker	S/WECO/0004/							44		44	Owner advised current discussions with SSDC regarding most suitable form of housing. Land could be available in 12 months
Land west of Churchlands Close, West Coker	S/WECO/0008/							14		14	Panel advise 0-5 years but no planning permission or history. Trees along northern edge should be retained
Land South of Yeovil Marsh Adj A37, Marsh Lane	S/YEWI/0005/							180		180	Developer Interest. Restricted numbers due to topography and highway access. Conservation Officer concerned about surrounding listed farmstead and the effects on its setting
Land at Hare Farm, Hare Lane, Broadway	W/BROA/1502/	11/01020/FUL	1							1	Extant planning permission. Approved 28/04/11. Under Construction
Land west of 1 The Lane, Broadway Road	W/BROA/1503/	13/02671/FUL		1						1	Extant planning permission. Approved 19/08/13
Land At, Tanyard, Broadway, Iminster	W/BROA/0002	14/03636/OUT				16				16	Approved on appeal 10/12/15
Hermitage Farm, Langs Lane, Broadway, Iminster		14/05671/PAMB			2					2	Extant planning permission. Approved 30/07/15

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Channings, Hare Lane, Broadway		16/00396/FUL		1						1	Extant planning permission. Approved 22/03/16
Barn at Barrington Hill, Broadway		15/03929/FUL		1						1	Extant planning permission. Approved 16/03/16
Land adj Westfields, The Pound, Broadway Road	W/BROA/0004/								46	46	Visually prominent, agent advises could come forward in 12 months subject to planning permission
Land At Vardens Farm, Broadway Street, Broadway	W/BROA/0005/								9	9	Site is available and developable.
Rydiness Farm, Hare Lane, Buckland St Mary		14/05718/FUL		2						2	Extant planning permission. Approved 23/02/15. Under Construction
Oak View Farm, Hare Lane, Buckland St Mary, Chard		09/04319/FUL	1							1	Extant planning permission. Approved 18/02/10. Under Construction
Tanlake Farm, Madgeon Lane, Buckland St Mary		13/02897/FUL		1						1	Extant planning permission. Approved 02/10/13
Crossways Farm, Hornsey Lane, Buckland St Mary		13/04120/FUL		1						1	Extant planning permission. Approved 16/12/13
Madgeon Farm, Birchwood Road, Buckland St Mary		14/05584/FUL			1					1	Extant planning permission. Approved 02/02/15. Under Construction
Land And Barn At Devonia, Chaffcombe		15/01135/FUL	2							2	Extant planning permission. Approved 23/04/15 Under Construction
The Barn, The Firs, Chaffcombe		16/00051/FUL		1						1	Extant planning permission. Approved 25/02/16
Waggoners Cottage 12 North Street, Chiselborough		14/04663/FUL			1					1	Extant planning permission. Approved 27/11/14. Under Construction
Land Os 5711, Clapton Road, Clapton		15/00939/FUL		1						1	Extant planning permission. Approved 13/05/15
Sticklepath Farm, Sticklepath, Combe St. Nicholas, Chard,		00/01306/FUL	1							1	Extant planning permission. Approved 29/08/01. Under Construction
Land Os 7100 Part, Catch Gate Lane, Combe St Nicholas		14/02534/OUT		1						1	Extant planning permission. Approved 21/07/14
Hill View, Cuttifords Door, Combe St Nicholas, Chard, Somerset		14/02808/FUL		1						1	Extant planning permission. Approved 26/08/14. Under Construction
Holemoor House, Holemoor Farm Road, Combe St Nicholas, Chard		14/01973/FUL		1						1	Extant planning permission. Approved 25/06/14

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land North Of Classet House, Frog Lane, Combe St Nicholas, Chard		15/04251/FUL			1					1	Extant planning permission. Approved 02/02/16. (14/05562/FUL 22/01/15)
The Old Post Office, Combe St Nicholas, Chard		14/05587/COU		1						1	Extant planning permission. Approved 16/01/15
Barn at Pudleigh, Clayhanger Cross, Combe St Nicholas		15/03714/PAMB	1							1	Extant planning permission. Approved 01/10/15. Under Construction
Building 1 Clayhanger Cross, Combe St Nicholas		15/05692/PAMB		1						1	Extant planning permission. Approved 15/02/16
Building 3 Clayhanger Cross, Combe St Nicholas		15/05693/PAMB		2						2	Extant planning permission. Approved 15/02/16
Land Rear of Smithycroft, Combe St Nicholas	W/CONI/1501/	10/01257/FUL	1							1	Extant planning permission. Approved 26/04/11 . Under Construction
Nimmer Mill, Nimmer, Combe St Nicholas		15/00761/FUL	1							1	Extant planning permission. Approved 23/04/15
Poltimore Farm, Poltimore Lane, Combe St Nicholas		15/02055/PAMB		2						2	Extant planning permission. Approved 22/06/15
Oak Lea Farm, Lower Severalls Farm Road, Crewkerne,		13/00303/FUL		1						1	Extant planning permission. Approved 14/03/13
Peasmarsh Dairy Farm, Peasmarsh, Ilminster		14/05260/FUL			4					4	Extant planning permission. Approved 21/01/15
Barn E, Peasmarsh Dairy Farm, Peasmarsh, Ilminster		15/01915/FUL	1							1	Extant planning permission. Approved 01/06/15 (14/01199/FUL 08/05/14) Under Construction
Lower Sea Farm, Ilminster	W/DONY/1503/	12/01066/FUL	1							1	Extant planning permission. Approved 02/07/12. Under Construction
Donyatt Garage, Donyatt, Ilminster		15/03124/FUL			1					1	Planning Permission under consideration. Site is available and developable.
Shave Farm Shave Lane, Donyatt, Ilminster		15/03403/FUL			1					1	Extant planning permission. Approved 02/09/15
Crock Street Farm, Crock Street, Donyatt		15/03691/FUL	1							1	Extant planning permission. Approved 06/10/15. Under Construction
Oxenford Fruit Farm, Oxenford Lane, Dowlish Wake		15/03465/FUL		1						1	Extant planning permission. Approved 09/09/15
Windy Ridge, Butchers Hill, Fivehead		15/01486/FUL		1						1	Appeal Approved 25/4/16

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Hill Crest Bungalow, Islemoor Road, Fivehead		15/03681/FUL	1							1	Extant planning permission. Approved 28/10/15. Under Construction
Broad Farm, Broad Hill, Hardington Mandeville		16/00202/FUL		1						1	Extant planning permission. Approved 29/03/16 - 14/03/140/FUL
Claycastle Farm, Claycastle, Haselbury Plucknett		13/04874/FUL	2							2	Extant planning permission. Approved 11/04/14 . Under Construction
Land Adjoining Green Lane, Merriott Road, Hinton St George		13/04695/FUL		1						1	Extant planning permission. Approved 27/02/14
Land off Merriott Road, Hinton St George	W/HIGE/0002/							5		5	Panel advise 6-10 years. Site is available and developable.
The Granary adj Horton House, Puddlebridge		13/03981/FUL	1							1	Extant planning permission. Approved 19/11/13
Kimberley, Forest Mill Lane, Horton		14/04159/OUT		1						1	Extant planning permission. Approved 21/10/14
Thornleigh Caravan Park, Hanning Road, Horton	W/HORT/0001							9		9	Panel advise 6-10 years. Site is available and developable.
Methodist Church Broadway Hill, Horton	W/HORT/1500/	11/03516/FUL	1							1	Extant planning permission. Approved 13/10/11
Ilford Farm, Ilford Lane, Ilton		15/00139/FUL		1						1	Extant planning permission. Approved 23/04/15
Land At Court Farm, Ilton		14/04158/OUT			20	20	7			47	Application approved subject to S.106
Hill Farm, Cad Road, Ilton		15/02837/PAMB			2					2	Extant planning permission. Approved 17/08/15
The Bungalow, Wooley Lane, Knowle St Giles, Chard		15/04643/FUL	1							1	Extant planning permission. Approved 08/01/16. Under Construction
Land OS 1657 And Barn, Clayhanger Common, Combe St Nicholas		15/00320/FUL		2	2					4	Extant planning permission. Approved 10/01/15
Churchills Cottage, Woodhouse Lane, Knowle St Giles		14/05711/FUL			1					1	Extant planning permission. Approved 05/02/15. Under Construction
Bere Mills Cottage Farm, Bere Mills Lane, Sea	W/KNGI/1500/	11/04525/FUL	1							1	Extant planning permission. Approved 22/12/11. Under Construction
The Mill, Manor Farm, Knowle St Giles	W/KNGI/1501/	14/00121/FUL	1							1	Extant planning permission. Approved 27/06/14 (13/02710/FUL)
Moorlands Farm, Moorlands Road, Merriott		12/02126/FUL	9	9						18	Extant planning permission. Approved 04/04/13. Under Construction

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Holcombe House, Beadon Lane, Merriott		14/02863/OUT	1							1	Extant planning permission. Approved 28/08/14
59 Lower Street, Merriott	W/MERR/1502/	10/03226/FUL	2							2	Extant planning permission. Approved 10/10/10. Under Construction
Tail Mill, Tail Mill Lane, Merriott		14/04200/FUL	23	22						45	Extant planning permission. Approved 07/05/15 Under Construction
Land At Gappers Pool, Church Street, Merriott		15/00582/FUL	1							1	Extant planning permission. Approved 05/05/15 Under Construction
Land rear of Green Nap, Boozer Pit,	W/MERR/0010/								4	4	Frontage only viable, poor access
Boundary House, Beadon Lane, Merriott		15/05125/FUL		1						1	Extant planning permission. Approved 11/03/16. Under Construction
Land at Easthams, Hill Farm, Yeovil Road, Crewkerne	W/MERR/1504/	12/02198/REM	5							5	Extant planning permission. Approved 20/09/13 . Under Construction
Bradforths Site, Station Road, Misterton	W/MIST/1503/	12/00582/FUL	15							15	Extant planning permission. Approved 06/06/12. Under Construction. (10/03721/FUL 01/01/11)15 left to complete
Land adjacent The Poppies, Silver Street, Misterton	W/MIST/1504/	13/01113/OUT	1							1	Extant planning permission. Approved 29/04/13
Land South Of Crewkerne Station, Station Road, Misterton		14/02913/REM					16			16	Planning Permission under consideration. Site is available and developable.
Land East of Broughtons Drive, Misterton	W/MIST/0002/								25	25	Access needed from Broughton Drive restricts capacity
The Globe Inn Middle Street Misterton	W/MIST/0502/								3	3	Access problem should be done in conjunction with The Globe itself
Watermeadow Fisheries, North Perrott Road, North Perrott		11/03247/FUL			1					1	Application approved subject to S.106
Southern Conservatories, Trimdlewell Lane, North Perrott	W/NOPE/0003/							46		46	Panel advise 6-10 years
Tara, Wash Cross, Shepton Beauchamp		14/05192/FUL	1							1	Extant planning permission. Approved 13/01/15. Under Construction
Marshwood Farm, Whitegate, Forton		14/02908/REM	1							1	Extant planning permission. Approved 14/08/14 (13/04407/FUL)
Land at Langdons Way, Tatworth		13/03067/FUL	3							3	Extant planning permission. Approved 11/02/14. Under Construction

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Land At Loveridge Lane And Forton Lane, Tatworth		14/01060/FUL		2						2	Extant planning permission. Approved 08/05/14
Land South Of 6 Watermead, South Chard		14/01118/FUL		1						1	Extant planning permission. Approved 19/05/14
Land Os 7517 Part, School Lane, South Chard		14/04519/REM		1						1	Extant planning permission. Approved 19/11/14 (14/00810/OUT)
Land OS 4680 Part, Parrocks Lane, Tatworth		15/01934/FUL		2						2	Extant planning permission. Approved 16/06/15
Land Adj Rose Cottage, Tatworth		15/01711/FUL	1							1	Extant planning permission. Approved 03/06/15 (12/01151/FUL 21/05/12)
The Cricket School, Land OS 5051, Wambrook Road, Wambrook		14/05190/FUL		1						1	Extant planning permission. Approved 12/05/15
Manor Farm, Hewish Lane, West Crewkerne	W/WECR/1503/	10/02792/FUL (plot 1)	1							1	Extant planning permission. Approved 09/09/10. Under Construction
	W/WECR/1504	11/02466/FUL (plot 2)	1							1	Extant planning permission. Approved 04/08/11. Under Construction
Barn at Junction Stalkers Cross Lane to Higher Farm Lane, West Crewkerne		15/04159/PAMB		2						2	Extant planning permission. Approved 02/11/15
White Ash Farm, White Ash Lane, Whitestaunton		15/00321/REM		1						1	Extant planning permission. Approved 10/03/15. Under Construction
Land South Of Hanning Close, Whitelackington		15/01043/FUL		4						4	Extant planning permission. Approved 10/04/15 (14/03945/FUL)
Land south of Ashwell Farm Lane to Old Road, Whitelackington	W/WHLA/0001/							3		3	Panel advise 6-10 years. Site is available and developable.
Land east of Back Lane, Whitelackington	W/WHLA/0003/							14		14	Panel advise 6-10 years. Site is available and developable.
Barns At Broadenham Farm, Crewkerne Hill, Winsham		14/04032/FUL	1							1	Extant planning permission. Approved 12/11/14 Under Construction
24 Church Street, Winsham		14/02832/FUL		1						1	Extant planning permission. Approved 10/12/14
		13/00677/FUL	1							1	Extant planning permission. Approved 13/05/13
The Annexe, Whatley Farm, Whatley, Winsham		14/04211/COU	1							1	Extant planning permission. Approved 27/05/15 Under Construction

Site Name	SHLAA Ref	Planning Application Number	16-17	17-18	18-19	19-20	20-21	21-26	26-30	Total Housing Delivery (net)	Description / Rationale
Whatley Farm, Whatley, Winsham		15/04161/PAMB		3						3	Extant planning permission. Approved 25/11/15
Windfall Allowance			20	20	50	50	50	200	200	590	
REST OF DISTRICT SUB-TOTAL			247	323	197	156	98	1541	510	3072	

Agenda Item 8

Approval of the South Somerset District Council's Regulatory Services Enforcement Policy 2016 - 2020 and the Environmental Protection Enforcement Policy 2016 - 2020

Executive Portfolio Holder: Carol Goodall, Environmental Health, Health & Safety
Strategic Director: Vega Sturgess, Operations and Customer Focus
Lead Officer: Alasdair Bell, Environmental Health Manager
Contact Details: Alasdair.bell@southsomerset.gov.uk or (01935) 462056

Purpose of the Report

To consider and adopt and approve as fit for purpose South Somerset District Council's Regulatory Services Enforcement Policy 2016-2020 in Appendix 1 and the Environmental Protection Enforcement Policy 2016-2020 in Appendix 2.

Forward Plan

This report appeared on the Executive Forward Plan with an anticipated presentation date of July 2016.

Public Interest

The policies attached to this report explain the council's approach to enforcement activity. This is to reassure the public and others concerned that the council deals with enforcement in a fair, considered and transparent manner.

Recommendations

That the District Executive consider and agree to adopt as Council Policy and approve as fit for purpose:-

1. South Somerset District Council's Regulatory Services Enforcement Policy 2016-2020 in Appendix 1.
2. The Environmental Protection Enforcement Policy 2016-2020 in Appendix 2.

Report

The Government published a new Regulators Code in 2014. Section 6 of that code¹ sets out the Government's expectation that local authorities will ensure that their approach to their regulatory activities is transparent and easily understood. The provisions of Section 6 includes an expectation that local authorities will publish a clear set of service standards, setting out what those they regulate should expect from them. This includes their enforcement policy, explaining how they respond to non-compliance.

Published service standards are important for regulators to show that they are meeting their responsibility under the statutory principles of good regulation² to be accountable

¹For further information on the Regulators' Code visit BRDO's website: www.gov.uk/government/publications/regulators-code

²Section 21, Legislative and Regulatory Reform Act 2006, available at www.legislation.gov.uk

and transparent about their activities. The Regulators' Code requires that published service standards should be easily accessible, clearly signposted, and kept up-to-date.

The Better Regulation Delivery Office (BRDO) has worked with a number of groups, including the Local Authority Reference Panel, Local Enterprise Partnerships (LEPs) and others, to explore and suggest what and how service standards and policies might be presented and how the local authority can ensure that businesses can access them.

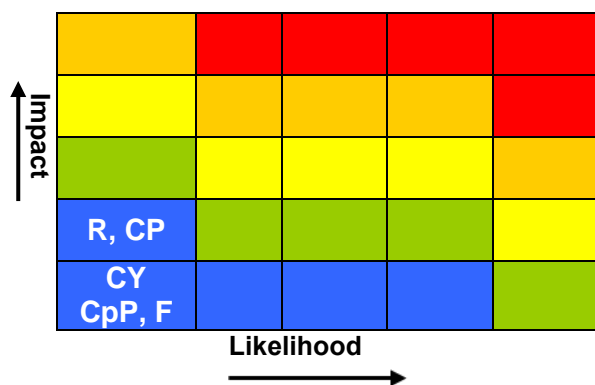
Using the guidance provided by the BRDO the South Somerset District Council's Regulatory Services Enforcement Policy 2016-20 has been produced by SSDC and the Somerset Heads of Regulatory Services Group and represents a common policy across the county. This common approach supports increased collaborative working and provides a robust framework for enforcement within which authorised officers can work. Such an approach will support consistent working for the benefit of all businesses and the public throughout Somerset. This document covers the enforcement activity of the main SSDC departments concerned with enforcement, these being Environmental Health, Planning (Development Management), Licensing and Building Control. Some other departments such as Revenues and Benefits have their own specialist enforcement legislation that do not readily fit into a general policy and are not covered here.

In addition to this it has been decided to produce and adopt the Environmental Protection Enforcement Policy 2016-20 in Appendix 2. This separate policy document has been produced to meet audit requirements in order to give more specific detailed advice covering the work of the Environmental Protection Unit, part of the SSDC's Environmental Health service, and a key regulatory service.

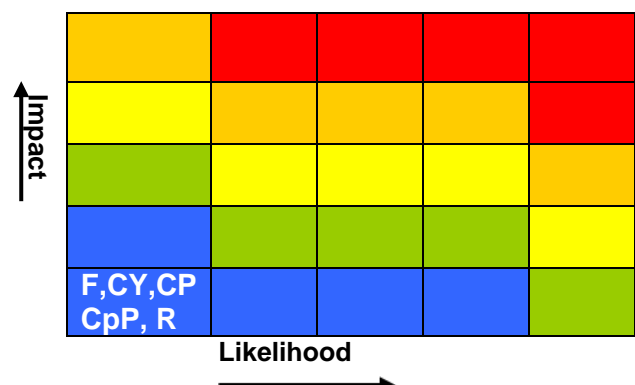
This latter policy document is primarily designed to provide operational detail and policy guidance to officers in relation to enforcement options for environmental offences dealt with by the Environmental Protection Unit. This policy should be read in conjunction with South Somerset District Council's Regulatory Services Enforcement Policy 2016-2020 referred to above.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



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

Financial / Other Implications

There are no financial implications to this report.

Council Plan Implications

This report seeks to meet the corporate aim of providing outward looking, accountable, and responsive services.

Carbon Emissions and Climate Change Implications

There are no climate change or carbon emission implications to this report.

Equality and Diversity Implications

This policy has undergone a full equality impact assessment.

Privacy Impact Assessment

There are no privacy implications to this report.

Background Papers

Food & Safety Service Plan 2015/16
Streetscene Audit - SWAP 2014

Appendix 1

**South Somerset District
Council Regulatory
Services Enforcement
Policy 2016 - 2020**

Incorporating the Regulators' Code

Status of Policy

The Regulators' Code came into statutory effect on 6 April 2014 under the Legislative and Regulatory Reform Act 2006, replacing the Regulators' Compliance Code. It provides a clear, flexible and principles-based framework for how regulators should engage with those they regulate.

All regulators, including local authorities and fire and rescue authorities, must have regard to it when developing policies and procedures that guide their regulatory activities

Section 6 of the Regulators' Code¹ sets out Government's expectation that local authorities will ensure that their approach to their regulatory activities is transparent and easily understood. The provisions of Section 6 includes an expectation that local authorities will publish a clear set of service standards, setting out what those they regulate should expect from them. This includes their enforcement policy, explaining how they respond to non-compliance.

The Regulators' Code requires that published service standards should be easily accessible, clearly signposted, and kept up-to-date. The Code expects that local authorities will engage with those they regulate in relation to the development of their service standards and SSDC regularly seeks to do this.

The framework of this enforcement policy and accompanying service standards has been developed from guidance provided by the Better Regulation Development Office and has been produced by the Somerset Heads of Regulatory Services Group in conjunction with SSDC's regulatory service managers and represents a common policy across the county. This common approach supports increased collaborative working to develop resilience across Somerset and provides a robust framework for enforcement within which authorised officers can work. This collaborative work will support a consistent approach that will assist businesses trading across Somerset as well as being relevant to all Somerset residents.

¹For further information on the Regulators' Code visit BRDO's website: www.gov.uk/government/publications/regulators-code

Contents:

1. [Introduction](#)
2. [What is this policy for?](#)
3. [When does this policy apply?](#)
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5. [Conduct of investigations](#)
6. [Decisions on enforcement action](#)
7. [Review of this policy](#)
8. [Comments and complaints](#)
9. [Regulatory services covered by the policy](#)

1 Introduction

- 1.1 The regulatory services of South Somerset District Council (the Council or SSDC) seek to provide a first class service for our local businesses and residents. They seek to be recognised as efficient cost effective services that engage with our communities, businesses and partners, to continually improve public health, environmental and economic outcomes.
- 1.2 The following regulatory services are covered by this policy; Environmental Health, Licensing, Building control and Development Management (Planning). Please see Section 9 for further details on the areas of work they cover.
- 1.3 This policy seeks to communicate and explain the approach to dealing with non-compliance to businesses, residents, and others affected by our enforcement activities. Our officers are expected to follow this policy.
- 1.4 This policy has been developed following guidance issued by the Better Regulation Delivery Office and in consultation with stakeholders. It is influenced by good enforcement practice, current legislation, guidance and statutory codes of practice. SSDC aims to deliver the services above by avoiding unnecessary regulatory burdens and enforcement. Wherever possible SSDC will work closely with businesses and other organisations to assist them in meeting their legal obligations, without unnecessary expense. The council will only intervene where there is a clear case for action.
- 1.5 This Enforcement Policy is available via the Council's website www.southsomerset.gov.uk.
- 1.6 This document has been approved in accordance with the Council's Constitution and is effective from July 2016.
- 1.7 SSDC is signed up to the Better Business for All (BB4A) scheme that seeks to reduce the burdens on local businesses as part of the 'red tape challenge'. Good enforcement policy is a key part of this scheme. See www.gov.uk/.../better-regulation-delivery-office.

2 What is this policy for?

- 2.1 This document communicates the Council's policy in respect of its approach to dealing with non-compliance to:
 - those affected by its activities; and
 - officers of the local authority
- 2.2 All authorised officers concerned will act in accordance with the policy and refer to the policy when making enforcement decisions.
- 2.3 The policy must be read in conjunction with all relevant guidance on enforcement and regard must also be had to any internal procedures.

3 When does this policy apply?

- 3.1 The policy will apply to the regulatory service of SSDC specified at the front of this document. These services encompass numerous powers and duties that enable the control of behaviour of individuals and/or businesses in the interest of the public and environment.
- 3.2 Enforcement activities will include any action carried out in the exercise of statutory powers and duties. This is not limited to formal enforcement action such as prosecution or the issuing of Notices. It also includes the inspection of premises for the purpose of checking compliance with regulation or conditions and the investigation of complaints.
- 3.3 A departure from this policy must only be in exceptional circumstances and capable of justification. Any departure will first be considered by the service manager unless a delay in making such a decision will result in serious risk of personal injury, risk to public health or impact effective running of the service. All such decisions will be recorded in compliance with the Openness of Local Government Bodies Regulations 2014.

4 Our approach to dealing with non-compliance

- 4.1 Where we identify failure to meet legal obligations we will respond by ensuring that our activities are transparent, accountable, proportionate, consistent and targeted only at cases in which action is required
- 4.2 All enforcement action will be applied in accordance with the Equality Act 2010. Enforcement action taken against an individual, business or other duty holder will be consistent with the Council's commitment to equality and diversity. When making a decision to take enforcement action we aim to ensure that there is no judgement or discrimination against an individual regardless of age, armed forces status, disability, employment status, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, responsibilities for children or dependants, sex, sexual orientation, or unrelated criminal convictions.
- 4.3 We will deal proportionately with breaches of the law, including taking firm enforcement action when necessary.
- 4.4 We will encourage approaches from business or a regulated person and commit to providing opportunity for dialogue in relation to advice given, actions required or decisions taken in relation to non-compliance.
- 4.5 Those approaching the council requiring advice on non-compliance shall receive such advice on the understanding that where they are showing willingness to resolve the non-compliance the council will not directly trigger enforcement actions.
- 4.6 Officers have delegated authority to undertake investigation and follow guidance and internal procedures with regard to making decisions on taking enforcement action including the issue of simple cautions. Approval by a service manager will usually be required for the decision to prosecute.
- 4.7 The enforcement action that the local authority chooses to take will depend upon the particular circumstances and the approach of the business or regulated person to dealing with the breach. Although the general rule will be to use the minimum level of enforcement necessary to reach a satisfactory solution SSDC will deal firmly with those that deliberately or persistently fail to comply.
- 4.8 We will take account of the circumstances of small regulated businesses, including any difficulties they may have in complying and where appropriate, discuss options that will allow them to secure compliance.

We will have regard to the Primary Authority scheme when dealing with non-compliance and will discuss the circumstances of breaches with the local

authority representative within such partnerships. We will take these discussions into account when deciding on the best approach following the principles of the Primary Authority Scheme (see www.gov.uk/.../better-regulation-delivery-office for more information on Primary Authority scheme).

- 4.9 Where non-compliance has been dealt with by providing advice or guidance the Council will monitor that compliance in a variety of ways. For low risk low level non-compliance they will seek reassurance that compliance will be secured. For more serious non-compliance re-visits or further proactive monitoring may be undertaken.
- 4.10 In circumstance where non-compliance occurs involving more than one regulatory authority agencies should undertake collaborative working to seek the most effective regulatory outcome and least burdensome impact on the business or individual.
- 4.11 Non-compliance may be identified by other authorities. In these circumstances the Council will consider the information and if necessary carry out further investigation. Any enforcement action will be undertaken in accordance with this policy.
- 4.12 The Council will assess all complaints of non-compliance received.

5 Conduct of investigations

- 5.1 All investigations will be carried out following the requirements of the legislation listed below and in accordance with any associated guidance or codes of practice, in so far as they relate to the Council:
- The Police and Criminal Evidence Act 1984
 - The Criminal Procedure and Investigations Act 1996
 - The Regulation of Investigatory Powers Act 2000
 - The Criminal Justice and Police Act 2001
 - The Human Rights Act 1998(including the European Convention on Human Rights)
 - The Legislative & Regulatory Reform Act 2006
 - Legislative and Regulatory Reform (Regulatory Functions) Order 2007
 - Regulatory Enforcement and Sanctions Act 2008
 - Co-ordination of Regulatory Enforcement (Enforcement Action) Order 2009
 - Co-ordination of Regulatory Enforcement (Procedure for References to the LBRO) Order 2009.
 - Bribery Act 2010
 - Protection of Freedoms Act 2012
 - Regulators Code April 2014

- Anti-social Behaviour, Crime & Policing Act 2014.
- 5.2 These Acts and associated guidance control how evidence is collected and used and give a range of protections to citizens and potential defendants.
 - 5.3 SSDC's authorised officers will also comply with the requirements of the particular legislation under which they are acting, and with any associated guidance or codes of practice.
 - 5.4 All authorised officers will carry an authorisation document identifying the legislation under which they are empowered to act.
 - 5.5 The authorisation document will certify that an officer is duly appointed as an officer of SSDC and that they are empowered to make inspections authorised under specific Acts of Parliament and any Regulations, Byelaws or Orders made under them and to exercise any:
 - powers of entry,
 - carry out any investigations
 - procure samples
 - seize equipment and documents
 - serve legal notices
 - apply for warrants
 - institute legal proceedings
 - 5.6 Obstructing an authorised officer of the Council carrying out duties as set out on their authorisation document is an offence. Obstruction may be physical or it may be the refusal to provide information or the giving of false information. If the officer believes that obstruction is occurring they will remind the offender of their powers and inform the person that they are committing an offence.
 - 5.7 In order to investigate some alleged or suspected offences interviews may be conducted. These may either be:
 - Informal interview where an offence may not have been committed but without further information compliance cannot be established
 - Interview under caution where evidence already exists that an offence has taken place
 - 5.8 Council officers will keep alleged offenders and witnesses informed of the progress of investigations.

6 Decisions on enforcement action

The ranges of actions that are available to the local authority are set out in legislation. Those available to SSDC in Respect of Criminal and Civil breaches include:

6.1 Compliance Advice, Guidance and Support

SSDC uses compliance advice, guidance and support as a first response in the case of many breaches of legislation that are identified. We will clearly explain what the non-compliant item or activity is, the advice being offered, actions required or decisions taken, and the reasons for these². We will provide an opportunity for dialogue in relation to the advice with a view to ensuring that they are acting in a way that is proportionate and consistent. Advice is provided, sometimes in the form of a warning letter, to assist individuals and businesses in rectifying breaches as quickly and efficiently as possible, avoiding the need for further enforcement action. A warning letter (sometimes called an 'informal caution/notice') will set out what should be done to rectify the breach and to prevent re-occurrence. If a similar breach is identified in the future, this letter will be persuasive in considering the most appropriate enforcement action to take on that occasion. Such a letter cannot be cited in court as a previous conviction but it may be presented in evidence.

The Council recognises that where a business has entered into a partnership with a primary authority, the primary authority will provide compliance advice and support, and the Council will take such advice into account when considering the most appropriate enforcement action for it to take. It may discuss any need for compliance advice and support with the primary authority.

Where more formal enforcement action, such as a simple caution or prosecution, is taken, the Council recognises that there is likely to be an ongoing need for compliance advice and support, to prevent further breaches.

6.2 Voluntary Undertakings

The Council may accept voluntary undertakings that breaches will be rectified and/or recurrences prevented. The Council will take any failure to honour voluntary undertakings very seriously and enforcement action is likely to result.

6.3 Statutory (Legal) Notices

In respect of many breaches the Council has powers to issue statutory notices. These include: 'Stop Notices', 'Prohibition Notices', 'Emergency Prohibition Notices', 'Improvement Notices', 'Abatement Notices' and other Enforcement Notices. Such notices are legally binding. Failure to comply with

² Section 2.2, Regulators' Code

a statutory notice can be a criminal offence and may lead to prosecution and/or, where appropriate, the carrying out of work in default.

A statutory notice will clearly set out actions which must be taken and the timescale within which they must be taken. It is likely to require that any breach is rectified and/or prevented from recurring. It may also prohibit specified activities until the breach has been rectified and/or safeguards have been put in place to prevent future breaches. Where a statutory notice is issued, an explanation of the appeals process will be provided to the recipient.

Some notices issued in respect of premises may be affixed to the premises and/or registered as local land charges.

6.4 Financial penalties

The Council has powers to issue fixed penalty notices in respect of some breaches. A fixed penalty notice is not a criminal fine, and does not appear on an individual's criminal record. If a fixed penalty is not paid, the Council may commence criminal proceedings or take other enforcement action in respect of the breach.

If a fixed penalty is paid in respect of a breach the Council will not take any further enforcement action in respect of that breach. Payment of a fixed penalty does not provide immunity from prosecution in respect of similar or recurrent breaches.

The Council is only able to issue fixed penalty notices where it has specific powers to do so. If fixed penalty notices are available, their issue is at the discretion of the Council. In some circumstances, in particular where breaches are serious or recurrent, it may be that prosecution is more appropriate than the issue of a fixed penalty notice.

6.5 Injunctive Actions, Enforcement Orders etc.

In some circumstances the Council may seek a direction from the court (in the form of an order or an injunction) that a breach is rectified and/or prevented from recurring. The court may also direct that specified activities be suspended until the breach has been rectified and/or safeguards have been put in place to prevent future breaches.

Failure to comply with a court order constitutes contempt of court, a serious offence which may lead to imprisonment.

The Council is required to seek enforcement orders after issuing some enforcement notices, providing the court with an opportunity to confirm the restrictions imposed by the notice. Otherwise, the Council will usually only seek a court order if it has serious concerns about compliance with voluntary undertakings or a notice.

6.6 Simple Caution

The Council has the power to issue simple cautions (previously known as 'formal cautions') as an alternative to prosecution for some less serious offences, where a person admits an offence and consents to the simple caution. Where a simple caution is offered and declined, the Council is likely to consider prosecution.

A simple caution will appear on the offender's criminal record. It is likely to influence how the Council and others deal with any similar breaches in the future, and may be cited in court if the offender is subsequently prosecuted for a similar offence. If a simple caution is issued to an individual (rather than a corporation) it may have consequences if that individual seeks certain types of employment.

Simple cautions will be used in accordance with Home Office Circular 016/2008 and other relevant guidance.

6.7 Prosecution

The Council may prosecute in respect of serious or recurrent breaches, or where other enforcement actions, such as voluntary undertakings or statutory notices have failed to secure compliance. When deciding whether to prosecute the Council has regard to the provisions of [The Code for Crown Prosecutors](#) as issued by the Director of Public Prosecutions.

Prosecution will only be considered where the Council is satisfied that it has sufficient evidence to provide a realistic prospect of conviction against the defendant(s).

Before deciding that prosecution is appropriate, the Council will consider all relevant circumstances carefully and will have regard to the following public interest criteria:

- the gravity of an alleged offence, taken together with the seriousness of any actual or potential harm, or the general record and approach of the offender;
- there has been a reckless disregard of regulatory requirements;
- there have been repeated breaches giving rise to significant risk, or persistent and significant poor compliance;
- there has been a failure to honour voluntary undertakings or comply with statutory notices; or there has been a repetition of a breach that was subject to a simple caution;
- false information has been supplied wilfully, or there has been an intent to deceive, in relation to a matter which gives rise to significant risk;

- authorised officers have been intentionally obstructed in the lawful course of their duties.

The Council will also consider prosecution where it is appropriate to draw attention to the need for compliance with the law and to deter others.

This is not an exhaustive list and the Council acknowledges that there may be occasions where the above factors may be present but where the public interest does not require a prosecution.

A successful prosecution will result in a criminal record. The court may impose a fine and in respect of particularly serious breaches a prison sentence. The court may order the forfeiture and disposal of non-compliant goods and/or the confiscation of any profits which have resulted from the breach. Prosecution may also lead, in some circumstances, to the disqualification of individuals from acting as company directors.

6.8 Refusal/Suspension/Revocation of Licences

The Council issues a number of licences and permits. It also has a role to play in ensuring that appropriate standards are met in relation to licences issued by other agencies. Most licences include conditions which require the licence holder to take steps to ensure that, for example, a business is properly run. Breach of these conditions may lead to a review of the licence which may result in its revocation, suspension or amendment.

When considering future licence applications, the Council may take previous breaches and enforcement action into account.

6.9 Explanation of how decisions are made on enforcement action

The principles set out in the McCrory Review, will influence the choice of enforcement action. In accordance with these principles the actions should:

- aim to change the behaviour of the offender;
- aim to eliminate any financial gain or benefit from non-compliance;
- be responsive and consider what is appropriate for the particular offender and regulatory issue, which can include punishment and the public stigma that should be associated with a criminal conviction;
- be proportionate to the nature of the offence and the harm caused;
- aim to restore the harm caused by regulatory non-compliance, where appropriate; and,
- aim to deter future non-compliance.

6.10 We will also ensure that risk assessment³ precedes and informs all aspects of our approaches to regulatory activity, including advice, support, enforcement and sanctions by assessing the risks to regulatory outcomes.

6.11 Our risk assessments framework will:

- be based on all available relevant and good-quality data.
- include explicit consideration of the combined effect of the potential impact of non-compliance on regulatory outcomes, and the likelihood of non-compliance.
- evaluate the likelihood of non-compliance, consider all relevant factors including, past compliance records and potential future risks, the existence of good systems for managing risks, evidence of recognised external accreditation, and management competence and willingness to comply.

6.12 Where national schemes or authoritative guidance for enforcement risk assessment exist we will base our assessments upon them where it is appropriate to do so:

- HSE's Enforcement Management Model

6.13 We will consult other organisations before taking enforcement decision, including consulting Primary Authorities where appropriate.

6.14 We will monitor and review decisions taken on enforcement action at:

- internal service meetings
- county/regional liaison meetings.

In relation the recent court cases and case law

6.15 Explanation of how decisions are communicated to those affected

When we decide to take enforcement action we will:

- Clearly explain any advice, actions required or decisions that we have taken
- Discuss and agree timescales that are acceptable to both you and us, in relation to any actions required
- Provide in writing details of how to appeal against any advice provided, actions required or decisions taken, including any statutory rights to appeal
- Explain what will happen next and offer practical information on the process involved
- Keep in touch with you, where required, until the matter is resolved

³ Section 3.2, [Regulators' Code](#)

7 Review of this policy

- 7.1 This policy will be reviewed regularly in response to feedback received. Minor amendments to the Policy will be approved by the Portfolio Holders for Environmental Health/Planning/building control and Licensing. If the Portfolio Holders believe the proposed amendments are not minor they will refer the matter to the District Executive. This policy will be reviewed in 2020.

8 Comments and Complaints

8.1 Complaints and appeals

Where we take enforcement action, there is often a statutory right to appeal. We will always tell those affected about this at the appropriate time. We are always willing to discuss with those affected the reasons why we have acted in a particular way, or asked them to act in a particular way. We manage complaints about our service, or about the conduct of our officers, through the Council's Corporate Complaints Policy.

Details can be found at www.southsomerset.gov.uk/contact-us/making-a-complaint or by telephone 01935 462462.

8.2 Feedback

We value input from you to help us ensure our services and policies are meeting your needs. We would like to hear from you whether your experience of us has been good or in need of improvement. This helps us to ensure we keep doing the right things and make changes where we need to. We use customer satisfaction surveys from time to time but we would welcome your feedback at any time. Any compliments, comments and complaints that we receive will be acknowledged, considered and responded to.

Details on how you can provide feedback to us can also be found at www.southsomerset.gov.uk/contact-us/making-a-complaint or by telephone 01935 462462

9 Regulatory services covered by this policy

The services listed below are covered by this policy. Explanations are given of what the services do. There are other services such as Revenues and Benefits who take action for non-compliance, such as for the non-payment of council tax but this is dealt with under separate legislation specific to that service and as such is not included here.

Development Management Team (Planning) deal with the following matters;

The Development Management Service discharges the Council's statutory duties under the Town & Country Planning Act 1990 (as amended), and subsequent and subordinate legislation. The Service plays a key role in managing the competing interests and pressures of its customers, to allow a viable community to thrive in South Somerset. The purpose of planning is to control the development and use of the land on behalf of the community, and there is often a balance to be struck between protecting our local environment, and allowing sufficient development to both house local people, and enable the economy to prosper and diversify.

The Planning Enforcement function of the Service monitors and investigates development and use of land to control breaches in planning legislation. In accordance with government guidance, the Council will, when appropriate, try to resolve the breach of control through negotiation. Enforcement is a discretionary power and action is only used when negotiations have failed to resolve the breach, or, the breach is so serious as to warrant immediate action in the public interest to protect the amenity of the environment or safety of the public.

Licensing Team deal with the following matters:

The Licensing Team provide a broad range of licensing, registration and consent services with the aim of protecting the public, the wider community and upholding high standards of animal welfare. This is achieved through a variety of means, including scheduled and ad-hoc inspections, joint working with partner agencies, information sharing, education, training and various types of enforcement.

Building Control Team deal with the following matters:

The Building control Team enforces the Building Control Regulations. The main purpose of the Building Control Regulations is to ensure the health and safety of people in and around a building. They are also concerned with energy conservation and access for disabled people to facilities in buildings. The Regulations could be regarded as 'constructional legislation', governed by

statutory regulations, approved documents, British Standards etc. The team takes enforcement action where there are breaches of the regulations.

The Environmental Health Service is split into three teams

Food and Safety Team, deal with the following matters;

- *Health & Safety enforcement*
- *Accident investigation*
- *Food Safety inspections*
- *Food complaints*
- *Infectious Disease Control*
- *Public Safety at Events*
- *Food hygiene rating scheme*
- *Food sampling*
- *Smoke-free Public Places*
- *Public Health & Wellbeing*
- *Support for Business Growth*

Environmental Protection Team, deal with the following matters;

- *Pollution reduction*
- *Contaminated land*
- *Air quality*
- *Noise and nuisance complaints*
- *Stray and dangerous dogs*
- *Dog fouling*
- *Planning consultations*
- *Environmental Permitting*
- *Pest control service*
- *Fly-tipping*
- *Litter and graffiti*
- *Abandoned vehicles*
- *Public health complaints*
- *Private water supply safety*
- *Licensing consultations*

Private Sector Housing Team, deal with the following matters;

- *HMO inspections*
- *HMO Licensing scheme*
- *Energy efficiency advice*
- *Private sector housing enforcement*
- *Empty property work*
- *Landlord accreditation scheme*
- *Provision of grants and loans*
- *Disabled facilities grants*

South Somerset
District Council
Environmental
Protection
Enforcement Policy
2016 - 2020

Incorporating the Regulators'
Code

Environmental Health Service

Introduction

1. SSDC has produced a Regulatory Services Enforcement Policy document 2016-2020 that covers most enforcement activity of the council. This is an overarching document giving broad guidance to all departments concerned. Separate to that policy, this policy document has been produced which gives more specific detailed guidance covering the work of the Environmental Protection Unit
2. In May 2014 an audit was carried out of SSDC's Streetscene Enforcement function, which is now part of the Environmental Protection Unit. That audit recommended that the existing Streetscene Enforcement policy was updated to reflect the latest developments concerning Streetscene offences. This policy document meets that aspiration as well as covering all other aspects of enforcement dealt with by the Environmental Protection Team.
3. This policy document provides operational detail and policy guidance to officers in relation to enforcement options and various environmental offences dealt with by the Environmental Protection Unit. This policy should be read in conjunction with the SSDC Enforcement Policy 2016-2020 referred to above.
4. All officers in the Environmental Protection Unit are fully trained in enforcement procedures and receive regular update training. All authorised officers will act in accordance with this policy and refer to this policy when making enforcement decisions.

Status of Policy

5. Section 6 of the Regulators' Code¹ sets out Government's expectation that Local Authorities will ensure that their approach to their regulatory activities is transparent. The provisions of section 6 includes an expectation that local authorities will publish a clear set of service standards, setting out what those they regulate should expect from them. This includes their enforcement policy, explaining how they respond to non-compliance.

¹For further information on the Regulators' Code visit BRDO's website: www.gov.uk/government/publications/regulators-code

When does this policy apply?

6. This policy applies to the work of the Environmental Protection Unit of the Council. This service encompasses numerous powers and duties that enable the control of behaviour of individuals and/or businesses in the interest of public health and the environment.
7. Enforcement activities will include any action carried out in the exercise of statutory powers and duties. This is not limited to formal enforcement action such as prosecution or the issuing of Notices. It also includes the inspection of premises for the purpose of checking compliance with regulation or permitted conditions and the investigation of complaints.

How are decisions made?

8. A range of enforcement options are available for each offence. The case officer dealing with a situation will act on his/her own initiative in routine/straightforward cases. In more complex cases he/she will liaise with the Principal EHO and/or the Legal department depending on the circumstances. Any cases recommended for prosecution will be presented to legal services for comment and review prior to proceedings being instigated.
9. All options may not be available for all offences and officers will ensure the option applied is the most relevant to the offence in question. Given below are examples of some of the core areas of work dealt with and the procedures adopted when taking enforcement action when dealing with them. Many of the procedures used and copies of the relevant paperwork can be found on the RIAMS (Regulatory Information and Management System) website. www.riams.org. In addition further information on enforcement and case law can be found in the Environmental Health Encyclopaedia by Sweet & Maxwell and in Environmental Health Procedures by W H Bassett.

Examples of Core offences:

The Environmental Protection Team deal with a wide variety of legislation and offences. Some of these are rarely used and will be dealt with on a case by case basis. It is not practicable to give examples of all areas of enforcement work, there are however a number of core legal provisions and offences that the team regularly deal with and some examples of these are summarised below:

Statutory Nuisances

Dealt with under the Environmental Protection Act 1990 sections 79 to 81.

This covers a range of matters which cause significant interference with the normal use and enjoyment of someone else property, for example noise or dark smoke, can be classed as a statutory nuisance. An abatement notice can be served to deal with such nuisances. An offence is committed if such a notice is not complied with. Options available are:

Written Warning,
Notice – abatement,
Seizure and forfeiture of equipment,
Simple caution
Prosecution

Officers will follow procedures to gather evidence to determine if a statutory nuisance exists. Each case will need to be considered on its merits and officers will have regard to the severity and impact of the nuisance, its frequency and duration, as well as any attempts to rectify the situation, in their decision making. In most domestic nuisance cases a warning letter will be sent in the first instance. Further nuisance will usually result in the service of an abatement notice in line with legal requirements.

In most commercial cases an abatement notice will usually be served unless agreement is reached within seven days for action to abate the nuisance. Continued nuisance following a notice is an offence. This will usually result in further enforcement which will again be dependent on the severity and impact of the nuisance and the frequency and duration and any attempts to rectify the situation. Seizure of equipment will normally only be considered for domestic cases of loud music where seizure of noise making equipment is considered the most expedient way of abating the nuisance.

Environmental Permits

Dealt with under the sections 20, 22, 36 to 38 Environmental Permitting Regulations 2010.

A range of business operations, set out in the Environmental Permitting (England and Wales) Regulations 2010, are required to have an environmental permit in order to operate. Operating without a permit is an offence. These permits set out conditions to control environmental impacts. Non-compliance with permit conditions is also an offence. Options available are:

Inspection report/written warning
Notices – enforcement, variation, suspension and revocation
Simple caution
Prosecution

Officers will inspect permitted processes for compliance with their permit conditions and issue inspection reports accordingly. Minor and advisory matters will be dealt with through the report. Significant e.g. emission limit breach, or repeated technical breaches e.g. failure to provide requested information, of permit conditions will usually result in service of an enforcement notice.

Any matter likely to result in risk of serious pollution will normally result in the service of a suspension notice. Variation notices will normally be used to change permit conditions. Revocation notices will normally only be used where a process ceases to operate or for continued non-payment of subsistence charges.

Private Water Supplies

Dealt with under the Private Water Supply Regulations 2009 regulations 14 to 20, and Water Industry Act 1991 section 80 to 82.

Local authorities are required to monitor and risk assess private water supplies. Where these present a danger to health notices can be served. Non-compliance with such a notice is an offence. Options available are:

Inspection/risk assessment report

Notices – reg18, section 80

Simple caution

Prosecution

Officers will monitor and risk assess private water supplies in accordance with legal requirements. Minor and advisory matters will be dealt with through the risk assessment report and advisory letters. Where there is a potential danger to human health a regulation 18 notice will normally be served.

Non-compliance with the notice is an offence and will usually result in further enforcement action, either works in default, formal caution or prosecution depending on the circumstances. Where the private water is deemed to be unwholesome and/or insufficient and remedial action is not being taken by the relevant person(s), a section 80 notice will normally be used.

Prevention of Damage by Pests

Dealt with under the Prevention of Damage of Pests Act 1949, section 4

Local authorities can deal with any accumulations of rubbish etc. that give harbourage to rats. Options available are:

Written warning
Notices
Simple caution
Prosecution

Normally a written warning would be issued in the first instance of action required under this legislation. However, for reasons of expediency or severity it may be necessary to issue notices without prior warning being given. Non-compliance with a notice is most likely to be dealt with by undertaking works in default and recovering costs. Other enforcement will be considered for repeat or serious offences.

Illegal deposit of waste and duty of care (Fly-tipping)

Dealt with under Environmental Protection Act 1990, sections 33 and 34 (as amended). Local Authorities can deal with fly tipping. Options available are:

Fixed penalty notice (currently £250)
Written warning
Simple caution
Prosecution

A fixed penalty notice can be issued to someone caught in the act of fly tipping for a less serious offence. Where evidence is obtained for a more serious case of fly tipping and the case meets the tests for prosecution, a file will be prepared. Depending on the seriousness of the offence and the circumstances and the evidence available either a Simple Caution may be issued or a prosecution case may be taken forward.

Dog fouling

Dealt with under the Clean Neighbourhoods and Environment Act 2005 section 59. Options available are:

Written warning
Fixed penalty notice
Simple caution
Prosecution

South Somerset has a Dog Control Order in place which creates an offence to not pick up dog foul in designated areas. Where a person is witnessed not picking up dog waste then normally they will be asked to do so. If this request is not complied with evidence will normally be gathered and a Fixed Penalty Notice(FPN) will be issued. Where an FPN is not paid or where there is a repeat offence then a prosecution file will be prepared. This may result in a Simple Caution being issued or a prosecution case being taken forward.

Enforcement action-dealing with those affected

10. When we decide to take enforcement action we will:

- Formally caution all people being interviewed for an offence. The meaning of the caution is explained as part of the caution process to ensure understanding.
- Clearly explain any advice, actions required or decisions that we have taken. Most of which will be explained clearly in writing.
- Discuss and agree timescales that are acceptable to those concerned and us, in relation to any actions required
- Provide in writing details of how to appeal against any advice provided, actions required or decisions taken, including any statutory rights to appeal. Where appropriate arrangements will be made for those who need the information in large print, Braille, audio or another language.
- Explain what will happen next and offer practical information on the process involved
- Keep in touch with those concerned where required, until the matter is resolved

Agenda Item 9

2015/16 Revenue Budget Outturn Report

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

Purpose of Report

To inform Members of the actual spend against budgets for the 2015/16 financial year.

Forward Plan

This report appeared on the District Executive Forward Plan with an anticipated Committee date of July 2016.

Public Interest

This report gives the outturn revenue financial position and budgetary variations of the Council compared to the budget at 31st March 2016.

Recommendations

1. Members are RECOMMENDED to:
 - (a) Note the outturn position of £16,979,214 (an under spend of £802,716) and explanation of variances from budget holders for the 2015/16 financial year as shown in paragraphs 5-6;
 - (b) Approve the carry forwards listed and recommended for approval by Management Board in Appendix B into the 2016/17 budgets;
 - (c) Approve all overspends are funded from general balances;
 - (d) Note the use of the specific reserves in paragraph 18;
 - (e) Note the use of general fund balances in paragraph 19 and approve the transfer of £1,300,000 to the Transformation Reserve & £1,292,000 to the NNDR Volatility Reserve;
 - (f) Note the transfers to and from balances outlined in paragraph 22;
 - (g) Note the position of the Area Committee balances in paragraph 23;
 - (h) Note the virements in Appendix G;
 - (i) Note the stock write offs detailed in paragraph 26.

Background

2. Full Council approved the 2015/16 budget in February 2015. The responsibility for monitoring and controlling budgets is delegated down to individual Area Committees and District Executive. Directors, Assistant Directors, and Service Managers had the

responsibility for the day-to-day monitoring of budgets and reporting variations to the appropriate Committee.

- District Executive has received regular budget monitoring reports throughout the year that have highlighted variances from budgets and comments from the budget holder.

Summary of Revenue Budgets

- The overall outturn for SSDC Services in 2015/16 was £802,716 under spent (or 4.5%). The table below sets out a summary by Directorate of the 'above the line' revenue budgets that will form part of the annual Statement of Accounts that is required to be approved by the Audit Committee in July 2016 after being audited by Grant Thornton.

(F=favourable variance, A=adverse variance)

Service	Original Budget £'000	Movement During the Year £'000	Final Budget £'000	Actual Spend £'000	Variation On Spend £'000	Variation After Carry Forwards £'000	
Chief Executive	5,066.8	88.7	5,155.5	4,795.5	(360.0)	(253.2)	F
Place & Performance	2,766.1	102.1	2,868.2	2,676.9	(191.3)	(111.8)	F
Operations & Customer Focus	9,556.7	201.6	9,758.3	9,506.8	(251.5)	(172.2)	F
Total	17,389.6	392.4	17,782.0	16,979.2	(802.8)	(537.2)	F

2015/16 Outturn

- Appendix A shows the budget, actual expenditure and income, variance between budget and actual together with an explanation of the variance from the Service Manager and the carry forwards requested under the financial procedure rules.
- The Services with significant variations (over £50,000) are as follows:

Service	Service Manager	Variance £'000		Budget Holders' Comments
Finance	Catherine Hood	81.4	A	Overspends have arisen through a shortfall in income streams for the crematorium, canteen, capital salaries and advertising on the web. Savings have also not materialised for postages, whilst costs have increased for debit & credit card transactions. Some of this has been offset by treasury management income exceeding budget by £130k.
Revenues & Benefits	Ian Potter	(282.8)	F	The under spend is mainly due to higher collection of court and liability order costs and an end of year adjustment that recognises the recovery of housing benefit overpayments.
Economic Development	David Julian	(118.6)	F	Underspend largely from vacant posts and increased Yeovil Innovation Centre rental income.

Service	Service Manager	Variance £'000		Budget Holders' Comments
Development Control	David Norris	51.6	A	Expenditure exceeded the budget, mainly a result of the £132k spend on consultants for their advice on complex planning appeals.
Environmental Health	Alasdair Bell	(62.1)	F	Underspend mainly due to salary vacancies.
Engineering & Property	Garry Green	(63.5)	F	Savings have been made on salaries, land drainage & public conveniences. Income has also risen from an increase in street name & numbering applications.
Building Control	Dave Durrant	75.6	A	Increased competition led to below expected income.

Delivery of Savings

7. District Executive monitors the delivery of savings that are agreed as part of the budget setting process through quarterly budget monitoring reports. The achievement of the targets for South Somerset District Council (SSDC) are shown in the table below;

Year	Target £'000	SSDC Actual £'000	(Excess)/Shortfall £'000
2012/13	1,509	1,288	221
2013/14	540	540	0
2014/15	691	659	32
2015/16	619	506	113
Total	3,359	2,993	366

Appendix E to this report details the progress of all major savings (those over £25,000) that were taken in the 2015/16 budget setting process.

Carry Forwards

8. In the Financial Procedure Rules, Managers can request that specific under spends (within a minimum of £5,000 for any specific purpose) may be carried forward to the following year. However, those rules also state that District Executive may waive this depending on corporate need.
9. The accounting rules require that grants need to be accounted for in the year they are actually paid and not when committed. Therefore, the carry forward on the grant budgets reflects the commitments to pay grants that have been made by the various committees.
10. Specific carry forward requests amounting to £265,530 are shown at Appendix B and members are recommended to approve these.
11. Under the Council's Financial Procedure Rules, District Executive can approve an overspend of a maximum of £25,000 to be carried forward into the following year unless District Executive agree that they are funded from General Balances. The service areas that would need to carry the overspend forward would have difficulty finding savings to

compensate and therefore it is recommended that no overspends are carried forward to 2016/17.

Total Cost of Services

12. The CIPFA accounting regulations requires all expenditure to be allocated to front line services. This means that all support service budgets have to be apportioned as required by the Best Value Accounting Code of Practice. This is set out in Appendix F.

Council Tax Reduction Scheme

13. The Council Tax Reduction Scheme commenced in April 2013. The authority set a budget of £8,707 million for annual discounts. Of this sum, £8.219 million was allocated for the year. This has been allocated through the Collection Fund to be shared amongst the major preceptors. The budget for 2016/17 is £8.478 million.
14. A Hardship Scheme was set up with a budget of £30,000. By the end of the year SSDC had received 160 requests for hardship relief of which 133 were successful. The amount awarded by the end of the financial year was £14,551.
15. The in-year collection rate for Council Tax was 97.24% for 2015/16 compared to 97.03% for the previous year. In cash terms we collected £1.9 million more than in 2014/15. In addition to this we collected £1.476 million of previous year arrears.

Non Domestic Rates

16. The in-year collection rate for Non Domestic Rates was 97.03% for 2015/16 compared to 95.44% for the previous year. In cash terms we collected £0.7 million more than in 2014/15. In addition to this we collected £2.56 million of previous year arrears.

Reserves, Balances and Contingency

17. In addition to the funds available in the Revenue Budget, the Council also has certain reserves and balances.
18. **Reserves** are amounts that have been set aside from annual revenue budgets to meet specific known events that will happen in the future. An example of such a reserve is the amount set aside annually to cover the cost of South Somerset District Council elections that occur every four years. The complete list of specific Reserves and the current balance on each one is provided at Appendix D. The Appendix shows all transfers in or out of each one that has been actioned under the authority delegated in the Financial Procedure Rules during the last quarter. Transfers out of specific reserves that require reporting to District Executive for noting are as follows:

Reserve	Balance at 01/01/16 £	Transfers In/ (Out) £	Balance at 31/03/16 £	Reason for Transfer
Capital Reserve	1,414,686	(360,221)	1,054,465	Release of Capital Contributions to fund capital schemes in 15/16-£426,716. Repayment of PV-£4,495. RCCO Goldenstone's 10 year plan-£55,000.
Elections Reserve	90,763	34,366	125,129	Revenue 15/16 top up of fund.

Reserve	Balance at 01/01/16 £	Transfers In/ (Out) £	Balance at 31/03/16 £	Reason for Transfer
Local Plan Enquiry Provision	50,499	31,270	81,769	Revenue 15/16 top up of fund.
Bristol to Weymouth Rail Reserve	11,894	3,870	15,764	Unused partnership funding to reserve.
MTFP Support Fund	3,651,057	1,306,524	4,957,581	NHB retained to support budgets.
Revenue Grants Reserve	569,040	112,987	682,027	Release of grants for expenditure in 2015/16-£63,707. Additional grants received in advanced for 2016/17 and future years-£176,694.
Council Tax/Housing Benefits Reserve	875,301	229,668	1,104,969	Additional Revenue and Benefits grants received in 2015/16.
Closed Churchyards	8,884	1,520	10,404	Additional contributions towards future work in closed churchyards.
Deposit Guarantee Claims Reserve	5,815	2,745	8,560	Additional bad debt provision.
Park Homes Replacement Reserve	134,562	30,400	164,962	Revenue 15/16 top up of fund.
Planning Obligations Admin Reserve	33,123	1,750	34,873	Revenue 15/16 top up of fund.
LSP Reserve	94,994	(4,465)	90,529	Release of funding to revenue.
Artificial Grass Pitch Reserve	41,975	20,000	61,975	Revenue 15/16 top up of fund.
Infrastructure Reserve	974,991	(13,250)	961,741	Transfer to Development Control for transport highway consultancy.
Ticket Levy Reserve	0	4,282	4,282	Octagon ticket levy transferred to reserve.
Waste Reserve	0	95,671	95,671	Waste leased vehicle income.

19. **General Fund Balance** represents the accumulated revenue surpluses. Within the total, however, 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 compared to that previously reported.

General Fund Balances	£'000
Balances	8,267
Less Area Reserves	(139)
Transfers from balances	(392)
Commitments & once offs	(301)
Underspend on Revenue Budget at out-turn for 2015/16	803
Carry forwards to Services approved per Appendix B	(266)
Unallocated General Fund Balance at 31st March 2016	7,972
Use of Balances for in 2016/17 budget	(1,615)
Transfer to Transformation Reserve	(1,300)
Transfer to NNDR Volatility Fund	(1,292)
Unallocated Balances as at 30th June 2016	3,765

20. A memorandum account has now been set up to record Building Control surpluses and deficits on the chargeable work. On a rolling three year basis, taking into account the below the line costs, Building Control has made a surplus of £13,663.
21. A review of balances and reserves has shown that SSDC currently has sufficient balances to cover major areas of financial risk. Risks were reviewed in May 2016 this established that the minimum general balance should be in the range £3.3m to £3.7m.
22. The following transfers from balances are for noting by this Committee, as they have been undertaken under delegated authority:

Reserve	Balance at 01/01/16 £	Transfers In/(Out) £	Balance at 31/03/16 £	Reason for Transfer
Non-Earmarked Balance	5,557,430	(40,130)	5,517,300	Westlands preliminary work (£37,700), rental loss 80 South Street (£2,430)

Area and Group Balances

23. Each Area and District Executive have balances that can be used during the year, the position of the Areas and District Executive balances and movement within the year is as follows:

	Area East £	Area North £	Area West £	Area South £	Total £
Position at start of financial year	60,190	26,600	49,640	0	136,430
Allocations to/(from) reserve during year	0	0	0	0	0
Position at end of financial year	60,190	26,600	49,640	0	136,430
Less commitments not yet spent	56,730	16,600	49,640	0	122,970

Unallocated balance available	3,460	10,000	0	0	13,460
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24. The table shows that overall balances have not reduced during the year and there have been no further commitments in Area East or Area North. This leaves an overall £13,460 uncommitted. Allocations of the Area Reserves are detailed in Appendix C.

Budget Virements

25. 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 G for District Executive to note and have been approved by the Assistant Director-Finance & Corporate Services. There are no virements requiring approval.

Stock Write Offs

26. Under the Financial Procedure Rules any adjustments to stock or stores accounts exceeding £1,000 shall be reported to Committee. Following stock checks on the 31st March 2016 a total of £1,410 has been written off of stock values.

External Partnerships and Other Organisations

27. Members have requested that partnerships are monitored within SSDC's overall budget because they are given grants. This currently includes the following;

- **South Somerset Voluntary Community Action (SSVCA)**

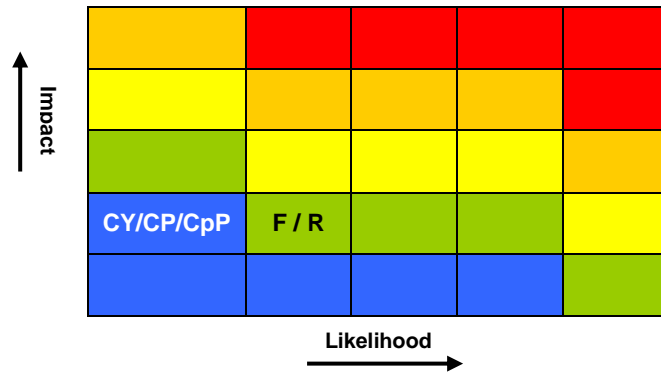
All three of the SSVCA projects made a small surplus in the year ending March 2016, the combined surplus was below budget due to reorganisation of the community transport activity in Langport, the administration was relocated to Yeovil, and high maintenance costs due to the age of the fleet. VSS merged with Mendip Community Support from the beginning of April and the two activities are now being jointly managed from Yeovil.

Community transport has purchased four second hand vehicles from Somerset County Council and also one new vehicle this has reduced the average fleet age from 13 to 9, this will reduce maintenance costs significantly moving forward.

Furnicare has introduced an EPOS stocktaking system and is looking to increase the number of opening days from 4 to 5, this will hopefully increase sales.

Looking forward to 2016/17 we are hoping to develop further work for VSS with the Symphony Project at YDH and also with the CCG in Somerset, Community Transport is looking to consolidate its existing activities with a view to improving operational efficiencies whilst Furnicare is developing links with SSDC's housing section and also with the local housing associations.

Risk Matrix



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

Background Papers

- Appendix A - District Executive detailed budgets out turn position 2015/16
- Appendix B - Carryforwards 2015/16
- Appendix C - Area Reserves
- Appendix D - Usable Reserves
- Appendix E - Major Efficiency Savings 2015/16
- Appendix F - Total Cost of Services 2015/16
- Appendix G - Virements for Noting Qrt 4 2015/16

2015-16 Budget Detail

APPENDIX A

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
Chief Executive/ Strategic Director (Corporate Services)								
STRATEGIC MANAGEMENT								
Chief Executive : Rina Singh/Vega Sturgess								
CORPORATE INITIATIVES & CONTINGENCY Portfolio Holder : Cllr Ric Pallister	Expenditure	10,000	0	(10,000)	10,000	10,000	0	<i>Carry forward for Symphony Project.</i>
	Income	0	0	0		0	0	
	TOTAL	10,000	0	(10,000)	10,000	10,000	0	
MANAGEMENT BOARD Portfolio Holder : Cllr Ric Pallister	Expenditure	593,350	515,916	(77,434)	52,560	52,560	(24,874)	<i>Carry forward for Interns & Apprentice salary commitments.</i>
	Income	0	(474)	(474)		0	(474)	
	TOTAL	593,350	515,442	(77,908)	52,560	52,560	(25,348)	
TOTAL STRATEGIC MANAGEMENT	Expenditure	603,350	515,916	(87,434)	62,560	62,560	(24,874)	
	Income	0	(474)	(474)	0	0	(474)	
	TOTAL	603,350	515,442	(87,908)	62,560	62,560	(25,348)	
FINANCE AND CORPORATE SERVICES								
Assistant Director : Donna Parham								
FINANCIAL SERVICES								
Service Manager : Catherine Hood								
AUDIT Portfolio Holder : Cllr Peter Seib	Expenditure	105,540	104,236	(1,304)		0	(1,304)	
	Income	0	(61)	(61)		0	(61)	
	TOTAL	105,540	104,175	(1,365)	0	0	(1,365)	
CORPORATE COSTS Portfolio Holder : Cllr Peter Seib	Expenditure	2,131,400	2,227,464	96,064		0	96,064	<i>Postage savings of £25k have not materialised and drainage costs £11k over budget. There has also been a shortfall in capital salary contribution £52k, crematorium income £32k, advertising income £15k and £18k of budgeted mortgage interest income.</i>
	Income	(1,063,300)	(972,353)	90,947		0	90,947	<i>There has been an overspend in catering and to reduce this in 2016/17, a new pricing structure has been introduced, wastage is being monitored and the managing of staff leave & sickness is being reviewed.</i>
	TOTAL	1,068,100	1,255,111	187,011	0	0	187,011	
FINANCIAL SERVICES Portfolio Holder : Cllr Peter Seib	Expenditure	730,080	747,004	16,924		0	16,924	<i>Increased debit & credit card transaction costs have mainly contributed to the overspend. Additional funding has been built into the 16/17 budget.</i>
	Income	(32,440)	(23,592)	8,848		0	8,848	
	TOTAL	697,640	723,412	25,772	0	0	25,772	
TREASURY MANAGEMENT Portfolio Holder : Cllr Peter Seib	Expenditure	59,220	61,257	2,037		0	2,037	<i>The overachievement of income was primarily due to the investment in the property fund which yielded around 5% for the year. The internal investments averaged 0.73% for the year. The Bank of England base rate is currently 0.5% with forecasters currently predicting the first rise in 2018.</i>
	Income	(461,320)	(593,414)	(132,094)		0	(132,094)	
	TOTAL	(402,100)	(532,157)	(130,057)	0	0	(130,057)	
TOTAL FINANCIAL SERVICES	Expenditure	3,026,240	3,139,961	113,721	0	0	113,721	
	Income	(1,557,060)	(1,589,420)	(32,360)	0	0	(32,360)	
	TOTAL	1,469,180	1,550,541	81,361	0	0	81,361	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	987,140	999,509	12,369		0	12,369	Budget overspend has occurred due to a delay in releasing the Lync telephony network savings. Additional expenditure has been incurred due to changes in government legislation in respect of data collection (INSPIRE). Extra Wi-Fi requirements for Area Office working at Wincanton and Chard and increased IT health check requirements for the PSN Code of Connection. ICT also instigated a review of mapping technologies and rationalised some licencing charges. The overspend was reduced by efficiency savings in disaster recovery and EDM.
Portfolio Holder : Cllr Henry Hobhouse	Income	(20,770)	(13,118)	7,652		0	7,652	
	TOTAL	966,370	986,391	20,021	0	0	20,021	
TOTAL INFORMATION SYSTEMS	Expenditure	987,140	999,509	12,369	0	0	12,369	
	Income	(20,770)	(13,118)	7,652	0	0	7,652	
	TOTAL	966,370	986,391	20,021	0	0	20,021	
PROCUREMENT AND RISK MANAGEMENT								
Service Manager : Gary Russ								
PROCUREMENT AND RISK MANAGEMENT	Expenditure	158,240	161,718	3,478		0	3,478	Expenditure on a number of Corporate budgets remained underspent for the year. The underspend for IS purchases has been transferred to a reserve. Income inline with expectations.
Portfolio Holder : Cllr Peter Seib	Income	(13,680)	(17,550)	(3,870)		0	(3,870)	
	TOTAL	144,560	144,168	(392)	0	0	(392)	
TOTAL PROCUREMENT AND RISK MANAGEMENT	Expenditure	158,240	161,718	3,478	0	0	3,478	
	Income	(13,680)	(17,550)	(3,870)	0	0	(3,870)	
	TOTAL	144,560	144,168	(392)	0	0	(392)	
REVENUES AND BENEFITS								
Service Manager : Ian Potter								
REVENUES & BENEFITS	Expenditure	1,743,860	1,933,174	189,314		0	189,314	The end of year outturn is showing a higher than predicted underspend due to higher collection of court and liability order costs and an end of year adjustment relating to housing benefit overpayments.
Portfolio Holder : Cllr Peter Seib	Income	(477,240)	(829,950)	(352,710)		0	(352,710)	
	TOTAL	1,266,620	1,103,224	(163,396)	0	0	(163,396)	
HOUSING BENEFIT SUBSIDY	Expenditure	43,950,270	45,296,748	1,346,478		0	1,346,478	The end of year outturn is showing a small favourable budget variance. However, the final outturn will not be known until the subsidy claim has been externally audited and finally adjusted this summer (2016).
Portfolio Holder : Cllr Peter Seib	Income	(44,772,480)	(46,238,338)	(1,465,858)		0	(1,465,858)	
	TOTAL	(822,210)	(941,590)	(119,380)	0	0	(119,380)	
TOTAL REVENUES AND BENEFITS	Expenditure	45,694,130	47,229,922	1,535,792	0	0	1,535,792	
	Income	(45,249,720)	(47,068,288)	(1,818,568)	0	0	(1,818,568)	
	TOTAL	444,410	161,634	(282,776)	0	0	(282,776)	
TOTAL FINANCE AND CORPORATE SERVICES	Expenditure	49,865,750	51,531,110	1,665,360	0	0	1,665,360	
	Income	(46,841,230)	(48,688,376)	(1,847,146)	0	0	(1,847,146)	
	TOTAL	3,024,520	2,842,734	(181,786)	0	0	(181,786)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	1,252,000	1,224,729	(27,271)	24,180	24,180	(3,091)	I am pleased that the Democratic Services budgets are underspent at the year end and I will be requesting a small carry forward to cover the planned Member training programme in 2016/17. 2015/16 saw the first full annual registration canvass under the new individual system of registration. A successful door to door canvass coupled with related printing costs resulted in an overspend at year end although this was offset by savings in other areas. Further funding has been provided by Cabinet Office for 2016/17. The elections budget was utilised to cover the cost of the district and parish elections although some of the costs were reduced by the combination with the parliamentary election.
	Income	(232,520)	(229,530)	2,990		0	2,990	
Portfolio Holder : Cllr Carol Goodall	TOTAL	1,019,480	995,199	(24,281)	24,180	24,180	(101)	
TOTAL DEMOCRATIC & SUPPORT SERVICES	Expenditure	1,252,000	1,224,729	(27,271)	24,180	24,180	(3,091)	
	Income	(232,520)	(229,530)	2,990	0	0	2,990	
	TOTAL	1,019,480	995,199	(24,281)	24,180	24,180	(101)	
LEGAL SERVICES								
Service Manager : Angela Watson								
LEGAL SERVICES	Expenditure	539,430	554,422	14,992		0	14,992	The £15K adverse variance on expenditure is largely due to the long-term employment of our locum solicitor – our attempt to recruit a permanent planning lawyer was unsuccessful but it has been crucial to fill the vacancy with a locum solicitor. Fortunately, income from s106 agreement and property work exceeded budget by @£15K and so we achieved a small underspend overall.
Portfolio Holder : Cllr Peter Seib	Income	(75,210)	(94,516)	(19,306)		0	(19,306)	
	TOTAL	464,220	459,906	(4,314)	0	0	(4,314)	
LAND CHARGES	Expenditure	246,920	246,119	(801)		0	(801)	The reduction from mid-December in the fee levels charged by SCC for search information has resulted in (probably a bigger than predicted) underspend on consultants fees, and when combined with income being @£16K above budget, accounts for Land Charge service being £18K underspent.
Portfolio Holder : Cllr Peter Seib	Income	(563,660)	(580,926)	(17,266)		0	(17,266)	
	TOTAL	(316,740)	(334,807)	(18,067)	0	0	(18,067)	
RIGHTS OF WAY	Expenditure	36,770	31,278	(5,492)		0	(5,492)	A saving on the cost of adverts makes up the bulk of the £5.4K positive variance on expenditure, but the reduction in income from completed Diversion Order work accounts for the overall overspend of nearly £14K.
Portfolio Holder : Cllr Peter Seib	Income	(26,500)	(7,190)	19,310		0	19,310	
	TOTAL	10,270	24,088	13,818	0	0	13,818	
TOTAL LEGAL SERVICES	Expenditure	823,120	831,819	8,699	0	0	8,699	
	Income	(665,370)	(682,632)	(17,262)	0	0	(17,262)	
	TOTAL	157,750	149,187	(8,563)	0	0	(8,563)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	65,810	38,829	(26,981)	20,000	20,000	(6,981)	The counter fraud work by SWAP was delayed and a carry forward is requested to take this funding into 16/17.
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	65,810	38,829	(26,981)	20,000	20,000	(6,981)	
TOTAL FRAUD AND DATA MANAGEMENT	Expenditure	65,810	38,829	(26,981)	20,000	20,000	(6,981)	
	Income	0	0	0	0	0	0	
	TOTAL	65,810	38,829	(26,981)	20,000	20,000	(6,981)	
HUMAN RESOURCES								
Service Manager : Mike Holliday								
HUMAN RESOURCES	Expenditure	297,410	270,381	(27,029)		0	(27,029)	Overall there has been an underspend on year mainly from an underspend on corporate training and from savings of the transfer of Workplace Nursery coming through earlier than anticipated.
Portfolio Holder : Cllr Ric Pallister	Income	(12,840)	(16,264)	(3,424)		0	(3,424)	
	TOTAL	284,570	254,117	(30,453)	0	0	(30,453)	
TOTAL HUMAN RESOURCES	Expenditure	297,410	270,381	(27,029)	0	0	(27,029)	
	Income	(12,840)	(16,264)	(3,424)	0	0	(3,424)	
	TOTAL	284,570	254,117	(30,453)	0	0	(30,453)	
TOTAL LEGAL SERVICES AND CORPORATE SERVICES	Expenditure	2,438,340	2,365,758	(72,582)	44,180	44,180	(28,402)	
	Income	(910,730)	(928,426)	(17,696)	0	0	(17,696)	
	TOTAL	1,527,610	1,437,332	(90,278)	44,180	44,180	(46,098)	
TOTAL CHIEF EXECUTIVE	Expenditure	52,907,440	54,412,784	1,505,344	106,740	106,740	1,612,084	
	Income	(47,751,960)	(49,617,276)	(1,865,316)	0	0	(1,865,316)	
	TOTAL	5,155,480	4,795,508	(359,972)	106,740	106,740	(253,232)	
Strategic Director (Place and Performance): Rina Singh								
PLACE AND PERFORMANCE								
Service Manager : Rina Singh								
POLICY & PERFORMANCE	Expenditure	110,700	107,320	(3,380)		0	(3,380)	Underspend due to staffing changes during year. A mid year staff turnover saving of around £7,000 was also taken.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0		0	0	
	TOTAL	110,700	107,320	(3,380)	0	0	(3,380)	
TOTAL PLACE AND PERFORMANCE	Expenditure	110,700	107,320	(3,380)	0	0	(3,380)	
	Income	0	0	0	0	0	0	
	TOTAL	110,700	107,320	(3,380)	0	0	(3,380)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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 Portfolio Holder : Cllr Jo Roundell-Greene	Expenditure	667,290	644,470	(22,820)		0	(22,820)	Underspend largely down to vacant posts for significant parts of year. Economic Dev Officer posts not filled until end of October and Business Development Post vacant since January. The Innovation Centre has had a good year and income reflects this.
	Income	(423,670)	(498,804)	(75,134)		0	(75,134)	
	TOTAL	243,620	145,666	(97,954)	0	0	(97,954)	
TOURISM Portfolio Holder : Cllr Jo Roundell-Greene	Expenditure	211,890	188,544	(23,346)		0	(23,346)	Underspent mainly on ticket & distribution costs.
	Income	(93,520)	(85,119)	8,401		0	8,401	
	TOTAL	118,370	103,425	(14,945)	0	0	(14,945)	
HERITAGE Portfolio Holder : Cllr Nick Weeks	Expenditure	58,590	57,117	(1,473)		0	(1,473)	Sales and incoming grant above budget which now looks like an underspend but is a result of increased income.
	Income	(620)	(4,817)	(4,197)		0	(4,197)	
	TOTAL	57,970	52,300	(5,670)	0	0	(5,670)	
TOTAL ECONOMIC DEVELOPMENT	Expenditure	937,770	890,131	(47,639)	0	0	(47,639)	
	Income	(517,810)	(588,740)	(70,930)	0	0	(70,930)	
	TOTAL	419,960	301,391	(118,569)	0	0	(118,569)	
DEVELOPMENT CONTROL								
Service Manager : David Norris								
DEVELOPMENT CONTROL Portfolio Holder : Cllr Angie Singleton	Expenditure	1,576,400	1,634,738	58,338		0	58,338	The expenditure on consultants exceeded the budget by £51.5k, this was higher than the previous year but this is an inevitable result of an increase in the amount of complex planning appeals. This expenditure is likely to be the same in 2016/17. All other expenditure was generally in accordance with the budgeted amount.
	Income	(1,248,580)	(1,255,269)	(6,689)		0	(6,689)	
	TOTAL	327,820	379,469	51,649	0	0	51,649	
TOTAL DEVELOPMENT CONTROL	Expenditure	1,576,400	1,634,738	58,338	0	0	58,338	
	Income	(1,248,580)	(1,255,269)	(6,689)	0	0	(6,689)	
	TOTAL	327,820	379,469	51,649	0	0	51,649	
SPATIAL POLICY								
Service Manager : Paul Wheatley								
PLANNING POLICY Portfolio Holder : Cllr Angie Singleton	Expenditure	292,870	283,911	(8,959)		0	(8,959)	Underspend on staff salaries. Income received for neighbourhood plans.
	Income	(2,560)	(12,913)	(10,353)		0	(10,353)	
	TOTAL	290,310	270,998	(19,312)	0	0	(19,312)	
TRANSPORT Portfolio Holder : Cllr Henry Hobhouse	Expenditure	40,830	39,541	(1,289)		0	(1,289)	
	Income	0	0	0		0	0	
	TOTAL	40,830	39,541	(1,289)	0	0	(1,289)	
Service Manager : Martin Woods								
STRATEGIC HOUSING Portfolio Holder : Cllr Ric Pallister	Expenditure	191,440	203,531	12,091		0	12,091	Salary & postage savings have been made. Partnership fees have been transferred to the reserve.
	Income	0	(23,746)	(23,746)		0	(23,746)	
	TOTAL	191,440	179,785	(11,655)	0	0	(11,655)	
TOTAL SPATIAL POLICY	Expenditure	525,140	526,983	1,843	0	0	1,843	
	Income	(2,560)	(36,659)	(34,099)	0	0	(34,099)	
	TOTAL	522,580	490,324	(32,256)	0	0	(32,256)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	57,280	60,063	2,783		0	2,783	
Portfolio Holder : Cllr Jo Roundell Greene	Income	0	(2,786)	(2,786)		0	(2,786)	
	TOTAL	57,280	57,277	(3)	0	0	(3)	
TOTAL EQUALITIES	Expenditure	57,280	60,063	2,783	0	0	2,783	
	Income	0	(2,786)	(2,786)	0	0	(2,786)	
	TOTAL	57,280	57,277	(3)	0	0	(3)	
TOTAL ECONOMY	Expenditure	3,096,590	3,111,915	15,325	0	0	15,325	
	Income	(1,768,950)	(1,883,454)	(114,504)	0	0	(114,504)	
	TOTAL	1,327,640	1,228,461	(99,179)	0	0	(99,179)	
COMMUNITIES								
Assistant Director : Helen Rutter & Kim Close								
COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS								
Service Manager : Helen Rutter & Kim Close								
CENTRAL COMMUNITIES TEAM	Expenditure	149,270	160,396	11,126		0	11,126	Additional costs from Assistant Director cover.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0		0	0	
	TOTAL	149,270	160,396	11,126	0	0	11,126	
COMMUNITY SAFETY	Expenditure	48,390	52,578	4,188	6,000	6,000	10,188	Carry forward requested for Safer Somerset Partnership projects not yet completed
Portfolio Holder : Cllr Peter Gubbins	Income	0	(10,500)	(10,500)		0	(10,500)	
	TOTAL	48,390	42,078	(6,312)	6,000	6,000	(312)	
Service Manager :								
THIRD SECTOR AND PARTNERSHIPS	Expenditure	258,270	242,797	(15,473)	15,470	15,470	(3)	Carry forward requested for digital inclusion event in April 16 which will be followed by project in support of transformation.
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0		0	0	
	TOTAL	258,270	242,797	(15,473)	15,470	15,470	(3)	
TOTAL COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS	Expenditure	455,930	455,771	(159)	21,470	21,470	21,311	
	Income	0	(10,500)	(10,500)	0	0	(10,500)	
	TOTAL	455,930	445,271	(10,659)	21,470	21,470	10,811	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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 Portfolio Holder : Cllr Ric Pallister	Expenditure	56,090	56,662	572		0	572	
	Income	(29,990)	(30,563)	(573)		0	(573)	
	TOTAL	26,100	26,099	(1)	0	0	(1)	
TOTAL LOCAL STRATEGIC PARTNERSHIP	Expenditure	56,090	56,662	572	0	0	572	
	Income	(29,990)	(30,563)	(573)	0	0	(573)	
	TOTAL	26,100	26,099	(1)	0	0	(1)	
AREA EAST								
Service Manager : Helen Rutter								
EAST AREA DEVELOPMENT Area Chairman : Cllr Nick Weeks	Expenditure	185,940	197,901	11,961		0	11,961	
	Income	(8,510)	(26,949)	(18,439)		0	(18,439)	
	TOTAL	177,430	170,952	(6,478)	0	0	(6,478)	
EAST GRANTS Area Chairman : Cllr Nick Weeks	Expenditure	41,790	22,710	(19,080)	19,090	19,090	10	Carry forwards for committed grants.
	Income	0	0	0		0	0	
	TOTAL	41,790	22,710	(19,080)	19,090	19,090	10	
EAST PROJECTS Area Chairman : Cllr Nick Weeks	Expenditure	66,010	69,028	3,018		0	3,018	
	Income	(66,010)	(69,028)	(3,018)		0	(3,018)	
	TOTAL	0	0	0	0	0	0	
TOTAL AREA EAST	Expenditure	293,740	289,639	(4,101)	19,090	19,090	14,989	
	Income	(74,520)	(95,977)	(21,457)	0	0	(21,457)	
	TOTAL	219,220	193,662	(25,558)	19,090	19,090	(6,468)	
AREA NORTH								
Service Manager : Helen Rutter								
NORTH AREA DEVELOPMENT Area Chairman : Cllr Clare Aparicio Paul	Expenditure	191,270	185,400	(5,870)	5,500	5,500	(370)	Carry forward for business flood recovery & future resilience work.
	Income	(5,000)	(5,000)	0		0	0	
	TOTAL	186,270	180,400	(5,870)	5,500	5,500	(370)	
NORTH GRANTS Area Chairman : Cllr Clare Aparicio Paul	Expenditure	13,680	7,699	(5,981)	5,550	5,550	(431)	Carry forwards for committed grants.
	Income	0	0	0		0	0	
	TOTAL	13,680	7,699	(5,981)	5,550	5,550	(431)	
TOTAL AREA NORTH	Expenditure	204,950	193,099	(11,851)	11,050	11,050	(801)	
	Income	(5,000)	(5,000)	0	0	0	0	
	TOTAL	199,950	188,099	(11,851)	11,050	11,050	(801)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
AREA SOUTH								
Service Manager : Kim Close								
SOUTH AREA DEVELOPMENT Area Chairman : Cllr Peter Gubbins	Expenditure	289,450	288,992	(458)	4,240	4,240	3,782	Carry forward for delayed work on bus shelters.
	Income	(55,110)	(65,398)	(10,288)		0	(10,288)	
	TOTAL	234,340	223,594	(10,746)	4,240	4,240	(6,506)	
SOUTH GRANTS Area Chairman : Cllr Peter Gubbins	Expenditure	30,240	14,911	(15,329)	14,550	14,550	(779)	Carry forwards for committed grants.
	Income	0	0	0		0	0	
	TOTAL	30,240	14,911	(15,329)	14,550	14,550	(779)	
SOUTH PROJECTS Area Chairman : Cllr Peter Gubbins	Expenditure	59,000	66,907	7,907		0	7,907	
	Income	(59,000)	(66,896)	(7,896)		0	(7,896)	
	TOTAL	0	11	11	0	0	11	
TOTAL AREA SOUTH	Expenditure	378,690	370,810	(7,880)	18,790	18,790	10,910	
	Income	(114,110)	(132,294)	(18,184)	0	0	(18,184)	
	TOTAL	264,580	238,516	(26,064)	18,790	18,790	(7,274)	
AREA WEST								
Service Manager : Helen Rutter								
WEST AREA DEVELOPMENT Area Chairman : Cllr Carol Goodall	Expenditure	231,960	223,463	(8,497)	9,140	9,140	643	
	Income	(3,710)	(9,837)	(6,127)		0	(6,127)	
	TOTAL	228,250	213,626	(14,624)	9,140	9,140	(5,484)	Variations to be resolved by requested carry forwards for committed expenditure.
WEST GRANTS Area Chairman : Cllr Carol Goodall	Expenditure	37,720	40,722	3,002	0	0	3,002	
	Income	(11,480)	(11,485)	(5)		0	(5)	
	TOTAL	26,240	29,237	2,997	0	0	2,997	Variations to be resolved by underspend in other budgets.
WEST PROJECTS Area Chairman : Cllr Carol Goodall	Expenditure	23,470	17,674	(5,796)		0	(5,796)	
	Income	(13,930)	(11,047)	2,883		0	2,883	
	TOTAL	9,540	6,627	(2,913)	0	0	(2,913)	
TOTAL AREA WEST	Expenditure	293,150	281,859	(11,291)	9,140	9,140	(2,151)	
	Income	(29,120)	(32,369)	(3,249)	0	0	(3,249)	
	TOTAL	264,030	249,490	(14,540)	9,140	9,140	(5,400)	
TOTAL STRATEGIC DIRECTOR - PLACE & PERFORMANCE	Expenditure	4,889,840	4,867,075	(22,765)	79,540	79,540	56,775	
	Income	(2,021,690)	(2,190,157)	(168,467)	0	0	(168,467)	
	TOTAL	2,868,150	2,676,918	(191,232)	79,540	79,540	(111,692)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
Strategic Director - (Operations and Customer Focus): Vega Sturgess								
OPERATIONS AND CUSTOMER FOCUS								
Service Manager : Jason Toogood								
CUSTOMER SERVICES	Expenditure	507,430	472,996	(34,434)		0	(34,434)	Budget re-profiled including correction into future years for IS Maintenance contract. Re-profiling of budget to reflect income received from SCC for reception duties.
Portfolio Holder : Cllr Ric Pallister	Income	(9,100)	(12,778)	(3,678)		0	(3,678)	
	TOTAL	498,330	460,218	(38,112)	0	0	(38,112)	
RESOLUTION AND PRINTING	Expenditure	76,380	76,615	235		0	235	Work undertaken to re-profile budgets which has improved the overall picture. Income from internal printing continues at decreased levels from previous years. Work undertaken to re-profile budgets has improved the overall picture.
Portfolio Holder : Cllr Ric Pallister	Income	(94,080)	(73,246)	20,834		0	20,834	
	TOTAL	(17,700)	3,369	21,069	0	0	21,069	
TOTAL OPERATIONS AND CUSTOMER FOCUS	Expenditure	583,810	549,611	(34,199)	0	0	(34,199)	
	Income	(103,180)	(86,024)	17,156	0	0	17,156	
	TOTAL	480,630	463,587	(17,043)	0	0	(17,043)	
ENVIRONMENT								
Assistant Director : Laurence Willis								
ENVIRONMENTAL HEALTH								
Service Manager : Alasdair Bell								
HOUSING STANDARDS	Expenditure	247,310	233,362	(13,948)	5,000	5,000	(8,948)	Variance relates to vacant hours within teams and associated travel saving. Also £5K grant expected to be paid out which has not been. A carry forward has been requested for this. Disabled Facilities Grant fee income up as total capital grants paid out higher than in 14/15. Also admin grant received for costs associated to repair and renew grants.
Portfolio Holder : Cllr Carol Goodall	Income	(87,450)	(88,481)	(1,031)		0	(1,031)	
	TOTAL	159,860	144,881	(14,979)	5,000	5,000	(9,979)	
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	908,660	848,880	(59,780)		0	(59,780)	Variance largely relates to vacant hours of posts, staff turnover and long term sickness within the team. Other small underspends across travel, office supplies, equipment, tools & materials. Savings in expenditure helped to compensate against reduce income levels against budget. Pest control income and income for pollution and prevention control did not achieve anticipated budget.
	Income	(78,090)	(60,978)	17,112		0	17,112	
Portfolio Holder : Cllr Carol Goodall	TOTAL	830,570	787,902	(42,668)	0	0	(42,668)	
ENFORCEMENT	Expenditure	120,530	111,396	(9,134)		0	(9,134)	General underspends across the budget, particularly in relation to consultants and professional fees. Vehicle running costs reduced due to timing of vans being replaced. Income very slightly above budget.
Portfolio Holder : Cllr Carol Goodall	Income	(3,000)	(3,311)	(311)		0	(311)	
	TOTAL	117,530	108,085	(9,445)	0	0	(9,445)	
TOTAL ENVIRONMENTAL HEALTH	Expenditure	1,276,500	1,193,638	(82,862)	5,000	5,000	(77,862)	
	Income	(168,540)	(152,770)	15,770	0	0	15,770	
	TOTAL	1,107,960	1,040,868	(67,092)	5,000	5,000	(62,092)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
CIVIL CONTINGENCIES MANAGER								
Service Manager : Pam Harvey								
CIVIL CONTINGENCIES	Expenditure	134,720	136,413	1,693		0	1,693	Income from work for East Devon DC.
Portfolio Holder : Cllr Nick Weeks	Income	(1,110)	(10,417)	(9,307)		0	(9,307)	
	TOTAL	133,610	125,996	(7,614)	0	0	(7,614)	
TOTAL CIVIL CONTINGENCIES	Expenditure	134,720	136,413	1,693	0	0	1,693	
	Income	(1,110)	(10,417)	(9,307)	0	0	(9,307)	
	TOTAL	133,610	125,996	(7,614)	0	0	(7,614)	
ENGINEERING AND PROPERTY SERVICES								
Service Manager : Garry Green								
PROPERTY MANAGEMENT	Expenditure	1,347,190	1,406,566	59,376		0	59,376	Increased expenditure due to maintenance repairs, electricity charges, and consultants fees being the main factors.
Portfolio Holder : Cllr Henry Hobhouse	Income	(754,280)	(820,341)	(66,061)		0	(66,061)	Increased income due to service charges and rent on public offices.
	TOTAL	592,910	586,225	(6,685)	0	0	(6,685)	
CAR PARKING	Expenditure	1,148,670	1,173,410	24,740		0	24,740	Increased expenditure down to NNDR £13k, service charges £6k and new handheld machines £6k.
Portfolio Holder : Cllr Henry Hobhouse & Cllr Peter Seib	Income	(2,466,680)	(2,465,518)	1,162		0	1,162	Pay & Display income down £29k, Season ticket up £29k due to increased hospital demand for 12 months. Penalty Charge Notice income down £7k but increased miscellaneous income in general resulted in an overall deficit of £1k on a £2million budget target.
	TOTAL	(1,318,010)	(1,292,108)	25,902	0	0	25,902	
ENGINEERING SERVICES	Expenditure	691,090	608,911	(82,179)	16,250	16,250	(65,929)	Savings on salaries £13k, land drainage £15k, public conveniences £20k & Birchfield £10.5k. Also £26k saving on CCTV due to delay on installation and monitoring of new camera installation at Yeovil hospital roundabout.
Portfolio Holder : Cllr Henry Hobhouse	Income	(78,720)	(95,462)	(16,742)		0	(16,742)	Increased income due to increased number of Street Name & Numbering applications.
	TOTAL	612,370	513,449	(98,921)	16,250	16,250	(82,671)	
TOTAL ENGINEERING AND PROPERTY SERVICES	Expenditure	3,186,950	3,188,887	1,937	16,250	16,250	18,187	
	Income	(3,299,680)	(3,381,321)	(81,641)	0	0	(81,641)	
	TOTAL	(112,730)	(192,434)	(79,704)	16,250	16,250	(63,454)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	618,600	640,384	21,784		0	21,784	Expenditure savings would have been greater but were adversely affected by a one off staffing cost of £18k. Income of £425k was disappointing and below expectations mainly due to increased competition from Approved Inspectors. Building Control charges have been increased by an average of 3% for year 16/17.
Portfolio Holder : Cllr Shane Pledger	Income	(661,240)	(607,402)	53,838		0	53,838	
	TOTAL	(42,640)	32,982	75,622	0	0	75,622	
TOTAL BUILDING CONTROL	Expenditure	618,600	640,384	21,784	0	0	21,784	
	Income	(661,240)	(607,402)	53,838	0	0	53,838	
	TOTAL	(42,640)	32,982	75,622	0	0	75,622	
STREETSCENE								
Service Manager : Chris Cooper								
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,912,830	3,146,906	234,076	20,000	20,000	254,076	Expenditure is considerably above profile as the service has tackled a number of service led initiatives and has continued to invest in improving the depot, plant and equipment needed to provide high quality services. We have also carried the agreed redundancy costs of a long term work placement. We have measured the increased expenditure against increased income to ensure that development is managed within budget. Once again the services continues to gain additional income from a variety of sources and we have retained our traditional customers while increasing the number of clients compared to previous years which all bodes well for the future. We have submitted a request to carry forward £20k of this surplus to help develop the Lufton workshop into an MOT station that will potentially both save time and make money for the council.
Portfolio Holder : Cllr Jo Roundell Greene	Income	(1,313,890)	(1,572,479)	(258,589)		0	(258,589)	
	TOTAL	1,598,940	1,574,427	(24,513)	20,000	20,000	(4,513)	
TOTAL STREETSCENE	Expenditure	2,912,830	3,146,906	234,076	20,000	20,000	254,076	
	Income	(1,313,890)	(1,572,479)	(258,589)	0	0	(258,589)	
	TOTAL	1,598,940	1,574,427	(24,513)	20,000	20,000	(4,513)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	Expenditure	5,742,160	5,889,851	147,691		0	147,691	Pleased to be able to report a small underspend on the overall waste budget. Although there has been a slight overspend on the SWP controlled and monitored area of budget, this has been more than compensated by the fact that all income lines, that SSDC retains responsibility for, have performed above targets.
Portfolio Holder : Cllr Jo Roundell Greene	Income	(1,395,260)	(1,560,809)	(165,549)		0	(165,549)	
	TOTAL	4,346,900	4,329,042	(17,858)	0	0	(17,858)	
TOTAL WASTE COLLECTION	Expenditure	5,742,160	5,889,851	147,691	0	0	147,691	
	Income	(1,395,260)	(1,560,809)	(165,549)	0	0	(165,549)	
	TOTAL	4,346,900	4,329,042	(17,858)	0	0	(17,858)	
LICENSING								
Service Manager : Nigel Marston								
LICENSING	Expenditure	246,060	262,088	16,028		0	16,028	Expenditure was high due to the costs of legal advice and appeals. This accounts for approximately £13K of additional expenditure. Income was down as predicted. This was due to preventing out of area drivers from licensing with South Somerset. This was a loss of approximately £16k of income when compared to the previous year.
Portfolio Holder : Cllr Peter Gubbins	Income	(312,050)	(297,436)	14,614		0	14,614	
	TOTAL	(65,990)	(35,348)	30,642	0	0	30,642	
TOTAL LICENSING	Expenditure	246,060	262,088	16,028	0	0	16,028	
	Income	(312,050)	(297,436)	14,614	0	0	14,614	
	TOTAL	(65,990)	(35,348)	30,642	0	0	30,642	
TOTAL ENVIRONMENT	Expenditure	14,117,820	14,458,167	340,347	41,250	41,250	381,597	
	Income	(7,151,770)	(7,582,634)	(430,864)	0	0	(430,864)	
	TOTAL	6,966,050	6,875,533	(90,517)	41,250	41,250	(49,267)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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 Portfolio Holder : Cllr Sylvia Seal	Expenditure	1,747,320	2,152,495	405,175		0	405,175	A strong year for the Arts & Entertainment Service. Upgrading the front of house lighting has lead to an overspend on this code along with wages, marketing and show expenditure but the increased income from show income and increased theatre hire has mitigated this. We have seen strong attendance and good return on shows which has lead to a strong performance in the cafe bar area. <i>Budgets have been re-profiled for 2016/17 based on 15/16 actual spend, this will reduce the variance between expenditure & income significantly.</i>
	Income	(1,466,350)	(1,882,897)	(416,547)		0	(416,547)	
	TOTAL	280,970	269,598	(11,372)	0	0	(11,372)	
WESTLAND LEISURE COMPLEX Portfolio Holder : Cllr Sylvia Seal	Expenditure	76,160	76,158	(2)		0	(2)	
	Income	0	0	0		0	0	
	TOTAL	76,160	76,158	(2)	0	0	(2)	
TOTAL ARTS	Expenditure	1,823,480	2,228,653	405,173	0	0	405,173	
	Income	(1,466,350)	(1,882,897)	(416,547)	0	0	(416,547)	
	TOTAL	357,130	345,756	(11,374)	0	0	(11,374)	
SPORT AND LEISURE FACILITIES								
Service Manager : Steve Joel								
GOLDENSTONES Portfolio Holder : Cllr Sylvia Seal	Expenditure	234,800	213,845	(20,955)		0	(20,955)	<i>Underspent on ten year plan funding.</i>
	Income	(114,710)	(121,354)	(6,644)		0	(6,644)	
	TOTAL	120,090	92,491	(27,599)	0	0	(27,599)	
SPORT FACILITIES Portfolio Holder : Cllr Sylvia Seal	Expenditure	151,960	164,696	12,736		0	12,736	<i>Underspent on ten year plan funding at Wincanton Community Sports Centre.</i>
	Income	(61,000)	(78,824)	(17,824)		0	(17,824)	
	TOTAL	90,960	85,872	(5,088)	0	0	(5,088)	
TOTAL SPORT AND LEISURE FACILITIES	Expenditure	386,760	378,541	(8,219)	0	0	(8,219)	
	Income	(175,710)	(200,178)	(24,468)	0	0	(24,468)	
	TOTAL	211,050	178,363	(32,687)	0	0	(32,687)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
COMMUNITY HEALTH AND LEISURE								
Service Manager : Lynda Pincombe								
RESOURCE CENTRE	Expenditure	48,190	33,963	(14,227)		0	(14,227)	Savings have been made following the termination of the contract with The Hub.
Portfolio Holder : Cllr Sylvia Seal	Income	0	(2,819)	(2,819)		0	(2,819)	
	TOTAL	48,190	31,144	(17,046)	0	0	(17,046)	
COMMUNITY HEALTH & LEISURE	Expenditure	1,002,820	1,032,076	29,256		0	29,256	Service operating within budget.
Portfolio Holder : Cllr Sylvia Seal	Income	(302,890)	(331,811)	(28,921)		0	(28,921)	
	TOTAL	699,930	700,265	335	0	0	335	
TOTAL COMMUNITY HEALTH AND LEISURE	Expenditure	1,051,010	1,066,039	15,029	0	0	15,029	
	Income	(302,890)	(334,630)	(31,740)	0	0	(31,740)	
	TOTAL	748,120	731,409	(16,711)	0	0	(16,711)	
HOUSING AND WELFARE								
Service Manager : Kirsty Larkins								
WELFARE	Expenditure	350,350	344,168	(6,182)		0	(6,182)	Additional Careline income.
Portfolio Holder : Cllr Sylvia Seal	Income	(379,970)	(386,177)	(6,207)		0	(6,207)	
	TOTAL	(29,620)	(42,009)	(12,389)	0	0	(12,389)	
HOUSING	Expenditure	1,080,080	874,495	(205,585)	38,000	38,000	(167,585)	Income lower than predicted but this is balanced out by expenditure remaining lower than budgeted on B&B & prevention. Carry forward requested to cover P4A floating support.
Portfolio Holder : Cllr Sylvia Seal	Income	(323,250)	(188,063)	135,187		0	135,187	
	TOTAL	756,830	686,432	(70,398)	38,000	38,000	(32,398)	
TOTAL HOUSING AND WELFARE	Expenditure	1,430,430	1,218,663	(211,767)	38,000	38,000	(173,767)	
	Income	(703,220)	(574,240)	128,980	0	0	128,980	
	TOTAL	727,210	644,423	(82,787)	38,000	38,000	(44,787)	
FAMILY SUPPORT PROGRAMME								
Service Manager : Steve Joel								
FAMILY SUPPORT PROGRAMME	Expenditure	171,560	171,579	19		0	19	
Portfolio Holder : Cllr Ric Pallister	Income	(171,560)	(171,560)	0		0	0	
	TOTAL	0	19	19	0	0	19	
TOTAL FAMILY SUPPORT PROGRAMME	Expenditure	171,560	171,579	19	0	0	19	
	Income	(171,560)	(171,560)	0	0	0	0	
	TOTAL	0	19	19	0	0	19	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	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	500,080	555,630	55,550		0	55,550	Pleased with an on budget year end, extensive use of grant programmes has meant significant delivery across the three strategic sites at Yeovil, Ham Hill and Chard. Expenditure was controlled across tree works, grounds maintenance, events and general expenses and works delivered in a cost effective manner thanks to significant volunteer involvement across the board. Friends groups at the 3 main sites helped secure large income streams to compliment the core management of the ranger team. Ham Hill Country Park - security and alarm costs remain high in order to protect the tools at the remote location, but a range of grants for small projects like tree planting and land management brought the site in slightly over budget as some old machinery had to be repaired. Chard Reservoir - the huge involvement of practical volunteers saw causeways being constructed for materials costs only and meant the site came in slightly under budget at year end. Yeovil Country park has had a huge year for grant income and project delivery. Expenditure has varied throughout the year as income was secured against expenditure. The rangers worked with the Friends group to secure all the necessary funds ensuring that the site came in just under budget at year end. Langport Visitors Centre - the Langport cycleway saw an over spend as the landowner invoiced for 3 years of tenancy at once, with one remaining year on the inescapable funding for this route way the rangers and area north officers will investigate the opportunities for the route in the future with regards maintenance and costs. Ninespring's Centre - Ninesprings cafe came in almost on budget. Income was excellent and out performed the business plan, with the exception of October and November 2015 where the Yeovil road closures hugely affected trade to the Goldenstones area, without this dip in trade there is no doubt it would have hit its annual target. The cafe manager has worked hard to negotiate product costs down and reduce staff hours to streamline the business.
	Income	(231,970)	(287,932)	(55,962)		0	(55,962)	Income continues to be secured across the three strategic sites at Chard, Ham Hill and Yeovil. Grants funding has been extensive in this financial year and will be for the coming year as well. The first months of 2016 were excellent for the Café and income for the coming months in the improving weather is promising.
Portfolio Holder : Cllr Sylvia Seal	TOTAL	268,110	267,698	(412)	0	0	(412)	Almost on budget year end thanks to extensive use of grant funds for all development and projects at the sites.
TOTAL COUNTRYSIDE	Expenditure	500,080	555,630	55,550	0	0	55,550	
	Income	(231,970)	(287,932)	(55,962)	0	0	(55,962)	
	TOTAL	268,110	267,698	(412)	0	0	(412)	
TOTAL HEALTH AND WELL-BEING	Expenditure	5,363,320	5,619,105	255,785	38,000	38,000	293,785	
	Income	(3,051,700)	(3,451,437)	(399,737)	0	0	(399,737)	
	TOTAL	2,311,620	2,167,668	-143,952	38,000	38,000	(105,952)	

Group with Elements		Annual Budget	Actual to 31st March	Variance to 31st March	Carry Forwards Submitted	Carry Forwards Recommended by Management	Variance expected 31/03/16	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
TOTAL STRATEGIC DIRECTOR - OPERATIONS AND CUSTOMER FOCUS	Expenditure	20,064,950	20,626,883	561,933	79,250	79,250	641,183	
	Income	(10,306,650)	(11,120,095)	(813,445)	0	0	(813,445)	
	TOTAL	9,758,300	9,506,788	(251,512)	79,250	79,250	(172,262)	
TOTAL SSDC	Expenditure	77,862,230	79,906,742	2,044,512	265,530	265,530	2,310,042	
	Income	(60,080,300)	(62,927,528)	(2,847,228)	0	0	(2,847,228)	
	TOTAL	17,781,930	16,979,214	(802,716)	265,530	265,530	(537,186)	

Carry Forward Requests 2015/16			
Service	Description	Carry Forwards Submitted £	Carry Forwards Recommended by Management Board £
Strategic Management	Intern funding committed from appointments in 2015/16	52,560	52,560
	Symphony Project funding	10,000	10,000
Democratic Services	New Chain of Office for Vice Chairman	1,000	1,000
	Programme of ongoing Member training	19,680	19,680
	Councillor Conference/training	3,500	3,500
Fraud & Data	Counter fraud work start of the partnership with SWAP was delayed in 15/16	15,000	15,000
	Training on new data protection regulations	5,000	5,000
Area East	Grants to Wincanton Work Hub, Heart of Wessex Local Action Group, Mudford PC & Wincanton Recreational Trust.	19,090	19,090
Area North	Grants to Langport Town Hall, Somerton Recreation Ground, South Petherton Recreation Ground, Langport , Stoke Sub Hamdon, Kingsbury & Curry Mallet	5,550	5,550
	Business Flood Recovery & Future Resilience	5,500	5,500
Area South	Wi-fi installation at Petters House	410	410
	Works to Yeovil bus shelters delayed because of extra traffic measures	3,800	3,800
	Grants to Odcombe PC, Sutton Bingham & District Canoe Club, Yeovil Division Guide HQ & Inspired to Achieve	10,750	10,750
	Community Safety Partnership - remaining funds from Community Safety project	3,830	3,830
Area West	Grants to Chard School & Merriott Village Hall	9,140	9,140
Community Safety	Safer Somerset Partnership-Projects not yet completed	6,000	6,000
Third Sector Partnership	Digital Inclusion Event in April 16 will be followed by project in support of Transformation.	15,470	15,470
Engineering Services	Delayed building Works	16,250	16,250
Housing Standards	Final Wessex grant to Manor Farm	5,000	5,000
Streetscene	Equipment required to develop the Lufton Workshops into an MOT station	20,000	20,000
Housing	Floating support from Yeovil4Families following the end of the P4A contract	35,000	35,000
	Cost for repairing roof at Woodland Grove	3,000	3,000
	Total underspend to carry forward	265,530	265,530

Appendix C

AREA RESERVES Quarter 4 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 Unallocated Balance 31st March 2016			3,460	60,190
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 Unallocated Balance 31st March 2016			16,600	26,600
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 Unallocated Balance 31st March 2016			0	49,640

(Area South has no reserve remaining)

Appendix D 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 31/3/16 £'000
Usable Capital Receipts	35,657	(739)	34,918
Capital Reserve	1,392	(337)	1,055
Cremator Replacement Capital Reserve	663	0	663
Voluntary Redundancy/Transformation Reserve	394	17	411
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	32	82
Save to Earn Schemes Reserve	50	0	50
Insurance Fund	47	6	53
Bristol to Weymouth Rail Reserve	12	4	16
Election Reserve	256	(131)	125
Risk Management Reserve	11	0	11
Local Plan Implementation Fund	125	0	125
Revenue Grants Reserve	641	41	682
MTFP Support Fund	3,651	1,307	4,958
Yeovil Vision	100	10	110
Council Tax/Housing Benefits Reserve	827	278	1,105
Closed Churchyards Reserve	10	0	10
Deposit Guarantee Claims Reserve	6	3	9
Park Homes Replacement Reserve	135	30	165
Car Park Income	5	(5)	0
Health Inequalities	31	0	31
Planning Obligations Admin Reserve	42	(7)	35
Wincanton Sports Centre Reserve	21	0	21
LSP	76	15	91
Artificial Grass Pitch Reserve	42	20	62
Business Support Scheme	172	(7)	165
Flooding Reserve	85	(5)	80
Infrastructure Reserve	995	(33)	962
NNDR Volatility Reserve	500	959	1,459
Treasury Management Reserve	247	0	247
Ticket Levy Reserve	0	4	4
Waste Reserve	0	96	96
Total Usable Reserves	46,406	1,576	47,982

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.

Appendix E

Major Efficiency Savings 2015/16

Major Efficiency Saving	2015/16 Budget Saving Target £'000	Actual Saving at Year-End £'000	Excess/ (Shortfall) £'000
Development Control - Additional Income	125	125	0
Land Charges - Additional income	50	50	0
Licensing - Additional Income	25	6	(19)
Economic Development - Additional Income Yeovil Innovation Centre	50	50	0
Waste & Recycling - Additional Income Garden Waste	25	25	0
Octagon - Additional Income	50	50	0
Finance - Additional income from Crematorium	25	0	(25)
Eng & Property – Shared office accommodation with SCC	95	95	0
Eng & Property - Increasing commercial properties rental income	25	25	0
Eng & Property - Letting of Petters to CAB	39	30	(9)
ICT - NSUK/Elite maintenance contract savings	35	0	(35)
Finance - Postage savings	25	0	(25)
Eng & Property - Further savings in Energy from photovoltaics/ thin clients/ voltage optimisation	50	50	0
Total Major Savings	619	506	(113)

Appendix F

2015/16 Total Cost of Services (Above and Below the Line Costs)

The total cost of the services for the Council as required by the Best Value Accounting Code of Practice is set out in the table below:

Services	£'000
Financial Services	(1,023.4)
Procurement & Risk Management	0.0
Revenue & Benefits	1,232.1
Democratic Services	301.0
Legal Services	(107.3)
Fraud & Data Management	93.2
Human Resources	8.0
Economic Development	692.4
Development Control	732.2
Spatial Policy	684.4
Third Sector & Partnerships	308.6
LSP	34.9
Family Support Programme	0.0
Area East	316.3
Area North	272.3
Area South	370.4
Area West	344.7
Environmental Health	1,575.0
Civil Contingencies	167.0
Engineering & Property Services	(194.6)
Building Control	196.7
Streetscene	2,406.4
Waste & Recycling	4,420.5
Licensing	75.6
Arts & Entertainment	593.9
Sport & Leisure Facilities	450.6
Community Health & Leisure	1,172.7
Housing & Welfare	1,429.6
Countryside	426.0
Total	16,979.2

These figures will be different to those shown in Appendix A, as 'total cost of service' figures include items classed as 'below the line' costs, i.e. those which are outside the individual budget holder's control:

- Capital Charges
- Deferred Charges
- Recharges from other departments within the Council

Individual Committees are only responsible for 'above the line' costs, and so these are the costs that are reported quarterly for budget monitoring purposes.

Appendix G

The following virements should be noted:

Value £	To	From	Description
9,000	Cashiers	System Support	Transfer IS maintenance budget
10,000	Westlands Leisure Complex	Land Drainage Public Conveniences	Funds transferred to Complex
25,000	Westlands Leisure Complex	Goldenstones 10 Year Plan Octagon Front of House	Funds transferred to Complex
3,370	Central Printing	Resolution Centre	Realign budgets
2,320	Central Printing	Contact Centre	Realign budgets
4,770	Payroll Adjustments	Healthy Lifestyles	Staff turnover savings
4,200	Payroll Adjustments	Revenues	Staff turnover savings
13,000	Commercial Properties	Public Conveniences	Realign budgets
12,000	Public Offices	Birchfield Disused Landfill	Realign budgets
250	Policy & Performance	Area Development North	Transfer Travel budget
3,600	Area South Initiatives	Discretionary Grants	Streetscene work
3,460	Westlands Leisure Complex	Other Income & Expenditure	VAT consultation work
20,000	Public Offices	Technical Services	Fire door works
32,380	Democratic Representation	Management Corporate Democratic Costs	Transfer Members' training budget

Agenda Item 10

2015/16 Capital Budget Outturn Report

<i>Executive Portfolio Holder:</i>	<i>Peter Seib, Finance and Legal Services</i>
<i>Strategic Director:</i>	<i>Rina Singh, Interim Chief Executive</i>
<i>Assistant Director:</i>	<i>Donna Parham, Finance and Corporate Services</i>
<i>Service Manager:</i>	<i>Catherine Hood, Finance Manager</i>
<i>Lead Officer:</i>	<i>Nicola Hix, Management Accountant</i>
<i>Contact Details:</i>	<i>nicola.hix@southsomerset.gov.uk or 01935 462612</i>

Purpose of the Report

1. The purpose of this report is to inform Members of the outturn of the capital programme of the Council for 2015/16.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of July 2016.

Public Interest

3. This report advises the outturn of capital expenditure for 2015/16.

Recommendation(s)

4. That the District Executive: -
 - a) note the net spend of £2.084 million on capital for the 2015/16 year and approve the financing of the capital programme (paragraph 7 and 19);
 - b) note the progress of individual capital schemes and the lead officers comments as detailed in Appendix A;
 - c) approve the revisions, including profiling amendments to the Capital Programme for 2016/17 and future years as detailed in paragraph 10;
 - d) review whether the projects which have a delayed start in excess of one year totalling £35,000 remain in the capital programme (paragraph 11);
 - e) approve the virement of £5,000 outlined in paragraph 13;
 - f) note the post completion reports on the completed schemes as detailed in Appendix B;
 - g) note the balance of S106 deposits by developers held in a reserve as outlined in paragraph 21;

Background

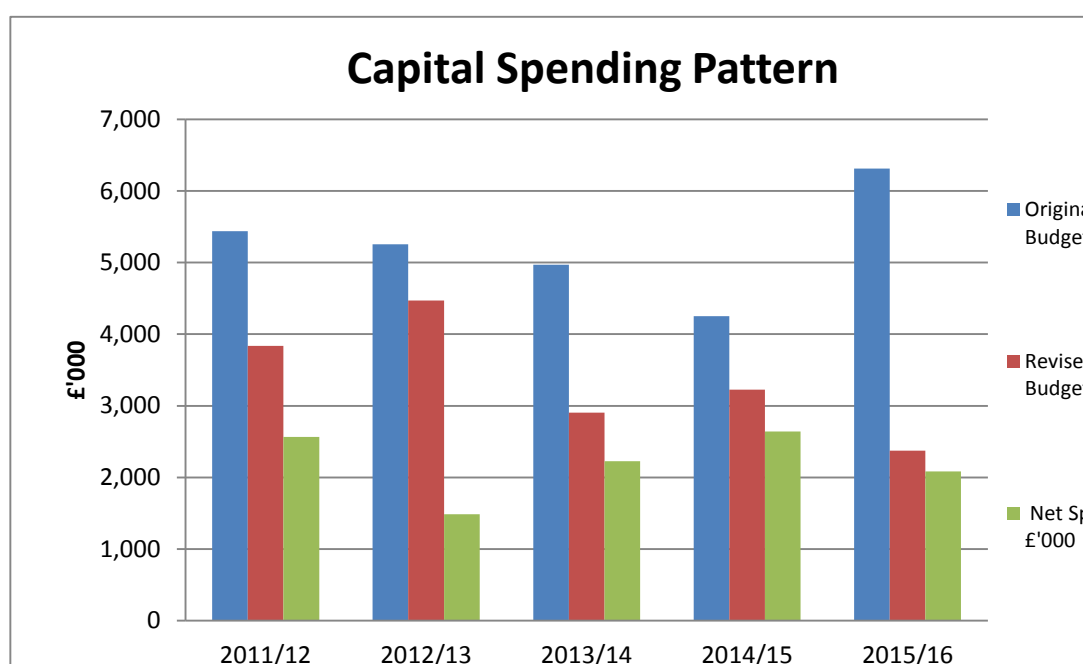
5. Full Council approve the Capital Programme in February each year. Monitoring of the agreed programme has been delegated to District Executive.

Overall Outturn Position

6. The overall position for the Capital Budget for 2015/16 is that total net spending amounted to **£2.084m**; this was **£4.228m (67%)** less than the original planned net expenditure of **£6.312m**. Amendments have been reported to members each quarter and the revised Capital Programme approved.
7. The original budget is revised each quarter to reflect changes to the programme. The position on the Capital Budget for 2015/16 at Quarter 4, showed revised planned net expenditure of **£2.375m**. With the total spend amounted to **£2.084m**; this was **£291k (12%)** less than planned. This is mainly due to project delays. A final report on 2015/16 spend is attached at Appendix A.
8. The **£2.084m** actual spend referred to above is the net position which includes external contributions and grants. Excluding these external contributions and grants shows gross expenditure of **£3.227m** on the capital programme and £95k on vehicles to be leased.

Capital Spending Pattern

9. The graph below shows the actual spend compared to revised budget for the last 5 years. The total 2015/16 spend represented 88% of the revised budgeted spend for the year, compared to 82% in 2014/15.



Revised Capital Programme

10. Some amendments have been requested since Quarter 3. A summary of those amendments are outlined below and members are requested to approve the revised Capital Programme shown in Appendix B. The budget for 2015/16 was revised from **£1.866m to £2.375m** for the following reasons: -

	15/16	16/17	17/18	18/19	19/20
	£'000	£'000	£'000	£'000	£'000
Capital Programme for Quarter 3 approved by District Executive in February 2016	1,866	7,460	516	(345)	(345)
Profiling amendments to capital programme quarter 4 2015/16	250	(250)			
Plus budget for year-end capital salaries & photovoltaics	211				
Less projects moved to / (from) reserves	34				
Revenue contributions to capital (RCCO) quarter 4 for accounting adjustments	14				
Plus projects added to Capital Programme quarter 4:					
New projects approved by Council February 2016		1,215	1,657	329	
Area West Grant to Merriott Village Hall		11			
Area North Grant to Chilthorne Domer Recreational Trust Pavilion Alteration		10			
Revised Capital Programme for 2015/16	2,375	8,446	2,173	(16)	(345)

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

Delayed Projects

11. In accordance with the capital strategy any project that has been delayed by more than one year before starting is required to be reviewed so that members can consider whether to continue to support the project or to re-allocate the budget to new schemes. Delayed projects of longer than one year as at the 31st March 2016 are detailed below;

Scheme	Budget £'000	Date of Original Approval	Explanation	Request for Inclusion in 2016/17 Capital Programme (Y/N)
Land Acquisition & Enhancements at Waterside, Wincanton	35	February 2008	Confirmation now received from landowner, proposal to be prepared for approval.	Y
Total Delayed Projects	35			

12. Members are requested to review and approve the projects shown above where managers have requested their continued inclusion within the Capital Programme.

Virements between Capital Projects

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

Amount £'000	From	To	Reason
4	Hardware Replacement Programme	Upgrade to ICT Helpdesk System	Underspend on Hardware to fund additional spend needed for Helpdesk system
1	Empty Property Grants	Grant to the former Chard Working Men's Club	Contribution towards final finishes needed at Chard Working Men's Club. Funds added to other sources.
5	Total Virements		

Additional Income

14. 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	Source of Income	Additional funding received £'000
Disabled Facilities Grants	Better Care Fund	984
Westlands Leisure Complex	S106	839
Huish & Langport Rec Ground Play Area Surfacing	S106	8

Completed schemes (including feasibility)

15. The table below shows the projects/schemes completed in the period. Post completion reports, where indicated, are attached in Appendix C.

Scheme	Revised Net Budget £'000	Actual Spend £'000	Within acceptable limits?	Responsible Officer	Post Completion report Y/N
Sharing Brympton Way with SCC	208	208	Y	Garry Green	Y
Purchase of 3 Bed Bungalow	176	176	Y	Colin Mcdonald	N/A
Market House, Castle Cary	169	169	Y	Pam Williams	Y
Yeovil Country Park Ranger Base	125	125	Y	Katy Menday	Y
Upgrade CedAr Financial System	106	107	Y	Karen Gubbins	Y
Photovoltaics at Brympton Way	98	97	Y	Garry Green	To follow
Affordable Housing	71	71	Y	Colin Mcdonald	N/A
Replacement Sweepers	70	71	Y	Chris Cooper	Y
Octagon Theare - PA	44	44	Y	Adam Burgan	N/A

Scheme	Revised Net Budget £'000	Actual Spend £'000	Within acceptable limits?	Responsible Officer	Post Completion report Y/N
System					
Upgrade to ICT Helpdesk System	33	33	Y	Roger Brown	To follow
Microsoft Lync	29	29	Y	Roger Brown	To follow
Hardware Replacement Prog	16	16	Y	Roger Brown	N/A
Purchase of Compact Tractor	14	14	Y	Chris Cooper	N/A
Grant to former Chard Working Mens Club	4	4	Y	Colin Mcdonald	N/A
Ropewalk at 94 High Street, West Coker	5	5	Y	Garry Green Martin Woods	N/A

16. In order for an over/under spend to be within acceptable limits, the variation on budget should be within £10,000 or 5% (whichever is greater) of revised budget. On this basis, all of the 15 competed schemes are within an acceptable margin of the overall budget. Explanations for both under/over spends are outlined in the post completion.

Area Capital Programmes

17. Each Area has balances that can be used during the year. The position of the Area balances at 31st March 2016 and any movement within the year are as follows:

	Area East £'000	Area North £'000	Area South £'000	Area West £'000	Totals £'000
Position at start of financial year	70	211	179	145	605
Additional resources approved by DX	25	25	25	25	100
Allocations to/(from) reserve during year	(24)	(51)	(13)	(18)	(106)
Position at end of financial year	71	185	191	152	599

18. Each Area was allocated an additional £25,000 in February 2016 for schemes in 2016/17. The table shows that following these approvals Area unallocated capital balances have decreased by £6,000.

Financing of the Capital Programme

19. The gross spend of £3.322m is the total capital expenditure before funding sources are included and requires financing. Members are recommended to approve the final financing of the capital programme from the following sources: -

Resources Used	Actual Gross Spend £'000	Planned Gross Spend £'000
Useable Capital Receipts	1,779	5,604
External Contributions from funding partners	428	647
Capital Fund	427	0
Capital Grants from Central Government	598	0
Loan Repayments	90	61
Total Resources Used	3,322	6,312

Outstanding Loans

20. As part of the agreed loans policy the amount of any outstanding loans at the end of each financial year must be reported to this committee. As at 31st March 2016 the following loans were outstanding:

Borrower	Original Sum Lent £	Fixed Interest Rate	Amount Outstanding at 31 st March 2016 £	Period of Loan	Final Repayment Date
Hinton St George Shop	190,000	2.67%	189,406	20 years	February 2036
Total Outstanding			189,406		

21. There is also £21,944 outstanding in sale of council house mortgages, and £108,969 in car, bike and learning loans.
22. Wessex Home Improvement Loans (WHIL) works in partnership with the Council to provide finance to home owners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds. The Council has £672,988 of capital invested with WHIL. As at 31st March 2016 there was £326,055 on the loan book and £346,933 as available capital.

Section 106 Agreements

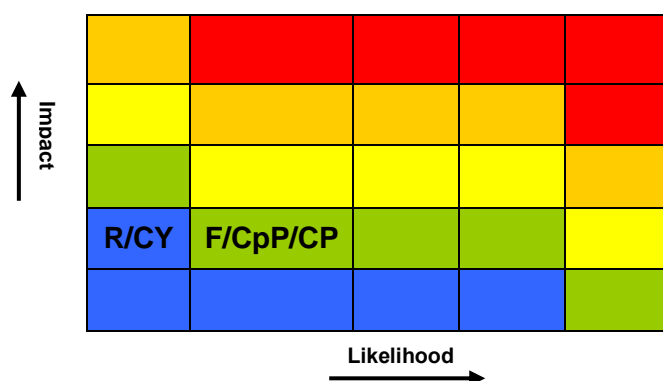
21. As at the 31st March 2016 SSDC held £3,221,693 in Section 106 Agreements as detailed in Appendix C.

Financial Implications

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

Risk Matrix

23. 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 <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

There are no specific implications in these proposals.

Carbon Emissions and Climate Change Implications

There are no specific implications in these proposals.

Equality and Diversity Implications

There are no specific implications in these proposals.

Background Papers

Capital Monitoring Quarter 1 to 3 Reports to District Executive

	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 31/03/16 £'000	Slippage to Carry Forward £'000	Unders/Overs on Completed Schemes £'000	Revised Future Est Spend £'000			
Chief Executives - Rina Singh										
FINANCE & CORPORATE SERVICES										
Assistant Director - Donna ParhaR										
ICT SERVICES										
Service Manager - Roger Brown										
Portfolio Holder - Cllr Henry Hobhouse										
Hardware Replacement Programme 2014/15 to 2016/17	Feb 2014	32	16	16	0		0	48	R Brown	Spend completed.
Microsoft Lync	Jan 2014	106	29	29	0		0	135	R Brown	Project completed.
Upgrade to ICT Helpdesk System	Jan 2015	0	33	33	0		0	33	R Brown	Project completed.
FINANCIAL SERVICES										
Service Manager - Catherine Hood										
Portfolio Holder - Cllr Peter Seib										
Capital Salaries	Feb 2013	2,602	113	113	0	0	0	2,715	D Parham	Allocation of budget made in line with time spent on various capital projects.
Crewkerne Aqua Centre Loan Repayment	June 2005	-510	-90	-90	0	0	0	-600	D Parham	Loan repayment now completed.
Upgrade CedAr Financial System	Nov 2014	83	23	24	0	1	0	106	K Gubbins	Project completed - post completion form included.
Loan to Somerset Waste Partnership for Vehicles	October 14	0	0	0	0	0	816	816	D Parham	Drawn down of loan expected in 16/17.
Loan to Kingsdon Parish Council	April 15	0	25	0	25	0	-12	13	D Parham	Donna to chase Parish Council for update.
Loan to Hinton St. George & Locality Rural Community Services	October 15	0	190	189	1	0	-36	154	D Parham	Loan fully drawn and repayments commenced as per agreed schedule.
Total Finance & Corporate Services		2,313	339	314	26	1	768	3,420		

	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 31/03/16	Slippage to Carry Forward	Unders/Overs on Completed Schemes	Revised Future Est Spend			
		£'000	£'000	£'000	£'000	£'000	£'000			
Strategic Director - (Place & Performance) - Rina Singh										
STRATEGIC MANAGEMENT										
Transformation	March 16	0	0	0	0	0	1,315	1,315	A Gillespie / C Jones	New allocation for 2016/17.
Total Strategic Management		0	0	0	0	0	1,315	1,315		
ECONOMY										
Assistant Director - Martin Woods										
Portfolio Holder - Cllr Ric Pallister										
Affordable Housing - Millfield, Chard	April 2013	0	49	0	49	0	49	98	C McDonald	Slight delay which hopefully soon to be resolved.
Affordable Housing - Rural exception, Font Villas, West Coker	November 13	72	71	71	0	0	0	143	C McDonald	Transfer of funding completed.
Affordable Housing - Rural exception, Misterton (Yarlington)	Oct 2015	0	0	0	0	0	397	397	C McDonald	Profiled for 16/17.
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	Oct 2015	0	0	0	0	0	120	120	C McDonald	Unlikely to happen, but update report will be taken to DX when confirmed.
Affordable Housing - 3 Bed Bungalows in Yeovil (Yarlington)	Oct 2015	0	0	0	0	0	315	315	C McDonald	Not started in funding terms, will be 16/17.
Affordable Housing - Queensway, Yeovil (Stonewater)	Oct 2015	0	69	0	69	0	70	139	C McDonald	Started on site but no claim made as yet. Will be 16/17.
Affordable Housing - Bought not built Allocation	Mar 2012	99	0	0	0	0	201	300	C McDonald	Earmarked contingency fund.
Affordable Housing - Mortgage Rescue Contingency Fund	September 14	0	0	0	0	0	277	277	C McDonald	Earmarked contingency fund.
Affordable Housing - West Hendford, Yeovil	April 15	0	0	0	0	0	748	748	C McDonald	Profiled for 16/17 but might straddle further financial years.
Purchase of 45-50 Lavers Oak, Martock	April 15	0	413	413	0	0	42	455	C McDonald	Purchased properties & leased to Shal. Remaining funds to be used for capital improvements in 16/17. Now generating income.
Purchase of 3 Bed Bungalow - 23 South Street	Jul 15	0	176	176	0	0	0	176	C McDonald	Purchase complete and leased on a shared ownership basis. Now generating income.

	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
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Grant to the former Chard Working Men's Club	Feb 16	0	4	4	0	0	0	4	C McDonald	Completed. £6K paid over. Contribution from Empty Property Fund, Affordable Housing Reserve and Chard Working Mens Club.
Ropewalk at 94 High Street West Coker		0	5	5	0	0	0	5	A Duckworth	Payment to Coker Rope & Sail Trust for repairs at Dawes Twine Works.
ECONOMIC DEVELOPMENT										
Service Manager : David Julian										
Portfolio Holder - Cllr Jo Roundell-Greene										
Yeovil Innovation Centre Phase II	Feb 2016	0	0	0	0	0	1,292	1,292	D Julian	New allocation for 2016/17.
Yeovil Innovation Centre Car Park Facilities	Feb 2016	0	0	0	0	0	120	120	D Julian	New allocation for 2016/17.
Total Economy		171	787	669	118	0	3,631	4,589		
COMMUNITIES										
Assistant Directors - Helen Rutter & Kim Close										
AREA SOUTH										
Service Manager - Kim Close										
Area Chairman - Cllr Peter Gubbins										
Reckleford Gyratory (Eastern Gateway)	Feb 2007	1,633	0	0	0	0	88	1,721	M Ainsworth	Awaiting results of traffic assessment for Wyndham Street/Reckleford area. 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	0	0	0	0	34	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	0	0	0	0	4	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	18	11	0	0	29	S Brewer	Scheme largely completed but final cableing etc to be completed in qtr 1 of 16/17.

	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
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Wyndham Park Community Facilities	Nov 2014	0	0	0	0	0	400	400	K Close	Negotiations now taking place with Somerset County Council.
Area South Committee Allocation		0	0	0	0	0	15	15	K Close	Updates reported to Area Committee.
AREA NORTH										
Service Manager - Charlotte Jones										
Area Chairman - Cllr Shane Pledger										
Area North Committee Allocation		3	32	27	5	0	131	166	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	8	8	0	0	0	169	P Williams	Project completed, post completion form attached.
Land Acquisition in Waterside Rd, Wincanton	Feb 2008	0	0	0	0	0	11	11	P Williams	Confirmation now received from landowner, proposal to be prepared for approval.
Enhancements to Waterside Rd, Wincanton	Feb 2008	0	0	0	0	0	24	24	P Williams	
Area East Committee Allocation		7	58	31	27	0	13	78	H Rutter	Updates reported to Area Committee.
AREA WEST										
Service Manager - Andrew Gillespie										
Area Chairman - Cllr Carol Goodall										
Market Towns Visions	Feb 2006	349	19	19	0	0	64	432	A Gillespie	The remaining budget for Market Towns Investment Group programmes has been allocated to support the development of investment in market town regeneration projects.
Area West Committee Allocation		0	7	5	3	0	24	31	A Gillespie	Updates reported to Area Committee.
Total Communities		4,033	153	107	46	0	807	4,993		

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Strategic Director - (Operations and Customer Focus) - Vega Sturgess										
ENVIRONMENT										
Assistant Director - Laurence Willis										
ENVIRONMENTAL HEALTH										
Service Manager - Alasdair Bell										
Portfolio Holder - Cllr Ric Pallister										
Disabled Facilities Grants (Expenditure)	Feb 2013	3,335	138	138	0	0	-138	3,335	A Bell	Spend exceeded expectation at the start of the year with £138K above the £598K Better Homes Grant received.
Empty Property Grants	Feb 2015	1,057	61	61	0	0	123	1,241	A Bell	Spend higher than originally anticipated.
Home Repairs Assistance	Feb 2015	1,220	26	26	0	0	93	1,339	A Bell	Spend higher than originally anticipated.
HMO Grants	Feb 2015	510	44	44	0	0	19	573	A Bell	Spend higher for the year than originally anticipated.
Loan Scheme for Somerset	Feb 2013	385	0	0	0	0	25	410	A Bell	No further funds required at present.
Upgrade link of Civica, Indigo, ESG System	June 2015	0	33	27	6	0	0	33	V Dawson	Final stages of project to be completed in Qtr 1 of 16/17.
ENGINEERING AND PROPERTY SERVICES										
Service Manager - Garry Green										
Portfolio Holder - Cllr Henry Hobhouse										
Car Park Enhancements	Feb 2014	23	74	74	0	0	57	154	G Green	Works scheduled for year all completed.
New Car Parks	Feb 2008	368	20	0	20	0	422	810	G Green	Delay in progressing the Millers Garage site due to potential partnership with adjacent landowners.
Capital Works to Councils Portfolio	Various	2,211	119	94	25	0	408	2,738	G Green	Some delays due to officer time or further evaluation of portfolio. Works to Lufton carried out and lift upgrades to various properties.
Sharing Brympton Way Offices with SCC	Nov 2013	205	3	3	0	0	0	208	G Green	Project completed.
Adaptions for lease of floor at Churchfields	Sept 2014	0	39	38	1	0	1	40	G Green	Project completed, only retention left to pay in 2016/17.
Gas Control System - Birchfield	Feb 2013	11	112	110	2	0	492	615	G Green	New pumping system installed and further boreholes placed for future monitoring.
Photovoltaics at Brympton Way	Dec 2014	0	98	97	1	0	0	98	G Green	Project completed.
Yeovil Crematorium	Feb 2016 2012/1	528	23	14	9	0	73	624	G Green	Underspend on identified projects.

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STREETSCENE										
Service Manager - Chris Cooper										
Portfolio Holder - Cllr Jo Roundell Greene										
Replacement Sweepers	Feb 2015	0	70	71	0	-1	0	70	C Cooper	Purchase completed - post completion form included. The machinery sold to make up the difference in costs of the new sweepers fell a thousand pounds short of the estimated value when at auction. This was an unforeseeable situation and will always be a 'threat' while we use auction houses to dispose of machinery.
Purchase of Compact Tractor	Aug 15	0	14	14	0	0	0	14	C Cooper	Revenue contribution made from Streetscene Budgets to cover costs of equipment.
Access all Areas Footpaths on Open Spaces	Feb 2016	0	0	0	0	0	127	127	S Fox	New capital allocation for 2016/17
Total Environment		9,853	874	811	64	-1	1,702	12,429		
HEALTH & WELL-BEING										
Assistant Director - Steve Joel										
ARTS AND ENTERTAINMENT										
Service Manager - Adam Burgan										
Portfolio Holder - Cllr Sylvia Seal										
Octagon Theare - PA System	June 15	0	44	44	0	0	0	44	A Burgan	Project completed, with PA fully operational.
Octagon Theatre - Upgrade to Toilets (Gents & Backstage)	June 15	0	63	59	4	0	0	63	A Burgan	Majority of work completed - a few outstanding bits to finish - to be completed by end of July.
Octagon Theatre Stage Dimmer Lighting	Feb 2016	0	0	0	0	0	64	64	A Burgan	New allocation for 2016/17.
Westland Leisure Complex	Oct 15	0	0	0	0	0	1,617	1,617	S Joel	New allocation for 2016/17.
COMMUNITY HEALTH AND LEISURE										
Service Manager - Linda Pincombe										
Portfolio Holder - Cllr Sylvia Seal										
Community Play Schemes	Feb 2007	443	43	34	9	0	0	486	R Parr	Lavers Oak to be finishd in 2016/17. This year saw the completion of Packers Way and King Arthur Drive.

	Original Date of Project	Previous Years Spend	In Year Monitoring					Original Budget Allocation	Project Officer	Responsible Officers comments on action on slippage and performance against targets
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Approval	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Multi Use Games Area	Feb 2008	310	0	0	0	0	70	380	R Parr	Funding profiled for 2016/17.
Grants for Parishes with Play Area	Feb 2008	440	12	13	-1	0	17	469	R Parr	Henhayes was completed this financial year. Remaining funds for Ilton and Rickhayes in 16/17.
Grant to Barton St David VH & Playing Fields	S106	0	0	0	0	0	0	0	R Parr	£19K S106 grant paid over for completed scheme.
Grant to Summerhouse View Play Area	Feb 2014	8	0	0	0	0	0	8	R Parr	Scheme completed in partnership with the Town Council.
Grant to Kingston View Play Area	Feb 2015	0	10	2	8	0	0	10	R Parr	Delayed due to officer absence. Now planned for Autumn 2016.
Grant for Stoke Sub Hamdon Recreational Ground	Qtr 3 14/15	0	0	0	0	0	10	10	R Parr	Profiled for 2016/17.
Grant for Skate Park at Horton	Qtr 3 14/15	0	0	0	0	0	5	5	R Parr	Profiled for 2016/17.
Birchfield Park Bike Park	S106	0	15	15	0	0	0	15	R Parr	Project completed.
Grant to Abbas & Templecombe PC for Play Equipment	S106	0	0	0	0	0	0	0	R Parr	Grant funding of £22K paid over so completed.
Wyndham Park Play Area Equipment	S106	0	0	0	0	0	0	0	R Parr	S106 funding of £67K. £33K spend during 16/17. Remaining will be spend in 16/17.
Eastfields, Cuckhoo Hill Play Area Equipment	S106	0	0	0	0	0	0	0	R Parr	Budget of £55k profiled to 16/17.
Jarman Way, Chard - Play Area Equipment	S106	0	0	0	0	0	0	0	R Parr	£6K spend on project during this financial year but remaining £36K profiled for 2016/17.
Huish & Langport Rec Grd Play Area Surfacing	S106	0	0	0	0	0	0	0	R Parr	Grant funding of £8K paid over so completed.
Grass Royal Play Area	Feb 2016	0	0	0	0	0	10	10	R Parr	Profiled for 2016/17 currently but may push into following financial year.
Synthetic Grass Pitch	Feb 2007	801	11	11	0	0	5	817	L Pincombe	Further work to be completed when the weather improves and the ground is drier.
Yeo Rec - Phase 2 Works (Pitch & Putt Fencing)	Feb 2005	31	0	0	0	0	7	38	L Pincombe	Replacement of surfacing still not anticipated until 2016/17.
Grant to Henhayes Sports & Community Centre	Feb 2010	252	0	0	0	0	14	266	L Pincombe	Reconciliation of grant award against payments made to be carried out before remaining funding can be paid over.
Grant to Huish Episcopi Academy AGP	Mar 2015	0	0	0	0	0	0	0	L Pincombe	Facility completed and open to the public. Further claims for funding expected in due course. £178K paid over so far.

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Grant to Huish Episcopi Academy Swimming Pool	Jul 15	0	0	0	0	0	0	0	L Pincombe	Facility completed and full S106 grant paid.
Grant to Westfield AGP	Feb 2014	35	0	0	0	0	21	56	L Pincombe	Final payment withheld pending completion of community use agreement.
Scoreboard Langport & Huish Cricket Club	Oct 2011	0	0	0	0	0	0	0	L Pincombe	Grant funding of £5K paid over so completed.
Grant to Milborne Port Rec Changing Rooms	March 2014	0	0	0	0	0	0	0	L Pincombe	£5K scheduled to go out but awaiting final claim to be submitted - should be Qtr 1 of 16/17.
Grant to Ilminster Football Club	Feb 2015	0	0	0	0	0	50	50	L Pincombe	Paid £20K for works completed, remainder should be paid this financial year.
Upgrade Joanna France Building	Feb 2016	0	0	0	0	0	27	27	L Pincombe	Project failed to obtain sport England funding in current round, funding bid will be submitted again next time. Any changes will be reported to DX.
Grant to Henstridge Half MUGA	S106	0	0	0	0	0	0	0	R Parr	Grant funding of £9K paid over so completed.
Grant for Chard Town Council Jocelyn Park	S106	0	0	0	0	0	0	0	L Pincombe	£6K grant award paid out during Qtr 1 of 16/17.
Yeovil Country Park Ranger Base	Feb 2010	110	15	15	0	0	0	125	K Menday	Yeovil Country Park Ranger Base completed and opened in October 2014, with final retention payment to building contractor made in early 2016 completing the project on budget.
Ham Hill Road Improvements	Feb 2016	0	0	0	0	0	20	20	K Menday	New allocation for 2016/17 but initial work started.
Dual Use Sport Centre Grants	Feb 2005	213	0	0	0	0	47	260	S Joel	Claim for funding will not be made until 2017/18.
Goldenstones 10 year plan	Mar 2011	10	-10	-10	0	0	0	0	S Joel	Repayment made at year end as expected.
Wincanton Community Sports Centre 10 year plan	Sept 2012	108	19	0	19	0	51	178	S Joel	Delayed due to review of replacement lighting system being carried out as to whether LED appropriate.
Total Health & Well-being		2,761	222	183	39	0	2,035	5,018		
Total Capital Programme		19,131	2,375	2,084	293	0	10,258	31,764		

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Reserve Schemes Awaiting new Appraisal but Approved in Principle

Old Town Station Reserve	0	0	0	321
Market Towns Vision	0	0	0	300
ICT Reserve	77	0	77	200
Affordable Housing - Unallocated	81	0	81	1,542
Affordable Housing - rural schemes	0	0	0	0
Investment in Market Housing Transformation	0	0	0	2,369
Feasibility Fund - Unallocated	58	0	58	1,185
Contingency for Plant Failure	0	0	0	100
Home Farm, Somerton	0	0	0	199
Lufton 2000 - All Phases	0	0	0	98
Sports Zone- Inc	0	0	0	-1,016
Gypsy & Traveller Acquisition Fund	0	0	0	-50
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	0	0	50
Infrastructure & Park Homes Contingency	0	0	0	0
	216	0	216	5,352

Area Reserve Schemes Awaiting Allocation But Approved in Principle

North	0	0	0	185
South	0	0	0	191
East	14	0	14	56
West	6	0	6	147
Total	20	0	20	579

Capital Programme	2,375	2,084	293	10,258
Contingent Liabilities and Reserve Schemes	236	0	236	5,931
Total Programme to be Financed	2,611	2,084	529	16,188



Post Investment Appraisal Form

Project Number	District Executive Report 7 th November 2013
Project Name	Sharing Brympton Way Office Space with SCC
Date Funding Approved	7 th November 2013
Project Officer	Donna Parham, Laurence Willis

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	Lease Negotiations Dec 2013 Building Works August 2014 for office moves and September 2014 for car park	Dec 2013 August 2014 and September 2014
Project Completed	Lease September 2014 Office Building works September 2014 Car park works December 2014	Concluded August 2014, signed October 2014 September 2014 December 2014

Project Budget & Actuals

	Original Budget Capital Allocation £	Revised budget (if applicable)
SSDC Funding	242,000	
External Funding, SCC	12,000	
Total Budget	254,000	
Total Expenditure	208,000	
Project underspend	34,000	
% underspend to SSDC	14%	

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference/comments
Approval by DX	Nov 2013	Nov 2013	
Negotiations with SCC and completion of 'Agreement to lease'	December 2013	December 2013	Concluded August 2014 and meet both parties committed to the project
Building works to offices	August 2014	August 2014	

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commenced Building works to car park	September 2014	September 2014	
Signing of Lease	October 2014	October 2014	Enabled signing of the lease
SCC occupation of red floor	December 2014	January 2015	SCC Completion of their works and delay moving staff

Revenue Implications (if applicable)

Key Categories	Original Estimate per capital appraisal	Estimate now project is completed	Reasons for Difference
SSDC Funding	100,000	104,688	
External Funding, SCC	0	0	
Total Budget	100,000	104,688	Works to enlarge fire doors
Total Expenditure		104,688	
Project overspend		4,688	
% overspend to SSDC		4.7%	

Officer Time

Officer/Teams	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
Property Services	(not known)		
Engineering Services			
IT			

Objectives of the project_(per the capital appraisal)

To move forward with a shared office proposal for Brympton Way which has the potential to lower operating costs and deliver a significant saving towards the medium term financial plan
To bring key public services together under one roof and be delivered from the same location in Yeovil
To utilise and maximise SSDC office space at Brympton Way with partners in a similar way to that which has been operating at the lace Mill in Chard and Churchfields in Wincanton
To meet Government recommendations to look at opportunities to share office space as a means of saving money in the tough economic climate

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How have the objectives been met?

Negotiations with SCC and completion of 'Agreement to lease' to provide the red floor for use by SCC along with meeting rooms and 120 dedicated car parking spaces
SCC relocating various services under one roof from various individual offices around Yeovil
Rationalising office space, change in working patterns, 'hot desking' and working from home and better use of technology
Achieving the shared office proposal

Benefits resulting from the Project

SSDC's commitment to shared working arrangements
Significant revenue savings
Potential for more savings by rolling out a more comprehensive agile working programme for SSDC staff and free up further space to rent
Bringing key public services under one location

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

No

Summary

Only underspend was on the revenue but overall project came under budget
Delay in commencing the building works due to SCC delay in signing 'agreement to lease' but outside SSDC control
Good communications and consultations between services and project team



Post Investment Appraisal Form

Project Number	Original 2010-07 - Based on revised capital appraisal 13.3.13
Project Name	Castle Cary Market House Regeneration Project
Date Funding Approved	April 2013 (updated from approval December 2009)
Project Officer	Pam Williams

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	November 2011 – phase 1a	December 2011- phase 1a
	February 2012 – phase 1b	February 2012 – phase 1b
	May 2013 – phase 2	May 2013 – phase 2
Project Completed	February 2012 – phase 1	February 2012 – phase 1
	March 2012 – phase 1b	March 2012 – phase 1b
	November 2013 - phase 2	February 2014 – phase 2 (practical completion) February 2016 – phase 2 (final invoices - retention etc)

Project Budget & Actuals

	Original Budget £	Revised Budget (if applicable) £
SSDC Corporate Capital Funding	164,000	164,000
External Funding	288,000*	259,428
SSDC – Area East	20,000*	5000
Total Budget	<u>472,000*</u>	<u>428,428</u>
<i>*including contingency (£20k AEC + £20k CCTC)</i>		
Total Expenditure		428,428
Project under /overspend		43,572
% under / overspend		9%

This was an updated project budget following the receipt of tenders on the approval originally granted in December 2009 against an anticipated project budget of £360k

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference

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Finalising specifications	Nov 2012	Dec 2012	Revisions made
LBC/Planning consents	Dec 2012	Jan 2013	Various applications for different elements approved between July 2012-May 2014
Tendering	Feb 2013	Feb 2013	Return date
Community office works	March 2013	March 2013	Design and commission by P+E team
Bill of Reduction	March 2013	March 2013	Subject to budget revision to be approved
Contingency funds secured	March- April 2013	March- April 2013	AEC + CCTC – March DX – April
Site works commence	May 2013	May 2013	Enabling works undertaken – main contractor on-site in June
Completion of site works	Nov 2013	Feb 2014	Very ambitious programming given complexity of works and size of site. Requirement to do additional works to deal with issues on site once stone floors lifted + damp revealed

Revenue Implications (if applicable)

Key Categories	Original Estimate per capital appraisal	Estimate now project is completed	Reasons for Difference
Loss of interest @ 3.9%	6,397	5,000	Lower interest rate (now calculated at 3%)
(If building retained) additional maintenance implications of roof			

Officer Time

Officer	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
Area Development Manager	15	10	
Regeneration Officer	110	200	Significantly underestimated project management implications of complex project which overran
Senior Land & Property Officer	20	20	
Senior Building Surveyor	80	95	Multiple phasing/complexity of project

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Objectives of the project_(per the capital appraisal)

To make the best use of a magnificent, town centre building as a real focus for community activity, whilst increasing its revenue potential thereby helping to address a potential liability and secure its long term future.
Increase availability of accessible, flexible public meeting and event space in the centre of town.
To have a building which is accessible throughout, for both ambulant people/wheelchair users. This bid addresses ground floor public access (4 levels) and provides an easy access toilet Access to 1 st and 2 nd floor access could be addressed in the future
To optimise usable space at the ground floor level thus helping to sustain the building into the future.

How have the objectives been met?

Usage of the building has increased significantly and things like the town’s weekly market couldn’t have been established without access to the facilities at the Market House
Well used community meeting space now available and regularly hired by community organisations/local businesses
Three level changes within the ground floor have been addressed through the provision of ramps/lift/flex step. Revised operational arrangements by CCTC mean that disabled visitors can always access assistance (during opening hours). Scheme design doesn’t compromise lift provision to upper floors in the future.
Proactive marketing of meeting/outside space by CCTC for income generation with Asset Transfer to CCTC approved by DX in April subject to finalisation of HofT

Benefits resulting from the Project

Reduced deterioration of previously exposed areas within this Grade II* Listed building
Enthusiastic community support for what is well regarded meeting space, with good level of regular/repeat bookings
Works have meant that the building is a more appealing prospect for CCTC to consider accepting responsibility for the building

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

Pushed anchor funder for more realistic programming with breaks so that there were ‘recovery’ periods built into the different elements of work which could soak up programme slippage and the requirement to do additional works
Better estimate of the time implications of build overrun, partner/funder relations, financial and overall scheme management
Allow for more

Summary

Brought in close to budget so contingency funding agreed following receipt of tenders was only partially required



Post Investment Appraisal Form

Project Number	
Project Name	Yeovil Country Park Ranger Base
Date Funding Approved	9 January 2014
Project Officer	Katy Menday

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	2009	January 2014
Project Completed	Un confirmed	October 2014

Project Budget & Actuals

	Original Budget £	Revised Budget (if applicable) £
SSDC Funding	128,000	
External Funding	172,597	
Total Budget	<u>300,597</u>	
Total Expenditure	299,000	
Project under /overspend	1,597	
% under / overspend	-0.5%	

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
Project Initiation	2009	2009	
Feasibility	Jan – Dec 2009	As planned	
Yeovil Vision Capital Bid	Feb 2010	As planned	
Planning Permission	Summer 2010	As planned	
Capital Fund raising	Early 2011	Completed Jan 2014	Changes in the capital grants available for visitor centres meant funding had to be found elsewhere and as a package of grants rather than one single large funder. A community support group (The Friends of Yeovil Country Park) was established to help this

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			fundraising effort. As the fundraising took so long planning permission had to be re-submitted in July 2013.
Value Engineering / Design refinement	Jan – April 2014	Jan – April 2014	
Contractor Procurement	January 2014	January 2014	
Contract and Construction	May – October 2014	May – Oct 2014	
Operation Preparation	Sept – October 2014	Sept - October 2014	
Handover and Opening	October 2014	28 October 2014	

Officer Time

Officer	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
Staff hours were not recorded for this project. It included staff from Countryside and Engineering and Property Services.			

Objectives of the project_(per the capital appraisal)

1. The development of new facilities (Ranger Base and Visitor Centre) at Yeovil Country Park.
2. Appointing a Grant-funded Community Officer for a fixed term period of 4 years.
3. Creating additional visitors (schools, students, informal education and events) to the park.
4. Increasing the number of volunteering opportunities at the park.
5. Increasing formal training opportunities.
6. Generating a small but dependable income stream.

How have the objectives been met?

1. Yes, on time and on budget, to a high standard that have been very well received by the visiting and using public.
2. Yes through an associated bid to the Heritage lottery Fund for a 3 year funded Community Ranger Post (2015 – 2018).
3. Yes, through new capacity and skills brought by the full time community ranger post.
4. Yes, though new volunteering programmes developed by the community ranger.
5. No, informal training has increased but constraints on the revenue budget have meant that formal training like apprenticeships have needed to be removed for the financial year 2016/17. Apprenticeships funding was proposed as part of the heritage lottery

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project but it was not approved at round 1 submission and was removed from the bid.
6. Yes, the Ninesprings Café is performing in line with its business plan and on track to meet income targets for 2016/17.

Benefits resulting from the Project

The award winning Yeovil country park now has an accessible gateway to the 127 acres of greenspace. The Centre can be promoted as a start and finish point for visits and provides key free facilities like toilets. Leaflets and advice can be picked up from the centre and face to face interactions with the visiting public and groups has increased. The country park has subsequently won a 5 star Best Parks award from Britain in Bloom.
A wider range of groups are now visiting the country park, this includes young families, childminding groups of pre-school children, groups supporting individuals with physical disabilities. They are able to safely access and enjoy the country park from the centre. New activities have been developed and can run from the centre and in the country park, including walking groups and sessions like buggy fit.
Volunteering has expanded and the staff and volunteer team have access to facilities for tool storage and rest breaks during the working day. Volunteering sessions have now been expanded and offered to individuals with physical and additional learning needs.
The Friends of Yeovil Country Park can now meet on site, and the group has attracted new members because of this.
The Ninesprings Café is performing well. Financially it is exceeding the business plan targets and it has created a welcoming space that is well used by groups meeting socially, before and after making use of the country park.
Confirmation of funding for the centre and its construction enabled the submission of the Heritage Lottery Fund bid to cover the project elements of a 3 year community ranger and a huge range of other natural and built heritage elements. The construction of the centre was a condition of the lottery grant.

Summary

Finalising the funding package was the only delay in project delivery. This element of the project was problematic as the funding landscape changed, meaning a single large grant submission could not be made to cover the construction project. Building the grants package took time and coordination to bring all elements online at the correct timescales. We created a Friends group for the country park to increase fundraising capabilities, and access funds not available to local government; this was successful in securing a greater degree of small business contributions. The Group is still going and goes from strength to strength, having secured £30K for park projects in 2015.
In order to optimize the café potential for the centre, the project team benefited substantially through an existing contact from the Family Focus Programme who had previously been the Business Development Director for Costa Coffee. This input enabled the project to adopt a national chain commercial approach and 'piggy back' upon a range of national supplier arrangements to both deliver better value for money and fast track implementation. It ensured we attracted a high calibre manager at recruitment in Summer 2014, who has since developed an excellent team with exemplary customer service.
The countryside ranger team and volunteers are very happily sharing the building with the new café team and are actively searching out ways to increase footfall to support its success. The most recent successes include free dog micro chipping events, running events, ranger trail events and fairs.



Post Investment Appraisal Form

Project Number	2015-04
Project Name	Replacement Sweepers – Chris Cooper
Date Funding Approved	April 15
Project Officer	Chris Cooper

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	Sept 14	Nov 14
Project Completed	Oct 15	Nov 15

Project Budget & Actuals

	Original Budget £	Revised Budget (if applicable) £
SSDC Funding	70,000	
External Funding	15,000	(Sale of old machinery)
Total Budget	<u>85,000</u>	
Total Expenditure	86,000	
Project under /overspend	1,000	Sale of Machinery achieved £1K less than anticipated
% under / overspend	1%	

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
Review the Market	Sep 14	Nov 14	
Shortlist Machinery and arrange demonstrations	Jan 15	Jan 15	
Place order	April 15	Aug 15	It took longer than expected to get the machinery demos here
Take delivery of machinery	July 15	Sept 15	Knock on from the demonstration & consequent selection process
Sign & Register Vehicles	Aug 15	Sept 15	As above
Dispose of existing vehicles	Oct 15	Nov 15	That's when the auction was

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Officer Time

Officer	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
Streetscene Manager	20 hours	48 hours	Visited factory which makes the machines
Streetscene & Car Parks Supervisor	20 hours	10 hours	There was less range of machinery to select from thus making the process easier
Fleet Services Supervisor	35 hours	14 hours	There was less range of machinery to select from thus making the process easier
Operational staff	20 hours	26 hours	There was less range of machinery to select from thus making the process easier

Objectives of the project_(per the capital appraisal)

To replace old machinery used to clean the district with more effective and efficient models.

How have the objectives been met?

The new machines have been acquired and deployed with excellent results & some efficiency savings as vehicles with trailers that were previously used to transport the machinery around the district are no longer required.

Benefits resulting from the Project

New machinery of a higher specification has been acquired

Less travelling costs than using old system

Improved health and safety as the new models are more stable than previous machinery

Higher quality of street cleaning has resulted from the use of this equipment

Less wear and tear on other equipment – land rover & trailer

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

Not that we can think of – we considered the electric powered models but these were unsuitable for our application due to limited range of travel.

Summary

Visiting the factory to see how the supplier can substantiate their claims of fantastic back up support.

The machinery wasn't the most expensive or the cheapest, but it is the hidden costs that need to be interrogated in order to find the best value machine for us.

Actual costs are difficult to clarify when the project is in its conceptual stages so the capital bid was 'conservative' and possibly a slight variable should have been built in.

We could get better sale value of older machinery if we could sell directly via e-bay or other such media rather than through traditional auction methods



Post Investment Appraisal Form

Project Number	
Project Name	Upgrade CedAr Financial System
Date Funding Approved	Nov 2014
Project Officer	Karen Gubbins

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	November 2014	November 2014
Project Completed	March 2015	December 2015

Project Budget & Actuals

	Original Budget £	Revised Budget (if applicable) £
SSDC Funding	106,000	
External Funding	0	
Total Budget	<u>106,000</u>	
Total Expenditure	107,065	
Project under /overspend	1,065	
% under / overspend	1.0%	

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
Completion Date	March 2015	Dec 2015	During the initial planning the live date was moved from March to June 2015 to allow internal SSDC teams to complete other IT delivery commitments. This was put back further to November due to the Finance team being involved with the closure of accounts and also to allow further testing.

Revenue Implications (if applicable)

Key Categories	Original Estimate per capital appraisal	Estimate now project is completed	Reasons for Difference
Loss of interest @ 3%	2,900	2,900	
Annual Maintenance	2,300	2,300	

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Officer Time

Officer	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
Financial systems officer	480	1,040	Due to the completion date being put back further time was spent on it. This was necessary as some of the problems that occurred very early in the project highlighted we were the first E5 customers to implement E5 on a windows platform using the 3 rd party software (microfocus server) which in itself caused delays.
Finance Manager	125	125	
Land and property Assistant	125	10	The Land and property assistant didn't get involved as envisaged due to her lack of knowledge about the system
ICT	350	1,040	Due to the completion date being put back further time was spent on it. This was necessary as some of the problems that occurred very early in the project highlighted we were the first E5 customers to implement E5 on a windows platform using the 3 rd party software (microfocus server) which in itself caused delays and required IT to do some further work to ensure compatibility.
Creditors/Debtors input/advice	74	100	Due to errors found in testing further testing was required once the errors had been fixed
Accountancy input/advice	74	74	

Objectives of the project_(per the capital appraisal)

To seamlessly upgrade E5
To utilise efficiently the new functionality that version 5.4 offers
To ensure that existing financial data is accessible
To ensure that the system provides quality management information when and as required

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To ensure that all income and expenditure is correctly accounted for
This project will also enhance the current asset that is owned by SSDC. Ownership will continue for as long as we continue to pay on-going maintenance

How have the objectives been met?

The upgrade has been successful and the financial data is accessible and correctly accounted for with the ability to extract quality management information when required.
We haven't yet explored the new functionality due to the lack of resources available within the financial systems team

Benefits resulting from the Project

We now have a financial system that is supported and when time allows we will implement some of the new functionality available from the system

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

The majority of the issues incurred were as a result of corporately deciding to move to a windows environment – this involved IT having to re-write the way the files communicated with each other which took a lot longer than initially planned into the upgrade. The move to a new platform established ABS weren't as familiar with it as we were initially led to believe. The individual module testing was left to the last minute as well due to the issues of prioritisation referred to in the initial brief.



Post Investment Appraisal Form

Project Number	2014-17
Project Name	UPGRADING THE HELPDESK AND PROPERTY SERVICES SYSTEM (HEAT)
Date Funding Approved	
Project Officer	Roger Brown

Project Duration Summary

	Original Estimated Date	Actual Date
Project Commenced	October 2014	January 2015
Project Completed	November 2014	May 2016

Project Budget & Actuals

	Original Budget £	Revised Budget (if applicable) £
SSDC Funding	37,000	
External Funding	0	
Total Budget	<u>37,000</u>	
Total Expenditure	36,330	
Project under /overspend	670	
% under / overspend	2%	

Project Milestones

Key Milestones	Estimated Date	Actual Date	Reasons for Difference
Training	Oct/Nov 2014	May /August 2015	The consultant who was project managing for HEAT changed jobs and was not quickly replaced. The training work had to be outsourced to a third party.

Revenue Implications (if applicable)

Key Categories	Original Estimate per capital appraisal	Estimate now project is completed	Reasons for Difference

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Running Expenses (Yr 1 to 5)	22,500	22,500	
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Officer Time

Officer	Original Estimate per capital appraisal	Estimate of actual time spent on project	Reasons for Difference
ICT			
ICT Manager	35	35	The original project brief was written on the basis that we were getting an out of the box system that would require minor configuration to meet SSDC requirements.
Helpdesk Team Leader	65	100	
Infrastructure Support & Operations Team Leader	40	40	
Systems Support Officer	50	10	
Systems Support Officer	75	10	
Systems Support Officer	0	150	
Desktop Support Officer	60	150	
Performance & Compliance Officer	30	150	
Helpdesk Technician	0	150	
Property Services			
Property & Engineering Manager	30	30	
Principal Property Management Officer	60	60	
Property Management Officer	45	45	
Total	490	920	

Objectives of the project_(per the capital appraisal)

<ul style="list-style-type: none"> Facilitate the upgrade of the server that hosts the ICT Helpdesk / Service Management System removing compliance issues around running an unsupported server operating system.
<ul style="list-style-type: none"> Upgrade the Service Management software to the currently supported system removing risks around running old unsupported software with vulnerabilities.
<ul style="list-style-type: none"> Utilise enhanced features to improve call management and reporting.
<ul style="list-style-type: none"> Resolve Property Services problem's with their PSR system.
<ul style="list-style-type: none"> Re-establish mainstream support with the vendor so we don't have the same problem again and keep our software up to date.

How have the objectives been met?

<ul style="list-style-type: none"> The unsupported server operating system that hosted the old version of the ICT Helpdesk / Service Management System deactivated/removed.
<ul style="list-style-type: none"> The software has been upgraded to a newer supported version.
<ul style="list-style-type: none"> We have set up the new system to improve call management and reporting.
<ul style="list-style-type: none"> We have worked with the Property Services team to set up their system requirements.
<ul style="list-style-type: none"> We are now back in a support agreement with the software vendor so we can

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contact their helpdesk for advice and also receive ongoing version updates.

Benefits resulting from the Project

As per objectives.

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

We would have asked for a more detailed breakdown of the work involved to set this up as the staff hours were much greater than expected.

Summary

The delay was caused by our main Project Manager at HEAT leaving the employment and then not being quickly replaced. The project started picking up pace in mid-2015.

Creating a small project group within the ICT service really helped to focus the attention on the project. Also blocking out one day per week for each of the key administrators has helped.

Agenda Item 11

Key4Life - At Risk Preventative Programme in Somerset

Executive Portfolio Holder: Ric Pallister, Leader of the Council
Acting CEO: Rina Singh
Assistant Director: Helen Rutter, Assistant Director (Communities)
Lead Officer: Helen Rutter, Assistant Director (Communities)
Contact Details: helen.rutter@southsomerset.gov.uk or 01963 435012

Purpose of the Report

To consider a request for funding from Key4Life. The charity is planning to run a programme in Somerset for at risk, young men from September 2016.

Forward Plan

This is a new proposal and has been placed on the agenda at the request of the Leader and Deputy Leader.

Public Interest

This programme is aimed at the most marginal young men in the Somerset area who are at risk of going to prison. SSDC support would mean that we can ensure that a good proportion of those in the programme are from South Somerset.

Recommendations

That the District Executive:-

- (1) awards funding of £8,000 from unallocated reserves to support the Key4Life programme during 2016;
- (2) requests that a report be presented to the Executive, on the effectiveness of the programme, after its 6-month duration.

Background

Key4Life is a Somerset based charity that works with young men in the 18-25 year old bracket. It works with those both in prison and at risk of going to prison and helps them to find a new purpose in life through an innovative rehabilitation programme. The Charity uses tried and tested methods to devise a bespoke support and empowerment package to vulnerable young offenders and so far have been very successful at reintegrating them into society upon release from prison. Reoffending rates from the programme are 17% compared with 74% nationally.

The Charity has 4 full-time staff and 8 part-time staff and is supported by 50 active volunteers. Since its formation in 2012 it has worked with 45 young men and has a further 36 in programmes that are underway. It does work across the country and has a particularly strong track record in working with young men in prison.

There has been considerable interest across Somerset in running a local programme. The Youth Offending Team had 1,500 referrals in 2014. Of those young people in care in Somerset over 12% received conviction warnings over double the national average.

Mendip District Council supported the Key4Life pilot programme in 2015. This included working with young men from Yeovil Foyer by helping to rehabilitate and support them to find meaningful employment. This pilot was very successful. Ninety percent completed work tasters and secured work. The programme resulted in a doubling of their ability to deal with their emotions and sustain a positive attitude to work. This has led to the proposal currently before the Executive.

Somerset at Risk Preventative Programme 2016

The Key4Life programme is modelled to provide “joined up delivery”:

- Services responsive to individual needs
- Trusting relationships with trained volunteer mentors, who genuinely motivate young men to make positive changes
- A supportive and rehabilitative culture that motivates and enables offenders to make positive changes in their lives, developing emotional resilience
- A strong focus on employability and finding meaningful employment opportunities for the young men and actively involving them in designing their futures
- Support for closer integration with their families and communities – a key stage in the seven-step programme is meeting with the families
- A unique aspect of Key4Life’s work is the consistent involvement of local employers. In Somerset it has relationships with an increasing number of businesses such as Greencore, Eurilait, HYC Hire Solutions, Yeo Valley etc. who support through mentors, employability workshops, interview technique advice, three-day “Work Tasters”, which lead to a majority attaining job opportunities
- Support agencies: The charity works on the ground coordinating with relevant support agencies such as YMCA, The Foyer etc. both for referrals & to build links to work alongside relevant support agencies
- It costs £4,000 to put a young man through the At Risk Programme (while it costs the taxpayer at least £37,000 to keep one young offender in prison for a year)

The next programme is due to start this September. Mendip has committed to being a support partner. The charity is seeking to work alongside Somerset Councils and agencies to support up to 15 young men at risk of going to prison. The target group is some of the most marginalized young men in society. A forum will be established to share best practice and there will be a public awareness campaign to attract backing. The total cost of the programme would be £60,000, £4,000 per participant and the charity will be seeking funds from a wide range of business, public sector, private donors and other sources to enable it to run.

The programme will be delivered in 7 stages over a 6 month period. This includes developing self-awareness, a personal action plan, work taster, development of new life skills and intensive support to sustain their action plan into work. Support continues with mentoring sustained for up to 1 year through the staff team and an alumni post programme activities.

This service is needed now because changes in support for vulnerable young people means that access to intensive support services has diminished putting them at increased risk of offending.

Referrals into the programme could be made by:-

- Housing provider, Foyer & SSDC Housing and Welfare service
- Yeovil4families
- Youth Offending Team
- Yeovil / Chard One Teams

– Job Centre

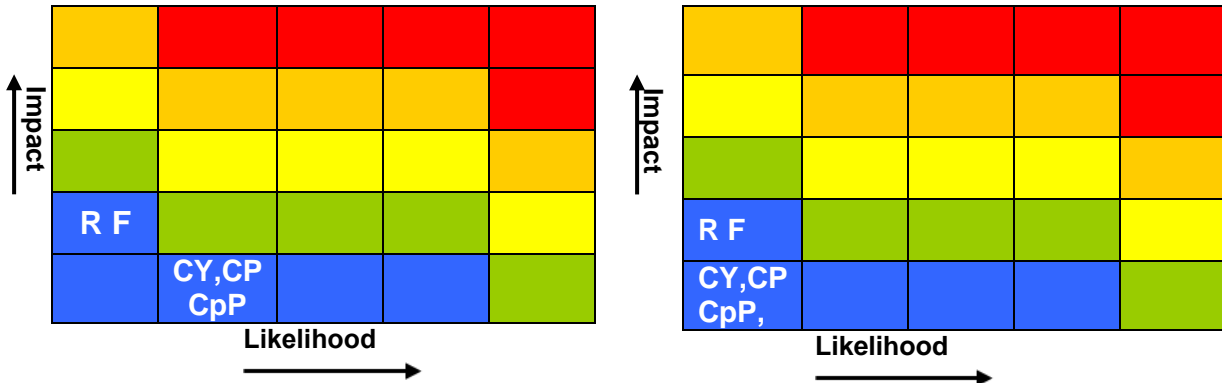
Financial Implications

If the District Executive wishes to support this programme £8,000 would be found from unallocated revenue balances.

Risk Matrix

Risk Profile before officer recommendations

Risk Profile after officer recommendations



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

Council Plan Implications

Include links to Council Plan 2012 – 2015 – see separate document for copying and pasting of focuses.

Carbon Emissions and Climate Change Implications

None

Equality and Diversity Implications

None

Privacy Impact Assessment

Not applicable

Background Papers

None

Agenda Item 12

Annual Review of SSDC Partnerships

Executive Portfolio Holder: *Cllr Sylvia Seal, Leisure and Culture*
Strategic Director: *Rina Singh, Interim Chief Executive*
Assistant Director: *Helen Rutter/Kim Close, Communities*
Service Manager: *Helen Rutter, Communities*
Lead Officer: *David Crisfield, Third Sector and Partnerships Co-ordinator*
Contact Details: *helen.rutter@southsomerset.gov.uk or (01963) 435012*
david.crisfield@southsomerset.gov.uk or (01935) 462240

1. Purpose of the Report

1.1 The purpose of this report is to provide District Executive with the annual review of SSDC partnerships.

2. Public Interest

2.1 SSDC works in partnership with a range of organisations to coordinate activity, deliver services and where possible, work more efficiently to tackle issues, which are relevant to more than one organisation. We maintain a Partnerships Register, which records information about each partnership and ensures they are reviewed annually to check their relevance.

3. Recommendation

3.1 That the District Executive notes the annual review process and observations for each of the partnerships on the Register.

4. Background

4.1 SSDC maintains a Partnerships Register and reviews the governance arrangements/performance of each partnership. Each Partnership is reviewed annually by 31 March. In 2011 the Scrutiny Committee was asked to take a more detailed look at each partnership with the aim of coming up with proposals to rationalise the number of partnerships and improve governance and other arrangements for those remaining on the register.

4.2 Following this, District Executive agreed a definition of a Partnership was agreed

A partnership is a formal working arrangement involving one or more independent bodies, from any sector, who pool resources and share responsibility for agreeing and then delivering a set of planned actions and outcomes. A formal agreement is made by all partners to work together for specific outcomes.

With other guidance and a list of Partnerships which should remain on the Register was also agreed. It was also set out that an annual review of each of the remaining partnerships should be reported to District Executive or the relevant Area Committee.

4.3 A South West Audit Partnership review into SSDC Partnership Arrangements in 2011 confirmed that our arrangements are reasonable, with adequate controls.

4.4 In the summer of 2013 some additional fields were added to the TEN monitoring system seeking further assurance about the following aspects:

- Does the Partnership have adequate financial controls?
- Does the Constitution or Partnership Agreement make reference to the General Equality Duty?
- Has a data sharing agreement been adopted by the partnership (if appropriate) or is data sharing covered in the Partnership Agreement?

4.5 In 2015 some updating of the Partnership Approval process documentation was carried out. Formal approval is required before a Partnership can be officially added to the register.

5. Annual Review Process

5.1 The updated list of Partnerships on the register is attached at Table 1. This sets out both the Partnerships of corporate significance that report to DX and area-based partnerships that report to the relevant Area Committees.

5.2 The review process is triggered by the Partnership TEN software, commencing at the beginning of March each year, with automated emails sent to reviewers and approvers. Each Lead Officer is responsible for supplying an update on their partnerships.

5.3 All the Partnerships that were scheduled to be reviewed for the period 2015/16 have been reviewed by their lead officer and approved by the designated Assistant Director with the exception of Chard Regeneration Scheme (Chard Vison) and Homefinder Somerset Partnership & Strategic IT (reviewed only).

5.4 Since the last review in 2015 the following Partnerships have been added to the register:

- **The Yeovil Innovation Centre**
- **Heart of Wessex (Leader Programme) Local Action Group**
- **Somerset Water Management Partnership.**

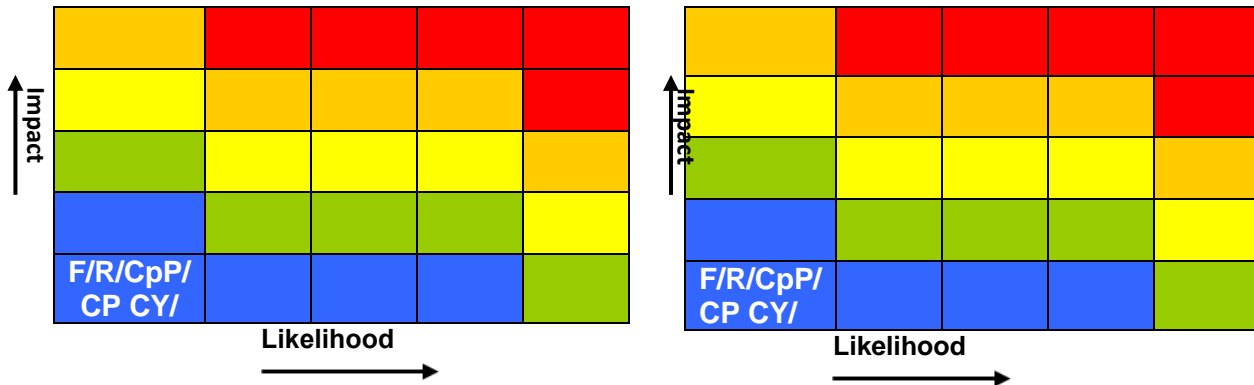
5.5 There are two Partnerships whose status and continued inclusion on the register will need reviewing during 2016/17 with any decision to remove presented to members in the 2017 annual review of Partnerships. These are:-

- **Somerset Intelligence Partnership**
- **Strategic Partnership Against Hate Crime**

6. Risk Matrix

Risk Profile before officer recommendations

Risk Profile after officer recommendations



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

7. Financial implications

7.1 None in relation to this report

8. Corporate Priority Implications

- Minimise impact to our residents of the major benefits changes proposed by government
- Make optimum use of resources for home adaptations to enable people to live independently
- Minimise homelessness by providing advice, support and housing options Provide welfare benefits support and advice to tackle poverty for our vulnerable residents

9. Carbon Emissions and Climate Change Implications

9.1 None in relation to this report

10. Equality and Diversity Implications

10.1 None in relation to this report but individual partnerships need to take account of the general equality duty in conducting their work

11. Background Papers:

District Exec Agenda & Minutes: October 2011/June 2012/May 2013/August 2014/July 2015
Scrutiny Task & Finish group meeting: 15 May 2012

Table 1

Partnership Register – 2016

Partnership	Comments	Reviewed on register	Lead officer	Signed off by A/D
Partnerships of Corporate significance reporting to District Executive				
Somerset Waste Partnership (SWP)	Success measured against business plan and objectives. Performance monitored by SMG, Somerset Waste Partnership, Somerset Waste Board, District Executive and Scrutiny. Partnership is still working well for SSDC.	Yes	Vega Sturgess	Yes
South West Audit Partnership (SWAP)	Performance will be reported to the Audit Committee in July 2016	Yes	Donna Parham	Yes
Safer Somerset Partnership	No review comment for 2016	Yes	Kim Close/Helen Rutter	Yes
Local Strategic Partnership (LSP) South Somerset Together (SST)	The current Partnership agreement has expired and the Partners have agreed to run with a much simplified arrangement from June 2016	Yes	Helen Rutter	Yes
Market Towns Investment Group (MTIG)	No review comment for 2016	Yes	Andrew Gillespie	Yes
Homefinder Somerset Partnership & Strategic IT	Partnership reviewed on regular basis and still fit for purpose	Yes	Jon Batty	No
Somerset Local Authorities Civil Contingencies Partnership	This partnership has been subject to a review which is now complete.	Yes	Pam Harvey	Yes

Partnership	Comments	Reviewed on register	Lead officer	Approved by A/D
Somerset Armed Forces Community Covenant Partnership	Report to be taken to DX October 2016	Yes	Kim Close/Helen Rutter	Yes
Chard Regeneration Scheme (Chard Vision)		No	Martin Woods	No
Yeovil Innovation Centre	Performance reported to District Executive 3rd December 2015. Operational performance is in line with or exceeds targets set out in the Business Plan. A variation to the Partnership Agreement will be required to reflect YIC2 extension.	Yes	David Julian	Yes
Area-based Partnerships reporting to Area Committees				
Area West				
The Stop Line Way	Further resolution passed by Full Council July 2015 to prioritise the completion the Stop Line Way through South Somerset and for this to be progressed by the Area West Committee and the Somerset Growth Board. Whilst the partnership has been moribund, it is intended to retain and refresh the partnership in order to support the work that is being led by Area West.	Yes	Andrew Gillespie	Yes
Blackdown Hills AONB Partnership	No comment for 2016	Yes	Andrew Gillespie	Yes
Chard Regeneration Scheme (Chard Vision)	See entry above under Partnerships of Corporate Significance reporting to District Executive	No	Martin Woods	No

Area East				
Cranborne Chase and West Wilts Downs AONB Partnership	Next review due 2017	N/A	Katy Menday	N/A
Heart of Wessex Local Action Group	The launch of this funding programme was delayed by Government. It went live in October 2015	Yes	Helen Rutter	Yes
Heart of Wessex Rail Partnership	Reports taken to both Area East and South Committees. Funding allocated	Yes	Helen Rutter	Yes
Area North				
Somerset Levels & Moors Local Action for Rural Communities	Delays to the launch of the funding programme. Programme was due to launch September 2015 but was delayed until January 2016. A number of outline applications are in hand and undergoing assessment. The Executive Board will start decision making after which the spend profile can be monitored.	Yes	Charlotte Jones	Yes
Area South				
Yeovil Vision	Significant revamp of Terms of Reference to accommodate new Regeneration Boards and simplify working links with Town Team	Yes	Kim Close/Helen Rutter	Yes
Heart of Wessex Rail Partnership	See comment above under Area East	Yes	Helen Rutter	Yes

Agenda Item 13

Community Right to Bid Quarterly Update Report

Executive Portfolio Holder: Angie Singleton, Strategic Planning, Place Making, Area Development
Strategic Director: Rina Singh, Place & Performance
Assistant Director: Helen Rutter, Communities
Service Manager: Helen Rutter, Communities
Lead Officer: David Crisfield, Third Sector and Partnerships Co-ordinator
Contact Details: helen.rutter@southsomerset.gov.uk (01963) 435012
david.crisfield@southsomerset.gov.uk (01935) 462240

Purpose of the Report

To inform members of the current status of the register of Assets of Community Value in South Somerset using the Community Right to Bid, for quarter one of 2016/17.

Forward Plan

This is a standing quarterly report to the District Executive.

Public Interest

The Government is trying to provide communities with more opportunities to take control over the ownership and management of local assets. The Community Right to Bid came into effect on 21st September 2012 as part of the Localism Act 2011. It provides opportunities for voluntary and community organisations, as well as Parish Councils, to identify land and buildings which they believe to be important and which benefit their community. If they qualify, these can be placed on a Register of Assets of Community Value (ACV). If the asset comes up for sale, then in certain circumstances, an eligible community group can apply to be given time to make a bid to buy it on the open market.

Recommendations

That District Executive Members comment on and note the report.

Background

In November 2012, District Executive agreed a process for considering nominations from communities to place assets onto the SSDC Register of Assets of Community Value. This was based on clear criteria set out in the Localism Act. When nominations are received, SSDC has 8 weeks to consider them and respond to the applicant.

The assessment of nominations is normally delegated to the relevant Area Development Manager in conjunction with the Ward Member(s) and Area Chair. However, with the appointment of the new Area Team Leads as part of Business Transformation, they will now take on this function from the ADM's. The result of the assessment & decision is notified to the relevant Area Committee for information. A quarterly report is presented to District Executive, also for information. Decisions about any SSDC-owned properties will be brought to District Executive for decision.

Since the regulations came into force, SSDC has approved and placed a total of 33 assets on the Register of Assets of Community Value. Three assets have subsequently been removed. The register is therefore currently made up of 30 live nominations.

A copy of the current register is attached at Appendix A.

Nominated Assets

Two further assets were added to the Register during the period covered by this report

- Huish Park Stadium and surrounding land (Yeovil Town Football Club)
- Long Sutton Stores

Assets Removed from the Register

Assets must be removed from the register as soon as practicable:

- a) After a relevant disposal (other than an exempt disposal)
- b) When an appeal against a listing has been successful
- c) When the Council forms the opinion that the land or buildings are no longer of community value; or
- d) No later than 5 years from the date of entry on the list.

No further assets have been removed during the period covered by this report

The Picture to Date

1) Of the 30 assets currently on the register in South Somerset:

- a) 14 are village pubs/clubs;
- b) Five former school properties or playing fields,
- c) Two recreation fields
- d) Two churches
- e) One church hall,
- f) One car park
- g) One Sports and Social Club,
- h) One former Youth Centre
- i) One Football Stadium
- j) One Village Stores
- k) One miscellaneous piece of land

2) Of the 30 listed assets 23 were nominated by parish or town councils.

3) To date no registration has resulted in a successful community bid.

4) As of April 6th 2015 the legislation was amended so that pubs nominated to be included on the Local Authority's list will require planning permission to be demolished or converted to any other use. In effect existing permitted development rights will be removed for pubs listed as ACVs for as long as the pub is on the Local Authority's list. The new regulations can be summarised as follows:-

- All pubs listed as ACVs (including those already listed) will require planning permission prior to any change of use or demolition. This protection applies from the date of nomination and applies for the duration of the period the asset is listed (usually five years).

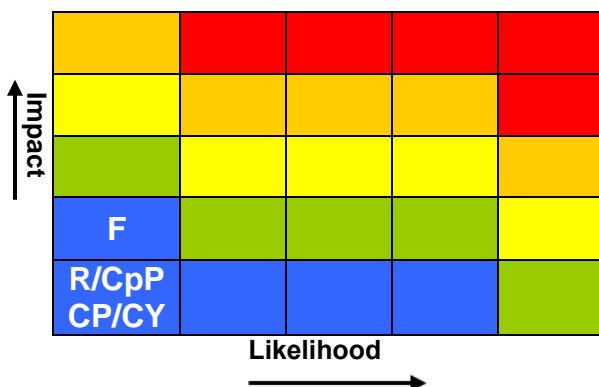
- If the building is nominated, whether at the date of nomination or on a later date, the Local Authority must notify the developer as soon as is reasonably practicable after it is aware of the nomination, and on notification development is not permitted for the specified period.
 - The Local Authority has 56 days to confirm whether the pub is listed or nominated. This means that the owner cannot change use or demolish a pub lawfully within the prescribed 56 day period.
- 5) The case of a potential appeal for compensation concerning The Smithy public house in Charlton Musgrove that was reported to members in April 2016 did not come forward. The moratorium period lapsed with no bid from the community. The restrictions against the title have subsequently been lifted and the owners are free to dispose of the asset on the open market. No further moratorium can be triggered until September 2017.
 - 6) The DCLG survey to which we contributed in December 2015 was closed in January 2016. There has been no further update from the DCLG regarding the outcome of that survey and how it might inform options for strengthening the policy.
 - 7) Work on reviewing our current processes and transferring the central coordination role from Asset Management to Communities is continuing. It was hoped that the transfer would be completed by July this year. Further discussions with legal are required and planned to update the numerous document templates and also to streamline processes by moving from paper to electronic internal communications. It is anticipated that the revised arrangements will go live prior to the next quarterly report due in October 2016.

Financial Implications

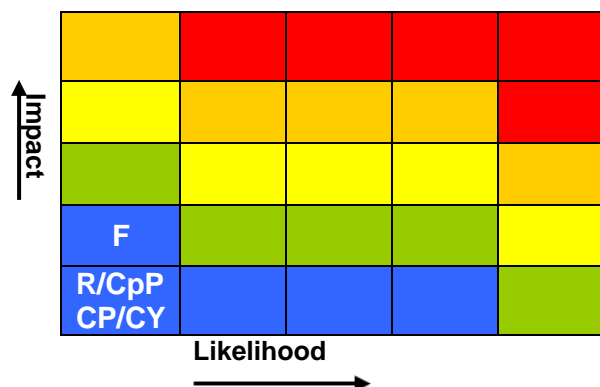
- There are none at this point in time. From 2014/15 onwards any costs must be absorbed into the Revenue Support Grant.
- Property owners who believe they have incurred costs as a result of complying with these procedures can apply for compensation from the Council. Our Compensation Scheme was approved by members in January 2016. Government recognises this as a potential risk to local authorities and will provide a safety net whereby any verified claims of over £20,000 will be met by Government.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



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

Council Plan Implications

Evaluate the overall requirements of the Government's Localism legislation and work with communities to develop plans for their community

Carbon Emissions and Climate Change Implications

None in relation to this report

Equality and Diversity Implications

None in relation to this report

Privacy Impact Assessment

None in relation to this report

Background Papers

- Localism Act 2011
- District Executive Agenda and Minutes November 2012;
- Assets of Community Value (England) Regulations 2012 Statutory Instruments 2012 n.2421;
- District Executive Agenda and Minutes August 2013; December 2013; September 2014; December 2014; March 2015; July 2015; October 2015; January 2016; April 2016
- Nomination Forms received

**South Somerset District Council
Register of Assets of Community Value**



APPENDIX A

Reference	Nominator (name of group)	Name, address and postcode of property	Date entered on register	Current use of property/land	Proposed use of property/land	Date agreed by District Executive or date of Area Committee decision	Date SSDC received notification of intention to sell	Date of end of initial moratorium period (auto-fill ie.6 weeks after date of notification to sell is received)	Number of Expressions of Interest received	Date of end of full moratorium period (auto-fill ie.6 months after date of notification to sell is received)	Number of written intentions to bid received	Date for Review	Reason for review	Date to be removed from register (auto-fill ie. 5 years after listing)
ACV2	Kingsdon Parish Council	Fomer Kingsdon Primary School playing field Mow Barton Road Kingsdon Somerton Somerset TA11 7JX	05/04/2013	Closed but used by residents for informal sports	Village consultation underway	04/04/2013	15/01/2014	25/02/2014	1		1			05/04/2018
ACV3	Barrington Parish Council	Barrington Oak Public House Main Street Barrington Ilminster Somerset TA19 9JB	10/05/2013	Licensed public house	Licensed public house	09/05/2013	27/01/2014	07/03/2014						10/05/2018
ACV4	Langport Town Council	Cockle Moor Off Parrett Close Bow Street Langport Somerset TA10 9PR	05/07/2013	Recreational space	Recreational space	04/07/2013	01/11/2013	13/12/2013	1	30/04/2014	1			05/07/2018
ACV5	Compton Dundon Parish Council	Former School Playing Field School Lane Compton Dundon Somerton Somerset TA11 6TE	01/08/2013	Not used	Community Allotments	01/08/2013								01/08/2018
ACV6	Dinnington Parish Council	The Dinnington Docks Dinnington Hinton St George Somerset TA17 8SX	21/08/2013	Public House	Not known - would like it to remain as village pub	21/08/2013								21/08/2018
ACV7	Montacute Parish Council	Montacute Working Mens Club & Associated Land The Hall Bishopston Montacute Somerset TA15 6UU	04/11/2013	Working Mens Club	Village Hall	04/11/2013	04/11/2013	15/12/2013	1	03/05/2014				04/11/2018
ACV8	Combe St Nicholas Parish Council	Combe Wood Recreation Field Combe Wood Lane Combe St Nicholas Somerset TA20 3NJ	05/04/2014	Community Recreation Area	Community Recreational Area	05/04/2014								05/04/2019
ACV9	Queen Camel Community Land Trust	Mildmay Arms High Street Queen Camel Yeovil Somerset BA22 7NJ	28/05/2014	Public House	Public House	28/05/2014								28/05/2019
ACV10	Castle Cary Town Council	Castle Cary Constitutional Club Station Road Castle Cary Somerset BA7 7BY	13/06/2014	Constitutional Club	Private Club/Function House	13/06/2014								13/06/2019
ACV11	Ash Parish Council	The Bell Public House 3 Main Street Ash Somerset TA12 6NS	11/07/2014	Public House	Public House with other community facilities	11/07/2014								11/07/2019

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**South Somerset District Council
Register of Assets of Community Value**



Reference	Nominator (name of group)	Name, address and postcode of property	Date entered on register	Current use of property/land	Proposed use of property/land	Date agreed by District Executive or date of Area Committee decision	Date SSSDC received notification of intention to sell	Date of end of initial moratorium period (auto-fill ie.6 weeks after date of notification to sell is received)	Number of Expressions of Interest received	Date of end of full moratorium period (auto-fill ie.6 months after date of notification to bid is received)	Number of written intentions to bid received	Date for Review	Reason for review	Date to be removed from register (auto-fill ie. 5 years after listing)
ACV13	Ilminster Town Council	Land known as the Hammerhead Access to Brittens Field & Wharf Lane Recreation Grounds Canal Way Ilminster Somerset TA19 0EB	16/07/2014	Access to recreation area	Access to recreation area	16/07/2014								16/07/2019
ACV14	Save our Kings Head.org	The Kings Head Church Street Merriott Somerset TA16 5PR	06/08/2014	Public House	Public House in community ownership	06/08/2014	19/08/2014	29/09/2014						06/08/2019
ACV15	Hinton St George Parish Council	Parking Area Green Street/Hinton Close Hinton St George Somerset TA17 8SQ	28/11/2014	Car park	Car park	28/11/2014								28/11/2019
ACV16	Hinton St George Parish Council	Lord Poulett Arms High Street Hinton St George Somerset TA17 8SE	28/11/2014	Public House	To be determined but ideally a public house	28/11/2014								28/11/2019
ACV17	Hinton St George Parish Council	School House & Playing Fields West Street Hinton St George Somerset TA17 8SA	28/11/2014	School & Playing Field	To be determined but ideally a school & playing field	28/11/2014								28/11/2019
ACV18	Streetspace South Somerset	Chard Young People's Centre Essex Close Chard Somerset TA20 1RH	28/01/2015	Youth & Community Club	Youth Club	28/01/2015								28/01/2020
ACV19	North Cadbury & Yarlington Parish Council	The Catash Inn High Street North Cadbury Yeovil Somerset BA22 7DH	04/02/2015	Public House and Bed & Breakfast	Public House	04/02/2015								04/02/2020
ACV20	East Chinnock Parish Council	The Portman Arms High Street East Chinnock Yeovil Somerset BA22 9DP	26/02/2015	Public House	Public House	26/02/2015	02/03/2015	10/04/2015	1	01/09/2015				26/02/2020
ACV22	Gainsborough Community Interest Group	The Gainsborough Arms 74 Gainsborough Milborne Port Dorset DT9 5BB	27/03/2015	Public House	Public House	27/03/2015								27/03/2020
ACV23	Charlton Musgrove Parish Council	The Smithy Inn Charlton Musgrove Wincanton Somerset BA9 8HG	08/06/2015	Public House	Public House	08/06/2015	09/09/2015	20/10/2015	1	08/03/2016				08/06/2020
ACV24	Barrington Parish Council	Barrington Primary School Water Street Barrington Ilminster Somerset TA19 0JR	09/09/2015	School	Education & social opportunities	09/09/2015	05/11/2015	15/12/2015	1	04/06/2016				09/09/2020

**South Somerset District Council
Register of Assets of Community Value**



Reference	Nominator (name of group)	Name, address and postcode of property	Date entered on register	Current use of property/land	Proposed use of property/land	Date agreed by District Executive or date of Area Committee decision	Date SSDC received notification of intention to sell	Date of end of initial moratorium period (auto-fill ie.6 weeks after date of notification to sell is received)	Number of Expressions of Interest received	Date of end of full moratorium period (auto-fill ie.6 months after date of notification to sell is received)	Number of written intentions to bid received	Date for Review	Reason for review	Date to be removed from register (auto-fill ie. 5 years after listing)
ACV25	Barrington Parish Council	Barrington Primary School Playing Field Water Street Barrington Ilminster Somerset TA19 0JR	09/09/2015	School playing field	Community play space	09/09/2015								09/09/2020
ACV26	Stoke sub Hamdon Parish Council	Methodist Church West Street Stoke sub Hamdon Somerset TA14 6QG	03/12/2015	Community meeting facility	Community meeting facility	03/12/2015								03/12/2020
ACV27	Yeovil Without Parish Council	All Saints Church Yeovil Marsh Yeovil Somerset BA21 3QG	05/12/2015	Place of worship	Community use	05/12/2015								05/12/2020
ACV28	Yeovil Without Parish Council	Johnson Sports & Social Club Coronation Avenue Yeovil Somerset BA21 3DX	04/12/2015	Social club & sporting facilities	Social club & sporting facilities	04/12/2015								04/12/2020
ACV29	Yeovil Without Parish Council	Yeovil Marsh Church Hall Yeovil Marsh Yeovil Somerset BA21 3QG	04/12/2015	Village Hall	Village Hall	04/12/2015								04/12/2020
ACV30	Yeovil Without Parish Council	Great Lyde Inn 1 Cavalier Way Yeovil Somerset BA21 5UA	04/12/2015	Public house	Public house	04/12/2015								04/12/2020
ACV31	The Hardington Mandeville Community Group	Mandeville Arms High Street Hardington Mandeville Yeovil Somerset BA22 9PQ	17/02/2016	Community pub	Public house	17/02/2016								17/02/2021
ACV32	Long Sutton Parish Council	Long Sutton Stores The Green Long Sutton Somerset TA10 9HT	30/03/2016	Village Stores	Village Stores	30/03/2016								30/03/2021
ACV33	Yeovil Town Supporters Society Ltd	Huish Park Stadium & surrounding land Luffton Way Yeovil Somerset BA22 6YF	21/04/2016	Playing association football, football pitches, car parks, community space	Playing association football & other leisure activities	21/04/2016								21/04/2021

ASSETS REMOVED FROM THE REGISTER

ACV12	Drayton Parish Council	Drayton Arms Church Street Drayton Langport TA10 0JY	Removed from the ACV register as property subject to a 'relevant disposal'. Sold on 02/03/2015										
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**South Somerset District Council
Register of Assets of Community Value**



Reference	Nominator (name of group)	Name, address and postcode of property	Date entered on register	Current use of property/land	Proposed use of property/land	Date agreed by District Executive or date of Area Committee decision	Date SSDC received notification of intention to sell	Date of end of initial moratorium period (auto-fill ie.6 weeks after date of notification to sell is received)	Number of Expressions of Interest received	Date of end of full moratorium period (auto-fill ie.6 months after date of notification to sell is received)	Number of written intentions to bid received	Date for Review	Reason for review	Date to be removed from register (auto-fill ie. 5 years after listing)
ACV1	Kingsdon Parish Council	Kingsdon Primary School School Lane Kingsdon Somerton Somerset TA11 7JX												Removed from register as subject to a 'relevant disposal'. Leased to community on a long lease of 35 years.
ACV21	Yeovil Dragons Community Association	The Green Dragon St Michaels Avenue Yeovil Somerset BA21 4LX												Removed from the ACV register as property subject to a 'relevant disposal'. Planning permission granted on 16th April 2015 to demolish and build a convenience store

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:-

- I. approve the updated Executive Forward Plan for publication as attached at Appendix A;
- II. note the contents of the Consultation Database as shown at Appendix B.

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 and the current consultation documents are attached at Appendix B.

6. Background Papers

6.1 None.

SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
July 2016	SSDC Annual Performance Report 2015/16	Portfolio Holder for Strategy and Policy	Assistant Director (Economy)	Andrew Gillespie, Performance Manager	South Somerset District Council
July 2016	Heart of the South West Formal Devolution Bid	Portfolio Holder for Strategy and Policy	Chief Executive Officer	Rina Singh, Interim Chief Executive	South Somerset District Council
July 2016	Annual Treasury Management Activity Report 2015/16	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	South Somerset District Council
July 2016	Community Governance Review - Brympton Parish Council	Portfolio Holder for Area West	Assistant Director (Legal and Corporate Services)	Angela Cox, Democratic Services Manager	South Somerset District Council
August 2016	Contaminated Land Strategy	Portfolio Holder for Area West	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive
August 2016	Capital & Revenue Budget monitoring reports for quarter 1	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
August 2016	Asset Management Plan 2016/17	Portfolio Holder for Property & Climate Change	Strategic Director (Operations & Customer Focus)	Laurence Willis, Assistant Director (Environment)	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
August 2016	Equality Objectives Progress Review and Update	Portfolio Holder for Environment & Economic Development	Assistant Director (Economy)	Jo Morgan, Equalities Officer	District Executive
August 2016 August / Sept 2016	Yeovilton Community Governance Review - result of first consultation	Portfolio Holder for Area West	Assistant Director (Legal and Corporate Services)	Angela Cox, Democratic Services Manager	District Executive South Somerset District Council
August 2016	Removal of Restrictive Covenants, 9 Ham Lane, Compton Dundon	Portfolio Holders for Strategy & Policy / Property & Climate Change	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
September 2016 September 2016	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
September 2016	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Andrew Gillespie, Performance Manager	District Executive
October 2016	Management of information requests (under the FOIA, EIR and RPSI regulations)	Portfolio Holder for Finance and Legal Services	Assistant Director (Legal and Corporate Services)	Lynda Creek, Fraud and Data Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
October 2016	Somerset Waste Partnership New Waste Collection Model	Portfolio Holder for Environment & Economic Development	Strategic Director (Operations & Customer Focus)	Vega Sturgess, Strategic Director (Operations & Customer Focus)	District Executive
October 2016	Medium Term Financial Strategy & Medium Term Financial Plan for 2017/18 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 2016	Armed Forces Community Covenant Update	Portfolio Holder for Area West	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
November 2016	Capital & Revenue Budget monitoring reports 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
December 2016	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Andrew Gillespie, Performance Manager	District Executive
December 2016	Local Strategic Partnership South Somerset Together (SST) Six Month Review	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Helen Rutter, Assistant Director (Communities)	District Executive
May 2017	Update report on Intelligent Enforcement Proposal for Council car parks	Portfolio Holder for Property & Climate Change	Assistant Director (Environment)	Garry Green, Engineering & Property Services Manager	District Executive

APPENDIX B - Current Consultations – June 2016

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Strengthening Local Government Transparency - Consultation on changes to the Local Government Transparency Code 2015</p> <p>We are consulting on proposals to change the way that local authorities record details of their land and property assets, and publish information about their procurement, their contracts and the delivery of some of their services.</p> <p>We are also proposing to include new requirements about information on parking charges and enforcement and about the way transparency data is published and presented.</p> <p>Finally, we are proposing to include recommendations that local authorities publish information about their dealings with small and medium-sized enterprises.</p> <p>https://www.gov.uk/government/consultations/strengthening-local-government-transparency</p>	Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Officers in consultation with Portfolio Holder	Donna Parham	8 th July 2016
<p>Avon & Somerset Police and Crime Plan - Consultation</p> <p>The Avon and Somerset Police and Crime Commissioner, is working to develop a new Avon and Somerset Police and Crime Plan. Feedback on the proposed priorities will be used to inform the first draft of the Avon and Somerset wide Police and Crime Plan. We aim to have a draft ready by early August, which we will then seek to share with you for comment. This will enable us to finalise the Plan by September. We will then</p>	Area South Chairman (Yeovil Vision, Community Safety, Licensing & Crematorium)	Assistant Director (Communities)	Officers in consultation with Portfolio Holder and the SSDC PCC representative	Helen Rutter	30 th August 2016

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>begin to work on local Police and Crime Plans. We have previously discussed the opportunity to develop joint local plans. We would encourage you to submit your response via our online survey www.avonandsomerset-pcc.gov.uk/Take-Part/Your-policing-priorities-consultation.aspx.</p>					

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, 4th August 2016** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.