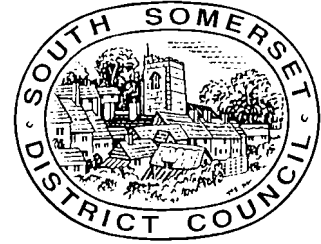


South Somerset District Council

Notice of Meeting



District Executive

Making a difference where it counts

Thursday 6th October 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 on 01935 462148**, website: www.southsomerset.gov.uk

This Agenda was issued on Wednesday 28 September 2016.

A handwritten signature in black ink that reads 'Ian Clarke'.

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 6 October 2016

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on Thursday 1st September 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. **Report from Musgrove Park Hospital NHS Foundation Trust** (Pages 5 - 13)
7. **Community Right to Bid Quarterly Update Report - July to September 2016**
(Pages 14 - 22)
8. **Somerset Armed Forces Covenant - Overview of Progress 2016** (Pages 23 - 29)
9. **Medium Term Financial Strategy and Plan - Flexible use of Capital Receipts**
(Pages 30 - 35)
10. **Medium Term Financial Strategy and Plan - Four Year Settlement** (Pages 36 - 42)
11. **Infrastructure Projects and Funding for Feasibility Studies** (Pages 43 - 48)
12. **Monthly News Snapshot** (Page 49)
13. **District Executive Forward Plan** (Pages 50 - 53)
14. **Date of Next Meeting** (Page 54)

Agenda Item 6

Report from Musgrove Park Hospital NHS Foundation Trust

Executive Portfolio Holder: Cllr Sylvia Seal, Leisure and Culture
SSDC Representative: Cllr Sue Steele

Governors Briefings dated 02 September 2016 and 16 September 2016

Councillor Sue Steele will attend the District Executive meeting to answer any questions from Members regarding the Musgrove Park Hospital NHS Foundation Trust. The Governors Briefings dated 02 September 2016 and 16 September 2016 are attached for information.

Friday 2 September, 2016

Hot topics

Junior doctors' strike this month

As you'll be aware from media reports this week the BMA has announced that junior doctors in England will take part in five consecutive days of strikes from 8am – 5pm, on 12-16 September as part of their opposition to the new contract. We are expecting a further strikes in October, November and December.

As with past strikes, our senior clinicians, nursing staff and operation leads will work together to put plans in place to ensure that the hospital remains completely safe during these periods of industrial action, this will include cancelling meetings and study leave. We have already stopped booking all but life threatening and cancer patients.

We know that we will have to postpone operations and outpatients appointments, but the extent of cancellations will not be known until more detailed plans are put in place over the coming days. Anyone cancelled will be contacted and we will look to rearrange their appointment as soon as possible.

Mary Stanley Birthing Unit at Bridgwater Hospital reopens

The Mary Stanley Birth Centre at Bridgwater reopened yesterday (Thursday 1 September) after its suspension over the summer months .

We have been able to recruit three new midwives, following the staffing difficulties we faced due to sickness absence. While the unit was closed for births, eight women affected had their babies at home or at Musgrove Park, and we have not had complaints about the care they received.

Power failures

Since the incident with a power failure at the hospital in July, we have been talking to Western Power to impress upon it the severe consequences that unplanned power outages could have for our patients. I am pleased to say that some progress has been made with this. Priority contact arrangements have been updated, including direct access for to the control centre in Cardiff.

Hot topics this week

NHS England

- [NHS England statement on Sustainability and Transformation Plans](#)
- [NHS England to improve mental health care for armed forces veterans](#)

NHS Improvement

Useful links:

[NHS England](#)
[Department of Health](#)
[NHS Confederation](#)
[Care Quality Commission](#)
[HSJ – requires subscription](#)
[BBC Health News](#)
[Nursing Times News Monitor – sign up for news](#)

Provider bulletin: 31 August 2016

NHS providers are 'up for the challenge' after making a strong start with finances

Health Foundation

- [Health Foundation response to Health Committee report Public health post-2013](#)
- [Why wouldn't the government take stronger action on childhood obesity](#)
- [Health Foundation response to NHS Improvement's quarterly report on the performance of the provider sector](#)

The King's Fund

- [The King's Fund responds to reports on NHS sustainability and transformation plans](#)
- [Patient safety: closing the implementation gap](#)
- [District nursing on the edge of crisis](#)
- [Understanding quality in district nursing services](#)
- [Compassionate leadership in health and social care](#)
- [Talking leadership: Sally Hulks on nurturing future leaders](#)

Latest news in the HSJ

- [BMA council approves five-day junior doctors strike](#)
- [BMA reveals three more five-day full strikes](#)
- [Unnecessary STP secrecy and suspicion](#)
- [Officials warn over 'extremely constrained' capital for STPs](#)
- [NHS provider sector on track to meet financial plans, says regulator](#)
- [New data reveals scale of nursing jobs advertised](#)
- [NHS trusts to lose millions in training funding](#)
- [Katrina Percy resigns as Southern Health chief executive](#)
- [CCGs asked to ensure fetal medicine access following HSJ investigation](#)

Infection Control

Summary of C diff / MRSA and Outbreak Status

C. difficile - Threshold for Trust attributable cases for 2016/2017 =12

Total No. of trust apportioned C. diff. cases 16/17 = 3

No. of trust apportioned C. diff. cases in September 16 = 0

MRSA BSI - Threshold for Trust attributable cases for 2016/2017 – 0

Total No. of trust apportioned MRSA cases 16/17 = 1

Last Trust apportioned MRSA BSI Case – 08/05/2016

Norovirus

All wards are currently open

Venous Thromboembolism (VTE) Update

Trustwide: Year to date	Trustwide: This week	Trustwide: Last week
01/04/2016 – 28/08/2016	22/08/2016 – 28/08/2016	15/08/2016 – 21/08/2016

94% 29,739 of 31,762	95% 1,406 of 1,482	93% 1,401 of 1,501
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Trust related news, media enquiries, statements and interviews

Junior doctors' strike

We have been contacted by BBC Spotlight, ITV Westcountry, Western Gazette and Somerset Live for an update on the trust's contingency planning ahead of the pending junior doctors' strikes on 12-16 September (8am – 5pm). We have issued a response to the media based that says we are not expecting anything different to the previous strikes, and this includes cancellations of some appointments and planned surgery.

SURE fundraising for new CT scanner

This week BBC Radio Somerset reported that the Somerset Unit for Radiotherapy Equipment (SURE) charity has raised £550,000 to buy a new CT scanner for the hospital. To hear interviews with Andrew Morgan, Musgrove's head of radiotherapy physics, and Paul Alway, chairman of SURE, [click here](#) (Note: the interviews are 36 minutes, 20 seconds into the programme).

Top award for Musgrove's Beacon Centre

BBC Radio Somerset featured a story on its drive programme this week about Musgrove's Beacon Centre getting a seal of approval by team of assessors from the government's Customer Service Excellence programme. They described the hospital as "an excellent organisation providing high levels of care". To hear an interview with Dr Petra Jankowska, Musgrove's consultant – oncology, [click here](#) (Note: the interview is 1 hour, 20 minutes, 20 seconds into the programme).

Second anniversary of Musgrove's Marie Curie companion service

The Somerset County Gazette has asked to cover the second anniversary of the Marie Curie Companion service, which provides support to people who are nearing the end of their life.

NHS waiting times – Langport Leveller

We received a media enquiry from the Langport Leveller newspaper about Musgrove missing the A&E four hour wait target every month for the last 11 months, and particularly about how fines levied affect the Trust.

The Trust response dealt with the rise in attendances at A&E and pressures on the department. In spite of not meeting the target we are consistently one of the better performing hospitals in the south, and nationally.

Maternity request

We have had a request from the RCM's *Midwives Magazine* to interview a midwife as part of a story about monitoring pregnant mums. In particular, the journalist is interested in how the Trust is using the Saving Babies Lives Care Bundle approach when other Trusts use the Doppler scan. We are considering this request.

BBC link for award for Somerset-wide IBS project

Dr Emma Greig, consultant gastroenterologist, was interviewed by BBC Radio Somerset about an award winning Somerset-wide project that has improved the way patients with irritable bowel syndrome (IBS) can manage their condition. Listen to last Monday's breakfast show coverage [here](#) (Go to 36:10 minutes to hear the interview with Dr Emma Greig; and 01:36:40 for the interview with a patient who has benefited from the project) and last Tuesday's drive time show coverage [here](#) (Go to 01:05:00 for an interview with Marianne Williams, Sompar dietitian).

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Musgrove's Latest Press Releases

Musgrove's latest press releases can be found on our website by [clicking here](#).

- [Amazing radiotherapy fundraisers on target to buy new CT scanner for Musgrove Park Hospital](#)
- [Musgrove cancer services recognised for high levels of patient care](#)
- [Thumbs-up for Musgrove's care environment from its patients](#)
- [Somerset leads the way in improving management of irritable bowel syndrome](#)

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Weekly key regional news

- [Operations at Taunton's Musgrove Park Hospital to be postponed during junior latest doctors strike](#)
- [Doctors' strike catches South West hospitals off guard](#)
- [Musgrove Park Hospital rated above the national average in latest patient-led assessments of the care environment](#)
- [Cancer charity SURE buys £550,000 scanner for Taunton's Musgrove Park Hospital](#)
- [On-call Somerset ambulance collides with vehicle near Crewkerne](#)
- [Somerset's GPs remind the public to 'get the right treatment' this summer bank holiday](#)
- [Yeovil NHS trust moves to unified healthcare information system](#)
- [Health chiefs at BRI ordered to walk the wards daily after series of failings put patients at risk](#)
- [Pressures on troubled Devon health service provider revealed](#)
- [Concerns over expected cuts to bed numbers at North Devon's district and community hospitals](#)
- [Exeter nurse cleared of sex assault on patient following year-long investigation](#)
- [Mental health treatment in North Devon gets funding boost from government](#)

Key national news

- [Junior doctors row: Medical leaders condemn strikes](#)
- [Junior doctors row: Hunt calls strike plan 'devastating'](#)
- [New tax needed to fund NHS and care, says ex-minister](#)
- ['Patients at risk' from length of GP consultations](#)
- [Alzheimer's drug study gives 'tantalising' results](#)
- [Third 'given wrong initial heart attack diagnosis'](#)
- [District nurse cuts 'put frail at risk', report suggests](#)
- [Parkinson's protein test could lead to earlier diagnosis](#)
- [Google DeepMind targets NHS head and neck cancer treatment](#)
- [Organ transplants: Ethnic minorities urged to discuss donations](#)
- [Zika: Two billion at risk in Africa and Asia, study says](#)

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Friday 16 September, 2016

Update from Colin Drummond, Chairman

AGM

I am very much looking forward to seeing you at the Annual General Meeting and Council of Governors meeting at Taunton Racecourse next Thursday, 22 September. I do hope as many of you as possible will be able to join us for what looks like a very interesting day.

Digital success

Those of you who attended our Board meeting this month will know that we interrupted proceedings to share the very good news that Musgrove Park has been chosen as a global exemplar for digital excellence. This means that we will receive funding from the Government of up to £10million over the next two years to press ahead at great pace on our IT programmes. This will enable us to join up systems across the health and care community, turn our records and processes from paper to electronic, and ensure absolutely reliable data security.

We were one of 26 organisations invited to submit a bid for this exemplar status, and one of 14 which were successful. We are of course delighted with this outcome.

Care Quality Commission

At the most recent CQC meeting last week, our lead inspector informed the Trust of some significant changes to the way the CQC is planning to operate. This includes a proposed change to standardise the management of the relationships between providers and the CQC, with standardised reporting and meeting agendas. The most significant change is the introduction of a monthly return that all providers are expected to complete to ensure that the CQC can update their intelligence; this will then feed into their process for prioritising inspections. This will be discussed in detail at the Governance Committee on 20 September.

NHS England

- [Health and Care Innovation Expo 2016](#)
- [Staff engagement and reshaping the health and social care workforce – Candace Imison](#)
- [Empowering primary care to improve cancer survival rates – Dr Anthony Brzezicki](#)
- [Two million+ records in the National Joint Registry provides a rich dataset for joint replacement surgery – Martyn Porter](#)
- [Sharing lives, improving lives – Fiona Clark](#)
- [We need patients and the public to shape local health plans, say NHS leaders](#)

NHS Improvement

- [Single Oversight Framework for NHS Providers](#)
- [Provider bulletin: 14 September 2016](#)
- [New nursing directors to lead improvement programmes](#)

Useful links:

[NHS England](#)
[Department of Health](#)
[NHS Confederation](#)
[Care Quality Commission](#)
[HSJ – requires subscription](#)
[BBC Health News](#)
[Nursing Times News Monitor – sign up for news](#)

The King's Fund

- [STP leaders face major challenges in transforming care and balancing budgets](#)
- [Urgent and emergency care: Learning from the vanguards on improving the coordination of services](#)
- [District nursing – it's not just an injection...](#)
- [Wachter watch: where next for the NHS's digital strategy?](#)
- [Home truths: are older people paying the price for social care cuts?](#)
- [How health care library and information services have evolved since the creation of the NHS](#)

Latest news in the HSJ

- [Most areas should publish STPs by end of the year, says NHS England](#)
- [Providers able to earn freedoms under new regulation regime](#)
- [South West trust \(Weston Area\) takes action following mortality concerns](#)
- [GPs urged to report hospitals' contract breaches](#)
- [Top trust to greatly expand PACS programme across STP](#)
- [What's new in care models: What counts as a PACS?](#)
- [Daily Insight: Boosting PACS](#)
- [NHS Digital urges staff to take responsibility for security](#)
- [Stevens: Southern Health controversy 'undermined public confidence'](#)
- [Analysis: The biggest providers of specialised services](#)
- [Second South West social enterprise to close next month](#)
- ['Special measures' considered for trusts failing on A&E](#)

Infection Control

Summary of C diff / MRSA and Outbreak Status

C. difficile - Threshold for Trust attributable cases for 2016/2017 =12

Total No. of trust apportioned C. diff. cases 16/17 = 4

No. of trust apportioned C. diff. cases in September 16 = 1

MRSA BSI - Threshold for Trust attributable cases for 2016/2017 – 0

Total No. of trust apportioned MRSA cases 16/17 = 1

Last Trust apportioned MRSA BSI Case – 08/05/2016

Norovirus

All wards are currently open

Venous Thromboembolism (VTE) Update

Trustwide: Year to date 01/04/2016 – 11/09/2016	Trustwide: This week 05/09/2016 – 11/09/2016	Trustwide: Last week 29/08/2016 – 04/09/2016
94% 32,706 of 34,916	95% 1,460 of 1,543	92% 1,308 of 1,421

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[Trust related news, media enquiries, statements and interviews](#)

“Pockets of meltdown” story

The Trust was invited to comment on a national story in the Somerset County Gazette where Dr Mark Holland, president of the Society of Acute Medicine, says the resilience of medical units was being “put to the test like never before.” We did not offer comment, and instead Somerset CCG responded on behalf of the healthcare community.

To read the coverage, [click here](#).

Meningitis awareness week

The Somerset County Gazette asked for statistics on cases of meningitis and vaccinations at Musgrove as part of a story about Meningitis Awareness Week. We referred the reporter to Public Health England for this information.

Musgrove Park Hospital selected as global IT exemplar

BBC Points West, Somerset County Gazette and other local media covered the story about Musgrove getting up to £10 million to develop new IT systems that eventually allow patients to access their own medical records. [See the BBC Points West coverage here](#). [Musgrove press release is here](#).

Junior nurse faces 21 charges

Coverage on the Somerset Live website about a former Musgrove nurse facing 21 charges at an NMC hearing this week. [Read the article here](#). We were also contacted by Breeze FM but issued no comment due to the ongoing trial.

Junior doctors’ strike

Early this week we were asked to participate in a BBC Radio Somerset programme about the junior doctors’ strike. We opted not to take part as the situation was continually changing. As you’re aware the September strike was postponed.

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Musgrove’s Latest Press Releases

Musgrove’s latest press releases can be found on our website by [clicking here](#).

- [Musgrove Park Hospital’s IT success goes global](#)
- [Innovative service celebrates second year - Marie Curie Companions at Musgrove Park Hospital](#)
- [Come along to Musgrove’s annual members’ and governors’ meetings](#)

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Weekly key regional news

- [Taunton's Musgrove Park Hospital set for windfall of up to £10million so patients can check their test results](#)
- [Somerset Clinical Commissioning Group states Musgrove is prepared for winter despite NHS cuts](#)
- [Musgrove Park Hospital nurse told she 'lacks competence' at NMC hearing after repeated failings](#)
- [Yeovil Hospital staff complete Cycle4Sepsis for second year](#)
- [RUH governor says hospital will lose money if Virgin Care wins £500m deal](#)
- [Dorset NHS patients spend 2,000 days more than they need to in hospital](#)
- [Dorset HealthCare services still ‘require improvement’](#)

- [£3m in unused medicine thrown away in Dorset every year](#)
- [£20 million funding boost for Bristol's vital health research](#)
- [Exeter campaigners oppose NHS cuts ahead of new structure for Devon](#)
- [Uncertain future for Devon's NHS 111 staff](#)
- [North Devon Sees Red Day against health service cuts](#)

Key national news

- [Seven-day NHS 'impossible under current funding levels'](#)
- [Is the NHS facing a perpetual winter?](#)
- [Sharp rise in care delays 'piles pressure on hospitals'](#)
- [Care: The problem no-one can fix](#)
- [Death Café: Chatting about mortality over tea and cake](#)
- [E-cigarettes 'help more smokers quit'](#)
- [Robot operates inside eye in world first](#)
- [Making babies without eggs may be possible, say scientists](#)
- [Girls face huge quality of life difference across England](#)
- [Cervical screening 'could save hundreds more lives'](#)
- [Long daytime naps are 'warning sign' for type-2 diabetes](#)
- [Prostate cancer treatment 'not always needed'](#)

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Agenda Item 7

Community Right to Bid Quarterly Update Report – July to September 2016

Executive Portfolio Holder: Cllr Angie Singleton, Strategic Planning (Place Making)
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

1. 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 two (July to September) of 2016/17.

Forward Plan

2. This is a standing quarterly report to the District Executive.

Public Interest

3. 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.

Recommendation

4. That the District Executive members comment on and note the report.

Background

5. 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.
6. The assessment of nominations in the past has been 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 they now perform this function in place of 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.

7. Since the regulations came into force, SSDC has approved and placed a total of 37 assets on the Register of Assets of Community Value. Three assets have subsequently been removed. The register is therefore currently made up of 34 'live' nominations.
8. A copy of the current register is attached at Appendix A.

Nominated Assets

9. Four further assets were added to the Register during the period covered by this report:
 - Post Office, Martock
 - George Inn, Martock
 - The Gospel Hall, Martock
 - Former Countess Gytha Primary School, Queen Camel

Unsuccessful Nominations

10. There was one unsuccessful nomination during this quarter, namely Martock Fire Station. It did not meet the qualifying criteria for nomination in respect of "the main use of the land or building (**not**) having furthered the social well-being or social interests of the local community in the recent past" due to being used solely for commercial storage.
11. Two further nominations from Martock Parish Council were withdrawn.

Assets Removed from the Register

12. 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.
13. To date a total of 3 assets have been removed from the register. These are:-
 - Kingsdon Primary School – Relevant Disposal (School building leased to community)
 - The Green Dragon, Yeovil – (site sold, pub demolished with Planning Permission for retail)
 - The Smithy, Charlton Musgrove – Relevant Disposal (Pub sold)

Assets incorrectly removed from the Register

14. In April 2016 it was reported to members that the Drayton Arms had been removed from the register. This was reported in error.
15. Whilst the Drayton Arms had been sold, it was an 'Exempt Disposal' due to being sold as a going concern. For this reason it remains on the register for the remainder of its original 5 year listing.

The Picture to Date

16. Of the 34 assets currently on the register in South Somerset:
 - a) 15 are village pubs/clubs
 - b) 6 former school properties or playing fields
 - c) 2 recreation fields

- d) 3 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 Post Office
 - l) One miscellaneous piece of land
17. Of the 34 listed assets 28 were nominated by parish or town councils.
 18. To date no registration has resulted directly in a successful community bid. However the land known as Cocklemoor at Langport (Asset ACV4 on the register) has subsequently been sold by the Environment Agency to the Town Council. Furthermore, Stoke Sub Hamdon Methodist Church is currently subject to an offer to purchase by the Parish Council. This is under consideration by the Methodist Church, along with other offers, and a decision is expected in approximately one month's time.
 19. As of 6th April 2015 the legislation was been 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.
 20. 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 5 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.
 21. We have had one Compensation Claim from the Diocese of Bath and Wells in respect of Barrington Primary school. This is currently being appraised by the Assistant Director (Communities) and Assistant Director (Finance and Corporate Services).
 22. The DCLG survey to which we contributed in December 2015 was closed in January 2016. Feedback received from the DCLG on the 26th September is that they are still listening to comments from stakeholders in respect of the Community Right to Bid and ministers are still in the process of assessing potential options for strengthening the policy.
 23. Work on reviewing our current processes and transferring the central coordination role from Asset Management to Communities has been completed.

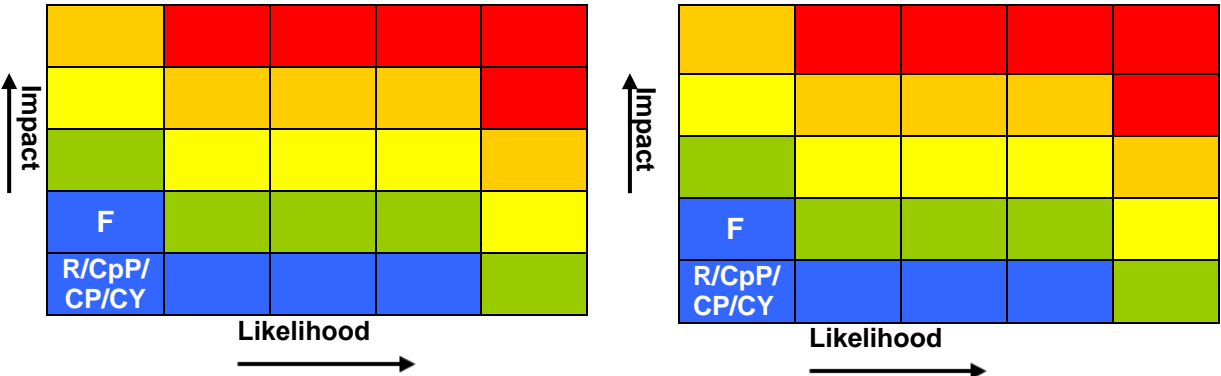
Financial Implications

24. There are none at this point in time. From 2014/15 onwards any costs must be absorbed into the Revenue Support Grant.

- 25. 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.
- 26. Subject to the outcome of the appraisal, the Council may be required to make a compensation payment in respect of Barrington school.

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

- 27. 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

- 28. None in relation to this report

Equality and Diversity Implications

- 29. None in relation to this report

Privacy Impact Assessment

- 30. 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; July 2016;
 - Nomination Forms received
-

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 and reason for Review	Date to be removed from register (auto-fill ie. 5 years after listing)	Comments
ACV2	Kingsdon Parish Council	Fomer Kingsdon Primary School playing field Mow Barton Road Kingsdon Somerton TA11 7JX	05/04/2013	Closed but used by residents for informal sports	Village consultation underway	04/04/2013	15/01/14	25/02/14	1		1		05/04/18	Field now in the ownership of the Parish Council
ACV3	Barrington Parish Council	Barrington Oak Public House Main Street Barrington Ilminster TA19 9JB	10/05/2013	Licensed public house	Licensed public house	09/05/2013	27/01/14	07/03/14					10/05/18	
ACV4	Langport Town Council	Cocklemoor Off Parrett Close Bow Street Langport TA10 9PR	05/07/2013	Recreational space	Recreational space	04/07/2013	01/11/13	13/12/13	1	30/04/14	1		05/07/18	Site now aquired by Langport Town Council
ACV5	Compton Dundon Parish Council	Former School Playing Field School Lane Compton Dundon Somerton TA11 6TE	01/08/2013	Not used	Community Allotments	01/08/2013							01/08/18	
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							21/08/18	
ACV7	Montacute Parish Council	Montacute Working Mens Club & Associated Land The Hall Bishopston Montacute TA15 6UU	04/11/2013	Working Mens Club	Village Hall	04/11/2013	04/11/2013	15/12/2013	1	03/05/2014			04/11/18	
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							05/04/19	

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								04/12/20	
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								04/12/20	
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								17/02/21	
ACV32	Long Sutton Parish Council	Long Sutton Stores The Green Long Sutton TA10 9HT	30/03/2016	Village Stores	Village Stores	30/03/2016								30/03/21	
ACV33	Yeovil Town Supporters Society Ltd	Huish Park Stadium & surrounding land Lufton Way Yeovil, Somerset BA22 8YF	21/04/2016	Playing association football, football pitches, car parks, community space	Playing association football & other leisure activities	21/04/2016								21/04/21	
ACV34	Martock Parish Council	The Post Office East Street Martock, Somerset TA12 6JQ	26/07/2016	Post Office	Post Office	26/07/2016								26/07/21	
ACV35	Martock Parish Council	The George Inn & associated car park Church Street Martock, Somerset TA12 6JL	29/07/2016	Community hub & spiritual centre	Community hub	29/07/2016								29/07/21	
ACV36	Queen Camel Parish Council	Countess Gytha Primary School High Street Queen Camel Yeovil, Somerset BA22 7NH	18/08/2016	Fomerly a primary school but now closed	Community meeting facility	18/08/2016								18/08/21	
ACV37	Martock Parish Council	The Gospel Hall Church Street Martock, Somerset TA12 6JL	03/08/2016	Meeting place	Meeting place	03/08/2016								03/08/21	

Agenda Item 8

Somerset Armed Forces Covenant - Overview of Progress 2016

Executive Portfolio Holder: Carol Goodall, Area West Committee Chair & SAFC Champion
Strategic Director: Rina Singh, Strategic Director (Place and Performance)
Assistant Director: Helen Rutter, Assistant Director (Communities)
Service Manager: Helen Rutter, Assistant Director (Communities)
Lead Officer: David Crisfield, Third Sector & Partnerships Coordinator
Contact Details: david.crisfield@southsomerset.gov.uk or 01935 462240

Purpose of the Report

1. This report updates the Council on progress with the Somerset Armed Forces Covenant Partnership.

Forward Plan

2. This report appeared in the Executive Forward Plan with an expected presentation date of October 2016.

Public Interest

3. This report updates the Council on progress with the Somerset Armed Forces Covenant Partnership. Community Covenants are a Government initiative designed to ensure that the Armed Forces' community (including serving and their families, veterans and reservists) are not disadvantaged compared to the community as a whole by the activities of local authorities and partners in the public and private sector.

Recommendation

4. That the District Executive discuss and note the report.

Background

5. The Somerset Armed Forces Covenant is an agreement between the armed forces community, the nation and the government. It encapsulates the moral obligation to those who serve, have served, their families and the bereaved. It is a pledge that together the country acknowledges and understands that those who serve, or who have served in the armed forces, and their families should be treated with fairness and respect in the communities, economy and society they serve with their lives.
6. The covenant's twin underlying principles are that members of the Armed Forces community should face no disadvantage compared to other citizens in the provision of public and commercial services; and that special consideration is appropriate in some cases, especially for those who have given the most such as the injured or the bereaved. To this end the covenant focuses on helping members of the Armed Forces' community have the same access to government and commercial services and products as any other citizen.

7. The covenant for communities supports the Armed Forces covenant. It is a voluntary, non-binding commitment by local councils to support members of the Armed Forces' community in their area.
8. The aim is to embed and sustain activity, to ensure that members of the Armed Forces' community receive the support they need in their local communities in recognition of their dedication and sacrifice; nurture public understanding and awareness of the issues affecting the Armed Forces' community; and encourage activities, which help to integrate the Armed Forces community into local life.
9. The Somerset Armed Forces Covenant Partnership was established in summer 2011 and signed at the Fleet Air Arm in February 2012 by the Leader and CEO. Members include all Local Authorities, Armed Forces, NHS, businesses, education, voluntary sector and other groups representing serving and former members of the Armed Forces in Somerset.
10. A report was taken to SSDC District Executive in December 2011 to confirm our commitment and to confirm the appointment of Cllr Ian Martin as the SAFC Champion for SSDC.
11. The role of SAFC champion is now held by Cllr Carol Goodall.

Structure

- The **Full Partnership** is coordinated by SCC and meets once a year as part of an annual conference, which is held in June, to coincide with Armed Forces Week. The Partnership is Chaired by SCC Cllr Christopher Le Hardy and is coordinated by the SCC Service Manager – Community Development, Customers and Communities.
 - The **Partnership Executive** meets twice a year and includes SCC, SSDC, RNAS Yeovilton and some military charities. It has responsibility for taking forward the Action Plan and supporting bids to the MoD. Since September 2015, the Partnership produces a regular update which is sent to a wide range of partners.
 - The **Community Fund Advisory Group** considers applications for MoD funding, assesses against the criteria and makes recommendations to the Partnership Executive as to whether or not they should be supported, for submission to the MoD Panel. The CFAG comprises SSDC, SCC and a number of other organisations.
12. Further information about the partnership can be found at:
www.somerset.gov.uk/forcescovenant

Update on Progress

Partnership

13. The Somerset Armed Forces Covenant Partnership held its annual meeting on the 23 June 2016. SSDC Member Champion, Cllr Carol Goodall, gave a presentation about Local Authorities 'thinking Armed Forces' in all aspects of service delivery.
14. We are still waiting for the full report of the event to be published. A brief summary of the main issues that arose is as follows:

The purpose of the event was to:

- Raise awareness of the role of the Royal Navy, the Army, the Royal Air Force, Reservists, veterans, cadets and the wider Armed Forces family in society.
- Improve understanding of the challenges faced by the Armed Forces community, understanding the offer of Armed Forces and other voluntary sector charities and exploring how we can all work better together.
- Explore opportunities to work better together to support military and civilian integration.

Key issues/challenges raised were:

- Housing, employment, school places, communication, the need to engage with front-line services to raise awareness about the covenant.
- Armed Forces in Somerset need to activate a closer relationship with both SCC and Districts in order to understand Local Authorities' responsibilities for all aspects of future planning.

How can stakeholders help?

- Review existing policies and consider whether there is any unintentional disadvantage for Armed Forces families.
- Help to raise awareness of the Armed Forces Covenant, and the issues affecting Armed Forces families, with front line staff.
- Consider having Armed Forces Champions within organisations.
- Raise awareness of the range of support services that already exist to help Armed Forces families and encourage organisations to register on Somerset Choices.
- Promote the Armed Forces Covenant Employer Recognition Scheme.

SSDC Working Group

15. At the end of April an initial meeting of officers and the member champion was convened to look at our current levels of understanding of the military community (incorporating the needs of serving personnel and their families, reservists and veterans) and how effective we, as a Council, are in meeting these.
16. The main outcome was to undertake a simple audit of SSDC services to ascertain our current levels of knowledge about the Armed Forces' community; do we collect any data or target service provision? This has shown that, with 3 notable exceptions (Area Development East & South, Housing Options and Countryside) this is a community about which we know very little.

Effectiveness of the Covenant

17. Further to research commissioned by the Local Government Association and the Forces in Mind Trust, and undertaken by Shared Intelligence, the report (***Our Community, Our Covenant - Improving the delivery of local Covenant pledges***) was published on the 30 August. As well as identifying weaknesses and good practice, the report provides a toolkit to assist Councils improve their effectiveness in the delivery of the Covenant.
18. The principal recommendations for Councils and their partners are:
 - A core infrastructure is adopted by Councils seeking to successfully implement the Covenant at a local level.
 - To have an effective a Covenant coordinating group (that is effective) by:
 - Meeting at least twice a year

- Regularly reviews how it works, including frequency of meetings and any sub-groups
 - Evolves in term of its membership to reflect energy and interest
 - Councils identify people on their staff and Council who have a personal link with the Armed Forces and use their understanding and commitment to help galvanise the delivery of the Covenant.
19. The Executive Summary and Full reports can be downloaded from the Forces in Mind Trust website:

<http://www.fim-trust.org/wp-content/uploads/2016/08/Our-Community-Our-Covenant-Executive-Summary-2.pdf>

<http://www.fim-trust.org/wp-content/uploads/2016/08/Our-Community-Our-Covenant-Report-2.pdf>

20. The report, and particularly the toolkit, is being considered by the internal SSDC Working Group and any proposals for improving our commitment to our delivery of the Covenant will be reported to District Executive as appropriate.

Covenant Fund

2015/16

21. In the period since the last District Executive update report in March 2015, no Somerset projects were successful in receiving a grant from the Covenant Fund. The reasons for this lack of success are not clear, but it is believed that this was, in part, due to the MOD removing the local partnership endorsement of bids (this part of the process has now been reinstated for 2016/17).

2016/17 and 2017/18

22. Four new funding priorities for 2016/17 and 2017/18 have been introduced. These are as follows:
1. **Veterans' Gateway** – a pilot project to set up a single 24/7 multi-media point of contact for veterans seeking assistance
 2. **Families in Stress** – funding projects that support families of serving personnel who are experiencing a significant stressful life event and would benefit from an intervention from a provider who can offer specialised, localised (or easily accessible) and immediate support
 3. **Improving Local Covenant Delivery** – improving the experience of local Armed Forces communities (serving personnel, families and veterans) and ensuring that they are not disadvantaged. **Open to Local Authorities only** with bids coming from clusters of Local Authorities (working at least at County or regional level)
 4. **Community Integration/Delivery of local services** – funding projects that respond to the local needs of the Armed Forces Community and improve recognition of the Armed Forces Covenant and that:
 - help integrate Armed Forces and civilian communities across the UK and/or
 - deliver valuable local services to the Armed Forces community

23. Details of the Priorities and how to apply can be found at:
<https://www.gov.uk/government/publications/covenant-fund-guidance-on-how-to-apply>
24. The latest Covenant Fund window closed on 22 June. The next window for small grants (Priority 4 – Community Integration) is due to re-open on 23 September, with a closing date of 2 November 2016.
25. As applications for small grants are again required to have the endorsement of the local partnership (carried out on behalf of the partnership by a Community Fund Advisory Group (CFAG) on which SSDC's Third Sector and Partnerships Coordinator sits), potential applicants are required to complete an Expression of Interest (available on both the Covenant Fund website and the Somerset Armed Forces Covenant webpage) in advance of any submission. This is to give the local Partnership plenty of time to comment on and support bids as appropriate.
26. In the first round of 2016/17 4 bids were considered by the CFAG and submitted to the MOD.
27. A summary of the bids, along with the CFAG's Assessment (Red/Amber/Green) is in the following table.

Applicant	Project	Area Covered	Amount Requested	RAG Assessment
Calvert Trust Exmoor	Calvert Trust Activity Breaks for WIS Service Personnel & Families	Cornwall, Devon, Plymouth and Somerset	£61,880	AMBER Potential
Royal Navy and Royal Marine Welfare (RNRMW)	RNRMW Community Volunteer Project	Somerset & Plymouth	£289,000	AMBER Satisfactory
4-40 Volunteers	Military Parenting Skills Development Project	Somerset	£9,060	AMBER Potential
Somerset & Avon Rape and Sexual Abuse Support (SARSAS)	Training & resources for welfare and military staff about sexual violence	Somerset	£20,000	GREEN Excellent

Priority 3 – Improving Local Covenant Delivery

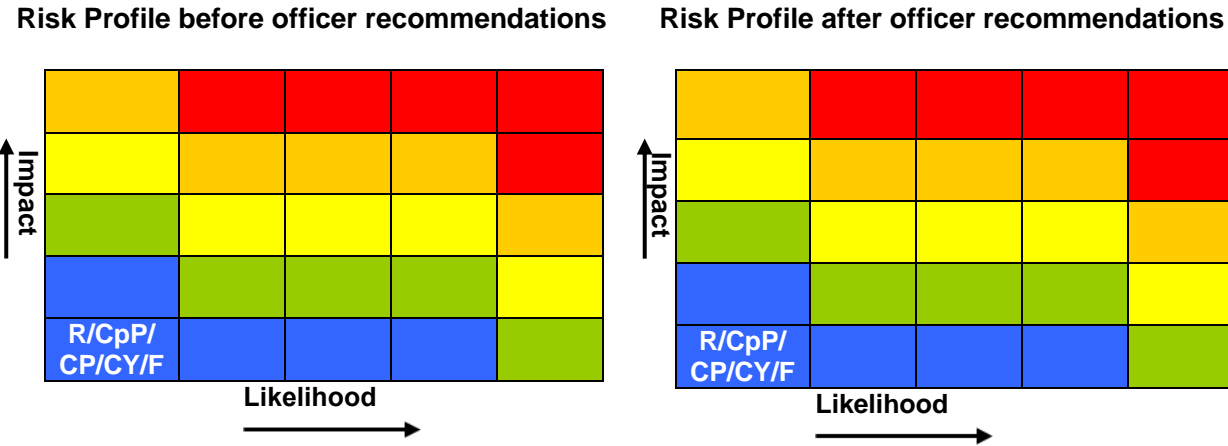
28. There is interest in submitting a regional bid under Priority 3, 'Improving Local Covenant Delivery' involving, at the current time, SSDC, Somerset County Council, Wiltshire Council, Cornwall Council, Devon CC, Plymouth City Council and North Somerset Council.

- 29. Following a meeting on the 16 September 2016, hosted by Wiltshire Council, it has been agreed to proceed with an application comprising e-learning for front-line staff, both within our councils and partner agencies, a bespoke regional web portal for the armed forces community based on the Devon Forces Family website, <https://www.devonforcesfamily.org.uk/about/> and the development and training up of 'Forces Friends' along the lines of Dementia Friends.
- 30. Wiltshire Council will act as the lead authority and will undertake the initial work in drafting the bid. The closing date for applications is October 27th.

Financial Implications

31. None

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

Council Plan Implications

32. Our Values: Supporting people and communities, enabling them to help themselves.

Carbon Emissions and Climate Change Implications

33. There are no specific effects on carbon emissions either from the Council's operations or in the wider community arising from actions described in this report.

Equality and Diversity Implications

34. The broad aims of the Covenant will be to ensure people in the Armed Forces have improved access to public services and are not disadvantaged as a result of their particular circumstances. A key issue is making Forces' personnel aware of the diverse

range of support available, especially as they make the transition from Forces into civilian life.

35. The Equality Objectives (2012 - 2016) are required as a specific statutory duty under the Equality Act 2010. They set out how SSDC will deliver and achieve our equality aims through key tasks in our Equality Objectives action plan.
36. Equality Objective 1 – Equality is at the heart of our decision making process. SSDC have committed to undertake Equality Analysis when we make decisions that are likely to affect people or to support the assessment of local needs and priorities and this includes the Armed Forces.

Privacy Impact Assessment

37. No implications at the current time.

Background Papers

38. District Executive report December 2011
 39. Armed Forces Community Covenant - Overview of Progress, DX Report March 2015
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Agenda Item 9

Medium Term Financial Strategy and Plan – Flexible use of Capital Receipts

Executive Portfolio Holder: Peter Seib, Finance & Corporate Services
Assistant Director: Donna Parham, Finance & Corporate Services
Service Manager: Catherine Hood, Finance Manager
Lead Officer: Jayne Beevor, Principal Accountant - Revenues
Contact Details: Donna.parham@southsomerset.gov.uk or 01935 462225

Purpose of the Report

1. To advise members of the new ability to utilise new capital receipts to fund revenue projects.

Forward Plan

2. This report was included on the District Executive Forward Plan with an anticipated Committee date of October 2016.

Public Interest

3. This report outlines the advantages of greater flexible use of the Council's resources.

Recommendations

4. That the District Executive recommends to full Council the approval to utilise the capital receipts outlined in the Efficiency Strategy attached at Appendix A for revenue costs.

Background

5. This report follows on from the initial Medium Term Financial Strategy and Medium Term Financial Plan reported to members in September 2016. The decisions that required full Council approval were deferred until a meeting was held with the Department for Communities and Local Government regarding the four-year settlement. An update on that meeting is being reported elsewhere in this agenda.

The Current Position

6. Currently the MTFP shows a projected budget gap for each year of the plan. The figures include all estimates for pay awards, council tax, government grant, and inflation. The plan currently shows a shortfall in funding of £2.8 million over the five years of the plan. This is after the expected £2 million for Transformation has been delivered. The plan is based on the figures outlined in the 4-year settlement.

Efficiency Strategy

7. Central Government outlined in December 2015 that local authorities will be able under certain circumstances to utilise capital receipts for revenue expenditure for certain purposes. Contact with the department has confirmed that this flexibility replaces any new grant funding rounds for the following types of initiatives:-
 - Sharing back-office and administrative services with one or more other council or public sector bodies;

Council Plan Implications

11. As outlined in the body of the report.

Carbon Emissions and Climate Change Implications

12. Not applicable.

Equality and Diversity Implications

13. None arising from the recommendations outlined in this report.

Background Papers

14. District Executive, September 2016

SOUTH SOMERSET DISTRICT COUNCIL – EFFICIENCY STRATEGY

FLEXIBLE USE OF CAPITAL RECEIPTS

1. SSDC has embarked on an ambitious Transformation Programme. The capital costs have been estimated at £1.3 million and the revenue costs at £3.1 million including redundancy. Currently only £1.6 million of the revenue costs have been funded leaving almost £1.5 million that has temporarily been offset against the Revenue Support Reserve. Utilising up to £0.5 million in new Capital Receipts would ease the pressure on the General Fund over the next three years. Only capital receipts from the sale of property, plant, and equipment can be utilised.
2. The Future Model approach to Transformation and its key principles reflect SSDC's own ambitions to be an organisation consistently delivering improving quality of life in South Somerset. It will do that by providing well managed cost effective services valued by its residents.
3. The headline business case clearly illustrates a significant range of benefits for the council, the community and staff through taking a 'whole council' approach and by leading and resourcing a significant change programme.
4. The key design principles of the Future Model include:
 - Managing and reducing customer demand
 - Delivering as much customer service as possible through a universal contact method
 - Drawing on expert skills and knowledge only where appropriate
 - Managing the organisation in an efficient and streamlined way.
5. The Future Model provides an approach to thinking about the way the Council operates, with a focus on:
 - The relationship with customers and the wider community
 - Staff roles and structures
 - Technology and processes
 - Culture and ways of working
 - Costs
 - Outcomes
6. The overall estimated savings are expected to be £2 million.
7. The expected payback is 2 years and 4 months.
8. The table below shows a breakdown of estimated costs and savings:-

Capital

Item	2016/17 £	2017/18 £	2018/19 £	Totals £
Software and software implementation	228,250	456,500	228,250	913,000
Provision for API connectors	25,000	50,000	25,000	100,000
Internal Project Team/ backfilling	50,000	100,000	50,000	200,000
Contingency 10%	25,325	50,650	25,325	101,300
Total Capital Costs	328,575	657,150	328,575	1,314,300
Funded from:				
Capital Receipts	328,575	657,150	328,575	1,314,300

Revenue Once off

Item	2016/17 £	2017/18 £	2018/19 £	Totals £
Training	5,000	10,000	5,000	20,000
Organisational change management consultancy	125,000	250,000	125,000	500,000
Internal Project Team/ backfilling	40,000	80,000	40,000	160,000
Contingency 10%	17,000	34,000	17,000	68,000
Project Revenue Costs	187,000	374,000	187,000	748,000

Allowance for redundancy costs	600,000	1,200,000	600,000	2,400,000
Total Revenue Costs	787,000	1,574,000	787,000	3,148,000

Funded from:

Transformation Reserve	687,000	1,374,000	587,000	2,648,000
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Target for Flexible

Capital Receipts	100,000	200,000	200,000	500,000
Total Funding	787,000	1,574,000	787,000	3,148,000

Salary Savings		1,000,000	1,000,000	2,000,000
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OTHER OPPORTUNITIES

9. In addition Members are exploring different commercial options that will require some revenue set up costs. This Strategy will be updated to reflect those projects as they come forward.
10. The Government has outlined that authorities may use new capital receipts to fund revenue costs for these purposes with approval at Full Council. A cost benefit analysis needs to be shown as part of that approval. Only receipts received within the three-year time horizon may be utilised. Right- to-Buy receipts must be excluded from this. It is very difficult to pinpoint exact receipts that will be received over the next three years and therefore members are asked to approve the principle that all applicable receipts received over the appropriate time period can be utilised up to the value of £0.5 million. To date £93k in receipts have been or are expected to be received in 2016/17 for sales of a workshop and some public conveniences.
11. An update of the strategy will be made to full Council each February as part of budget setting.

IMPACT ON SSDC'S PRUDENTIAL INDICATORS

12. New receipts are normally put forward each year to fund new capital schemes. If members approve the use of some of those receipts for capital it can decide to either approve fewer new schemes or release a higher level of retained receipts. Only utilising a higher level of retained capital receipts will affect the Council's Prudential Indicators. This can be demonstrated as follows:-

Prudential Indicator 12 - Incremental Impact of Capital Investment Decisions:

13. This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax levels. The incremental impact is the difference between the total revenue budget requirement of the current approved capital programme and the revenue budget requirement arising from the proposed capital programme.

Incremental Impact of Capital Investment Decisions	2017/18 Estimate £	2018/19 Estimate £	2019/20 Estimate £
Increase in Band D Council Tax	0.29	0.01	0.05

14. And if members approve the flexible use of capital receipts:-

Incremental Impact of Capital Investment Decisions	2017/18 Estimate £	2018/19 Estimate £	2019/20 Estimate £
Increase in Band D Council Tax	0.30	0.02	0.06

Agenda Item 10

Medium Term Financial Strategy and Plan – Four Year Settlement

Assistant Director: Donna Parham, Finance & Corporate Services
Lead Officer: Donna Parham, Finance & Corporate Services
Contact Details: Donna.parham@southsomerset.gov.uk or 01935 462225

Purpose of the Report

1. To advise members of the outcome of the meeting with Marcus Jones MP – the Parliamentary Under Secretary of State (Minister for Local Government) and recommend to full Council the Efficiency Plan.

Forward Plan

2. This report was included on the District Executive Forward Plan with an anticipated Committee date of October 2016.

Public Interest

3. This report outlines the advantages and disadvantages of accepting a fixed grant over the next three years.

Recommendations

4. That the District Executive decides whether or not to recommend to full Council the acceptance of the 4-year settlement deal offered by the Department for Communities and Local Government and the publishing of the Efficiency Plan attached at Appendix A.

Background

5. This is an update to follow the report made to District Executive in September on the Medium Term Financial Strategy following the meeting with the Department for Communities and Local Government.

Introduction

6. The Medium Term Financial Strategy (MTFS) and the Medium Term Financial Plan (MTFP) were presented to District Executive in September 2016. The decision as to whether to request approval to full Council to accept the Government's 4 year settlement was deferred pending a meeting with Marcus Jones MP – the Parliamentary Under Secretary of State (Minister for Local Government). The decision to utilise capital receipts for revenue purposes was therefore also deferred to enable both to be considered by full Council at the same time.

The Current Position

7. Currently the MTFP shows a projected budget gap for each year of the plan. The figures include all estimates for pay awards, council tax, government grant, and inflation. The plan currently shows a shortfall in funding of £2.8 million over the five years of the plan.

This is after the expected £2 million for Transformation has been delivered. The plan is based on the figures outlined in the 4-year settlement.

Efficiency Plan

8. In addition local authorities were also invited to accept a multi-year settlement by the 14th October 2016 so long as they had a published Efficiency Plan. The Efficiency Plan must show how the authority will benefit from the four year settlement and must have reference to the Council Plan, the Medium Term Financial Strategy, the Asset management Plan and any devolution bid.
9. In effect this would fix the following grants and provide some certainty in funding:-

	Revenue Support Grant (RSG) £'m	Rural Services Delivery Grant £'m
2016/17	1.675	165.3
2017/18	0.803	133.4
2018/19	0.269	102.6
2019/20	-0.330	133.4

10. In addition, tariffs and top-ups in 2017-18, 2018-19 and 2019-20 will not be altered for reasons related to the relative needs of local authorities, but in the final year may be subject to the implementation of 100% business rates retention. Any increase in tariff reduces the amount of business rates an authority can retain in a particular year.
11. SSDC Members were particularly concerned about the “negative” RSG in year four. The way in which RSG has been reduced has been by adding together Council Tax income and the overall grant settlement and then using a scaling factor to calculate the reduction in grant. This would mean in effect that £330k from local taxation would be returned to central Government to be redistributed to other authorities (the equivalent of a 3.7% increase in Council Tax). The DCLG had already removed any negative RSG from the settlement for 2017/18 and 2018/19. Of the 168 authorities affected 146 are shire districts and the “negative” RSG redistributes £152.9 million of some authorities funding to other local authorities.
12. Correspondence with the DCLG had made clear that all four years must be accepted and that under no circumstances will any authority be better off by not accepting the offer. After further correspondence outlining SSDC’s concerns, Marcus Jones, the Parliamentary Under Secretary of State (Minister for Local Government) offered SSDC a meeting on the 6th September to answer questions about the offer. The Leader, Finance and Legal Portfolio Holder, the shadow Finance and Legal Portfolio Holder, and the Assistant Director Finance and Corporate Services attended. The discussion outlined the following:-
 - The Minister outlined that he would want as many authorities to accept the offer as possible as the DCLG required it to ensure that settlement

discussions could not be renegotiated by the Treasury. He also expected the take up to be high amongst local authorities;

- Although they had removed the negative RSG for 2017/18 and 2018/19 they did not have sufficient funding to remove it for 2019/20, the year in which SSDC becomes affected by the change;
- He outlined that it was likely that the introduction of 100% retention of business rates and the funding review would change how local authorities were funded in 2019/20. He urged SSDC to respond to the consultations on 100% Retention of Business Rates and the Fairer Funding Review;
- The Minister reiterated that authorities not accepting the offer could have their funding reduced;
- The minister outlined that he was hoping to add more to the offer for those that accepted;
- He responded no to a question regarding whether he would consider delaying the offer until after the Autumn Statement;
- He noted that South Somerset currently receive lower per capita funding from central government than neighbouring authorities where urban service delivery costs are lower, but where taxpayer wages are typically much higher than those in a rural area. The minister responded by asking if SSDC had utilised the ability to raise Council Tax by £5 had been taken up for 2016/17.

13. Members may also wish to consider whether in reality further cuts could be made if only a small number of authorities decide not to accept.

Conclusion

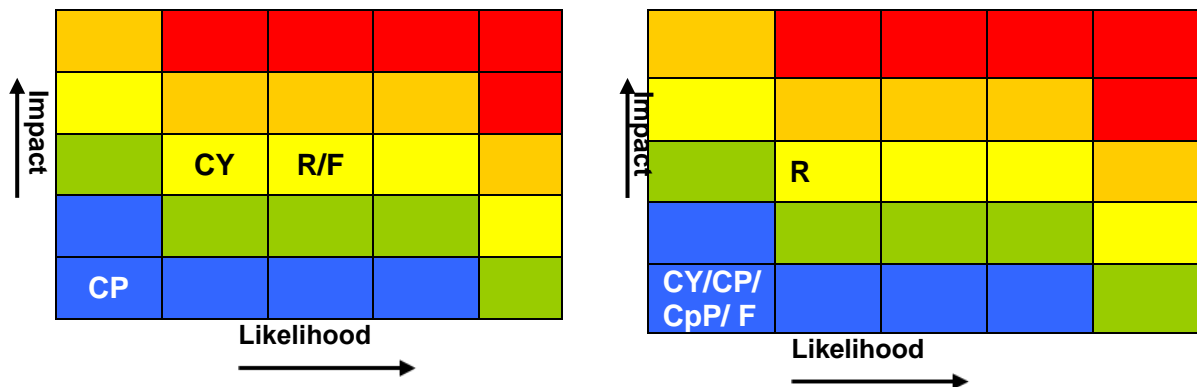
14. The overall sum involved is £11.6 million over the next three years, around 26% of SSDC's income next year and 20% in year 3. Although the current offer is not a "good deal" for South Somerset my advice is to accept the offer to give SSDC certainty and some stability to the Medium Term Financial Plan. Turning down the offer will not give SSDC the ability to negotiate settlements over the next three years nor to fix the inequalities in the current funding system.

15. Members may also wish to consider accepting the offer given the uncertainty caused by the UK exiting the EU, the financial pressures on other tiers of local authorities, and the Treasury perhaps seeking further savings from Government Departments (although the deficit target reduction has been removed). Year four may be amended in any case if the 100% Retention of Business Rates is introduced in 2019/20.

16. If members wish to accept the offer it must publish the attached Efficiency Plan at Appendix A and submit it to the DCLG by the 14th October 2016.

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

17. As outlined in the body of the report.

Carbon Emissions and Climate Change Implications

18. Not applicable.

Equality and Diversity Implications

19. None as a result of the recommendation.

Background Papers

20. District Executive, September 2016

SOUTH SOMERSET DISTRICT COUNCIL – EFFICIENCY PLAN

1. This Efficiency Plan sets out SSDC's proposals that are required to be submitted to Central Government to receive the offer of a fixed four-year settlement that includes the current financial year. In effect this would fix the following grants and provide some certainty in funding:-

	Revenue Support Grant (RSG) £'m	Rural Services Delivery Grant £'m
2016/17	1.675	165.3
2017/18	0.803	133.4
2018/19	0.269	102.6
2019/20	-0.330	133.4

2. In addition, tariffs and top-ups in 2017-18, 2018-19 and 2019-20 will not be altered for reasons related to the relative needs of local authorities, but in the final year may be subject to the implementation of 100% business rates retention. Any increase in tariff reduces the amount of business rates an authority can retain in a particular year.
3. It has been made clear that all four years must be accepted and that under no circumstances will any authority be better off by not accepting the offer. This is a difficult decision for SSDC Members to make as the offer includes a "negative" RSG in year four.

Savings

4. This Efficiency Plan takes into account the Council Plan, the five-year Medium Term Financial Strategy, and the Asset Management Plan. The current shortfall over the time period of the offer is £2.8 million. This shortfall assumes that the approved Transformation Programme will deliver £2 million savings over the next two years. The key delivery of savings will be made through:-

Transformation Board – members approved a report in March 2016 which outlined £2 million efficiency savings with a reduction of approximately 63 staff around 17% of the current workforce;

Income Generation Board - actively increasing our income, earning income through new sources, and marketing existing services – target set for £800k over 4 years;

Strategic Alliance with Sedgemoor District Council – reviewing ways of joint working and joint initiatives for savings and efficiency – currently there are 9 projects in scope;

Management Board – procurement, assets and other savings.

5. Although the savings target is challenging plans are clearly underway to find the savings required. An advantage of accepting the offer is that at least government grant is fixed to enable SSDC to plan and deliver those savings more effectively over the next three

years. Unexpected reductions usually mean the use of balances and reserves to avoid making snap decisions on cuts to budgets as even provisional announcements are not made until the middle of December. In the past it has not been unusual to have to amend the District Executive report to full Council after Executive members have approved it in February.

Delivery of the Council Plan

6. However, this Efficiency Plan requires an outline of more than savings and how key aspects of the Council Plan will be delivered. The Council Plan contains the following priorities:-

High Quality Effective Services

In order to protect front line services we will:

- Transform customer services through technology.
- Actively manage assets and resources to ensure the best financial or community return.
- Seek business opportunities for the council.
- Work with partners to achieve economies, resilience and influence

Economy

To promote a strong economy with thriving urban and rural businesses we will:

- Work with businesses and use our assets to grow our economy.
- Advise and support initiatives that ensure worker skills meet the employers' needs.
- Lobby for and support infra-structure improvements to enable growth.
- Capitalise on our high quality culture, leisure and tourism opportunities to bring people to South Somerset.

Environment

To keep South Somerset clean, green and attractive we will:

- Increase recycling.
- Maintain Country Parks and open spaces to promote good mental and physical health.
- Keep streets and neighbour-hoods clean and attractive.
- Continue to address the impact of flooding.
- Promote a high quality built environment in line with Local Plan.
- Support communities to develop local, parish and neighbourhood plans.

Homes

To work with partners to enable the provision of housing that meets the future and existing needs of residents and employers we will:

- Minimise homelessness and rough sleeping.
- Work with the private rented sector to improve the standard and availability of rented accommodation.

- Tackle fuel poverty.
- Enable people to live independently for as long as they are able.

Health and Communities

To build healthy, self-reliant, active communities we will:

- Support communities so that they can identify their needs and develop local solutions.
 - Target support to areas of need.
 - Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities.
 - Work with partners to tackle health issues such as diabetes and hypertension.
 - Help keep our communities safe
7. Annual action plans are approved as part of the Medium Term Financial Plan to ensure that delivery of the Council Plan is affordable and achievable. Agreeing to a four year settlement will enable the Council to have some certainty over funding and delivery of the Council Plan. In previous years funding has not been confirmed until mid-February and the Medium Term Financial Plan has required updating between District Executive and Full Council as a result. This has led to uncertainty and does not aid sound decision making. It has also led to a higher use of General Fund Balances at times as a result.
 8. Certainty over funding will also aid the public consultation process and ensure that the Council Plan can be delivered to our community.

Delivery of the Asset Management Plan

9. Annual action plans are approved as part of the Medium Term Financial Plan to ensure that delivery of the Asset Management Plan is affordable and achievable. Agreeing to a four year settlement will enable the Council to have some certainty over funding and delivery of its Asset management Plan.

Devolution

10. SSDC is a partner in the Heart of the South West devolution bid. The bid is expected to be put forward in the autumn of 2016. Work is currently underway on finalising the financial costs and contributions from authorities to fund the bid. Agreeing to a four year settlement will enable the Council to have some certainty over its own funding to be able to commit to the final bid should it wish to.

Agenda Item 11

Infrastructure Projects and Funding for Feasibility Studies

Executive Portfolio Holder: Jo Roundell Greene, *Environment and Economic Development*
Strategic Director: Rina Singh, *Strategic Director (Place and Performance)*
Assistant Director: Martin Woods, *Assistant Director (Economy)*
Service Manager: David Julian, *Economic Development Manager*
Contact Details: david.julian@southsomerset.gov.uk or (01935) 462279

Purpose of report

1. This report recommends delegating financial control and decision-making from the District Executive Committee to the Strategic Regeneration Board for project prioritisation, and delivery, and the setting aside of funding for feasibility work to progress new 'Investing in Infrastructure' projects.

Public Interest

2. The council are committed to investing in infrastructure where it will assist in the delivery of the corporate priorities of 'Jobs' and 'Homes'. This report is concerned with streamlining the process that leads to the allocation of funds for projects and the creation of a feasibility 'pot' to help work projects up to a point where a full business case can be developed.

Recommendations

3. The District Executive is recommended to:
 - I. Delegate to the Strategic Regeneration Board the re-prioritisation, as and when required, of the 'Investing in Infrastructure' programme of projects originally agreed by District Executive Committee, using the criteria approved by District Executive.
 - II. Delegate the spend of the remaining Infrastructure Reserve to the Portfolio Holder for Environment and Economic Development in consultation with the Strategic Regeneration Board, with £150,000 allocated to area schemes including £50,000 to the 'Yeovil Refresh'.
 - III. Approve the application form set out in Appendix 1 as the basis for allocation of feasibility funding.

Background

4. On 1st November 2012 the District Executive Committee agreed that, in accord with the Government's recent White Paper on Growth, a notional £8m should be set aside in the Council's Medium Term Financial Plan to facilitate or 'pump prime' infrastructure to ensure growth in the district. It further agreed that the Economic Development (ED) Services would begin the process of appraising and evaluating potential sites for economic development within the District to feed in to potential future Council capital programmes. £1m has subsequently been allocated in the MTFP as an 'Infrastructure Reserve' for technical work to enable projects to proceed.

5. The 'Investing in Infrastructure' project list was compiled and prioritised by Members at two member workshops and ratified by the District Executive Committee in October 2014, and £100,000 ring fenced for technical work to support approved projects.
6. A small part of the £1m allocated funding has been used for to develop business cases for the Chard Regeneration scheme Link Road, and Yeovil Market Street to support Growth Deal Bids. The Innovation Centre business case has been developed internally, and required no feasibility funding. A capital bid for the Innovation Centre phase 2 for £1.4 million were approved in February 2016 with a further £0.4 million expected to be confirmed through LEP external funding.

Project Prioritisation

7. Recently the Strategic Regeneration Board and the Area Boards have been formulated and met. Members of the boards have considered the original schemes and re-prioritised them. They have also suggested and brought forward a number potential projects that warrant further consideration In order to speed up processes.
8. Since 2014 it has become clear that the status and deliverability of several projects has changed and it is the view of the Strategic Regeneration Board that a review of these projects should take place on a regular basis. The Board have suggested that this review and reprioritisation of projects to be delegated to them with a greater focus on their deliverability.

Feasibility Studies

9. In addition to the ten priority projects, the Strategic Regeneration Board has considered a range of regeneration ideas at an early stage of development from the Areas. Some of these have the potential to evolve into viable schemes but will require feasibility work.
10. It is proposed that a sum of £150,000 is allocated to enable selected feasibility studies to proceed. It is further suggested that the remaining Infrastructure Reserve is delegated to the Portfolio Holder for Economy and Environment in consultation with the Strategic Regeneration Board and the Assistant Director – Economy.
11. An application form using the criteria in the form is attached at Appendix 1. This will be considered by the ED team and required internal officers as required.

Approval Process for Feasibility Studies

12. The Application for Feasibility Study Funding for Potential ED Projects form must be completed by Area Officers (Appendix 1). Area Officers will liaise with corporate ED to ensure the application has the required content.
13. The application is presented by the Area Chair at the Area Regeneration Board for their consideration. If endorsed by the Area Regeneration Board, the application for funding will then be presented to the Strategic Regeneration Board.
14. Once funding has been approved, feasibility studies should be completed within three months. Feasibility studies should be worked up in liaison with the corporate ED team, albeit with the majority of the work conducted by the project's lead officer/s. External commissioning of work will be undertaken by the Corporate ED team.

Yeovil Vision UDF Refresh

15. The Area South Regeneration Board and the Regeneration Board have agreed that in order to progress priority projects relating to Yeovil town centre it is critical that a targeted piece of work is undertaken focussing on the key regeneration sites. The 'Yeovil Town Centre Refresh' will cover the necessary preparatory work on key sites including master planning, highways and viability assessments. The process will engage with major stakeholders in its preparation. A draft brief has been prepared and officer group assembled to progress the project (Appendix 2). Extra capacity will be required by way of a consultant team. A sum of £50,000 will be required to complete the work.

Terms of Reference

16. The revised terms of reference for the Strategic Regeneration Board will be revised to reflect the above changes.

Financial implications

17. Currently there is a balance of £961,741 in the Infrastructure Reserve. A further commitment for the Highways Officer requires £105,545 which reduces the total to £856,196.

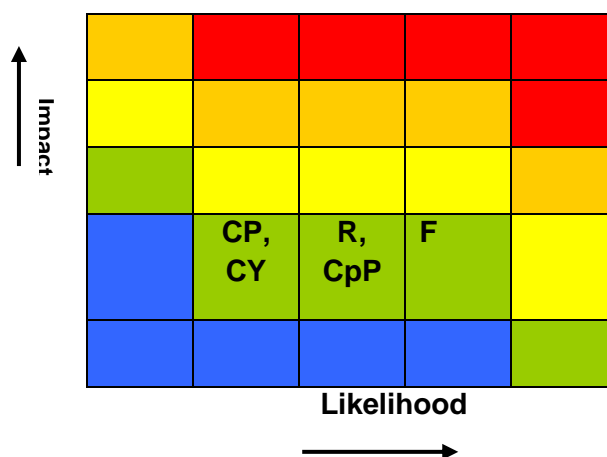
18. £100,000 has already been ring-fenced and delegated to the Assistant Director – Economy for technical support in developing business cases for the ten 'Investing in Infrastructure' project list leaving a remaining balance of £756,196.

19. It is recommended that this sum is delegated to the Portfolio Holder for Environment and Economic Development in consultation with the Strategic Regeneration Board. Of this sum £150,000 will be set aside for feasibility studies put forward from the Area Regeneration Boards and specifically £50,000 for the Yeovil Town Centre Refresh. Spend will be reported to District Executive quarterly as part of the budget monitoring process.

Risk Matrix

RISK	CONSEQUENCE	RISK STATUS	CONTROL	RISK STATUS
Feasibility study commissioned for unsuitable projects	Funding is allocated to inappropriate, unviable or undeliverable projects	Medium	A clear set of criteria for feasibility funding and a robust governance process for the approval of applications.	Low
Infrastructure projects are re-prioritised incorrectly	Investing in infrastructure funds are spent on the wrong project. Projects do not progress.	Medium	Projects re-scored quarterly using agreed scoring criteria and approved by Strategic Regeneration Board	Low
Poorly designed feasibility studies	Funds are wasted that could otherwise have		A strict criteria for funding applications is applied and decisions	

are funded	been better directed. Ill-informed decision making	Medium	on funding agreed by Area and Strategic Regeneration Boards	Low
Allocated feasibility funds are spent poorly by project lead/s	Poor value-for-money. Feasibility questions remain unanswered.	Medium	Project lead's work closely with corporate ED team to commission external works.	Low



Key

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

Corporate Policy Implications

- 20. The report will enable the District Council to meet several of the aims outlined within the SSDC Council Plan 2016 – 2019.
- 21. It will also enable the Council to meet specific objectives within the SSDC Economic Development Strategy.

Carbon Emissions and Climate Change Implications

- 22. There are no implications associated with this report

Equality and Diversity Implications

- 23. There are none directly associated with this report.

Appendix 1 – Feasibility study funding application form

Applicants are advised to contact the ED team prior to completing this form and must liaise with them when developing their application.

Application for Feasibility Study Funding for Potential ED Projects	
Proposed ED Project	<i>Name of Project</i>
Request Initiated By	<i>Should be initiated by Area Chair</i>
Project Lead	<i>Name of Lead Officer here</i>
Project Team	<i>List of officers who will be involved</i>
Date	<i>Date of submission</i>
1. ED Project Aim(s)	
<i>The main aims and objectives of the project should be listed here.</i>	
2. ED Project Background	
<i>A brief explanation of the background and context of the project. Ideally no more than 200 words.</i>	
3. Preliminary questions	
What is the Indicative cost of the feasibility study	£
Has the principle of gaining planning permission for the project been established?	YES /NO /NA <i>If the project requires planning permission, then a view from Development Management must be sought.</i>
How does the ED project help meet SSDC corporate aims for 'Jobs' and 'Homes'	<i>Please list the aims and objectives in the current Council Plan that this project will help to meet.</i>
How much officer time will be required to assist with this feasibility study?	
Officer Title	Number of Hours
4. Criteria specific questions	
How many new jobs is the project likely to create?	
<i>Please enumerate the projected new jobs you would expect the project to create. If it is a long term project then please break the figures down by year. If the feasibility study will determine this then please confirm.</i>	
How many existing jobs is the project likely to safeguard?	
<i>Please do not include any jobs that the project creates in this calculation. Jobs safeguarded must already exist elsewhere in the local economy or supply chain.</i>	
Will the project increase local productivity?	
<i>What types of jobs are being created? Are they high value in terms of GVA?</i>	
Is the project deliverable in a short timeframe?	
<i>How soon can the project be delivered? If the feasibility study will help determine this, then please confirm.</i>	

Is there an evidenced need/demand for the ED project?
<i>What evidence do you have that there is clear demand for this project. Please keep your answer succinct. Use bullet points, or provide separate evidence.</i>
Can potential end-users for the ED project be identified?
<i>Enumerate or identify if possible. This document will remain confidential at this stage</i>
Could the project costs be recoverable, generate income or incur costs for SSDC?
<i>Please indicate how the costs of the project might be recovered. If the purpose of the study is to establish this then please confirm. If costs will not be recovered, can you justify the expenditure?</i>
Will the ED project deliver wider community benefits?
<i>Please list here</i>
What are the proposed sources of funding for the project?
<i>How will the capital and revenue costs of the project be met? If the purpose of the study is to establish this then please confirm.</i>
Where relevant, please provide details of any non-SSDC beneficiaries and what they stand to gain from the project.
<i>Please list here</i>
What is the Rationale for Feasibility Study?
<i>Please summarise why your project needs a feasibility study</i>
Project Plan for the Feasibility Study
<i>Please provide a brief breakdown of what your feasibility study needs to contain. Timescales and costs (incl. breakdowns of separate elements/commissions where relevant).</i>



- Thanks to a small delegated grant from Area North and S106 funding, Curry Rivel village hall have now finished remodelling their disabled toilet to bring it up to current spec and also installed a hearing loop within the building.
- A project to renovate 72 South Street, Yeovil is now well underway. The project ran by Somerset Care & Repair is also providing training for young people or college students who want to pursue a career in the building trade. South Somerset District Council has provided some funding towards the scheme.
- Area East Committee members were taken on tour to a number of examples of recent developments. The purpose of the tour was to assess the impact of planning permissions that had been approved by SSSDC and to discuss the issues raised at the time of application and the lessons learned. Members were taken by Community Transport to Badger's Cross, Somerton to look at the delivery of business units in a rural location, to Glenda Spooner Farm to see the work that is done and the impact that this significant facility has had locally and finally to Hadspen Estate to see the work completed so far. The varied programme ended with a briefing by Dave Norris on the latest changes in the world of planning.

Latest headlines:

- A flexercise training session was recently held at The Octagon Theatre by the Healthy Lifestyles Team. The session was aimed at giving more people the knowledge to run sessions which will help to keep older and frail people on the move with fun exercise. You can read more about the training session at <https://goo.gl/mhtzGN>.
- The Ham Hill Ranger Team and Friends of the Country Park organised a Medieval Fair on Saturday 3 September to celebrate the history of the site and the start of the Witcombe stream project. The Heritage Lottery funded event was well attended, and despite atrocious weather in the afternoon the team estimate 1,000 people attended and enjoyed the activities, heritage re-enactors and storytelling that was on offer.
- A completion event in Yeovil has marked the official opening of Newcroft Court, a smart new community of 19 affordable rented Stonewater homes for local people. The new £2.3 million development replaces a former car maintenance depot off Goldcroft Road. For more information about the development, visit <https://goo.gl/tOFHaj>.

Agenda Item 13

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.

APPENDIX A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
November 2016	Charging for Mobile Home Sites	Portfolio Holder for Strategy and Policy	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive
November 2016	Review of Private Sector Housing Grants and Loans Policy	Portfolio Holder for Area West	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive
November 2016	Prevention Charter for Somerset	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Angela Cox, Democratic Services Manager	District Executive
November 2016	Somerset Waste Partnership New Service Model	Portfolio Holder for Environment & Economic Development	Strategic Director (Operations & Customer Focus)	Vega Sturgess, Strategic Director (Operations & Customer Focus)	District Executive
November 2016	Recycle More Project	Portfolio Holder for Environment & Economic Development	Strategic Director (Operations & Customer Focus)	Vega Sturgess, Strategic Director (Operations & Customer Focus)	District Executive
November 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
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

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
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) 6 Month Review	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Helen Rutter, Assistant Director (Communities)	District Executive
January 2017	Community Right to Bid Quarterly Update	Portfolio Holder for Strategic Planning (Place Making)	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
February 2017	Capital & Revenue Budget monitoring reports for quarter 3	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
February 2017 February 2017	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 South Somerset District Council
March 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Andrew Gillespie, Performance Manager	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 – October 2016

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Reforming business rates appeals: draft regulations</p> <p>The government published a consultation paper on proposals for a reformed business rates appeals system in October 2015. This paper sought views on proposals for a new 3-stage approach to business rates appeals: ‘check, challenge, appeal’. Enabling primary legislation has been brought forward via the Enterprise Act 2016 and we are now consulting on the draft regulations.</p> <p>https://www.gov.uk/government/consultations/reforming-business-rates-appeals-draft-regulations</p>	Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Officers in consultation with Portfolio Holder	Donna Parham / Ian Potter	11 th October 2016

Agenda Item 14

Date of Next Meeting

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 3rd November 2016** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.