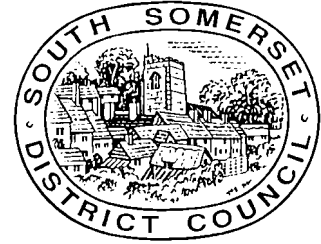


South Somerset District Council

Notice of Meeting



District Executive

Making a difference where it counts

Thursday 3rd November 2016

9.30 am

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

Disabled access and a hearing loop are available at this meeting venue.



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

The public and press are welcome to attend.

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

This Agenda was issued on Wednesday 26 October 2016.

A handwritten signature in cursive script 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 3 November 2016

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on Thursday 6th October 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. **South Somerset Community Infrastructure Levy Report (November 2016)**
(Pages 5 - 28)
7. **2016/17 Revenue Budget Monitoring Report for the period ending 30th September 2016** (Pages 29 - 58)
8. **2016/17 Capital Budget Monitoring Report for the period ending 30th September 2016** (Pages 59 - 76)
9. **Final Recommendation of the Community Governance Review of Yeovilton Parish Council** (Pages 77 - 80)
10. **Draft Proposals of the Community Governance Review of Brympton Parish Council** (Pages 81 - 84)
11. **District Executive Forward Plan** (Pages 85 - 90)
12. **Date of Next Meeting** (Page 91)

Agenda Item 6

South Somerset Community Infrastructure Levy Report (November 2016)

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

1. Purpose of the Report

- 1.1. To consider the Examiner's Report and recommend to Full Council that it approve the proposed South Somerset Community Infrastructure Levy Charging Schedule.

2. Forward Plan

- 2.1. This report was not on the District Executive Forward Plan as the content of the Examiner's Report was unknown and therefore the date for any approval via District Executive and Full Council could not be foreseen.

3. Public Interest

- 3.1. The Council has been preparing evidence to support a Community Infrastructure Levy since 2012. The Council's work was assessed by an independent Examiner, from the Planning Inspectorate, over the summer, including a Hearing Session held on the 9th August 2016.
- 3.2. The Examiner's Report documenting his assessment was issued to the Council on the 19th October 2016. In summary, the Examiner's Report concludes that each and every element of the Council's proposal for a Community Infrastructure Levy is acceptable.
- 3.3. The Examiner has recommended that the Community Infrastructure Levy Charging Schedule should be approved in its published form, without changes.
- 3.4. More specifically, the Examiner concluded that the Community Infrastructure Levy Charging Schedule provides an appropriate basis for the collection of the levy in the district; and that the Council has provided sufficient evidence to support the schedule and can show that the levy is set at a level that will not put the overall development of the area at risk.

Recommendation(s):

That the District Executive recommend that Council:

- i. consider the Examiner's Report in the South Somerset District Council's Community Infrastructure Levy Charging Schedule (**See Appendix A**);
- ii. approve the final South Somerset Community Infrastructure Levy Charging Schedule (**See Appendix B**) as of the 17th November 2016; and
- iii. delegate responsibility to the Assistant Director for Economy in consultation with the Portfolio Holder for Strategic Planning to make any final minor text amendments which may be necessary to enable the Charging Schedule to be approved.

4. Background

- 4.1. The Community Infrastructure Levy was introduced through the Planning Act (2008) and is defined through the Community Infrastructure Levy Regulations 2010 (as amended).
- 4.2. The Community Infrastructure Levy represents an opportunity to establish a clearer, more certain process for collecting contributions from development to help deliver infrastructure improvements.
- 4.3. The Community Infrastructure Levy is payable on development which creates net additional floorspace, where it exceeds 100 square metres. However, all new dwellings are potentially liable for the Community Infrastructure Levy irrespective of their size (unless there are proven exemptions).
- 4.4. The Community Infrastructure Levy will be charged by South Somerset District Council, and any amount of money received through the Community Infrastructure Levy will be collected by South Somerset District Council.
- 4.5. Under the terms of the Community Infrastructure Levy Regulations 2010 (as amended), 15% of the monies received would automatically be passed to the Parish or Town Council where the development occurred. This proportion increases to 25% where a Parish or Town Council has adopted a Neighbourhood Plan.
- 4.6. Since 2012, the Council has followed the necessary stages to prepare a levy, including producing the documents set out below :
 - Preliminary Draft Charging Schedule (March 2012);
 - Community Infrastructure Levy: Viability Study (May 2013);
 - Community Infrastructure Levy: Viability Assessment (Update Addendum Report) (July 2015);
 - Infrastructure Delivery Plan (January 2016)
 - Yeovil Urban Extension Typology at 800 dwellings prepared as part of viability evidence base (March 2016); and
 - Draft Charging Schedule in February 2016.
- 4.7. The Draft Charging Schedule was submitted to the Examiner in May 2016, and the Hearing Session to examine the Draft Charging Schedule was held in August 2016. The Examiner's Report was issued to the Council on the 19th October 2016.

4.8. The Council's Charging Schedule is as follows:

Type of Development	Levy Rate
Yeovil Sustainable Urban Extensions ¹	£0 (zero) per square metre
Chard Eastern Development Area ²	£0 (zero) per square metre
All Other Residential Development	£40 per square metre
Convenience-based Supermarkets and Superstores, and Retail Warehouse Parks (outside of defined Town Centres and Primary Shopping Areas) ^{3 4}	£100 per square metre
All Other Uses	£0 (zero) per square metre

5. Next Steps

- 5.1. The Examiner's Report confirms that the Council's proposed Charging Schedule is appropriate, justified by sufficient evidence, and is set at a level where it will not put development at risk.
- 5.2. The Examiner concludes by recommending that: *"the schedule should be approved in its published form, without changes"*. This provides the Council with the assurance to approve the Community Infrastructure Levy Charging Schedule.
- 5.3. At this stage, it is important to distinguish between the process of "approving" the Community Infrastructure Levy Charging Schedule, and the process of "implementing" the Community Infrastructure Levy Charging Schedule.
- 5.4. To approve the Charging Schedule in its final format, it must be approved by a resolution of South Somerset's Full Council. This is scheduled to take place on the **17th November 2016**.
- 5.5. However, it is normal practice to specify a date in the future where the Council will actually implement the Charging Schedule, and start charging the levy. The reason for choosing a future date is to ensure that the necessary processes can be put in place to effectively implement the levy. This includes procuring IT software and refining internal procedures within a number of Council services to correctly manage the new ways of working associated with charging the levy.

¹ As defined in Policy YV2 in the South Somerset Local Plan (2006 – 2028): North-East Sustainable Urban Extension and South Sustainable Urban Extension.

² As defined by Policy PMT1 & PMT2 in the South Somerset Local Plan (2006 – 2028).

³ Supermarkets are shopping destinations in their own right where weekly food shopping needs are met and which can also include non-food floorspace as part of the overall mix. The majority of custom at supermarkets arrives by car, using the large adjacent car parks provided.

Superstores are self-service stores selling mainly food, or food and non-food goods, with supporting car parking. Retail warehouses are large stores specialising in the sale of comparison and household goods (such as carpets, furniture and electrical goods), DIY items and other ranges of goods, catering mainly for car-borne customers.

⁴ Town Centres as defined through Policy EP11 of the South Somerset Local Plan (2006 – 2028). Primary Shopping Areas in Yeovil and Chard as defined through Policy EP11 in the South Somerset Local Plan (2006 – 2028).

- 5.6. The timeframe also allows for existing planning permissions with accompanying Section 106 Obligations to have those legal agreements finalised, and avoid any confusion as to what legal mechanisms are associated with the permission.
- 5.7. If a Council chooses an alternative, future date for the implementation of the Community Infrastructure Levy, it must specify this date when approving the Charging Schedule at the meeting of its Full Council.
- 5.8. For South Somerset, the proposed implementation date is the **Monday 3rd April 2017**.

6. Additional Further Work

- 6.1. After approving the Charging Schedule two further workstreams need be carried out:
 - (i) Procure and establish the internal working procedures for managing the additional work generated by having the Community Infrastructure Levy; and
 - (ii) Map out and explain the governance arrangements that will be define the collection, management, and expenditure of financial sums received once the levy is implemented.
- 6.2. It is important to stress that the levy will not be charged on new development until Monday 3rd April 2017. Planning permissions which first permit development from this day will be liable for the levy. Furthermore, development will only pay the levy once the development has commenced, and the liable party will make the payments in accordance with the Instalments Policy.
- 6.3. As such, there will be a certain degree of 'lag' between planning permissions being granted post 3rd April 2017, and the receipt of financial sums.
- 6.4. A paper will be prepared and discussed at the Council's Local Development Scheme Board in January 2017, which will set out both the internal processes that are required to manage the effects of implementing the Community Infrastructure Levy; and options for the proposed governance arrangements for the collection, management, expenditure of sums received from the levy. Once the details are finalised through the Local Development Scheme Board the paper will then be ratified at a meeting of the District Executive in February 2017.

7. Summary of Next Steps

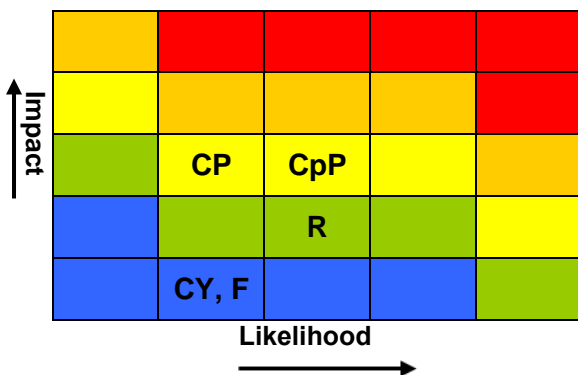
- 7.1. A simplified timeline of next steps is as follows:
 - **17th November 2016** – Approve the Community Infrastructure Levy Charging Schedule at the meeting of Full Council. At the same time specify that the implementation date will be the 3rd April 2017.
 - **January 2017** – Submit a paper to the Local Development Scheme Board setting out the internal processes required to successfully implement the Community Infrastructure Levy. This paper will also set out options for the governance arrangements for the collection, management, and expenditure of financial sums received from the levy.
 - **February 2017** – Finalised version of the paper is tabled to District Executive.
 - **3rd April 2017** – Implement the Charging Schedule and beginning charging the levy on applicable new development in South Somerset.

8. Financial Implications

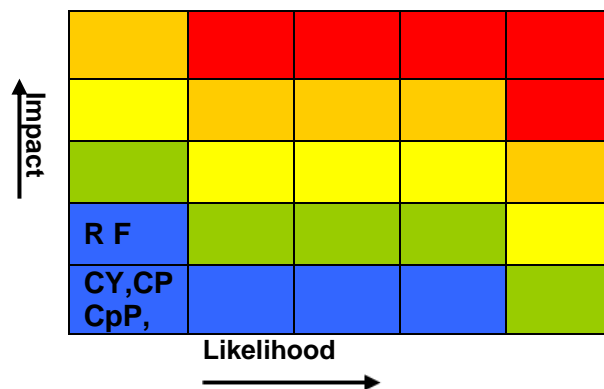
- 8.1. Subject to Full Council approving the Community Infrastructure Levy, there will be some direct and indirect financial implications.
- 8.2. Internally within the Council there will be resource implications for various services/departments as they organise themselves to deal with the workload that accompanies the implementation of the Community Infrastructure Levy. There will be resource implications for the Spatial Policy, Development Management, Legal, and Finance services. Community Infrastructure Levy Regulations (2010 as amended) allows charging authorities to use up to 5% of levy receipts per year for administrative expenses.
- 8.3. In addition, the financial amounts generated by the levy must be properly accounted. The mechanisms for collection, distribution to Parish/Town Councils, and spending of the levy are still to be determined and will be set out in a separate paper, which will be discussed by the Local Development Scheme Board, and then District Executive to ensure there is a clear and transparent process.

9. 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

10. Corporate Priority Implications

- 10.1. The Council has consistently stated in the Corporate Plan that the approval and implementation of a Community Infrastructure Levy is a high priority.

11. Carbon Emissions and Climate Change Implications

- 11.1. No direct implications.

12. Equality and Diversity Implications

12.1. No direct implications.

13. Privacy Impact Assessment

13.1. No direct implications.

14. Background Papers

Appendix A – Examiner’s Report on the Examination of the Draft South Somerset District Council Community Infrastructure Levy Charging Schedule

Appendix B – South Somerset Community Infrastructure Levy Charging Schedule



Report to South Somerset District Council

by Mike Fox

an Examiner appointed by the Council

Date: 19 October 2016

PLANNING ACT 2008 (AS AMENDED)

SECTION 212(2)

REPORT ON THE EXAMINATION OF THE DRAFT SOUTH SOMERSET DISTRICT COUNCIL COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE

Charging Schedule submitted for examination on 27 May 2016

Examination Hearings held on 9 August 2016

File Ref: PINS/R3225/429/2

Non-Technical Summary

This report concludes that the South Somerset District Council Community Infrastructure Levy Charging Schedule provides an appropriate basis for the collection of the levy in the District. The Council has sufficient evidence to support the schedule and can show that the levy is set at a level that will not put the overall development of the area at risk.

I have recommended that the schedule should be approved in its published form, without changes.

Introduction

1. This report contains my assessment of the South Somerset District Council Community Infrastructure Levy (CIL) Charging Schedule in terms of Section 212 of the Planning Act 2008. It considers whether the schedule is compliant in legal terms and whether it is economically viable as well as reasonable, realistic and consistent with national guidance (Community Infrastructure Levy Planning Practice Guidance).
2. To comply with the relevant legislation the local charging authority has to submit a charging schedule which sets an appropriate balance between helping to fund necessary new infrastructure and the potential effects on the economic viability of development across the district. The basis for the Examination, on which Hearings were held on 9 August 2016, is the submitted schedule of May 2015, which is the same as the document published for public consultation in February 2016 with the exception of two modifications, which I cover in more detail below.
3. The Council proposes a rate of £40 per square metre (psm), applied to all qualifying residential development throughout the District, with the exception of the Yeovil Sustainable Urban Extensions (SUEs) and the Chard Eastern Development Area where a £ zero CIL rate psm is proposed. A CIL rate of £100 psm is proposed for convenience-based supermarkets and superstores, and retail warehouse parks (outside defined town centres and primary shopping centres). A £ zero CIL rate psm is proposed for other uses throughout the District.
4. Following representations and consideration of further viability evidence, the Council has changed C2 uses from a charging rate of £40 psm to £0 psm (Modification M1). It has also removed reference to retail (A1-A5 Use Class) in town centres and/or primary shopping areas in order to avoid confusion and any unintended consequences in relation to the retail charging proposal (Modification M2). Consultation took place on these modifications. Analysis of the need for additional cemetery infrastructure in Yeovil has been undertaken to support this item being added to the Regulation 123 List.

Issue 1 - Is the charging schedule supported by background documents containing appropriate available evidence?

Infrastructure planning evidence

5. The South Somerset Local Plan was adopted in March 2015. This sets out the main elements of growth that will need to be supported by further infrastructure in the District, including the SUEs in Yeovil and Chard. The latest infrastructure evidence to support the delivery of the Local Plan is set out by an Infrastructure Delivery Plan (IDP) dated January 2016¹. The total estimated cost of infrastructure to implement the Local Plan (including the provision of the 'residual' figure of 10,292 dwellings from 2015 to 2028 to meet the total dwelling figure in the Local Plan of 15,950 dwellings) is estimated by the Council to be in the region of £214 million, of which £89.8 million has been identified, leaving a funding gap of £124.2 million.
6. The Council's latest estimates (July 2016) are that CIL revenues may amount to around £13 million, the majority of which would be raised from residential development, over the plan period². In response to my question as to how this compares with the amounts raised from S 106 (and S 278 highways) agreements over the last five years, the Council has submitted a written response summarising viability information on six housing developments in the District which were thoroughly scrutinised by the independent District Valuer³.
7. Two of the schemes included in this document are large scale developments at Yeovil (696 units at Lufton Key Site, and 846 units at Wyndham Park). The Council's document shows that the amount raised by the Council from S 106 (and S 278 highways) agreements in relation to these housing schemes are comparable with likely CIL receipts, whilst the submitted viability information also indicates that the development of large scale urban extensions within South Somerset is challenging in terms of viability.
8. The Council also does not expect the proposed CIL rates to result in a significantly higher overall charge for each new house, even after taking into account the revised approach to S106 (and S 278 highways) agreements that would apply once CIL is adopted. In the light of the above information, the proposed CIL charge would make only a small contribution towards filling the likely funding gap. However, the vast majority of infrastructure projects in the IDP that are deemed priority 1 or 'critical' already have funding obtained, committed or anticipated, with an identified shortfall of £10 million.
9. The Council also points to a range of other potential funding sources. These include:
 - (a) New Homes Bonus (£11.8 million over the last 5 years, some of which has been used for infrastructure projects);
 - (b) An 'investment in infrastructure programme', which seeks suitable development sites through investment in land and infrastructure to create economic development opportunities (£8 million currently allocated to the programme);
 - (c) The Heart of the South West

¹ South Somerset Infrastructure Delivery Plan (IDP): Update 2015/16: Part 1 – Spatial Summary; January 2016 [Examination Document ED11].

² SSSC Hearing Statement – Issue 1, paragraphs 1.17f; July 2016.

³ SSSC: CIL – Examination Hearing: Additional Document 3: Section 106 Update [Examination Document AD3].

Local Enterprise Partnership (LEP) which is committed to a number of infrastructure schemes, including town centre and 'gateway' improvements in Yeovil; (d) Funding for local transport schemes, which has obtained funding for improvements along the Yeovil Western Corridor; (e) Builders' Finance Fund to help unlock housing sites of around 15-20 dwellings; (f) Sustainable Access Travel Fund to help Councils to offer sustainable transport initiatives to improve access to jobs, skills, training and education; (g) Homes and Communities Agency (HCA) to deliver new homes and business space (£10 million to help deliver the Wyndham Park key site); (h) Several statutory infrastructure providers, including water, sewerage, gas, electricity, telecommunications; (i) Government funding for flood defence; and also for (j) education provision.

10. Although this list is impressive, the figures still demonstrate the need to levy CIL. It will always be the case that some CIL revenue may assist other projects but it is not part of my Examination remit to question the Council's specific spending proposals either geographically or on a sector/priority basis, beyond confirming that in general terms the projects in the Council's Regulation 123 List should clearly assist the delivery of the Local Plan as a whole. Nor is there any material inconsistency between the list and the policies in the Local Plan and/or the intended CIL rates.

Economic viability evidence

11. The Council commissioned four CIL Viability Assessments over the period 2012-2016. The first was carried out by Roger Tym and Partners in January 2012⁴. Following consultation, including a developers' workshop in November 2012, the Council commissioned BNP Paribas Real Estate (BNP), who produced a CIL Viability Study (VS) in May 2013⁵, an update in July 2015⁶, and finally an Appraisal Summary, covering the Keyford SUE, in March 2016⁷.
12. The VS and its updates use a residual valuation approach, covering a range of hypothetical developments, including a sample of four strategic sites, three previously developed windfall sites, and six greenfield sites. The assessments are based on assumptions that reflect local market and planning policy circumstances and are therefore specific to South Somerset District. They use reasonable standard assumptions for a range of factors such as land values, development costs (including construction, fees, finance and CIL) as well as profit levels.
13. Based on the recently adopted Local Plan, a tenure split of 35% affordable housing (AH) was assumed on all developments of six dwellings or more, 67% of which would be for social rented housing, with the remainder for other forms of AH provision, including intermediate housing. Recent changes, such as the Government's prioritisation of starter homes over other forms of AH and the changed AH threshold to 10 dwellings following a recent High Court

⁴ Roger Tym and Partners: South Somerset District Council – Community Infrastructure Levy Evidence Base: Final Report; January 2012 [Examination Document ED6].

⁵ BNP Paribas Real Estate: Community Infrastructure Levy: Viability Study – South Somerset District Council; May 2013 [Examination Document ED7].

⁶ BNP: Community Infrastructure Levy-Viability Assessment-Update Addendum Report for South Somerset District Council; July 2015 [Examination Document ED9].

⁷ BNP: Appraisal Summary – South Somerset District Council; March 2016 [Examination Document ED10].

Judgment⁸, are not expected to adversely affect the VS equation in relation to the impact of CIL on development viability.

14. Specific criticisms of the methodology and key assumptions are considered later in my report. I am satisfied, however, that the methodology is in line with the guidance in the Harman Report⁹.

Zones

15. The Council considers that the CIL charging zones reflect the evidence contained in the VS. The exclusion of the Yeovil and Chard urban extensions (UEs) from the £40 per square metre (psm) CIL levy for residential development elsewhere in the District is based on the Council's conclusion, based on the VS, that a levy charge cannot be accommodated in these locations, due to the heavy on-site infrastructure costs that these strategic sites will incur. Both the opposing and supporting views expressed in evidence and at the Hearings are considered later in my report.
16. The point was also made by representors that there are some anomalies in the proposed zoning boundaries as well as a perception of unfairness between the treatment of urban and rural areas. In a District as extensive as South Somerset, it is not surprising that some anomalies are bound to arise, and there is a market difference between the main urban areas and the remaining rural areas of the District; in the main urban areas, average dwelling costs are generally less than the house prices in the more rural parts of the District. However, the advice in the Government CIL guidance is that charging authorities should seek to avoid undue levels of complexity¹⁰, whilst the same guidance states that in some cases, charging authorities could treat a major strategic site as a separate geographical zone where it is supported by robust evidence on economic viability¹¹.
17. In my view, the inclusion of most of the District, both urban and rural, within one charging zone, whilst making an exception for the UEs, is in line with the above-mentioned Government guidance.
18. I therefore conclude that the draft Charging Schedule is supported by detailed evidence of community infrastructure needs, including the IDP. On this basis, the evidence which has been used to inform the Charging Schedule is robust, proportionate and appropriate.

Issue 2 - Is the charging rate informed by and consistent with the evidence?

CIL rates for residential development

19. In relation to new housing, the assumptions used by the Council have been criticised by some representors in a number of specific respects, as well as in relation to the overall cumulative effect of the CIL rates to be applied.

⁸ Court of Appeal Judgment re AH - Secretary of State for Communities and Local Government v West Berkshire District Council and Reading Borough Council: Ref. [EWHC] 2222 (Admin; 11 May 2016).

⁹ Viability Testing Local Plans: Advice for planning practitioners (the Harman Report); June 2012.

¹⁰ Planning Practice Guidance Reference ID: 25-02-20140612, paragraph 021[3].

¹¹ Ibid, paragraph 021[4].

However, I consider that the Council's VS (and updates) has taken account of the relevant policies in the Local Plan, which is a requirement of national guidance. This includes the provision of 35% AH, where appropriate, as set out in Local Plan policy HG3.

20. The residential build costs were updated to reflect the increase in the Royal Institute of Chartered Surveyors (RICS) Building Cost Information Service (BCIS) mean average costs between 2013 and 2015. They include an allowance for external works (15%) and for including sustainable design, such as a low carbon requirement (equivalent to achieving Code for Sustainable Housing (CSH) Level 4), which amounts to a further 4%. The reference to CSH was criticised by some representors as being no longer appropriate. However, there are still Building Regulations commitments which have an equivalent cost implication, and the reflection of these costs in the overall viability equation is therefore justified.
21. The VS has taken the 'high level' generic approach, acknowledging that some sites might incur exceptional costs, and that current use values will inevitably vary. Taking into account the marginal decline in viability resulting primarily from build costs exceeding the increases in the sales value over the two year period, the Council has reduced the initial suggested CIL rate of £50 psm to £40 psm, to ensure that the imposition of CIL is not detrimental to residential development coming forward over the plan period.
22. What the VS and consequently the determination of CIL rates cannot do, however, is take account of abnormal, site specific costs. The VS acknowledges that a few sites are already marginal and schemes on these sites may become unviable, but it is clear that these sites will not have a significant impact on Local Plan delivery. It also needs to be recognised, as the VS states, that the imposition of CIL is almost never the critical factor in determining whether a scheme is viable or not. In fact the viability evidence points to the proposed CIL levy representing an average cost of 1.27% to overall scheme costs (with a range of 1.02%-1.43%). This is a modest proportion, and as the Council points out: "*This is well within the 5% of costs that other examiners have considered as a cap in the broad 'test of reasonableness'*"¹².
23. Some respondents have criticised the level of profit assumed by the Council as being unreasonably high, with no allowance for finance costs. Conversely, other respondents have argued for the opposite conclusion, stating that the VS appraisals are based on profit levels that are unrealistically low. Clearly, profit levels are going to vary with each scheme, both over time and geographically.
24. The average figures for profit levels used in the VS – 20% of gross development value (GDV) applied to open market housing and 6% to AH – are recognised 'industry standard' figures used across the UK. They also correspond to the profit levels included in the Council's S106 Update document referred to above¹³, which showed a range of 17.5%-20% profit for open market and 6% for AH. The significantly lower profit level for AH reflects the fact that there is usually little risk element for the builder, and this reduced

¹² SSDC Hearing Statement - Issue 4, paragraph 4.3; July 2016.

¹³ Examination Document AD3.

level is therefore not considered to be unreasonable.

25. I also note that the Council held a number of informal consultations with locally based developers, including a workshop in November 2012, to discuss the draft inputs to the VS, and these discussions helped inform the final inputs. The 20% profit which represents the average figure for open market housing was also confirmed by local house builders at this workshop to be a reasonable average.
26. There are suggestions that a greater range of site types should have been tested in the VS. In my view, the Council's evidence covered a reasonable range of typologies, together with various scenarios in each zone. As such, I am satisfied that the level and scope of the overall assessment, including the additional update to include the delivery of the 800 dwellings at the Keyford SUE¹⁴, was suitable and sufficient in this local context to provide adequate guidance for rate setting.
27. I therefore conclude that the local levy rates for new housing are justified by the available evidence and strike the appropriate balance between helping to fund new infrastructure and their effect on the economic viability of residential development across the area.

The major urban extensions

28. The issue of whether or not to set a positive or zero CIL charge for residential development in the major urban extensions attracted the greatest number of representations and led to the most discussion at the Hearing. For these reasons I have dealt with this issue in some depth.
29. The proposed CIL charge is £0 psm for the two sustainable urban extensions (SUEs) at Keyford (800 dwellings) and Upper Mudford (765 dwellings) in Yeovil and in the Chard Eastern Development Area (2,716 dwellings, to be delivered within and beyond the plan period). The Council, supported by some developers, stated that the development of these three urban extensions (UEs), should have a zero CIL £ psm rate attached to them, with the significant infrastructure requirements being satisfied through the continuing use of S 106 (and S 278 covering highways) agreements.
30. The Council, in response to my request, reworked its Appraisal Summary for 800 dwellings, approximating to the Keyford SUE in an Additional Document¹⁵. This document corrected its marketing costs, following valid criticism made at the Hearings which the Council accepted, but also included two scenarios, showing the impact of levying a CIL rate of £40 psm and also showing a zero £ psm impact. The revised figures show that, with the application of a £40 psm levy, the SUE would not be able to sustain 35% affordable housing (AH) and the expected levels of S 106/S 278 contributions; the agent for the scheme developers at Keyford also supported these conclusions in some detail at the Hearing.

¹⁴ Examination Document ED 10.

¹⁵ SDDC: CIL-Examination Hearing Additional Document 1: 800 Dwelling Appraisal [Examination Document AD1].

31. This Additional Document also responds to issues raised at the Hearing by one of the principal respondents both verbally at the Hearing and in his Hearing Statement, who advocated the imposition of a positive CIL at the UEs¹⁶. In summary, the document establishes that the revised appraisal incorporates 35% AH; it uses a blended profit margin of 17% (based upon 20% for open market housing and 6% for AH) which is a target input into the model; it clarifies that the combined residual value (relating to private housing and AH) is then compared to the benchmark land value to determine whether each scenario was viable or unviable; the heading which originally encompassed all of the CSH requirements at 6% has been subsequently reduced to 4% to reflect the government changes and allow for the remaining enhanced Part L building regulations on energy requirements; and the marketing budget now equates to 3% of the GDV of private housing.
32. Finally, the Additional Document states that the revised 800 dwelling UE appraisal provides an up-to-date assessment of viability matters for this site typology. It is my view that this document, supported by a number of summary tables, demonstrates compelling evidence that with 35% AH, the imposition of CIL would turn a positive residential land value of £12,467 per ha into a negative residential land value, even at a CIL charge of £15 psm.
33. A key consideration concerns the reduction of the two Yeovil SUEs from their original combined size of 2,500 dwellings in the Draft Local Plan to schemes of 765 dwellings at Upper Mudford and 800 dwellings at Keyford in the Adopted Local Plan. It was argued by some representors that the smaller schemes would not require the same amount of enabling or abnormal works as the original scheme, and that the scheme costs should be revised down accordingly, thus enabling the economic imposition of the same rate of CIL as elsewhere in the District. The Council explained that the requirements for substantial amounts of infrastructure in matters such as education, green space and transport, still mean that there is a significant financial on-cost in relation to the development of the UEs.
34. Furthermore, the UEs, albeit reduced in size, are still large enough for them to take several years to build out, making a significant cash flow difference in relation to the typical smaller housing sites within the District.
35. It is also noteworthy that a recent survey of HBF member developers¹⁷ includes sites from 200 units upwards within its definition of strategic sites. Contrary perhaps to expectations, the survey shows that the principal variation in the average cost per unit attributable to scheme enabling increases significantly between the 200-500 units schemes (average cost per unit £20,441) to the middle layer of 501-1,000 units (average costs £38,058 per unit), whilst the average cost for largest schemes (1,001 units plus) dips slightly to £37,288.
36. I am persuaded from considering the above evidence that the reduction in size of the Keyford SUE does not equate to a significant proportionate reduction in

¹⁶ Hearing Statement by Andrew Burrows [Examination Document Ref 4223329].

¹⁷ Survey of 26 schemes, collated by Savills from HBF member developers over the period 2014-2016, showing scheme enabling and abnormal works for strategic sites (over 200 units) [Examination Document AD8].

the necessary on-costs for the provision of scheme enabling and mitigation infrastructure.

37. Some representors question the realism of the Council's VS figures on the basis of an alternative survey, which challenges the Council's appraisal of the Keyford UE with reference to two nearby recently completed housing sites at Agusta Park and Brimsmore. This survey includes an alternative updated development appraisal for the 800 dwelling SUE; it incorporates increased average values for new dwellings (£2,400 psm) and lower building costs than those that were used in the Council's VS update, concluding that a CIL charge of £40 psm is viable in the UEs (although the above-mentioned calculations are based on a CIL charge of £32 psm).
38. The above alternative survey was robustly challenged by both the Council and the Brimsmore scheme developer, the latter pointing out that the average sales valuation for these sites came to £2,293 psm, i.e. a remarkably close figure to the Council's sales valuation figure of £2,296.38 psm. The Council also pointed out that the sales valuation data for 18 properties at Brimsmore in the alternative survey have an average property size of 139 sm, and therefore should not be used as an indicative, comparative average to the 85 sm average used in the VS Keyford Appraisal.
39. The Council's Appraisal and proposed CIL charge for the UEs was also questioned by some representors who stated that the Council's original VS (by Roger Tym in 2012) proposed a CIL rate of £32 psm at the Keyford SUE, and that it was subsequently reduced to zero only 15 months later.
40. The Council explained the context for this change. It pointed out that the original valuation assumptions were challenged in the CIL consultation exercise with stakeholders, including at the developers' workshop. The Council, in the light of this feedback, in the words of the Council's lead witness, "*did not proceed regardless*", but decided to commission additional VS work carried out by new independent consultants. The subsequent VS reduced the proposed residential CIL charge from £150 psm firstly to £50 psm, and then to £40 psm, and the charge for the UEs from £32 psm to zero.
41. I am satisfied with this explanation, which shows that the Council, in the light of appropriate professional advice, was willing to listen to its stakeholders and the broader community and to understand the sensitivities of the building industry, especially in a period of uncertainty. Furthermore, I am not persuaded that making a change some 15 months later is in any way significant or a factor to which I should adduce weight.
42. A number of other considerations were put forward at the Examination Hearing. They were not in my view central to the valuation consideration of the CIL, although I deal with them briefly below.
43. Firstly, it was stated that UE delivery is a complicated process. There are substantial on-site and off-site infrastructure requirements, including access and highways improvements, and the UEs are expected to fund their own social, environmental and physical infrastructure. It has been drawn to my attention, however, that the Keyford SUE Statement of Common Ground

(SCG)¹⁸ alluded to few ownership, access or ground condition problems. In response, the Council pointed out that the above factors, whilst important, do not paint the whole picture at Keyford and the other UEs, which it regards as challenging.

44. Also responding to this point, the scheme developers for the Keyford SUE explained that the anticipated costs to enable scheme delivery and mitigation cover a range of provisions, including (i) a school site (the education contribution was stated to be about £4 million on its own), (ii) roundabout connection, (iii) community hall, (iv) surgery, (v) play areas, (vi) allotments, (vii) bridleways, (viii) balancing pond, (ix) sewage pumping station, (x) off-site electricity, gas and water connections, (xi) archaeological and ecological surveys and (xii) bus service contributions/travel plan.
45. It seems to me that the same arguments would apply to a greater or lesser degree in relation to the Upper Mudford SUE at Yeovil and the Chard Eastern Development Area, and nothing I read in evidence or heard at the Hearings robustly challenged these findings. The Council and several developers and their agents considered that in all these urban extensions, therefore, the imposition of a CIL charge would be 'double dipping', and I see no reason to disagree.
46. Secondly, consideration was given to the maximum 'pooling' limit of five S 106 Agreements per development¹⁹. This, however, is not seen by the Council as an insurmountable hurdle to cross, as each of the UEs is expected to be covered by a single planning application.
47. Several successful examples of this approach were drawn to my attention, including the following extract from the Birmingham CIL Examiner's Report (June 2015): "*The Council envisages that the SUE will come forward through a comprehensive outline planning application. Its preferred approach is to deal with the SUE's substantial and specific infrastructure requirements in a self-contained manner through a S.106 planning agreement. This approach is reflected in its proposed CIL zone, defined around the site boundaries of the SUE, and its proposed £0 CIL charge. The evidence confirms that the development is unable to sustain CIL charges on top of the heavy burden of anticipated site enabling costs and S.106 obligations*"²⁰. I agree with the reasoning of the Birmingham CIL Report and I see no reason why the same approach could not ensure the satisfactory implementation of the UEs in South Somerset.
48. Thirdly, concerns were raised regarding the practicalities of delivering on-site infrastructure to serve the UEs in relation to successful scheme delivery. The particular example raised by the Council concerns school provision; the Council stated could take many years through the application of CIL, whereas opting for the S 106 route would enable the Council and the developer to agree a timetable for delivery, so that the school is in place where and when the demand arises. Again, I have no reason to disagree with the Council over its view of the practicalities of successful scheme delivery.

¹⁸ Statement of Common Ground between South Somerset DC and Pegasus Planning Group on behalf of Noel Property LLP, Charles Bishop Ltd and Wessex Farms Trust; May 2014.

¹⁹ CIL Regulations 2010: Regulation 123 (3).

²⁰ Birmingham CIL Examiner's Report, paragraph 61.

49. Fourthly, some of the parish councils (PCs) argued against a zero CIL charge in relation to the development of the PCs in the UEs. They point out that this deprives the very communities which are most directly affected by significant new development in the UEs on their doorstep the opportunity of funding to help them adapt to the changes ahead. These PCs also argue that segregating the District into PCs that are eligible for 15% of the total CIL receipt (increasing to 25% upon a neighbourhood plan being made) from those that are not eligible through lack of a positive CIL charge, is unfair and causes resentment.
50. I have some sympathy with the PCs which find themselves excluded from the benefits of potential CIL receipts. However, I agree with the Council when it states that charging a positive CIL levy on development in the UEs runs the risk of compromising their delivery, and also that the benefits argument cuts both ways - those communities in close proximity to the UEs stand to especially benefit from both new community facilities and also from environmental mitigation measures funded through S106.
51. Fifthly, some of the PCs argue that there is no guarantee that S106 Agreements will secure the desired social, economic and environmental provision and mitigation to make these new developments sustainable. The argument is also made that even if a S 106 Agreement is signed, there is nothing to stop a developer challenging it in future.
52. The Council made it clear that a S 106 Agreement carries legal weight, which has to satisfy the tests set out in paragraph 204 of *the Framework*²¹, i.e. that they have to be necessary to make the development acceptable in planning terms; directly related to the development; and fairly and reasonably related in scale and kind to the development.
53. In terms of the second argument, the Council pointed out at the Hearing that any renegotiations of S 106 Agreements must be based on evidence. In the same way, a CIL charge could conceivably be reduced or dropped based on appropriate evidence. I therefore consider that the S106 route is therefore not an option which would be likely to undermine successful scheme implementation.

Major urban extensions - conclusion

54. I have considered in detail the different sets of valuation assumptions submitted in relation to the Yeovil SUE at Keyford, and by extension the Upper Mudford SUE and the Chard Eastern Development Area. I find the Council's revised Appraisal is the closest approximation to the reality on the ground, and I find this evidence more compelling than the alternative arguments put forward in favour of a positive CIL charge in the UEs. I am therefore not persuaded that any of the arguments put forward against the S106 route amount to a compelling case to change the proposed CIL rate for the UEs to £40 psm or to any positive rate.
55. I am led to the view that the imposition of a CIL charge of £40 psm would therefore be likely to lead to loss of viability; or the significant scaling back of

²¹ DCLG: National Planning Policy Framework (*the Framework*); March 2012.

important community facilities, contrary to Local Plan policy YV1; or a significant reduction in the proportion of AH on the site, contrary to Local Plan policy HG3. None of these scenarios would be acceptable or sustainable in terms of national housing policy or the Local Plan.

Retail development

56. The level and extent of testing in the Council's 2012 VS follows national guidance. It is sufficient to clearly demonstrate that new retail development across the District, including both convenience-based supermarkets and superstores and retail warehouse parks (outside defined town centres and primary shopping areas), generates sufficient surpluses above benchmark land values to provide a viable CIL contribution of £100 psm, leaving a sufficient buffer to account for site-specific variations. These conclusions are reaffirmed in the more recent VS work, even after taking account of the softening of investment yields following the difficult trading conditions reported by the major supermarket operators.
57. Concern was raised over the issue of adverse impact which the proposed rate of CIL charging could cause on local centres and district centres which are not identified as shopping centres but serve a great need within the local population and are generally sustainable. The Council explained that it had modified the Draft Schedule²² - Modification M2 - to provide clarity that the local and district centres would not be caught up in the Charging Schedule, and footnotes 8 and 9 at the foot of Table 4.1 in the Schedule²³ provide a comprehensive definition of supermarkets, retail warehouses and town centres. It is also the case that retail developments of less than 100 sm would be exempt from CIL (Regulation 42), whilst the definition of supermarkets, superstores and retail warehouse parks means that smaller scale convenience stores would be unlikely to be liable for CIL.
58. Taking account of the above considerations, I am satisfied that the available evidence is sufficient to demonstrate that it is appropriate in principle, subject to the detailed guidance notes referred to above, for South Somerset District Council to impose a CIL rate for all new retail developments in the form of superstores or retail warehouses outside recognised town and district centres. At the level set, I am satisfied that it would not give rise to a significant threat to the future delivery of new retail development in the District over the plan period.

Older peoples' housing

59. The initial version of the draft CIL charging schedule included a proposed rate of £40 psm for older peoples' housing (including Use Class C2). Following representations and having re-examined the evidence base, the Council has concluded that a positive CIL levy rate cannot be supported by developments within Use Class C2, and a Modification – M1 – was included in the CIL

²² South Somerset: CIL Statement of Modifications, Modification M2, page 2; May 2016 [Examination Document ED4].

²³ South Somerset: CIL Draft Charging Schedule-Submission Version; page 11; May 2016 [Examination Document ED5].

Statement of Modifications to this effect²⁴. This modification has not attracted any further representations.

60. There are several reasons why the Council decided to exclude Use Class C2 from attracting a positive CIL levy; firstly, there are design/marketing factors such as higher amounts of communal open space, which contribute to higher construction costs per habitable unit, longer sales periods and a higher level of empty properties than is the case with Use Class C3 housing. Secondly, there is general market uncertainty, resulting partly from changes in funding towards specialised housing.
61. There is further evidence to support the Council's position, based on the four planning applications for Use Class C2 schemes which were approved in the past three years. Only one of them (at Westbourne, Yeovil) has been completed, whilst two (dated 2012 and 2014) have not commenced and the final scheme, at the business park, Wincanton, although development commenced, has now ceased construction. This lack of delivery reinforces the Council's contention that there is insufficient evidence to justify imposing a levy charge on Use Class C2 schemes, which are geared to meeting particular needs.
62. Based on the above considerations, I agree with the Council that it would not be appropriate, based on the available evidence, to include Use Class C2 schemes in the CIL Charging Schedule as liable for a positive charging rate for CIL.

Other uses

63. The Council's evidence base from 2012-2015 shows that other economic development related uses, such as offices, research and development and light industry (Use Classes B1a, b and c); general industry (Use Class B2); storage and distribution (Use Class B8); and hotels and guest houses (Use Class C1) are not capable of tolerating a levy charge²⁵. These conclusions were not robustly challenged either in written evidence or at the Hearing, and I see no reason to disagree with the Council's finding in relation to these uses. In fact no evidence has been submitted in support of a positive CIL charge on any other uses apart from those set out in the submitted CIL Schedule, and again I can find no reason to come to any other conclusion.

Issue 3 - Does the evidence demonstrate that the proposed charge rate would not put the overall development of the area at serious risk?

64. The Council's decision to set an overall rate of £40 psm for residential development outside the three UEs, and a rate of £100 psm for convenience-based supermarkets and superstores and retail warehouse parks (outside defined town centres and primary shopping areas) is based on reasonable assumptions about development values and likely costs. The evidence indicates that residential and the above-mentioned forms of retail development will remain viable across most of the area if the charge is

²⁴ South Somerset: CIL Statement of Modifications, Modification M1, page 2; May 2016 [Examination Document ED4].

²⁵ South Somerset: CIL Draft Charging Schedule-Submission Version; Section 5- Non Residential Viability; May 2016 [Examination Document ED5].

applied. Only if development sales values are at the lowest end of the predicted spectrum would development in some parts of the District be at risk.

Other matters

- 65. The Council has published an instalment policy to assist in managing the flow of payments, in four categories ranging from amounts of less than £16,000 or amount due in respect of a single dwelling, which is payable as one instalment, up to amounts over £750,000, which are payable as four instalments, with the relevant payment periods.
- 66. The Council is also committed by legislation to publishing an annual CIL Report, to include details of income and spending, with suitable monitoring arrangements. The Council stated at the Hearing that it is committed to a review after two years, which I consider to be a reasonable time to consider the charging schedule afresh in the light of two years' monitoring.
- 67. It is my view that all of the above provisions should materially assist with the appropriate implementation of a CIL charging regime in the District.
- 68. Some representors argue that the Council should clarify its intentions for allowing discretionary relief from CIL, or even address this in a specific policy. In accordance with the Regulations (paragraph 55), 'exceptional circumstances' are intended to be exactly that, and in my view it would be inappropriate and unhelpful to try and define those rare circumstances in advance in a policy statement alongside the CIL Charging Schedule. Some representors who refer to exceptional circumstances appear in reality to be seeking a zero charging rate. In any event it is for the charging authority to decide whether or not to grant relief.

Conclusion

- 69. In setting the CIL charging rate the Council has had regard to detailed evidence on infrastructure planning and the economic viability evidence of the development market across the District. The Council has aimed to be realistic in terms of achieving a reasonable level of income to address an acknowledged gap in infrastructure funding, while ensuring that a range of development remains viable across the area.

LEGAL REQUIREMENTS	
National Policy/Guidance	The Charging Schedule complies with national policy/guidance.
2008 Planning Act and 2010 Regulations (as amended)	The Charging Schedule complies with the Act and the Regulations, including in respect of the statutory processes and public consultation, consistency with the adopted Local Plan and Infrastructure Delivery Plan and is supported by an adequate financial appraisal.

70. I conclude that the South Somerset District Council Community Infrastructure Levy Charging Schedule satisfies the requirements of Section 212 of the 2008 Act and meets the criteria for viability in the 2010 Regulations (as amended). I therefore recommend that the Charging Schedule be approved.

Mike Fox

Examiner

South Somerset

Community Infrastructure Levy

Charging Schedule

Approval Version

(TO BE APPROVED ON 17th NOVEMBER 2016)

November 2016

1. Introduction

- 1.1. This document sets out South Somerset District Council's Community Infrastructure Levy (CIL) for the district. The Charging Schedule which will operate in South Somerset is defined in Table 3.1 in Chapter 3.
- 1.2. South Somerset approved the Charging Schedule on the 17th November 2016 in accordance with Regulation 25 of the Community Infrastructure Levy Regulations 2010 (as amended); and Section 213 of the Planning Act 2008.
- 1.3. Under the terms of Regulation 28 of the Community Infrastructure Levy Regulations 2010 (as amended) the Charging Schedule will be brought into effect on the Monday 3rd April 2017.
- 1.4. The Charging Schedule will be accompanied by an Instalments Policy and the Regulation 123 List. These are available as separate documents on the Council's Community Infrastructure Levy webpage: <http://www.southsomerset.gov.uk/planning-and-building-control/planning-policy/community-infrastructure-levy/>

2. Background

- 2.1. CIL is a fixed levy that Councils can charge on new developments to fund infrastructure needed to support development. Government introduced CIL in the Planning Act 2008. Detail on the CIL regime was subsequently set out in the CIL Regulations 2010 (as amended)¹. The Government has also published guidance on the operation of CIL².
- 2.2. Approval of the Charging Schedule (CS) represents the penultimate stage in having an operational CIL for South Somerset.
- 2.3. Previous work on the Preliminary Draft Charging Schedule (PDCS) took place in March 2012, and consultation on the Draft Charging Schedule (DCS) occurred in February 2016. The DCS was submitted to an Examiner in May 2016, and the Hearing Session into the DCS was held on the 9th August 2016. The Examiner's Report was issued to the Council on the 19th October 2016³.
- 2.4. The supporting evidence to justify proposing a levy in South Somerset includes⁴:
 - Community Infrastructure Levy evidence base, Roger Tym & Partners and Baker Associates (January 2012);
 - Community Infrastructure Levy: viability study, BNP Paribas and SSDC (May 2013);
 - Community Infrastructure Levy: viability assessment – update Addendum report, BNP Paribas and SSDC (July 2015);
 - South Somerset Infrastructure Delivery Plan update 2015/16 (January 2016);
 - Additional viability evidence prepared for an 800 dwelling development in Yeovil (March 2016); and
 - Additional infrastructure evidence on the need for a new cemetery in Yeovil (April 2016).

¹ Community Infrastructure Regulations 2010 (as amended): <http://www.legislation.gov.uk/ukxi/2010/948/contents/made>

² Department for Communities and Local Government Planning Practice Guidance: <http://planningguidance.communities.gov.uk/blog/guidance/community-infrastructure-levy/>

³ Report on the Examination of the Draft South Somerset District Council Community Infrastructure Levy Charging Schedule: http://www.southsomerset.gov.uk/media/856838/south_somerset_cil_final_report.pdf

⁴ South Somerset Community Infrastructure Levy Evidence Base: <http://www.southsomerset.gov.uk/planning-and-building-control/planning-policy/community-infrastructure-levy/>

3. Charging Schedule

- 3.1. The levy rates were endorsed by the Examiner in the Examiner’s Report.
- 3.2. The Charging Schedule set out in Table 3.1 should be read in conjunction with the accompanying Appendices.
- 3.3. These set out the geographical extent of the various charging zones within South Somerset. The Appendices identified in Table 3.1 can be found at the following webpage: <http://www.southsomerset.gov.uk/planning-and-building-control/planning-policy/community-infrastructure-levy/>

Table 3.1: Charging Schedule

Type of Development	Levy Rate	Geographical Extent
Yeovil Sustainable Urban Extensions⁵	£0 (zero) per square metre	See Appendix 1
Chard Eastern Development Area⁶	£0 (zero) per square metre	See Appendix 2
All Other Residential Development	£40 per square metre	District-wide. See Appendix 3
Convenience-based Supermarkets and Superstores, and Retail Warehouse Parks (outside of defined Town Centres and Primary Shopping Areas)^{7 8}	£100 per square metre	District-wide, excluding those areas defined in Appendices 1, 2, and 4 – 15
All Other Uses	£0 (zero) per square metre	District-wide. See Appendix 1 – 15

4. Next Steps

- 4.1. Once the Charging Schedule is approved on the 17th November 2016 the Council will put in place the necessary internal systems and processes to manage the workload created by implementing the levy.
- 4.2. The Council will also define the governance arrangements for the collection, management, distribution, and expenditure of the financial sums generated by the levy.
- 4.3. Both aspects will be clarified and approved as part of the Council implementing the levy on Monday 3rd April 2017.

⁵ As defined in Policy YV2 in the South Somerset Local Plan (2006 – 2028): North-East Sustainable Urban Extension and South Sustainable Urban Extension.

⁶ As defined by Policy PMT1 & PMT2 in the South Somerset Local Plan (2006 – 2028).

⁷ Supermarkets are shopping destinations in their own right where weekly food shopping needs are met and which can also include non-food floorspace as part of the overall mix. The majority of custom at supermarkets arrives by car, using the large adjacent car parks provided.

Superstores are self-service stores selling mainly food, or food and non-food goods, with supporting car parking. Retail warehouses are large stores specialising in the sale of comparison and household goods (such as carpets, furniture and electrical goods), DIY items and other ranges of goods, catering mainly for car-borne customers.

⁸ Town Centres as defined through Policy EP11 of the South Somerset Local Plan (2006 – 2028). Primary Shopping Areas in Yeovil and Chard as defined through Policy EP11 in the South Somerset Local Plan (2006 – 2028).

Agenda Item 7

2016/17 Revenue Budget Monitoring Report for the period ending 30th September 2016

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

Purpose of the Report

The purpose of this report is to update Members on the current financial position of the revenue budgets of the Council and to report the reasons for variations from approved budgets for the period 1st April to 30th September 2016.

Forward Plan

This report appeared on the District Executive Forward Plan with an anticipated Committee date of 3rd November 2016.

Public Interest

This report gives an update on the revenue financial position and budgetary variations of the Council as at 30th September 2016.

1) Recommendations

Members are recommended to:

- a) Note the current 2016/17 financial position of the Council;
- b) Note the reasons for variations to the previously approved Directorate Budgets as detailed in paragraphs 3.2;
- c) Note the transfers made to and from reserves outlined in paragraph 11.1 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D;
- d) Note the virements made under delegated authority as detailed in Appendix B;

2) Background

2.1 The 2016/17 original budget was approved by Council in February 2016. This represents the financial plans that the Executive manages under their delegated authority and that they monitor in accordance with the Financial Procedure Rules. All of the Council's income & expenditure has a responsible budget holder who is managing only items within their control.

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

3.1 Managers have been asked in 2016/17 to outline the actual expected outturn for the year and the reasons to date for under or over-spends. Appendix A to this report sets

out the detail of the current position on Council spending and the forecasted outturn for 2016/17.

3.2 A summary by Directorate of the revenue position as at 30th September 2016 is as follows:

Directorate	Original Budget £'000	Revised Budget £'000	Y/E Forecast £'000	Variance £'000	Comments on Major Variances (+/- £50,000)
Strategic Management & Transformation	577.5	554.7	554.7	0.0	
Finance & Corporate Services	3,704.8	3,788.5	3,709.9	(78.6)	The under spend is mainly due to additional investment income and a vacant Finance post.
Legal & Corporate Services	1,409.2	1,457.5	1,419.3	(38.2)	
Economy	1,330.2	1,317.1	1,417.1	100.0	Compensation payments for planning appeal costs exceed budget.
Communities	1,335.7	1,420.2	1,406.2	(14.0)	
Environment	6,572.0	6,619.5	6,677.1	57.6	Number plate recognition for car parking enforcement has not commenced leading to an estimated shortfall of £90k for pay & display income. This is somewhat offset by savings in Engineering Services.
Health & Wellbeing	2,361.9	2,401.8	2,390.5	(11.3)	
Total Overspend	17,291.3	17,559.3	17,574.8	15.5	

3.3 There is an expected net overspend on currently approved budgets of £15.5k by the end of the financial year. This will result in an overspend equivalent to 0.09% of the revised budget.

3.4 The table below shows the movement of revenue budgets since 1st April 2016 to 30th September 2016.

Approved base budget as at April 2016	£'000 17,291.3
Rent allowance 80 South Street	2.4
2016/17 Carryforwards	265.6
Revised Budget as at 30th September 2016	17,559.3

4) Budget Virements

4.1 Under the Financial Procedure Rules, providing that the Assistant Director-Finance & Corporate Services has been notified in advance, Assistant Directors/Managers may authorise any virements for an individual cost centre within their responsibility. Strategic Directors & Assistant Directors can authorise virements, up to a maximum of £25,000, for an overall Directorate that is within their area of responsibility. Portfolio Holders can approve virements between services within their areas of responsibility, up to a maximum of £25,000 per virement. These virements are listed in Appendix B for District Executive to note and have been approved by the Assistant Director-Finance & Corporate Services. There are no virements requiring approval.

5) Delivery of Savings

5.1 As part of budget monitoring it is important to monitor that savings proposed in the 2016/17 budget setting exercise are being delivered. The table below details the major savings (savings over £25,000) that were proposed and the expected achievement of those savings at year-end.

Major Savings (Savings over £25,000)	2016/17 Budget Saving Target £'000	Estimated Actual Saving at Year-End £'000	(Shortfall) £'000
Closure of Resource Centre	47	47	0
Vacant Posts removed - Agreed by Management Board	144	144	0
Further Vacant Posts	112	112	0
Reduced Corporate Training Budget	26	26	0
Savings in Housing once EDM implemented. (This project is now part of transformation & will be delivered in a different way)	25	25	0
Waste-Increase in green bin take up	40	40	0
Additional income through Crematorium fee increase	100	100	0
Increase in Careline income	26	26	0
Octagon-Increased ticket sales	30	30	0
Yeovil Innovation Centre additional income	66	66	0
Increased income from planning fees	50	50	0
ANPR Scheme for car parks	200	110	(90)
Property management savings	25	25	0
Cessation of CEO contract	89	89	0
Total Major Savings	980	890	(90)

6) External Partnerships and other Organisations

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

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

6.3 Following the merger of the Voluntary Sector Support service and Mendip Community Support, the project has successfully rebranded as Spark. The new name reflects a

repositioning of our work, where we seek to promote our work to charities and voluntary groups and encourage individuals to get involved in their communities. Feedback has been extremely positive. There have been many exciting developments over the past three months, including a successful bid to the Somerset Community Foundation for seed funding to develop a low-cost training programme for voluntary groups. We hope to launch this in November. Our 'healthy communities' work in partnership with Symphony is developing pace, with pilots now underway in Wincanton, South Petherton and Martock. At the time of writing, we are in the final stages of preparation for a Loneliness Conference in partnership with SSDC and Public Health, which promises to be a successful event. We have also undertaken to work more collaboratively with the Community Council for Somerset and Engage, in a bid to work more effectively, avoid duplication and provide a clearer 'offering' for groups and communities. There are many exciting opportunities for the voluntary sector at the present time and we will continue to engage with key stakeholders and look to further develop our links with town and parish councils, health and social care over the coming months.

- 6.4 South Somerset Community Transport has had a very busy 2nd quarter, we have successfully been awarded an additional 2 school long term contracts from Somerset County Council. Unfortunately we are not servicing Yeovil College at the moment as no service user has registered for transport. This will bring our total number of school contracts to 11. We have now taken delivery of our new vehicle purchased in the first quarter. During the school holidays we kept our drivers busy by organising independent trips taking the elderly who cannot access transport easily out on day trips, which proved to be successful. We are planning on building on this area of the business over the coming months. Martin Ashby left Community Transport at the end of September. Victoria Butcher, Transport Manager has taken on the role as General Manager of Community Transport, and is looking forward to building the Social Care area of the business over the coming months.
- 6.5 The Furnicare with SC&R merger was completed October 1st 2016. By following this new direction it is forecasted that Furnicare will meet its financial and development goals. The forthcoming year provides an excellent opportunity to promote the service to the wider community with the target to increase footfall and raise income. Measures are already in place for Jan 2018 to re-vamp & modernise the current premises, creating a retail environment which is pleasant, safe and efficient to shop and work.

7) Council Tax Support and Council Tax

- 7.1 The Council Tax Support Scheme commenced in April 2013. For 2016/17 the authority set a budget of £8.478 million for annual discounts. Of this sum £8.547 million has been allocated for the year, leaving a projected overspend of £69k (was £176k overspend at Q1). It is a reflection that the additional premium for Adult Social Care had not been decided by SCC and funding for the SRA was announced after the tax base was set.
- 7.2 The Hardship Scheme budget for 2016/17 is £30,000. At the end of September 2016 SSDC had processed 103 requests for hardship relief of which 85 were successful. The amount awarded by the end of September 2016 is £10,500.
- 7.3 The collection rate for Council Tax was 57.22% at the end of September 2016, a very small improvement of 0.01% on the 57.21% at the end of September 2015. This is despite an increase in the sum to be collected of £5.1 million (5.9%) compared with 2015/16. The collection figure for the financial year 2015/16 was 97.24%. There are 10,693 households paying over 12 months compared with 7,933 at the same time last year. As a result of this and increased recovery activity, we anticipate an improvement in the collection rate through at the end of the financial year.

8) Non Domestic Rates

8.1 The collection rate for Non Domestic Rates was 58.72% at the end of September 2016 compared to 54.43% last year. This is 4.29% higher than last year. However there is a lot of volatility in performance from month to month so we expect performance comparisons to fluctuate throughout the year.

9) Council Tax Reforms

9.1 Members agreed to amend some discounts to Council Tax from 1 April 2013, one of which relates to long term empty properties (unfurnished and unoccupied for 2 years or more). There were 188 at the end of September 2016, down from 206 at the end of Q1. This is mainly due to an empty property review carried out by the Revenues Team during August and September. There is also a natural turnover of properties with some becoming occupied and others reaching the two year trigger for inclusion in this statistic.

10) Discretionary Housing Payments

10.1 The Government DHP funding allocation for 2016/17 is £217k. The Council is permitted to spend up to £326k of its own money on DHP awards. From the monitoring at the end of September 2016, £75k of DHP awards have been made and a further £32k is committed up to the end of this financial year. The total sum paid and committed (£107k) represents 49% of the government DHP grant. The reduced overall Welfare Benefit Cap is being implemented from November 2017 and we anticipate an increase in the number of applications as a result. Projections based on previous years outturn spend is therefore not possible. The additional cost payments for 2016/17 will be met from the housing benefit reserve. We currently have 10 outstanding applications.

11) Reserves & Balances

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

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

Reserve	Balance at 01/7/16 £'000	Transfers In/(Out) £'000	Balance at 30/9/16 £'000	Reason for Transfer
Capital Reserve	1,058	9	1,067	Repayment of PV-£4k and contribution to bus shelters-£5k
Cremator Replacement Capital Reserve	663	(12)	651	Funding of Wesley Audio/Visual System
Election Reserve	125	25	150	Funding received for individual election registration
Yeovil Athletic Track Repairs Fund	106	19	125	Contribution to athletic track reserve

Reserve	Balance at 01/7/16 £'000	Transfers In/(Out) £'000	Balance at 30/9/16 £'000	Reason for Transfer
Revenues Grant Reserve	724	(56)	668	Trf to revenue- outreach funding £3k, pitch strategy £4k, Yeovil One salary £17K, land charges claim £29k & play bus £3k
Council Tax/Housing Benefit Reserve	546	26	572	New burdens & universal credit grants
Closed Churchyards Reserve	10	(10)	0	Funding of work at Henstridge churchyard
LSP	91	(8)	83	Funding of LSP spend in 16/17
Infrastructure Reserve	962	(8)	954	Funding of highways consultant
Ticket Levy Reserve	4	9	13	Trf of ticket levies to reserve

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

General Fund Balances	£'000
Balance at 1 April 2016	8,267
Area Balances	(139)
Support for 2016/17 budget	(1,615)
2016/17 Carryforwards	(266)
Commitments	(267)
Rent re 80 South Street	(2)
Trf from Housing Benefit Reserve	591
Trf to Transformation Reserve	(1,300)
Trf to NDR Volatility Reserve	(1,292)
Estimated overspend on Revenue Budget at out-turn for 2016/17	(16)
Estimated Unallocated General Fund Balance at 31st March 2017	3,961

11.3 The latest review of risks to SSDC balances shows that balances need to remain within the range of £3.1 to £3.4 million to meet current financial risks. Current balances as at 30th September are therefore adequate to meet current risks.

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

Reserve	Balance at 01/7/16 £'000	Transfers In/(Out) £'000	Balance at 30/9/16 £'000	Reason for Transfer
Non-Earmarked Balances	8,855.8	(265.5)	8,590.3	2016/17 Carryforwards

12) Risk

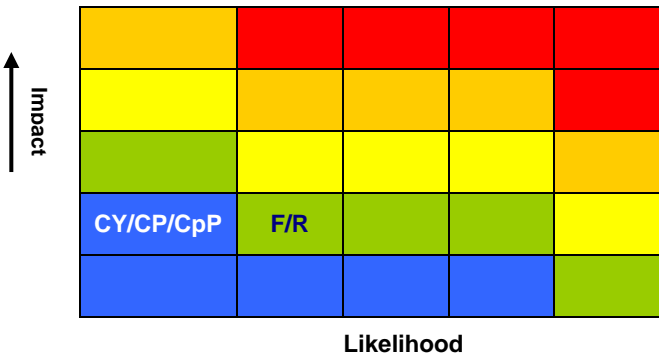
12.1 As part of monitoring an assessment of risk has been made. This review of balances and reserves has shown that SSDC currently has sufficient balances to cover major areas of financial risk. The balance at the year-end is estimated to be £3.8 million.

12.2 Details of the current key risks, as identified in the 2016/17 Budget Setting Report, are listed in the table below with an update from the responsible officer.

Current Risk	Responsible Officer	Officer's Update
Interest Rates	Assistant Director-Finance & Corporate Services	Current predictions are for the Treasury Management budget to be £69k over achieving on income. Bank rates were cut in August from 0.5% to 0.25% by the Bank of England and policy makers are still open to a further reduction by the end of the year.
Business Rate income	Assistant Director-Finance & Corporate Services	The collection rate is up by 4.29% on the previous year but volatility in performance throughout the year is expected. There are a number of medium to longer term risks in that revaluation may affect income for 2017/18, there has been a request made by YDH for business rate relief, and a consultation paper has been released regarding 100% retention of business rates.
The Council Tax Support Scheme	Assistant Director-Finance & Corporate Services	The current figures show an increased requirement. This can be absorbed through the Collection Fund for 2016/17 but will impact on the 2017/18 budget if the upward trend continues. It is a reflection that the additional premium for Adult Social Care had not been decided by SCC and funding for the SRA was announced after the tax base was set.
Housing Benefit Subsidy	Assistant Director-Finance & Corporate Services	Current predictions are for the housing benefit subsidy to have a shortfall at the year-end but the outcome will not be confirmed until the subsidy claim is externally audited

Current Risk	Responsible Officer	Officer's Update
		in the Summer.
Planning Income	Assistant Director-Economy	Current predictions are for planning income to come in on budget.
Building Control Income	Assistant Director-Environment	Current predictions are that there will be a £38k shortfall in fee income.
Car parking Income	Assistant Director-Environment	Car Park income is predicted to be down by £90k.
New Homes Bonus	Assistant Director-Finance & Corporate Services	The results of a consultation document regarding amending the distribution of New Homes Bonus are awaited. Although this should not affect SSDC in the short to medium term it will impact on the budget longer term if the proposals to reduce the number of NHB payment years are implemented.
Devolution	Chief Executive	SSDC are currently engaged in plans for Devolution. This may include joining some services and or joint funding. It may bring additional funding to the region as well as additional burdens. This is currently on hold until after the Autumn Statement in November.
The UKs Exit from the EU	Assistant Director-Finance & Corporate Services	It is likely in the short term that interest rates may reduce to 0.1 or 0%. SSDC has invested in a Property Fund and there has been an immediate drop in value of 4% - however yields are not expected to be impacted in the short to medium term. We do not yet know the impact in the medium to long term. If consumer confidence reduces there may be an impact on SSDC's income streams such as planning, licencing, theatre income, and car parking.
Land Charge Searches	Assistant Director-Legal & Corporate Services	The update from Land Registry is that any transfer of land charge searches will be phased in over 8 years. Currently they are still working on getting all authorities digitalised and then it is expected that the project will start with the South East region. So it is unlikely that there will be any change for SSDC in 16/17.

13) Risk Matrix



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

14) Corporate Priority Implications

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

15) Carbon Emissions and Climate Change Implications

There are no implications currently in approving this report.

16) Equality and Diversity Implications

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

17) Background Papers

Revenue Quarterly Monitoring File

2016-17 Budget Detail

APPENDIX A

Group with Elements		a	b	c	d	e	e-d	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		Budget to 30th September £	Year to date Actual to 30th September £	Variance to 30th September £	Annual Budget £	Outturn Forecast Expected Total by Year End £	Variance expected 31/03/17 £	
CHIEF EXECUTIVE								
Chief Executive : Rina Singh								
STRATEGIC MANAGEMENT								
Chief Executive : Rina Singh								
CORPORATE INITIATIVES & CONTINGENCY Portfolio Holder : Cllr Ric Pallister	Expenditure Income TOTAL	0 0 0	0 0 0	0 0 0	10,000 0 10,000	10,000 0 10,000	0 0 0	<i>Symphony Project Funding.</i>
MANAGEMENT BOARD Portfolio Holder : Cllr Ric Pallister	Expenditure Income TOTAL	246,085 0 246,085	243,015 (346) 242,669	(3,070) (346) (3,416)	544,730 0 544,730	544,730 0 544,730	0 0 0	
TOTAL STRATEGIC MANAGEMENT	Expenditure Income TOTAL	246,085 0 246,085	243,015 (346) 242,669	(3,070) (346) (3,416)	554,730 0 554,730	554,730 0 554,730	0 0 0	
TRANSFORMATION								
Chief Executive : Rina Singh								
TRANSFORMATION Portfolio Holder : Cllr Ric Pallister	Expenditure Income TOTAL	0 0 0	62,262 0 62,262	62,262 0 62,262	0 0 0	0 0 0	0 0 0	Includes consultancy for blueprinting and programme management. Costs to be met by virements from approved budgets.
TOTAL TRANSFORMATION	Expenditure Income TOTAL	0 0 0	62,262 0 62,262	62,262 0 62,262	0 0 0	0 0 0	0 0 0	
TOTAL CHIEF EXECUTIVE	Expenditure Income TOTAL	246,085 0 246,085	305,277 (346) 304,931	59,192 (346) 58,846	554,730 0 554,730	554,730 0 554,730	0 0 0	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
FINANCE AND CORPORATE SERVICES								
Assistant Director : Donna Parham								
FINANCIAL SERVICES								
Service Manager : Catherine Hood								
AUDIT	Expenditure	71,655	70,611	(1,044)	95,540	95,540	0	
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	71,655	70,611	(1,044)	95,540	95,540	0	
CORPORATE COSTS	Expenditure	1,021,646	981,694	(39,952)	1,823,570	1,823,570	0	There is £112K built into the budget for vacant post savings, £46k has been offered up at this stage leaving £66K to find. Canteen - agency staff are being used to cover long term sick which will mean salary budgets overspending. A shortfall in income of £30k is anticipated. Insurance - there is an underspend of £19K on insurance premiums this year and the self insurance fund currently does not need topping up which means an additional saving of £5K. Corporate costs - external audit fees are £20K under budget but advertising income is unlikely to meet its target of £15K.
Portfolio Holder : Cllr Peter Seib	Income	(68,625)	(76,095)	(7,470)	(648,880)	(648,880)	0	
	TOTAL	953,021	905,599	(47,422)	1,174,690	1,174,690	0	
FINANCIAL SERVICES	Expenditure	375,203	360,575	(14,628)	777,160	747,160	(30,000)	Underspend due to vacant post, however some of this will be offset by the cashier system upgrade.
Portfolio Holder : Cllr Peter Seib	Income	(1,000)	(2,005)	(1,005)	(20,330)	(20,330)	0	
	TOTAL	374,203	358,570	(15,633)	756,830	726,830	(30,000)	
TREASURY MANAGEMENT	Expenditure	42,690	38,385	(4,305)	60,220	60,220	0	
Portfolio Holder : Cllr Peter Seib	Income	0	(109,719)	(109,719)	(496,020)	(564,610)	(68,590)	Current predictions are forecasting an overachievement of income to the value of £68.5k. This is due to: the interest on the loan to the Somerset Waste Partnership , the interest received on existing investments yielding above current base rate of 0.25% and also assumes a dividend of 3p per unit held on the Property fund is achieved.
	TOTAL	42,690	(71,334)	(114,024)	(435,800)	(504,390)	(68,590)	
TOTAL FINANCIAL SERVICES	Expenditure	1,511,194	1,451,265	(59,929)	2,756,490	2,726,490	(30,000)	
	Income	(69,625)	(187,819)	(118,194)	(1,165,230)	(1,233,820)	(68,590)	
	TOTAL	1,441,569	1,263,446	(178,123)	1,591,260	1,492,670	(98,590)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
ICT SERVICES								
Service Manager : Roger Brown								
INFORMATION SYSTEMS	Expenditure	569,439	555,173	(14,266)	1,014,090	1,042,090	28,000	An overspend of £15k is expected on the network charges budget, this is partly due to the old and the new suppliers having different invoicing regimes that has caused the last and the first invoices to occur in the same monitoring period. Delays have also occurred in the recovery of savings which are distributed across service budgets. It is hoped that we will be able to start the recovery of savings in the last quarter of this financial year. IS Maintenance Hardware and Software budget has an anticipated overspend of £13k due to the changes that have had to be made to the Microsoft Enterprise Agreement as well as arranging two new contracts, for security purposes.
Portfolio Holder : Cllr Henry Hobhouse	Income	(6,830)	(4,044)	2,786	(16,770)	(16,770)	0	
	TOTAL	562,609	551,129	(11,480)	997,320	1,025,320	28,000	
TOTAL INFORMATION SYSTEMS	Expenditure	569,439	555,173	(14,266)	1,014,090	1,042,090	28,000	
	Income	(6,830)	(4,044)	2,786	(16,770)	(16,770)	0	
	TOTAL	562,609	551,129	(11,480)	997,320	1,025,320	28,000	
PROCUREMENT AND RISK MANAGEMENT								
Service Manager : Gary Russ								
PROCUREMENT AND RISK MANAGEMENT	Expenditure	83,520	81,438	(2,082)	155,890	147,890	(8,000)	ICT Hardware and Software purchases are anticipated to be underspent by the year end. A carry forward will be submitted at the year end as a contribution towards transformation.
Portfolio Holder : Cllr Peter Seib	Income	(9,695)	(7,319)	2,376	(19,390)	(19,390)	0	
	TOTAL	73,825	74,119	294	136,500	128,500	(8,000)	
TOTAL PROCUREMENT AND RISK MANAGEMENT	Expenditure	83,520	81,438	(2,082)	155,890	147,890	(8,000)	
	Income	(9,695)	(7,319)	2,376	(19,390)	(19,390)	0	
	TOTAL	73,825	74,119	294	136,500	128,500	(8,000)	

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Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
REVENUES AND BENEFITS								
Service Manager : Ian Potter								
REVENUES & BENEFITS	Expenditure	906,358	879,132	(22,163)	1,673,370	1,673,370	0	Generally the budget is in good shape for end of year outturn. The only area of possible concern is income from summons and liability order costs. With costs being lower than last year and fewer summonses being issued there is a small risk at this stage that income from costs may be slightly below budget by the end of the year.
Portfolio Holder : Cllr Peter Seib	Income	(232,553)	(181,988)	50,565	(370,510)	(370,510)	0	
	TOTAL	673,805	697,144	28,402	1,302,860	1,302,860	0	
HOUSING BENEFIT SUBSIDY	Expenditure	20,901,820	20,217,319	(689,564)	41,803,640	41,803,640	0	Our latest subsidy monitor is showing an adverse variation of £83k. The projected variance is no cause for concern at this time. Subsidy is monitored monthly and the subsidy claim externally audited and finally adjusted summer 2017.
Portfolio Holder : Cllr Peter Seib	Income	(21,290,672)	(21,310,291)	(19,619)	(42,499,800)	(42,499,800)	0	
	TOTAL	(388,852)	(1,092,972)	(709,183)	(696,160)	(696,160)	0	
TOTAL REVENUES AND BENEFITS	Expenditure	21,808,178	21,096,451	(711,727)	43,477,010	43,477,010	0	
	Income	(21,523,225)	(21,492,279)	30,946	(42,870,310)	(42,870,310)	0	
	TOTAL	284,953	(395,828)	(680,781)	606,700	606,700	0	
OPERATIONS AND CUSTOMER FOCUS								
Service Manager : Jason Toogood								
CUSTOMER SERVICES	Expenditure	241,575	227,346	(14,229)	473,780	473,780	0	<i>Income received from cover of SCC reception functions.</i>
Portfolio Holder : Cllr Ric Pallister	Income	0	(5,735)	(5,735)	0	0	0	
	TOTAL	241,575	221,611	(19,964)	473,780	473,780	0	
RESOLUTION AND PRINTING	Expenditure	38,520	33,279	(5,241)	77,040	77,040	0	<i>Benefit of reduced leasing costs and copy charges for new machine leased.</i> <i>Printing continues to suffer from decreased use.</i>
Portfolio Holder : Cllr Ric Pallister	Income	(47,040)	(29,796)	17,244	(94,080)	(94,080)	0	
	TOTAL	(8,520)	3,483	12,003	(17,040)	(17,040)	0	
TOTAL OPERATIONS AND CUSTOMER FOCUS	Expenditure	280,095	260,625	(19,470)	550,820	550,820	0	
	Income	(47,040)	(35,531)	11,509	(94,080)	(94,080)	0	
	TOTAL	233,055	225,094	(7,961)	456,740	456,740	0	
TOTAL FINANCE AND CORPORATE SERVICES	Expenditure	24,252,426	23,444,952	(807,474)	47,954,300	47,944,300	(10,000)	
	Income	(21,656,415)	(21,726,992)	(70,577)	(44,165,780)	(44,234,370)	(68,590)	
	TOTAL	2,596,011	1,717,960	(878,051)	3,788,520	3,709,930	(78,590)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
LEGAL AND CORPORATE SERVICES								
Assistant Director : Ian Clarke								
DEMOCRATIC SERVICES								
Service Manager : Angela Cox								
DEMOCRATIC & SUPPORT SERVICES	Expenditure	508,260	518,795	10,535	1,019,490	1,014,490	(5,000)	Electoral Registration - £26.9k postage costs paid by SSDC in relation to PCC and EU Referendum is in the process of being reclaimed through the Electoral Claims Unit. It is anticipated that this budget will have an underspend of £5k by the year end. District and Parish Elections - This budget has seen little spend so far due to a number of parish by elections being un-contested. Management Corp Dem Costs - Printing & stationery costs continue to exceed budget by £9k, as my hope that more Councillors would have gone 'paperless' by now has not happened. Also, the need to replace the hearing loop in the Main Committee Room will have to be met from this budget. This will probably mean a budget overspend of £8.2k by year end, which will be compensated by an underspend on the members training budget. It is anticipated that this budget will have an underspend of £5k by the year end. A carry forward will be submitted for the underspend of members training.
Portfolio Holder : Cllr Carol Goodall	Income	(46,800)	(47,454)	(654)	(51,510)	(51,510)	0	
	TOTAL	461,460	471,341	9,881	967,980	962,980	(5,000)	
TOTAL DEMOCRATIC & SUPPORT SERVICES	Expenditure	508,260	518,795	10,535	1,019,490	1,014,490	(5,000)	
	Income	(46,800)	(47,454)	(654)	(51,510)	(51,510)	0	
	TOTAL	461,460	471,341	9,881	967,980	962,980	(5,000)	
LEGAL SERVICES								
Service Manager : Angela Watson								
LEGAL SERVICES	Expenditure	267,505	275,152	7,647	511,270	511,270	0	On expenditure, the cost of our locum is resulting in an overspend. She will be going on maternity leave in November, & we are hoping to use other options for getting the planning work done without having to replace her – or at least not on the same full-time basis.
Portfolio Holder : Cllr Peter Seib	Income	(36,390)	(26,337)	10,053	(73,880)	(73,880)	0	
	TOTAL	231,115	248,815	17,700	437,390	437,390	0	
LAND CHARGES	Expenditure	55,955	30,359	(25,596)	111,910	101,910	(10,000)	Expenditure: aside from having had to make provision for the LLC litigation, the other significant item is the variance on other consultants fees caused by the fact that we have not yet been invoiced by SCC for any search work this year. This is being chased, as it would be good to bring this budget up to date. Income: it is notable that we are only £5K above budget for this point in the year. <i>It is estimated that from April to September we owe £13.2k to Somerset County Council for their services.</i>
Portfolio Holder : Cllr Peter Seib	Income	(219,085)	(224,892)	(5,807)	(438,170)	(438,170)	0	
	TOTAL	(163,130)	(194,533)	(31,403)	(326,260)	(336,260)	(10,000)	
RIGHTS OF WAY	Expenditure	17,780	16,379	(1,401)	35,560	35,560	0	
Portfolio Holder : Cllr Peter Seib	Income	(8,250)	0	8,250	(16,500)	(16,500)	0	
	TOTAL	9,530	16,379	6,849	19,060	19,060	0	
TOTAL LEGAL SERVICES	Expenditure	341,240	321,890	(19,350)	658,740	648,740	(10,000)	
	Income	(263,725)	(251,229)	12,496	(528,550)	(528,550)	0	
	TOTAL	77,515	70,661	(6,854)	130,190	120,190	(10,000)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
FRAUD AND DATA MANAGEMENT								
Service Manager : Lynda Creek								
FRAUD AND DATA MANAGEMENT	Expenditure	48,820	40,652	(8,168)	82,540	74,370	(8,170)	The variance relates mainly to monies yet to be paid to SWAP for their investigation service and to training yet to be arranged on the new DP regulation (may need carry forward on some of this because still awaiting final guidance on this change)
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	48,820	40,652	(8,168)	82,540	74,370	(8,170)	
TOTAL FRAUD AND DATA MANAGEMENT	Expenditure	48,820	40,652	(8,168)	82,540	74,370	(8,170)	
	Income	0	0	0	0	0	0	
	TOTAL	48,820	40,652	(8,168)	82,540	74,370	(8,170)	
HUMAN RESOURCES								
Service Manager : Mike Holliday								
HUMAN RESOURCES	Expenditure	145,560	116,114	(29,446)	289,620	274,620	(15,000)	No concerns with budget. Underspend forecast on the Corporate training budget this year.
Portfolio Holder : Cllr Ric Pallister	Income	(4,990)	(7,506)	(2,516)	(12,870)	(12,870)	0	
	TOTAL	140,570	108,608	(31,962)	276,750	261,750	(15,000)	
TOTAL HUMAN RESOURCES	Expenditure	145,560	116,114	(29,446)	289,620	274,620	(15,000)	
	Income	(4,990)	(7,506)	(2,516)	(12,870)	(12,870)	0	
	TOTAL	140,570	108,608	(31,962)	276,750	261,750	(15,000)	
TOTAL LEGAL AND CORPORATE SERVICES	Expenditure	1,043,880	997,451	(46,429)	2,050,390	2,012,220	(38,170)	
	Income	(315,515)	(306,189)	9,326	(592,930)	(592,930)	0	
	TOTAL	728,365	691,262	(37,103)	1,457,460	1,419,290	(38,170)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
ECONOMY								
Assistant Director : Martin Woods								
ECONOMIC DEVELOPMENT								
Service Manager : David Julian								
ECONOMIC DEVELOPMENT	Expenditure	298,275	276,174	(22,101)	596,550	596,550	0	Rental may take a dip here as we have lost SWAP and some other rental income. However there are savings on expenditure and we have new tenants started in Q2. We may need to review our overall income forecast in Q3.
	Income	(396,010)	(344,288)	51,722	(449,400)	(449,400)	0	
Portfolio Holder : Cllr Jo Roundell-Greene	TOTAL	(97,735)	(68,114)	29,621	147,150	147,150	0	
TOURISM	Expenditure	93,558	75,210	(18,348)	201,210	201,210	0	Major spend is in Q3 & 4.
Portfolio Holder : Cllr Claire Aparicio Paul	Income	(40,525)	(33,558)	6,967	(81,050)	(81,050)	0	
	TOTAL	53,033	41,652	(11,381)	120,160	120,160	0	Budgets are all ok.
HERITAGE	Expenditure	29,500	30,519	1,019	59,000	59,000	0	We are expecting a small amount of grant money to offset some of the promotions expenditure. Also we have paid for the calendar and are expecting around £2.5k - £3k of income from this in Q3.
Portfolio Holder : Cllr Nick Weeks	Income	(1,560)	(674)	886	(3,120)	(3,120)	0	
	TOTAL	27,940	29,845	1,905	55,880	55,880	0	Budgets are all ok.
TOTAL ECONOMIC DEVELOPMENT	Expenditure	421,333	381,903	(39,430)	856,760	856,760	0	
	Income	(438,095)	(378,520)	59,575	(533,570)	(533,570)	0	
	TOTAL	(16,762)	3,383	20,145	323,190	323,190	0	
DEVELOPMENT CONTROL								
Service Manager : David Norris								
DEVELOPMENT CONTROL	Expenditure	774,055	877,183	103,128	1,548,110	1,648,110	100,000	Overspend on professional fees/consultants/appeal costs is still on target for £100k whilst income is still slightly down on budget. Confident that we will achieve very close to the budgeted income amount at the end of the year .
Portfolio Holder : Cllr Angie Singleton	Income	(631,235)	(606,059)	25,176	(1,254,710)	(1,254,710)	0	
	TOTAL	142,820	271,124	128,304	293,400	393,400	100,000	
TOTAL DEVELOPMENT CONTROL	Expenditure	774,055	877,183	103,128	1,548,110	1,648,110	100,000	
	Income	(631,235)	(606,059)	25,176	(1,254,710)	(1,254,710)	0	
	TOTAL	142,820	271,124	128,304	293,400	393,400	100,000	
SPATIAL POLICY								
Service Manager : Paul Wheatley								
PLANNING POLICY	Expenditure	137,490	123,967	(13,523)	303,350	303,350	0	We are expecting the final invoice from the Planning Inspectorate for the Community Infrastructure Levy costs in October 2016; and we will be going out to tender for a piece of external consultancy work in October, with a value of circa £35,000.
Portfolio Holder : Cllr Angie Singleton	Income	(1,280)	0	1,280	(2,560)	(2,560)	0	
	TOTAL	136,210	123,967	(12,243)	300,790	300,790	0	Budgets all ok.
TRANSPORT	Expenditure	20,155	19,303	(852)	40,310	40,310	0	
Portfolio Holder : Cllr Henry Hobhouse	Income	0	0	0	0	0	0	
	TOTAL	20,155	19,303	(852)	40,310	40,310	0	
TOTAL SPATIAL POLICY	Expenditure	157,645	143,270	(14,375)	343,660	343,660	0	
	Income	(1,280)	0	1,280	(2,560)	(2,560)	0	
	TOTAL	156,365	143,270	(13,095)	341,100	341,100	0	

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Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
STRATEGIC HOUSING								
Service Manager : Martin Woods								
STRATEGIC HOUSING	Expenditure	90,848	86,477	(4,371)	197,270	197,270	0	
Portfolio Holder : Cllr Ric Pallister	Income	(2,500)	(23,115)	(20,615)	(2,500)	(2,500)	0	Partnership contributions and rents received in advance.
	TOTAL	88,348	63,362	(24,986)	194,770	194,770	0	Budget on track.
TOTAL STRATEGIC HOUSING	Expenditure	90,848	86,477	(4,371)	197,270	197,270	0	
	Income	(2,500)	(23,115)	(20,615)	(2,500)	(2,500)	0	
	TOTAL	88,348	63,362	(24,986)	194,770	194,770	0	
EQUALITIES								
Service Manager : Jo Morgan								
EQUALITIES & DIVERSITY	Expenditure	26,620	24,656	(1,964)	53,240	53,240	0	
Portfolio Holder : Cllr Jo Roundell Greene	Income	0	(4,130)	(4,130)	0	0	0	
	TOTAL	26,620	20,526	(6,094)	53,240	53,240	0	
TOTAL EQUALITIES	Expenditure	26,620	24,656	(1,964)	53,240	53,240	0	
	Income	0	(4,130)	(4,130)	0	0	0	
	TOTAL	26,620	20,526	(6,094)	53,240	53,240	0	
POLICY AND PERFORMANCE								
Service Manager : Charlotte Jones & Andrew Gillespie								
POLICY & PERFORMANCE	Expenditure	57,870	59,143	1,273	111,370	111,370	0	No variance expected at year end.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	57,870	59,143	1,273	111,370	111,370	0	
TOTAL POLICY AND PERFORMANCE	Expenditure	57,870	59,143	1,273	111,370	111,370	0	
	Income	0	0	0	0	0	0	
	TOTAL	57,870	59,143	1,273	111,370	111,370	0	
TOTAL ECONOMY	Expenditure	1,528,371	1,572,632	44,261	3,110,410	3,210,410	100,000	
	Income	(1,073,110)	(1,011,824)	61,286	(1,793,340)	(1,793,340)	0	
	TOTAL	455,261	560,808	105,547	1,317,070	1,417,070	100,000	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
COMMUNITIES								
Assistant Director : Helen Rutter & Kim Close								
COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS								
Service Manager : Helen Rutter & Kim Close								
CENTRAL COMMUNITIES TEAM	Expenditure	71,005	83,880	12,875	142,010	142,010	0	There is an overspend on this budget due to the AD cover arrangements but this will be covered by savings in the Area East & South budgets.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	71,005	83,880	12,875	142,010	142,010	0	
COMMUNITY SAFETY	Expenditure	29,410	27,513	(1,897)	58,820	58,820	0	Home Office funding for Prevent Duty.
Portfolio Holder : Cllr Peter Gubbins	Income	0	(10,000)	(10,000)	0	0	0	
	TOTAL	29,410	17,513	(11,897)	58,820	58,820	0	
Service Manager : David Crisfield								
THIRD SECTOR AND PARTNERSHIPS	Expenditure	134,325	125,996	(8,329)	253,790	253,790	0	Underspend due to carry forward for Digital Inclusion project, which has now commenced.
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0	0	0	0	
	TOTAL	134,325	125,996	(8,329)	253,790	253,790	0	
TOTAL COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS	Expenditure	234,740	237,389	2,649	454,620	454,620	0	
	Income	0	(10,000)	(10,000)	0	0	0	
	TOTAL	234,740	227,389	(7,351)	454,620	454,620	0	
LOCAL STRATEGIC PARTNERSHIP								
Service Manager : Helen Rutter								
LOCAL STRATEGIC PARTNERSHIP	Expenditure	10,975	7,676	(3,299)	7,600	7,600	0	<i>No further spend anticipated on this budget.</i>
Portfolio Holder : Cllr Ric Pallister	Income	(7,600)	(7,595)	5	(7,600)	(7,600)	0	
	TOTAL	3,375	81	(3,294)	0	0	0	
TOTAL LOCAL STRATEGIC PARTNERSHIP	Expenditure	10,975	7,676	(3,299)	7,600	7,600	0	
	Income	(7,600)	(7,595)	5	(7,600)	(7,600)	0	
	TOTAL	3,375	81	(3,294)	0	0	0	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
AREA EAST								
Service Manager : Tim Cook								
EAST AREA DEVELOPMENT Area Chairman : Cllr Nick Weeks	Expenditure	96,720	90,264	(6,456)	193,440	193,440	0	Underspends will cover staff cover in Communities.
	Income	(2,255)	76	2,331	(4,510)	(4,510)	0	
	TOTAL	94,465	90,340	(4,125)	188,930	188,930	0	
EAST GRANTS Area Chairman : Cllr Nick Weeks	Expenditure	21,705	6,346	(15,359)	43,410	43,410	0	Underspend on project money that will be drawn down during the year.
	Income	0	0	0	0	0	0	
	TOTAL	21,705	6,346	(15,359)	43,410	43,410	0	
EAST PROJECTS Area Chairman : Cllr Nick Weeks	Expenditure	34,635	36,634	1,999	69,270	69,270	0	
	Income	(63,580)	(61,080)	2,500	(69,270)	(69,270)	0	
	TOTAL	(28,945)	(24,446)	4,499	0	0	0	
TOTAL AREA EAST	Expenditure	153,060	133,244	(19,816)	306,120	306,120	0	
	Income	(65,835)	(61,004)	4,831	(73,780)	(73,780)	0	
	TOTAL	87,225	72,240	(14,985)	232,340	232,340	0	
AREA NORTH								
Service Manager : Sara Kelly								
NORTH AREA DEVELOPMENT Area Chairman : Cllr Clare Aparicio Paul	Expenditure	86,445	84,978	(1,467)	172,890	158,890	(14,000)	True variance distorted by business support grant paid out of approx £7K which is to be covered from the flooding reserve. With this covered, Area Development showing a favourable variance of £3K. Salary underspends due to temporary vacant hours within Neighbourhood Development are the main reason for the predicted year end underspend.
	Income	0	(1,520)	(1,520)	0	0	0	
	TOTAL	86,445	83,458	(2,987)	172,890	158,890	(14,000)	
NORTH GRANTS Area Chairman : Cllr Clare Aparicio Paul	Expenditure	8,115	7,525	(590)	16,230	16,230	0	Budget expected to be fully utilised by year end as nearly all committed to projects already.
	Income	0	0	0	0	0	0	
	TOTAL	8,115	7,525	(590)	16,230	16,230	0	
TOTAL AREA NORTH	Expenditure	94,560	92,503	(2,057)	189,120	175,120	(14,000)	
	Income	0	(1,520)	(1,520)	0	0	0	
	TOTAL	94,560	90,983	(3,577)	189,120	175,120	(14,000)	

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Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
AREA SOUTH								
Service Manager : Natalie Fortt								
SOUTH AREA DEVELOPMENT Area Chairman : Cllr Peter Gubbins	Expenditure	140,815	120,699	(20,116)	281,220	281,220	0	Underspends will cover staff cover in Communities. Overspend in Markets will be covered from other Area South budgets.
	Income	(24,360)	(22,262)	2,098	(48,720)	(48,720)	0	
	TOTAL	116,455	98,437	(18,018)	232,500	232,500	0	
SOUTH GRANTS Area Chairman : Cllr Peter Gubbins	Expenditure	27,265	19,099	(8,166)	45,730	45,730	0	
	Income	0	0	0	0	0	0	
	TOTAL	27,265	19,099	(8,166)	45,730	45,730	0	
SOUTH PROJECTS Area Chairman : Cllr Peter Gubbins	Expenditure	11,147	11,582	435	16,720	16,720	0	<i>YTC contribution to Yeovil Vision.</i>
	Income	(16,720)	(26,720)	(10,000)	(16,720)	(16,720)	0	
	TOTAL	(5,573)	(15,138)	(9,565)	0	0	0	
TOTAL AREA SOUTH	Expenditure	179,227	151,380	(27,847)	343,670	343,670	0	
	Income	(41,080)	(48,982)	(7,902)	(65,440)	(65,440)	0	
	TOTAL	138,147	102,398	(35,749)	278,230	278,230	0	
AREA WEST								
Service Manager : Zoe Harris								
WEST AREA DEVELOPMENT Area Chairman : Cllr Carol Goodall	Expenditure	112,250	99,945	(12,305)	224,500	224,500	0	Variation will be resolved within financial year.
	Income	(1,755)	(1,355)	400	(3,510)	(3,510)	0	
	TOTAL	110,495	98,590	(11,905)	220,990	220,990	0	
WEST GRANTS Area Chairman : Cllr Carol Goodall	Expenditure	17,690	10,043	(7,647)	35,380	35,380	0	On course to be spent by year end.
	Income	0	0	0	0	0	0	
	TOTAL	17,690	10,043	(7,647)	35,380	35,380	0	
WEST PROJECTS Area Chairman : Cllr Carol Goodall	Expenditure	10,995	10,406	(589)	23,470	23,470	0	Normal budget to be spent.
	Income	(6,965)	(4,024)	2,941	(13,930)	(13,930)	0	
	TOTAL	4,030	6,382	2,352	9,540	9,540	0	
TOTAL AREA WEST	Expenditure	140,935	120,394	(20,541)	283,350	283,350	0	
	Income	(8,720)	(5,379)	3,341	(17,440)	(17,440)	0	
	TOTAL	132,215	115,015	(17,200)	265,910	265,910	0	
TOTAL COMMUNITIES	Expenditure	813,497	742,586	(70,911)	1,584,480	1,570,480	(14,000)	
	Income	(123,235)	(134,480)	(11,245)	(164,260)	(164,260)	0	
	TOTAL	690,262	608,106	(82,156)	1,420,220	1,406,220	(14,000)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
ENVIRONMENT								
Assistant Director : Laurence Willis								
ENVIRONMENTAL HEALTH								
Service Manager : Alasdair Bell								
HOUSING STANDARDS	Expenditure	119,460	115,173	(4,287)	233,920	233,920	0	Variance relates to underspend on travel and a slight underspend on Grants within Housing standards however this is likely to even out over the remainder of the year.
Portfolio Holder : Cllr Carol Goodall	Income	(33,725)	(31,099)	2,626	(67,450)	(67,450)	0	Income on Home Aid very slightly below budget at present, marginally compensated by income received within Housing Standards. Expected to even out for year end.
	TOTAL	85,735	84,074	(1,661)	166,470	166,470	0	
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	443,200	404,254	(38,946)	912,630	885,000	(27,630)	Variance largely relates to a vacant technical post, and a small number of vacant hours in the budget, this is compensated by maternity costs. Savings being made on equipment, tools & materials, travel and consultants fees Burial supply costs also over budget but repayment of previous ones into the income budget counteracts this.
Portfolio Holder : Cllr Carol Goodall	Income	(51,845)	(38,763)	13,082	(78,660)	(40,000)	38,660	Variance shown relates to profiling on the burial recharge which has been corrected in month 7 and pest control and pollution prevention & control (PPC). Pest control income has been down in previous years so is expected, and will likely remain at year end , this is also weather related. It is early days yet but with PPC income down, the income target at year end could be down. Several PPC processes such as waste oil burners have ceased operation due to recent legislative changes. This will be a permanent change and reduction in income.
	TOTAL	391,355	365,491	(25,864)	833,970	845,000	11,030	
ENFORCEMENT	Expenditure	58,878	55,719	(3,159)	124,260	124,260	0	Expenditure down slightly but expect to even out for end of year.
Portfolio Holder : Cllr Carol Goodall	Income	(1,500)	(6,535)	(5,035)	(3,000)	(10,000)	(7,000)	Income slightly up and expect an overachievement of income to the value of around £7k at year end.
	TOTAL	57,378	49,184	(8,194)	121,260	114,260	(7,000)	
TOTAL ENVIRONMENTAL HEALTH	Expenditure	621,538	575,146	(46,392)	1,270,810	1,243,180	(27,630)	
	Income	(87,070)	(76,397)	10,673	(149,110)	(117,450)	31,660	
	TOTAL	534,468	498,749	(35,719)	1,121,700	1,125,730	4,030	
CIVIL CONTINGENCIES MANAGER								
Service Manager : Pam Harvey								
CIVIL CONTINGENCIES	Expenditure	67,130	48,055	(19,075)	134,260	134,260	0	Expenditure largely running as profiled. Underspends on overtime and payments to contractors are reason for variance, but not unusual at this time of year. Year end figures will depend on issues throughout the year.
Portfolio Holder : Cllr Nick Weeks	Income	(555)	0	555	(1,110)	(1,110)	0	
	TOTAL	66,575	48,055	(18,520)	133,150	133,150	0	
TOTAL CIVIL CONTINGENCIES	Expenditure	67,130	48,055	(19,075)	134,260	134,260	0	
	Income	(555)	0	555	(1,110)	(1,110)	0	
	TOTAL	66,575	48,055	(18,520)	133,150	133,150	0	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
ENGINEERING AND PROPERTY SERVICES								
Service Manager : Garry Green								
PROPERTY MANAGEMENT	Expenditure	608,718	566,914	(41,804)	1,237,360	1,217,360	(20,000)	Across the board underspend particularly on public offices but likelihood this will change and be utilised as year progresses, however if not will compensate for reduced income. Commercial and Property income under profiled budget, largely due to The Stables being vacant for most of the year, and although now occupied, rent free period in place. Remainder of variance linked to profiling of budgets.
Portfolio Holder : Cllr Henry Hobhouse	Income	(465,125)	(427,843)	37,282	(797,110)	(767,110)	30,000	
	TOTAL	143,593	139,071	(4,522)	440,250	450,250	10,000	
CAR PARKING	Expenditure	339,164	327,302	(11,862)	746,330	746,330	0	Variance largely relates to one outstanding service charge waiting to be paid over but delays are outside of our control. NNDR over budget but hoped this can be covered from underspends within budget. Pay & display income down approx £80K, season ticket income down £15.6K, PCN income down £4K and rentals down £6.7k on budget. Budget 'uplift' on income from enforcement contract offer not yet in place, so variance always expected on pay and display but currently not as bad as originally anticipated.
Portfolio Holder : Cllr Henry Hobhouse & Cllr Peter Seib	Income	(1,123,155)	(1,005,989)	117,166	(2,280,670)	(2,190,670)	90,000	
	TOTAL	(783,991)	(678,687)	105,304	(1,534,340)	(1,444,340)	90,000	
ENGINEERING SERVICES	Expenditure	358,395	297,318	(61,077)	667,640	602,640	(65,000)	Savings on salaries and vacant hours, as well as reduced costs of cleaning of public conveniences. Underspends on land drainage and Birchfield may remain at year end but some dependant on the weather during the winter period in terms of flooding. Street Naming & Numbering income slightly up on profiled budget which will remain at year end.
Portfolio Holder : Cllr Henry Hobhouse	Income	(33,360)	(43,081)	(9,721)	(66,720)	(76,720)	(10,000)	
	TOTAL	325,035	254,237	(70,798)	600,920	525,920	(75,000)	
TOTAL ENGINEERING AND PROPERTY SERVICES	Expenditure	1,306,277	1,191,534	(114,743)	2,651,330	2,566,330	(85,000)	
	Income	(1,621,640)	(1,476,913)	144,727	(3,144,500)	(3,034,500)	110,000	
	TOTAL	(315,363)	(285,379)	29,984	(493,170)	(468,170)	25,000	

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Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
BUILDING CONTROL								
Service Manager : Dave Durrant								
BUILDING CONTROL	Expenditure	236,815	202,538	(34,277)	629,380	620,000	(9,380)	Expenditure on salaries will increase with new staff commencing.
Portfolio Holder : Cllr Nick Weeks	Income	(278,107)	(230,589)	47,518	(661,240)	(623,240)	38,000	Expected B.Reg fee income of around £448k is estimated.
	TOTAL	(41,292)	(28,051)	13,241	(31,860)	(3,240)	28,620	
TOTAL BUILDING CONTROL	Expenditure	236,815	202,538	(34,277)	629,380	620,000	(9,380)	
	Income	(278,107)	(230,589)	47,518	(661,240)	(623,240)	38,000	
	TOTAL	(41,292)	(28,051)	13,241	(31,860)	(3,240)	28,620	
STREETSCENE								
Service Manager : Chris Cooper								
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	1,536,830	1,536,781	(49)	2,974,940	2,974,940	0	Expenditure levels appear to be on target, however we know that there are some areas of unavoidable expenditure that will require the additional income that is currently showing in the budget - namely in the leases charges that have not yet been taken and in the payment to Chard TC for street cleaning services.
	Income	(560,583)	(656,567)	(95,984)	(1,303,760)	(1,303,760)	0	Income levels are currently buoyant and are very promising for this period of the year, the additional income will meet costs detailed above as additional expenditure is always required to carry out extra works.
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	976,247	880,214	(96,033)	1,671,180	1,671,180	0	In all, the budget is on target for the time of year and we are looking for opportunities for additional income that traditionally arise in the final half of the year. I fully expect the service to finish the year on budget or slightly in credit.
TOTAL STREETSCENE	Expenditure	1,536,830	1,536,781	(49)	2,974,940	2,974,940	0	
	Income	(560,583)	(656,567)	(95,984)	(1,303,760)	(1,303,760)	0	
	TOTAL	976,247	880,214	(96,033)	1,671,180	1,671,180	0	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
WASTE & RECYCLING								
Assistant Director : Laurence Willis								
WASTE COLLECTION Portfolio Holder : Cllr Jo Roundell Greene & Claire Aparicio Paul	Expenditure	2,880,199	2,878,470	(1,729)	5,769,100	5,769,100	0	The position shows a very close correlation to the annual budget at present. The major variables over the rest of the year is the amount recycled which affects our recycling income, and garden waste income which is performing well. The SWB budget does not include the rental and sale income from the old refuse fleet which across the partnership is now over £350k. The SWB has previously agreed that the first call on these funds would be roll-out costs for a new service model should members agree to implement one.
	Income	(1,014,468)	(1,005,943)	8,525	(1,463,770)	(1,463,770)	0	
	TOTAL	1,865,731	1,872,527	6,796	4,305,330	4,305,330	0	
TOTAL WASTE COLLECTION	Expenditure	2,880,199	2,878,470	(1,729)	5,769,100	5,769,100	0	
	Income	(1,014,468)	(1,005,943)	8,525	(1,463,770)	(1,463,770)	0	
	TOTAL	1,865,731	1,872,527	6,796	4,305,330	4,305,330	0	
LICENSING								
Service Manager : Nigel Marston								
LICENSING Portfolio Holder : Cllr Peter Gubbins	Expenditure	126,890	121,270	(5,620)	253,130	253,130	0	Expenditure on target for year end. Income is currently achieving the profiled budget however we may experience a shortfall due to the non-renewal of the licenses of 40 drivers from outside the area, this achieved £20k in income in 15/16. This may be offset by the increase in fees which took effect in April 2016 but is still to early to be sure.
	Income	(120,363)	(120,799)	(436)	(340,010)	(340,010)	0	
	TOTAL	6,527	471	(6,056)	(86,880)	(86,880)	0	
TOTAL LICENSING	Expenditure	126,890	121,270	(5,620)	253,130	253,130	0	
	Income	(120,363)	(120,799)	(436)	(340,010)	(340,010)	0	
	TOTAL	6,527	471	(6,056)	(86,880)	(86,880)	0	
TOTAL ENVIRONMENT	Expenditure	6,775,679	6,553,794	(221,885)	13,682,950	13,560,940	(122,010)	
	Income	(3,682,786)	(3,567,208)	115,578	(7,063,500)	(6,883,840)	179,660	
	TOTAL	3,092,893	2,986,586	(106,307)	6,619,450	6,677,100	57,650	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
HEALTH AND WELL-BEING								
Assistant Director : Steve Joel								
ARTS AND ENTERTAINMENT								
Service Manager : Adam Burgan								
ARTS	Expenditure	1,020,660	941,234	(79,426)	2,049,750	2,141,600	91,850	A strong start to the year across the service. Key Christmas period ahead but sales are looking strong. I am currently working towards a £10K underspend.
Portfolio Holder : Cllr Sylvia Seal	Income	(902,359)	(1,270,868)	(368,509)	(1,794,950)	(1,897,330)	(102,380)	
	TOTAL	118,301	(329,634)	(447,935)	254,800	244,270	(10,530)	
WESTLAND LEISURE COMPLEX	Expenditure	0	11,726	11,726	0	0	0	
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0	0	0	0	
	TOTAL	0	11,726	11,726	0	0	0	
TOTAL ARTS	Expenditure	1,020,660	952,960	(67,700)	2,049,750	2,141,600	91,850	
	Income	(902,359)	(1,270,868)	(368,509)	(1,794,950)	(1,897,330)	(102,380)	
	TOTAL	118,301	(317,908)	(436,209)	254,800	244,270	(10,530)	
SPORT AND LEISURE FACILITIES								
Service Manager : Steve Joel								
GOLDENSTONES	Expenditure	128,215	72,657	(55,558)	256,430	256,430	0	<i>Underspent on ten year plan.</i>
Portfolio Holder : Cllr Sylvia Seal	Income	(62,355)	(49,714)	12,641	(124,710)	(124,710)	0	
	TOTAL	65,860	22,943	(42,917)	131,720	131,720	0	
SPORT FACILITIES	Expenditure	75,980	104,267	28,287	151,960	151,960	0	<i>Essential work carried out to the cooling system of the gym & showers £28k will be transferred to the capital programme.</i>
Portfolio Holder : Cllr Sylvia Seal	Income	(30,500)	(26,579)	3,921	(61,000)	(61,000)	0	
	TOTAL	45,480	77,688	32,208	90,960	90,960	0	
WESTLANDS	Expenditure	0	2,941	2,941	0	0	0	
Portfolio Holder : Cllr Sylvia Seal	Income	0	(9,150)	(9,150)	0	0	0	
	TOTAL	0	(6,209)	(6,209)	0	0	0	
TOTAL SPORT AND LEISURE FACILITIES	Expenditure	204,195	179,865	(24,330)	408,390	408,390	0	
	Income	(92,855)	(85,443)	7,412	(185,710)	(185,710)	0	
	TOTAL	111,340	94,422	(16,918)	222,680	222,680	0	
COMMUNITY HEALTH AND LEISURE								
Service Manager : Lynda Pincombe								
COMMUNITY HEALTH & LEISURE	Expenditure	561,064	534,776	(26,288)	1,015,090	1,077,000	61,910	Service currently operating within budget.
Portfolio Holder : Cllr Sylvia Seal	Income	(206,274)	(184,347)	21,927	(325,070)	(387,810)	(62,740)	
	TOTAL	354,790	350,429	(4,361)	690,020	689,190	(830)	
TOTAL COMMUNITY HEALTH AND LEISURE	Expenditure	561,064	534,776	(26,288)	1,015,090	1,077,000	61,910	
	Income	(206,274)	(184,347)	21,927	(325,070)	(387,810)	(62,740)	
	TOTAL	354,790	350,429	(4,361)	690,020	689,190	(830)	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
HOUSING AND WELFARE								
Service Manager : Kirsty Larkins								
WELFARE	Expenditure	172,210	140,444	(31,766)	344,050	344,050	0	
Portfolio Holder : Cllr Sylvia Seal	Income	(359,221)	(368,699)	(9,478)	(404,970)	(404,970)	0	
	TOTAL	(187,011)	(228,255)	(41,244)	(60,920)	(60,920)	0	Budgets all fine.
HOUSING	Expenditure	679,483	479,794	(199,689)	1,379,900	1,379,900	0	
Portfolio Holder : Cllr Sylvia Seal	Income	(161,625)	(85,980)	75,645	(323,250)	(323,250)	0	
	TOTAL	517,858	393,814	(124,044)	1,056,650	1,056,650	0	Budgets all fine.
TOTAL HOUSING AND WELFARE	Expenditure	851,693	620,238	(231,455)	1,723,950	1,723,950	0	
	Income	(520,846)	(454,679)	66,167	(728,220)	(728,220)	0	
	TOTAL	330,847	165,559	(165,288)	995,730	995,730	0	
FAMILY SUPPORT PROGRAMME								
Service Manager : Steve Joel								
FAMILY SUPPORT PROGRAMME	Expenditure	30,560	30,500	(60)	30,560	30,560	0	
Portfolio Holder : Cllr Ric Pallister	Income	(30,560)	(30,560)	0	(30,560)	(30,560)	0	
	TOTAL	0	(60)	(60)	0	0	0	Budgets all fine.
TOTAL FAMILY SUPPORT PROGRAMME	Expenditure	30,560	30,500	(60)	30,560	30,560	0	
	Income	(30,560)	(30,560)	0	(30,560)	(30,560)	0	
	TOTAL	0	(60)	(60)	0	0	0	

Group with Elements		Budget to 30th September £	Actual to 30th September £	Variance to 30th September £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
COUNTRYSIDE								
Service Manager : Katy Menday								
COUNTRYSIDE	Expenditure	239,365	287,044	47,679	480,550	480,550	0	Trying to keep expenditure on the Ham Hill Country Park budget to a minimum to account for the sickness and cover pay that is currently required, although there are tree works that are required on site this winter that are unavoidable. At Chard Reservoir, we have had to purchase a water testing kit at £1.5K to help in the monitoring of the reservoir after the fish deaths in June/July. Expenditure at Yeovil Country Park may look high on events and salaries lines but these expenses are recovered from the heritage lottery fund in February.
	Income	(103,690)	(158,321)	(54,631)	(241,970)	(241,970)	0	
Portfolio Holder : Cllr Sylvia Seal	TOTAL	135,675	128,723	(6,952)	238,580	238,580	0	
TOTAL COUNTRYSIDE	Expenditure	239,365	287,044	47,679	480,550	480,550	0	
	Income	(103,690)	(158,321)	(54,631)	(241,970)	(241,970)	0	
	TOTAL	135,675	128,723	(6,952)	238,580	238,580	0	
TOTAL HEALTH AND WELL-BEING	Expenditure	2,907,537	2,605,383	(302,154)	5,708,290	5,862,050	153,760	
	Income	(1,856,584)	(2,184,218)	(327,634)	(3,306,480)	(3,471,600)	(165,120)	
	TOTAL	1,050,953	421,165	(629,788)	2,401,810	2,390,450	(11,360)	
TOTAL SSDC	Expenditure	37,567,475	36,222,075	(1,345,400)	74,645,550	74,715,130	69,580	
	Income	(28,707,645)	(28,931,257)	(223,612)	(57,086,290)	(57,140,340)	(54,050)	
	TOTAL	8,859,830	7,290,818	(1,569,012)	17,559,260	17,574,790	15,530	

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Appendix B

The following virements should be noted:

Value £	To	From	Description
16,740	Property Services	Technical Services	Transfer budget to cover casual wages
10,000	CCTV	Public Conveniences	Cover once off CCTV costs
12,000	Neighbourhood Development – Community (East)	Local Strategic Partnership	Transfer budget regarding backfilling of posts
1,000	Community Leisure	Play Area/ Youth Facility Development	Re-alignment of budget
6,670	Payroll Adjustments	Economic Development	Staff turnover savings
3,580	Payroll Adjustments	Community Leisure	Staff turnover savings
4,970	Strategic Management	Environmental Health Research & Policy	Return of Intern funding
2,910	Payroll Adjustments	Payroll	Staff turnover savings
5,850	Payroll Adjustments	Insurance	Re-profiling of Insurance budget

Appendix C

AREA RESERVES Quarter 2 2016/17

Allocation of Reserves	Approval Date	Approved Allocation	Balance 16/17	Transfer from Reserves during 2016/17
		£	£	£
Area East Balance B/fwd 1st April 2016			60,190	
Community Planning - Project Spend	Apr-05	50,000	26,930	
Securing of BMI Site	Jun-05	4,000	4,000	
Rural Business Units	Nov-05	25,000	15,800	
Retail Support Initiative	May-09	10,000	10,000	
Totals			56,730	0
QSP balance of Reserve Unallocated Balance 30th September 2016			3,460	60,190
Area North Balance B/fwd 1st April 2016			26,600	
Support towards progressing affordable rural housing schemes	Mar-09	15,000	10,000	
Totals			10,000	0
QSP balance of Reserve Unallocated Balance 30th September 2016			16,600	26,600
Area West Balance B/fwd 1st April 2016			49,640	
Chard Hub	Jun-16		49,640	
Totals			49,640	0
QSP balance of Reserve Unallocated Balance 30th September 2016			0	49,640

(Area South has no reserve remaining)

Appendix D Summary of Usable Reserves

The following table shows the current balance on each usable reserve and the movements since 1 April 2016:

Reserves	Balance as at 01/04/16 £'000	Movement £'000	Balance as at 30/9/16 £'000
Usable Capital Receipts	34,984	116	35,100
Capital Reserve	1,055	12	1,067
Cremator Replacement Capital Reserve	663	(12)	651
Election Reserve	125	25	150
Risk Management Reserve	11		11
Wincanton Sports Centre Reserve	21		21
Local Plan Enquiry Reserve	82		82
Yeovil Athletic Track Repairs Fund	118	7	125
Planning Delivery Reserve	26		26
Bristol to Weymouth Rail Reserve	16		16
Save to Earn Schemes Reserve	50		50
Local Authority Business Growth Initiative Reserve	37		37
Yeovil Vision	110		110
Insurance Fund	53		53
Transformation Reserve	411	1,300	1,711
Treasury Management Reserve	247		247
Local Plan Implementation Fund	125		125
Revenue Grants Reserve	682	(14)	668
MTFP Support Fund	4,958		4,958
Council Tax/Housing Benefits Reserve	1,105	(533)	572
Closed Churchyards Reserve	10	(10)	0
Health Inequalities	31		31
Deposit Guarantee Claims Reserve	9		9
Park Homes Replacement Reserve	165		165
Planning Obligations Admin Reserve	35		35
LSP	91	(8)	83
Artificial Grass Pitch Reserve	62		62
Business Support Scheme	165		165
Flooding Reserve	80		80
Infrastructure Reserve	962	(8)	954
NNDR Volatility Reserve	1,459	1,292	2,751
Ticket Levy Reserve	4	9	13
Waste Reserve	96		96
Total Usable Reserves	48,048	2,176	50,224

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

Agenda Item 8

2016/2017 Capital Budget Monitoring Report for the period ending 30th September 2016

Executive Portfolio Holder: Cllr Peter Seib, Finance and Legal Services
Strategic Director: Alex Parmley, Chief Executive
Assistant Director: Donna Parham, Finance and Corporate Services
Service Manager: Catherine Hood, Finance Manager
Lead Officer: Nicola Hix, Corporate / Management Accountant
Contact details: nicola.hix@southsomerset.gov.uk or 01935 462642

Purpose of the Report

1. The purpose of this report is to update Members on the current financial position of the capital programme of the Council and to report the reasons for variations from approved budgets for the period 1st July 2016 to 30th September 2016.

Forward Plan

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

Public Interest

3. This report updates progress on the Council's capital expenditure in 2016/17.

Recommendation(s)

4. That the District Executive: -
 - a) approve the revised capital programme spend as detailed in paragraph 6;
 - b) note the slippage over £50,000 in the capital programme as detailed in paragraph 8;
 - c) approve the virements of £35,000 outline in paragraph 9;
 - d) approve the allocation of any additional funding to be used within the capital programme as detailed in paragraph 11;
 - e) note the current position with regard to funds held by the Wessex Home Improvement Loans as detailed in paragraph 15;
 - f) note the progress of individual capital schemes as detailed in Appendix A;
 - g) note the balance of S106 deposits by developers held in a reserve as detailed in paragraph 13; and
 - h) note the schemes that were approved prior to 2012, as detailed in Appendix B, and confirm approval for those projects that they wish to remain in the programme.

Background

5. Full Council approved the Capital Programme in February 2016. Monitoring of the agreed programme has been delegated to District Executive.

Capital Programmes

6. The revised capital programme for this financial year and beyond is attached at Appendix A. The estimated spend for 2016/17 has been revised from **£8.937 million** to **£7.343 million** for the following reasons: -

	16/17 £'000	17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000
Capital Programme for 2016/17 onwards approved at DX in August	8,937	2,385	36	(345)	(345)
Plus projects added to Capital Programme:					
Purchase of 2 x 5 Bedroom Houses to be leased (Portfolio Holder Report Sep16)	487				
Westlands Leisure Complex - Foyer & Covered Walkway	106				
Affordable Housing Reserve to North Street, Crewkerne	520	520			
Area West Reserve allocation to:					
Grant to Crewkerne TC - Skate Park	13				
Grant to Henhayes Centre - Extension	12				
Grant to Hinton St George Hall & Playing Fields	12				
Grant to Crewkerne Rugby/Football Club - Floodlighting	10				
Grant to Warmer Chard Project	7				
Area North allocation to:					
Grant to Long Load Village Hall Mgt Committee	5				
Less West Hendford allocation returned to Affordable Housing Reserve	(373)				
Less loans removed from programme:					
Kingsdon Parish Council	(22)	3	3	3	3
Somerset Waste Partnership for Vehicles (as not all allocation required)	(203)	30	30	30	30
Less slippage from 2016/17 forecast to slip into 2017/18 and beyond (re-profiling)	(2,168)	1,651	517		
Revised Capital Programme for 2016/17 at 30th September 2016.	7,343	4,589	586	(312)	(312)

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

Capital Programme & Reserves

7. The current capital programme allocates £16,598 million to various schemes over the next five years. Further details are shown in Appendix A.

	£'000
Capital Programme (as detailed in paragraph 6)	11,894
Contingent Liabilities and Reserve Scheme	4,704
Total Programme to be Financed	16,598

Progress on various schemes

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

The actual net position as at 30th September 2016 is net expenditure of £1,478,000. This is made up of actual expenditure being £3,185,000 less grants received in advance for various projects of £1,707,000.

The current forecast net spend by the year end is £7.343 million. Schemes which are expected to be delayed this year and are more than £50,000 and have slipped to 2017/18 include:

Project	Date Funding Originally Approved	Slippage to 2017/18 £'000	Reason for Delay
Yeovil Innovation Centre Phase II	Feb 16	525	Profiling of expenditure now profiled to match likely start of contractor on site in March / April.
Affordable Housing - Mortgage Rescue Contingency Fund	Feb 14	277	Unlikely to be spent this financial year as no indications as yet that it is being called upon but needs to be retained as a contingency.
Affordable Housing - Bought not built Allocation	Feb 14	201	Unlikely to be spent this financial year as no indications as yet that it is being called upon but needs to be retained as a contingency.
Affordable Housing - Rural exception, Misterton (Yarlington)	Oct 15	199	Yarlington not yet submitted planning permission for the site.
Huish Episcopi Swimming Pool	Apr 16	173	Contractors being appointed but unlikely to claim whole of funding within this financial year.
Capital Works to Councils Portfolio	Feb 15	166	Replacement of Fire & Intruder Alarm underway but remainder of works may slip into next year.

Project	Date Funding Originally Approved	Slippage to 2017/18 £'000	Reason for Delay
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	Oct 15	120	Site delayed – outside our control.
New Car Parks	Feb 08	100	Delay in progressing Millers Garage site.

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

Virements between Capital Projects

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

Amount £'000	From	To	Reason
25	Loan Scheme for Somerset	Home Repairs Assistance	Funding moved to accommodate demand on HRA budget.
7	Dual Use Sport Centre Grants	Huish Episcopi Swimming Pool	Unallocated funding moved to relevant project.
3	Community Play Schemes	Wyndham Park Play Area Equipment	Underspend used to assist completion of play area elsewhere.
35	Total Virement		

Projects agreed before 2012

10. There are number of schemes still in the capital programme where funding was agreed before 2012. Appendix C provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

Additional income

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

Project	Additional funding received £'000
Grant to Henstridge PC - Pitches Improvements	20
Grant to Curry Rivel VH - Hearing Loop & Toilets	10
Dual Use Sport Centre Grants – Holyrood AGP	10

Disposals to Housing Associations

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

Section 106 (S106) Deposits by Developers

13. S106 agreements are legal agreements between Local Authorities and developers that are linked to a planning permission. The total balance held is £3,925,149. This is purely a South Somerset District Council financial summary, more detail on S106's is given to Area Committees on a quarterly basis.

Wessex Home Improvement Loans (WHIL)

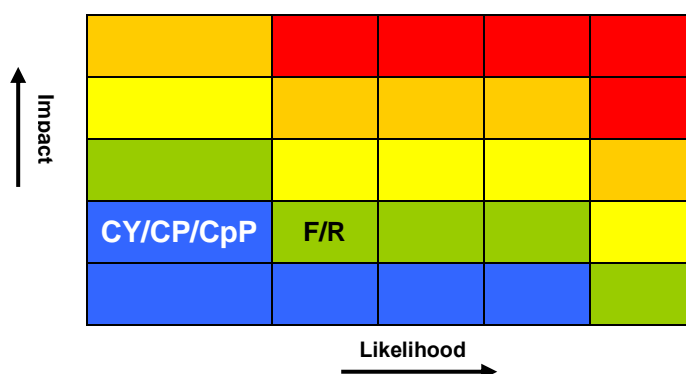
14. WHIL works in partnership with the Council to provide finance to homeowners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds.
15. The Council has £672,988 of capital invested with WHIL. As at the end of September 2016 there was £321,589 on the loan book and £351,399 as available capital.

Financial Implications

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

Risk Matrix

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



Key

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

Corporate Priority Implications

18. There are no specific implications in these proposals.

Carbon Emissions and Climate Change Implications

19. There are no specific implications in these proposals.

Equality and Diversity Implications

20. There are no specific implications in these proposals.

Background Papers

Revenue Quarterly Monitoring File
Capital Monitoring File

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2016/17 Est Spend £'000	Actual Spend to 30/09/16 £'000	2016/17 Remaining Balance £'000	Revised Future Est Spend £'000			
Chief Executive - Rina Singh									
STRATEGIC MANAGEMENT									
Service Managers - Charlotte Jones / Andrew Gillespie									
Transformation	March 16	0	329	0	329	986	1,315	A Gillespie / C Jones	This is an estimated profile. No financial commitments have yet been made for expenditure under the capital element of the programme.
Total Strategic Management		0	329	0	329	986	1,315		
FINANCE & CORPORATE SERVICES									
Assistant Director - Donna Parham									
FINANCIAL SERVICES									
Service Manager - Catherine Hood									
Portfolio Holder - Cllr Peter Seib									
Capital Salaries	Feb 13	2,715	50	0	50	0	2,765	D Parham	Figure to be calculated the end of the financial year as dependant on officer time on projects.
Loan to Somerset Waste Partnership for Vehicles	Oct 14	0	1,426	1,547	-121	-964	462	D Parham	Loan drawn upon during Qtr 2 and repayments have commenced.
Loan to Kingsdon Parish Council	April 15	0	0	0	0	0	0	D Parham	Loan no longer required - allocation of funding returned to capital balances.
Loan to Hinton St. George & Locality Rural Comm Services - Repayment	Oct 15	-1	-8	-4	-4	-36	-45	D Parham	Loan repayments being made as agreed.
Total Finance & Corporate Services		2,714	1,468	1,543	-75	-1,000	3,182		
ECONOMY									
Assistant Director - Martin Woods									
STRATEGIC HOUSING									
Service Manager - Colin McDonald									
Portfolio Holder - Cllr Ric Pallister									
Affordable Housing - Millfield, Chard	April 13	0	98	0	98	0	98	C McDonald	Site completed, but funding remains unclaimed to date.

	Original Date of Project Approval	In Year Monitoring					Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
		Previous Years Spend £'000	2016/17 Est Spend £'000	Actual Spend to 30/09/16 £'000	2016/17 Remaining Balance £'000	Revised Future Est Spend £'000			
Affordable Housing - Rural exception, Misterton (Yarlington)	Oct 15	0	0	0	0	397	397	C McDonald	Unlikely to be claimed this financial year as yarlington have not yet submitted planning application. Re-profiled £199K into 17/18.
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	Oct 15	0	0	0	0	120	120	C McDonald	Site delayed and may now fall into future financial year therefore £120K re-profiled into 17/18.
Affordable Housing - Westfield Academy 3 Bed Bung (Yarlington)	Oct 15	0	315	157	158	0	315	C McDonald	Start on site invoice paid, and anticipated remainder will be claimed in this financial year.
Affordable Housing - Queensway, Yeovil (Stonewater)	Oct 15	0	139	0	139	0	139	C McDonald	Site expected to complete in 2016/17.
Affordable Housing - Bought not built Allocation	Sept 14	99	0	0	0	201	300	C McDonald	Unlikely to be spent this financial year as no indications as yet that it is being called upon but needs to be retained as a contingency.
Affordable Housing - Mortgage Rescue Contingency Fund	Sept 14	0	0	0	0	277	277	C McDonald	Unlikely to be spent this financial year as no indications as yet that it is being called upon but needs to be retained as a contingency.
Affordable Housing - West Hendford, Yeovil	April 15	0	1	0	1	374	375	C McDonald	Allocation reduced by DX to cover underwriting of Learning Disabilities element only as detailed in report to DX last month.
Affordable Housing - North Street, Crewkerne	Sept 16	0	520	0	520	520	1,040	C McDonald	Subject to planning permission, some of the grant funding will fall into 2017/18.
Purchase of 45-50 Lavers Oak, Martock	April 15	413	16	4	12	26	455	C McDonald	Remaining balance for enhancement works needed to properties which have now started.
Purchase of 2 x 5 Bed House for Leasing	Sept 16	0	487	0	487	0	487	C McDonald	Portfolio holder report approved September 16.
ECONOMIC DEVELOPMENT									
Service Manager : David Julian									
Portfolio Holder - Cllr Jo Roundell-Greene									
Yeovil Innovation Centre Phase II	Feb 16	0	-233	0	-233	1,525	1,292	D Julian	LEP GD2 funding awarded as long as conditions are fully met. Design & Project Mangement team appointed and in early stages of design.
Yeovil Innovation Centre Car Park Facilities	Feb 16	0	120	18	102	0	120	D Julian	Car parking spaces formed and in use, although not finished. Large invoices paid in October.
Total Economy		512	1,463	179	1,284	3,440	5,415		

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COMMUNITIES									
Assistant Directors - Helen Rutter & Kim Close									
AREA SOUTH									
Service Manager - Natalie Ross									
Area Chairman - Cllr Peter Gubbins									
Reckleford Gyratory (Eastern Gateway)	Feb 07	1,633	88	0	88	0	1,721	N Ross	Report to be submitted to Yeovil Vision Board's December meeting to enable completion of this project
Local Delivery Vehicle (linked to Yeovil Vision)	Feb 09	66	34	0	34	0	100	N Ross	Remaining budget to be allocated to Yeovil Vision projects. £5k has been allocated by the Yeovil Vision Board towards improvements to the signage from National Tyres by County Council.
Foundry House	April 99	879	4	0	4	0	883	N Ross	Project to be identified to spend remaining money in line with DCLG grant.
5 Additional CCTV Cameras in Yeovil	Aug 14	18	11	0	11	0	29	S Brewer	Scheme completed and final invoices paid out in October 16.
Wyndham Park Community Facilities	Nov 14	0	400	0	400	0	400	N Ross	Negotiations taking place with landowner adjacent to Wyndham Park.
Area South Committee Allocation		0	15	0	15	0	15	K Close	Updates reported to Area Committee.

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AREA NORTH									
Service Manager - Sara Kelly									
Area Chairman - Cllr Clare Aparicio Paul									
Grant to Curry Rivel VH - Hearing Loop & Toilets	Sep16	0	0	0	0	0	S Kelly	S106 grant paid over for £9,540.	
Area North Committee Allocation		22	142	9	133	0	N Ross	Updates reported to Area Committee.	
AREA EAST									
Service Manager - Tim Cook									
Area Chairman - Cllr Nick Weeks									
Land Acquisition in Waterside Rd, Wincanton	Feb 08	0	0	0	0	11	P Williams	Settlement negotiated with landowner - solicitor instructed. Updated valuation obtained.	
Enhancements to Waterside Rd, Wincanton	Feb 08	0	0	0	0	24	P Williams	Programming to be revised following above.	
Area East Committee Allocation		2	61	18	43	0	T Cook	Updates reported to Area Committee.	
AREA WEST									
Service Manager - Zoe Harris									
Area Chairman - Cllr Carol Goodall									
Market Towns Visions	Feb 06	368	64	0	64	0	H Rutter		
Grant to Ilminster Sports Club	Apr 16	0	0	0	0	0	Z Harris	£5K grant fully paid over for project.	
Grant to Merriott Village Hall	Apr 16	0	0	0	0	0	Z Harris	£10K grant fully paid over for project.	
Area West Committee Allocation		5	150	17	133	0	Z Harris	Updates reported to Area Committee.	
Total Communities			2,993	968	44	925	35	3,996	

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ENVIRONMENT									
Assistant Director - Laurence Willis									
ENVIRONMENTAL HEALTH									
Service Manager - Alasdair Bell									
Portfolio Holder - Cllr Ric Pallister									
Disabled Facilities Grants (Expenditure)	Feb 13	3,473	-138	-705	567	0	3,335	A Bell	Approx £984K external funding received from Better Care Fund. Spend of £279K so far this year. Budget fully committed but progress on some jobs slow-slight underspend anticipated.
Empty Property Grants	Feb 15	1,118	123	52	71	0	1,241	A Bell	Budget fully committed and full spend anticipated.
Home Repairs Assistance	Feb 15	1,246	78	22	56	0	1,324	A Bell	Budget 80% committed and full spend anticipated.
HMO Grants	Feb 15	554	59	0	59	0	613	A Bell	Budget 80% committed and full spend anticipated.
Loan Scheme for Somerset	Feb 13	385	0	0	0	0	385	A Bell	£25K remaining budget reallocated to need in Home Repairs assistance budget.
Upgrade link of Civica, Indigo, ESG System	June 15	27	0	0	0	0	27	V Dawson	Project complete - £6K underspend returned to balances.
Remediation of Whatley Gasworks	June 16	0	0	0	0	0	0	V Dawson	Budget of £66k externally funded. Works complete - full allocation due to be paid over soon.
ENGINEERING AND PROPERTY SERVICES									
Service Manager - Garry Green									
Portfolio Holder - Cllr Henry Hobhouse									
Car Park Enhancements	Feb 14	97	37	0	37	0	134	G Green	Enhancement works to be scheduled for later in financial year.
Intelligent Enforcement Car Park Adaptions	May 16	0	20	0	20	0	20	G Green	Delay in agreeing contract terms for project to proceed.
New Car Parks	Feb 08	368	100	0	100	342	810	G Green	Delay in progressing Milers Garage site due to potential larger scale project with adjacent landowners

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Capital Works to Councils Portfolio	Various	216	267	20	247	166	649	G Green	Projects identified for 16/17 from approved capital programme. Largest project for 16/17 is the replacement of the Fire & Intruder Alarm across many sites - this has now started to progress.
Adaptions for lease of floor at Churchfields	Sept 14	38	0	0	0	0	38	G Green	Project completed.
Gas Control System - Birchfield	Feb 13	121	25	5	20	469	615	G Green	Investigation on dissolved lechate and gas extraction requirements is ongoing and to consider now report received detailing short/medium term gas control options.
Transfer of Castle Cary Market House	Apr 16	0	45	0	45	0	45	G Green	Transfer ongoing at present.
Tolbury Mill Roof		0	0	-4	4	0	0	G Green	Works completed, final assessment of costs to be checked through.
Bus Shelters in South Somerset	Jun 16	0	40	30	10	0	40	G Green	Purchase made.
Yeovil Crematorium	Feb 16 2012/13	542	59	0	59	23	624	G Green	Individual items under review before works undertaken, ongoing monitoring and placing of orders where work necessary. £25K reprofiled into 17/18.
STREETSCENE									
Service Manager - Chris Cooper									
Portfolio Holder - Cllr Jo Roundell Greene									
Access all Areas Footpaths on Open Spaces	Feb 16	0	127	79	48	0	127	S Fox	Expenditure is on target to complete works within this financial year. Early indications show a potential overspend of approx £4k as 3 paths are completed with one more to install in order to deliver the project. Will review at next quarter.
Total Environment		8,185	842	-501	1,343	1,000	10,027		

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HEALTH & WELL-BEING									
Assistant Director - Steve Joel									
ARTS AND ENTERTAINMENT									
Service Manager - Adam Burgan									
Portfolio Holder - Cllr Sylvia Seal									
Octagon Theatre - Upgrade to Toilets (Gents & Backstage)	June 15	59	4	1	3	0	63	A Burgan	Project on schedule - will be completed by end of January 2017
Octagon Theatre Stage Dimmer Lighting	Feb 16	0	0	0	0	64	64	A Burgan	Project delayed due to staff availability to manage works and work can only be carried out during an extended period of no performances in main auditorium. Work has been rescheduled for Summer 2017.
Westland Leisure Complex	Oct 15	0	1,816	324	1,492	-248	1,568	S Joel	Works on sports complex well underway, with finer interior details being finalised. Leisure complex progressing, with any unforeseen issues being reviewed as they arise. Full update to be taken to committee shortly.
Westlands Sports	Oct 15	0	93	-170	263	0	93	S Joel	
COMMUNITY HEALTH AND LEISURE									
Service Manager - Linda Pincombe									
Portfolio Holder - Cllr Sylvia Seal									
Community Play Schemes (Lavers Oak)	Feb 07	477	3	3	0	0	480	R Parr	Schemes completed. Remaining funding of £3K reallocated to Wyndham Park Project.
Multi Use Games Area	Feb 08	310	35	0	35	35	380	R Parr	Project meeting scheduled with Bruton Town Council in October with a view to progressing scheme. Assessment of allocation of remainder of funding to be carried out.
Grants for Parishes with Play Area	Feb 08	453	16	-12	28	0	469	R Parr	Rickhayes, Wincanton is largely complete, awaiting final castle feature construction dependent on new ground settlement to ensure good foundation. Decisions about final spend at Ilton cannot be made until conveyance of new recreational ground concluded.

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Grant to Kingston View Play Area	Feb 15	2	11	2	9	0	13	R Parr	Constuction expected to start on site early November so will be completed this financial year.
Grant for Stoke Sub Hamdon Recreational Ground	Qtr 3 14/15	0	10	0	10	0	10	R Parr	No progress at this stage.
Grant for Skate Park at Horton	Qtr 3 14/15	0	5	0	5	0	5	R Parr	No progress at this stage. Officers will write giving deadline to take up funding offer.
Wyndham Park Play Area Equipment	S106	0	3	31	-28	0	3	R Parr	Construction work is underway, with good progress made already.
Eastfields, Cuckhoo Hill Play Area Equipment	S106	0	0	0	0	0	0	R Parr	Budget of £55K. Final designs completed, now procurement work underway.
Jarman Way, Chard - Play Area Equipment	S106	0	0	0	0	0	0	R Parr	Budget for year £36K. Clearance of site is underway.
Grass Royal Play Area	Feb 16	0	0	0	0	10	10	R Parr	Scheduled for completion in 17/18.
Cavalier Way Play Area	S106	0	0	0	0	0	0	R Parr	S106 funding of £5K. All complete and funding paid over.
Grant to Winterhay Lane Play Area Equipment	May 16	0	0	0	0	0	0	R Parr	S106 funding of £7K. All complete and funding paid over.
Monksdale Play Area - Equipment	Sept 16	0	0	-15	15	0	0	R Parr	Equipment ordered, awaiting delivery - will be completed this financial year.
Synthetic Grass Pitch	Feb 07	812	5	0	5	0	817	L Pincombe	Delayed due to contractor availability, but remaining budget to be utilised in quarter 4 for final drainage works.
Yeo Rec - Phase 2 Works (Pitch & Putt Fencing)	Feb 05	31	7	0	7	0	38	L Pincombe	This money is earmarked for the replacement of the pitch and putt carpets, however due to a good maintenance regime, the carpets have lasted longer than expected.
Grant to Henhayes Sports & Community Centre	Feb 10	252	0	0	0	14	266	L Pincombe	Delayed due to other urgent Town Council projects taking priority.
Grant to Huish Episcopi Academy AGP	Mar 15	0	0	1	-1	0	0	L Pincombe	All capital paid and only £490 of S106 received is available to the applicant at the present until more S106 is received.
Grant to Westfield AGP	Feb 14	35	21	0	21	0	56	L Pincombe	Final payment withheld pending completion of community use agreement.
Grant to Milborne Port Rec Changing Rooms	March 14	0	0	0	0	0	0	L Pincombe	Still awaiting final claim. Paperwork required was clarified via email in June 2016.

	Original Date of Project Approval	In Year Monitoring					Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
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Grant to Ilminster Football Club	Feb 15	0	50	21	29	0	50	L Pincombe	All claims to date have been paid. External works still outstanding.
Grant to Ilminster Football Club Cricket Square	June 15	0	0	0	0	0	0	L Pincombe	S106 grant of £15K now paid over therefore all complete.
Upgrade Joanna France Building	Feb 16	0	27	0	27	0	27	L Pincombe	Original bid for external funding failed (due to exceptionally high demand for funding) but it is hoped that an application to Sport England's new grant schemes will still be possible in the current year. Any changes to the project will be reported to DX.
Grant for Chard Town Council Jocelyn Park	S106	0	0	0	0	0	0	L Pincombe	£6K S106 grant fully paid over for scheme therefore completed.
Grant to Donald Pither Memorial Ground, Castle Cary	June 16	0	0	0	0	0	0	L Pincombe	S106 funding of £16K paid over for scheme therefore completed.
Grant to Bab Cary Playing Field Committee	June 16	0	0	-1	1	0	0	L Pincombe	Small £1K S106 grant. Awaiting claim for funding.
Grant to Henstridge PC - Pitches Improvements	Sep 16	0	0	-20	20	0	0	L Pincombe	S106 funding of £20K. Awaiting claim for funding.
Ham Hill Road Improvements	Feb 16	0	20	13	7	0	20	K Menday	The main roadway repairs were completed by a contractor in April. Now that the busy summer season is out the way the contractor will return to make repairs to the tarmac at the entranceways to the gravel car parks, and to the view point car park using the balance of £7K. Small contributions from The Prince of Wales pub and the Duchy of Cornwall have been secured.
Dual Use Sport Centre Grants	Feb 05	213	40	35	5	0	253	S Joel	Holyrood AGP have been paid £45k out of £50k (90%) awarded. Awaiting compliance on all aspects of the funding award before final payment.
Wincanton Community Sports Centre 10 year plan	Sept 12	108	35	0	35	35	178	S Joel	Enhancements have been made to the air conditioning units on site - cost to be transferred from revenue to here in Qtr 2.
Goldenstones 10 Year Plan	Mar 16	0	45	0	45	0	45	S Joel	Spend profiled for second half of the year.

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Huish Episcopi Swimming Pool	Apr 16	0	27	0	27	180	207	S Joel	S106 allocated of £153K, means total budget of £180K for 2016/17. Likely to be claimed in later part of financial year once works commenced.
Total Health & Well-being		2,752	2,273	213	2,060	90	5,115		
Total Capital Programme		17,156	7,343	1,478	5,866	4,551	29,050		

Reserve Schemes Awaiting new Appraisal but Approved in Principle

Old Town Station Reserve	0	0	0	321
Market Towns Vision	0	0	0	300
ICT Reserve	77	0	77	200
Affordable Housing - Unallocated	0	0	0	456
Affordable Housing - Rural Contingency Fund	0	0	0	500
Investment in Market Housing	0	0	0	1,882
Transformation	0	0	0	1,185
Feasibility Fund - Unallocated	0	0	0	0
Contingency for Plant Failure	0	0	0	199
Home Farm, Somerton	0	0	0	98
Lufton 2000 - All Phases	0	0	0	-1,016
Sports Zone- Inc	0	0	0	-50
Gypsy & Traveller Acquisition Fund	0	0	0	50
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	0	0	0
Infrastructure & Park Homes Contingency	0	0	0	54
	77	0	77	4,179

Area Reserve Schemes Awaiting Allocation But Approved in Principle

North	25	0	25	155
South	0	0	0	191
East	18	0	18	31
West	6	0	6	23
Total	49	0	49	400

Capital Programme	7,343	1,478	5,866	4,551
Contingent Liabilities and Reserve Schemes	126	0	126	4,579
Total Programme to be Financed	7,469	1,478	5,991	9,130

Projects agreed before 2012

The table below highlights the schemes agreed before 2012, and provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
New Car Parks	Feb 08	818	442	Delays in progressing Millers Garage site. Awaiting purchase of Somerton Surgery.	The Council would not be able to meet its requirements under the car parking strategy.
Land Acquisition & Enhancement at Waterside Road	Feb 08	35	35	Settlement negotiated with landowner - solicitor instructed. Updated valuation obtained.	These works and our ability to exercise the option to acquire a car parking area would not happen if the capital allocation is withdrawn. The consequence would be long term decline of this amenity area and increased risk from the unmaintained area. Portfolio view is that we negotiate with the owner on a value of the car park area and proceed with this asap.
Reckleford Gyratory	Feb 07	1,721	88	Report to be submitted to Yeovil Vision Board in December 2016 to enable completion of this project.	Remaining budget still to be spent on traffic lights and associated remodelling of footways by County Council.
Local Delivery Vehicle (Yeovil Vision)	Feb 09	100	34	£5k has been allocated by the Yeovil Vision Board towards improvements to the signage from National Tyres by County Council.	Remaining budget to be allocated to Yeovil Vision projects.
Foundry House	Apr 99 *	883	4	* Subsequent reports to District Executive since this date.	New project to be identified to spend remaining money in line with DCLG grant.
Market Towns Vision	Feb 06	438	64	MTIG was modelled on the concept of a local brokering table. Specific Capital Investment Programmes emerge through opportunity and negotiation. The total amount made available through MTIG is more like the capital programme managed in each of the Areas and will contain unallocated balances. It is not one scheme and does not have an end date as such and so has not been delayed in any formal sense.	The budget remains central to the continuation of this collaborative work. If the capital funds were withdrawn, the raison d'être for the MTIG would disappear. The rate of spending is mostly determined by the capacity of SSDC, town councils and local regeneration groups to organise and deliver sound schemes together. This is limited by a variety of local and district wide circumstances. Measures to increase that capacity are possible but would require either increased revenue spend or a further

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
				Delivery is dependent on local capacity to champion schemes and public sector capacity to engage with delivery issues – e.g Coach Parking – both of which can be limited at times.	review and re focussing of Area Development Work in North, West and East to invest more in the specific development of MTIG.
Dual Use Sports Grants	Feb 05	260	5	Holyrood AGP have been paid £45k out of £50k (90%) awarded. Awaiting compliance on all aspects of the funding award before final payment made but will be 2016/17.	The reputational damage would be extremely detrimental to the future dual use provision at this site. SSDC has made them a definite offer of funding which we need to honour providing they meet the necessary conditions.
Multi Use Games Area's	Feb 08	370	70	Project meeting scheduled with Bruton Town Council in October with a view to progressing scheme for half of budget. Assessment of allocation of remainder of funding to be carried out.	The Council would be unable to provide financial support MUGA projects it has promoted. The reputational damage would be high in both communities.
Grants for Parishes with play	Feb 08	718	28	Rickhayes, Wincanton is largely complete, awaiting final castle feature construction dependent on new ground settlement to ensure good foundation. Decisions about final spend at Ilton cannot be made until conveyance of new recreational ground concluded.	The Council would be unable to financial support parish play area projects it has promoted and where local expectations have been raised. Non-payment of contracts would place Parish Councils in breach of contract. Children may be put at risk. The reputational damage would be high.

Agenda Item 9

Final Recommendation of the Community Governance Review of Yeovilton Parish Council

Executive Portfolio Holder: Carol Goodall, Environmental Health, Health & Safety, Democratic Services, Member Development
Assistant Director: Ian Clarke, Legal and Corporate Services
Lead Officer: Angela Cox, Democratic Services Manager
Contact Details: Angela.cox@southsomerset.gov.uk or (01935) 462148

Purpose of the Report

1. To report the outcome of the final public consultation (Community Governance Review) which has taken place in the parish of Yeovilton on the proposal to increase the number of Parish Councillors from five to seven (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

Public Interest

2. A Community Governance Review is a review of the whole or part of a district to consider one or more of the following:
 - creating, merging, altering or abolishing parishes;
 - the naming of parishes and the style (i.e. whether to call it a town council or village council etc) of new parishes;
 - the electoral arrangements for parishes – the ordinary year of election, the size of the council, the number of councillors to be elected and parish warding;
 - grouping parishes under a common parish council, or de-grouping parishes.
3. The Local Government and Public Involvement in Health Act, 2007, sets down the principal legal framework within which councils must undertake these reviews.
4. A valid request was received from Yeovilton Parish Council in May 2015, requesting that the District Council conduct a consultation (Community Governance Review) of all the electors and local interested groups to ask if they would be agreeable to increase the number of Parish Councillors from five to seven. Consultation within the parish has now taken place and this report details the outcome of that consultation.

Recommendations

5. That District Executive recommend that Council:
 - I. note the results of the consultation agree to publish them;
 - II. agree that the final recommendation be: "To accept the majority vote from the people of Yeovilton to agree to increase the number of Parish Councillors to seven".
 - III. agree to draw up a Reorganisation Order to give effect to this recommendation.
 - IV. agree to contact the statutory agencies to effect the requested alteration to increase the number of Parish Councillors to seven.

Background

6. Council at its meeting held on 16th July 2015 (Minute 29 refers) approved the commencement of a Community Governance Review for the parish of Yeovilton following the receipt of a valid request from the Parish Council.
7. In their request, the Parish Council gave the following reasons to support their request to increase the size of the Parish Council to seven members:-
 - At the 2015 Parish Council elections, an election was held as there were more candidates than vacancies.
 - Two Councillors from the three areas of Yeovilton, Podimore and Bridgehampton would be a better balance and make it easier to guarantee a quorum at meetings.
 - Future development of RNAS Yeovilton and its impact on the local community.
8. They had originally requested that the number of parish councillors be increased from five to six, however, they reconsidered this and subsequently requested that they be allowed to increase their number to seven. The public consultation has been conducted on this number.

Consultation

9. The initial consultation period was held from 1st June 2016 to 1st July 2016. Consultation leaflets were delivered to all registered electors within the two Parishes (a total of 345 people). Public comments were also invited by e-mail.
10. A total of 78 responses were received (27% of the total electorate). The responses were as follows:-

Proposal	In favour	Against
Increase Parish Councillors from five to seven	67	11

11. Part of the consultation leaflet asked for any comments on the proposals and 10 varied responses were received. They were broadly supportive of the proposals, however, some raised the point that five Parish Councillors had managed very well in the past and questioned the need for two extra.
12. Having taken into account all consultation responses made during the first stage of consultation, and having regard to the need to ensure that Community Governance within the area reflects the identities and interests of the Community, and is effective and convenient, the draft recommendation of officers is: "To accept the majority vote from the people of Yeovilton and to agree to increase the number of Parish Councillors to seven".

Further Consultation

13. A second short consultation on this recommendation was undertaken in the parish from 23rd August to 30th September 2016 (6 weeks). As the majority of the previous consultation responses were in favour of the original proposal, this further consultation was conducted through the SSDC website and posters on various noticeboards within the Parish. **No further public responses were received.**

Conclusion

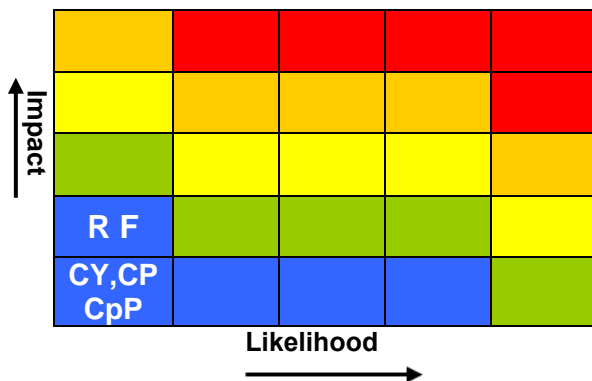
14. When confirmed by Council, South Somerset District Council will draw up a Reorganisation Order to give effect to these decisions. The following organisations will also be informed that the order has been made:
- the Secretary of State for Communities and Local Government
 - the Electoral Commission
 - the Office of National Statistics
 - the Director General of the Ordnance Survey
 - Somerset County Council.
15. New or revised parish electoral arrangements come into force at ordinary parish elections and so this Reorganisation Order will take effect from May 2019. However, Yeovilton Parish Council are considering effecting the increase at an earlier date by resigning and so creating an early election. The cost of any election will be borne by the Parish Council.

Financial Implications

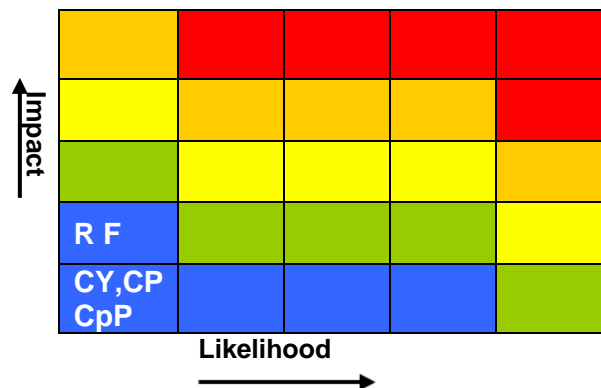
16. The cost of producing the consultation leaflets (360) and distributing by second class post was £309. There has been a cost in staff time in the production of the consultation leaflets and the analysis of the responses and these costs have been absorbed within existing budgets.
17. The second consultation (as required) on the draft recommendations was conducted at minimum cost through the SSDC Website and posters in the villages. The cost was less than £10.
18. There is no specific budget for Community Governance Reviews and all costs have been absorbed within the existing Democratic Services budget for 2016/17. Additionally, there is no power to re-charge the cost of the review to any other Council, except by agreement. This is because the statutory power to conduct the review rests with this Council.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

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

Corporate Priority Implications

19. None at the current time.

Carbon Emissions and Climate Change Implications

20. None at the current time.

Equality and Diversity Implications

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

Background Papers

Local Government and Public Involvement in Health Act 2007

The Electoral Commission Guidance on Community Governance Reviews, April 2008

Terms of Reference of the Community Governance Review of the Parish Arrangements for Yeovilton as agreed by Council on 16th July 2015

Consultation responses provided by local residents

Report to District Executive and Council – August 2016

Agenda Item 10

Draft Proposals of the Community Governance Review of Brympton Parish Council

Executive Portfolio Holder: Carol Goodall, Environmental Health, Health & Safety, Democratic Services, Member Development
Assistant Director: Ian Clarke, Legal and Corporate Services
Lead Officer: Angela Cox, Democratic Services Manager
Contact Details: Angela.cox@southsomerset.gov.uk or (01935) 462148

Purpose of the Report

1. To report the outcome of the initial public consultation (Community Governance Review) which has taken place in the parish of Brympton on the proposal to increase the number of Parish Councillors (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

Public Interest

2. A Community Governance Review is a review of the whole or part of a district to consider one or more of the following:
 - creating, merging, altering or abolishing parishes;
 - the naming of parishes and the style (i.e. whether to call it a town council or village council etc) of new parishes;
 - the electoral arrangements for parishes – the ordinary year of election, the size of the council, the number of councillors to be elected and parish warding;
 - grouping parishes under a common parish council, or de-grouping parishes.
3. The Local Government and Public Involvement in Health Act, 2007, sets down the principal legal framework within which councils must undertake these reviews.
4. A valid request was received from Brympton Parish Council in April 2016, requesting that the District Council conduct a consultation (Community Governance Review) of all the electors and local interested groups to ask if they would be agreeable to increase the number of Parish Councillors from eleven to twelve. Initial consultation within the parish has now taken place and this report details the outcome of that consultation.

Recommendation(s)

5. That District Executive recommend that Council:
 - I. note the results of the consultation;
 - II. note that the all of the valid responses received were in favour of the proposal by Brympton Parish Council and therefore the draft recommendation for further consultation to Council be: "To accept the majority vote from the people of Brympton and to agree to increase the number of Parish Councillors to twelve".
 - III. agree to publish the results of the consultation;
 - IV. note that a further period of consultation on the results of the initial consultation responses will take place;

- V. note that a further report will be brought to Council in order that a decision may be made in respect of the final recommendations of the Review.

Background

6. Council at its meeting held on 21st July 2016 (Minute 29 refers) approved the commencement of a Community Governance Review for the parish of Brympton following the receipt of a valid request from the Parish Council.

Proposal

7. In their request, the Parish Council gave the following reasons to support their request to increase the size of the Parish Council to 12 members:-
- The Parish Council request that the number of Councillors on the Parish Council be increased from 11 to 12.
 - The last boundary review for Brympton Parish Council was carried out in 2003, when the number of Councillors was increased from 9 to 11. However, since that review, the electorate within the parish has increased.
 - Derived populations, post 2000, are based on factors of 1.7 electors per property (a recognised ratio) with 2.375 persons per property (again a fairly reasonable factor).
 - Due to the Lufton Key Site, which will deliver approximately a further 620 houses, it is believed that the total electorate in the year 2020 will be about 6,200 and we believe that this is the number to be used in determining the numbers of Councillors.
 - Research carried out in 1992 showed that the typical Parish Council with a population between 2,501 and 10,000 has 9 – 16 Councillors. The Parish Council therefore feels that an increase in the number of Councillors can be justified.

Consultation

8. The initial consultation period was held from 1st September 2016 to 31st October 2016. Posters were distributed by the Parish Council and adverts on the SSDC and Brympton Parish Council websites. Public comments were also invited by e-mail.
9. A total of 5 responses were received, including one from the County Executive Officer of the Somerset Association of Local Councils (SALC) who was very supportive of the Parish Council request. All the other responses were also in favour of the proposals. Although this is a very low response, it does reflect the fact that the consultation is only on-line and the outcome will have no material effect on the majority of electors in the Parish.
10. Having taken into account the consultation responses made during the first stage of consultation, and having regard to the need to ensure that Community Governance within the area reflects the identities and interests of the Community, and is effective and convenient, the draft recommendation of officers is: "To accept the majority vote from the people of Brympton and to agree to increase the number of Parish Councillors to twelve".

Community Governance Review Timetable

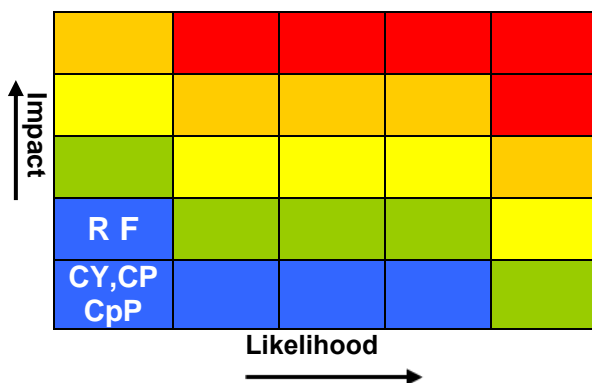
11. The draft recommendation of the Council on the outcome of the review will be published by 18th November 2016, followed by the commencement of a further 4 week period of consultation closing on 16th December 2016. Representations received on the draft recommendation will be submitted for consideration by South Somerset District Council at its meetings of District Executive on 5th January 2017 and Full Council on 19th January 2017 when the final decision on the review will be taken.
12. If the increase in Councillors is confirmed, Brympton Parish Council are aware that the increase will not come into effect until the next ordinary elections in May 2019.

Financial Implications

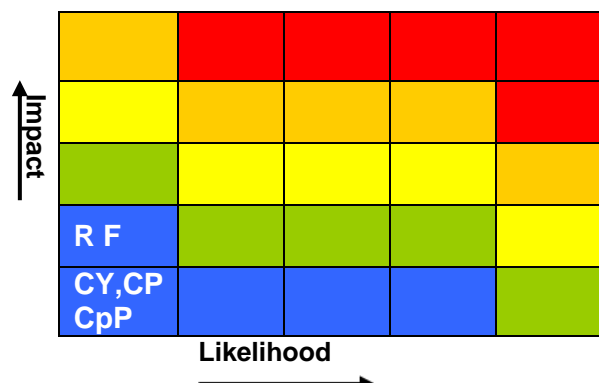
13. Because the cost of producing and delivering a consultation leaflet to every elector within the parish was estimated to be in the region of £4,400, it was agreed to conduct a 'light touch' review as the request had been made by the Parish Council and the proposal would incur no direct cost to the electorate.
14. Posters were distributed by the Parish Council and adverts on the SSDC and Brympton Parish Council websites ensured that the cost of the review has been below £50. There has been a cost in staff time in the production of the poster however, this has been minimal.
15. Given the support for the proposal, it is anticipated that the second consultation (as required) on the draft recommendations will again be conducted at minimum cost through the SSDC Website, local press and posters. This cost is likely to be less than £10.
16. There is no specific budget for Community Governance Reviews and all costs have been absorbed within the existing Democratic Services budget for 2016/17. Additionally, there is no power to re-charge the cost of the review to any other Council, except by agreement. This is because the statutory power to conduct the review rests with this Council.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

Categories	Colours <i>(for further detail please refer to Risk management strategy)</i>
R = Reputation	Red = High impact and high probability
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F = Financial	Blue = Insignificant impact and insignificant probability

Corporate Priority Implications

17. None at the current time.

Carbon Emissions and Climate Change Implications

18. None at the current time.

Equality and Diversity Implications

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

Background Papers

Local Government and Public Involvement in Health Act 2007

The Electoral Commission Guidance on Community Governance Reviews, April 2008

Terms of Reference of the Community Governance Review of the Parish Arrangements for Brympton as agreed by Council on 21st July 2016

Consultation responses provided by local residents

Agenda Item 11

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)
December 2016	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anna-Maria Lenz, Performance Officer	District Executive
December 2016	Somerset Waste Partnership - Recycle More Project	Portfolio Holder for Environment & Economic Development	Strategic Director (Operations & Customer Focus)	Vega Sturgess, Strategic Director (Operations & Customer Focus)	District Executive
December 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
December 2016	Employment Monitoring Report	Portfolio Holder for Environment & Economic Development	Assistant Director (Economy)	Paul Wheatley, Principal Policy Planner	District Executive
December 2016	Prevention Charter for Somerset	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Angela Cox, Democratic Services Manager	District Executive
December 2016	Local Strategic Partnership South Somerset Together (SST) Six Month Review	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Helen Rutter, Assistant Director (Communities)	District Executive
January 2017	Charging for Mobile Home Sites	Portfolio Holder for Strategy and Policy	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
January 2017	Direct Hostel Provision, Move On Accommodation and Support	Portfolio Holder for Strategy and Policy	Assistant Director (Health and Well-Being)	Alice Knight, Welfare & Careline Manager	District Executive
January 2017	Civil Penalties - Council Tax and Council Tax Support	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Ian Potter, Revenues and Benefits Manager	District Executive
February 2017	Review of Private Sector Housing Grants and Loans Policy	Portfolio Holder for Area West	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	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
February 2017	SSDC Data Protection Policy	Portfolio Holder for Finance and Legal Services	Assistant Director (Legal and Corporate Services)	Lynda Creek, Fraud and Data Manager	District Executive
March 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anna-Maria Lenz, Performance Officer	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
March 2017	District Wide Voluntary Sector Grants	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
April 2017	Community Right to Bid - 6 monthly update	Portfolio Holder for Strategic Planning (Place Making)	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	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
May 2017	Capital & Revenue Budget monitoring reports for quarter 4 - Outturn Reports	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
June 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anna-Maria Lenz, Performance Officer	District Executive

APPENDIX B - Current Consultations – November 2016

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Call for Evidence - Review of England Local Authority Environmental Regulation Fees and Charges</p> <p>We are seeking evidence on the environmental permitting fees and charges scheme. Do you think the current levels cover regulatory costs? We are also interested in ideas to improve the fees and charges structure and related risk assessment methodology. We particularly want to hear from Local Authority Environmental Health regulators and from operators of regulated facilities.</p> <p>https://consult.defra.gov.uk/industrial-pollution-control/la-epr-fees-charges</p>	Environmental Health, Health & Safety	Assistant Director (Environment)	Officers in consultation with Portfolio Holder	Alasdair Bell	3 rd November 2016
<p>Homes and Communities equality objectives 2016 to 2020 consultation</p> <p>The HCA equality objective consultation sets out our proposals for our future equality objectives from 2016 to 2020. Through this consultation, we are asking for your views on our proposed equality objectives. We will carefully consider all responses and use your feedback to inform our final equality objectives, which will be published in autumn 2016.</p> <p>https://www.gov.uk/government/consultations/homes-and-communities-equality-objectives-2016-to-2020-consultation</p>	Strategy and Policy	Assistant Director (Economy)	Officers in consultation with Portfolio Holder	Colin McDonald / Jo Morgan	14 th December 2016

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Houses in multiple occupation and residential property licensing reforms</p> <p>This consultation seeks views on the government's proposed details for:</p> <ul style="list-style-type: none"> • the mandatory licensing of houses in multiple occupation • the assumptions made in its associated impact assessment • national room sizes • the fit and proper person test • refuse disposal facilities • purpose built student accommodation <p>https://www.gov.uk/government/consultations/houses-in-multiple-occupation-and-residential-property-licensing-reforms</p>	Environmental Health, Health & Safety	Assistant Director (Environment)	Officers in consultation with Portfolio Holder	Alasdair Bell	13 th December 2016

Agenda Item 12

Date of Next Meeting

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 1st December 2016** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.