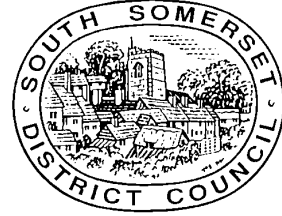


South Somerset District Council

Notice of Meeting



Area South Committee

Making a difference where it counts

Wednesday 5th July 2017

2.00 pm

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

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



The following members are requested to attend this meeting:

Cathy Bakewell
John Clark
Gye Dibben
John Field
Nigel Gage
Peter Gubbins
Kaysar Hussain

Andy Kendall
Sarah Lindsay
Mike Lock
Tony Lock
Sam McAllister
Graham Oakes
Wes Read

David Recardo
Gina Seaton
Peter Seib
Alan Smith
Rob Stickland

Consideration of planning applications will commence no earlier than **3.00pm**.

For further information on the items to be discussed, please contact the Democratic Services Officer on 01935 462011 or democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 27 June 2017.

Ian Clarke, Director (Support Services)

This information is also available on our website
www.southsomerset.gov.uk and via the mod.gov app



Information for the Public

The council has a well-established area committee system and through four area committees seeks to strengthen links between the Council and its local communities, allowing planning and other local issues to be decided at a local level (planning recommendations outside council policy are referred to the district wide Regulation Committee).

Decisions made by area committees, which include financial or policy implications are generally classed as executive decisions. Where these financial or policy decisions have a significant impact on council budgets or the local community, agendas will record these decisions as “key decisions”. The council’s Executive Forward Plan can be viewed online for details of executive/key decisions which are scheduled to be taken in the coming months. Non-executive decisions taken by area committees include planning, and other quasi-judicial decisions.

At area committee meetings members of the public are able to:

- attend and make verbal or written representations, except where, for example, personal or confidential matters are being discussed;
- at the area committee chairman’s discretion, members of the public are permitted to speak for up to up to three minutes on agenda items; and
- see agenda reports

Meetings of the Area South Committee are held monthly, usually at 2.00pm, on the first Wednesday of the month at the Council Offices, Brympton Way, Yeovil (unless specified otherwise).

Agendas and minutes of meetings are published on the council’s website
www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for ‘mod.gov’ in the app store for your device, install, and select ‘South Somerset’ from the list of publishers, then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at committees

Public question time

The period allowed for participation in this session shall not exceed 15 minutes except with the consent of the Chairman of the Committee. Each individual speaker shall be restricted to a total of three minutes.

Planning applications

Consideration of planning applications at this meeting will commence no earlier than the time stated at the front of the agenda and on the planning applications schedule. The public and representatives of parish/town councils will be invited to speak on the individual planning applications at the time they are considered.

Comments should be confined to additional information or issues, which have not been fully covered in the officer’s report. Members of the public are asked to submit any additional documents to the planning officer at least 72 hours in advance and not to present them to the Committee on the day of the meeting. This will give the planning officer the opportunity to respond appropriately. Information from the public should not be tabled at the meeting. It should

also be noted that, in the interests of fairness, the use of presentational aids (e.g. PowerPoint) by the applicant/agent or those making representations will not be permitted. However, the applicant/agent or those making representations are able to ask the planning officer to include photographs/images within the officer's presentation subject to them being received by the officer at least 72 hours prior to the meeting. No more than 5 photographs/images either supporting or against the application to be submitted. The planning officer will also need to be satisfied that the photographs are appropriate in terms of planning grounds.

At the committee chairman's discretion, members of the public are permitted to speak for up to three minutes each and where there are a number of persons wishing to speak they should be encouraged to choose one spokesperson to speak either for the applicant or on behalf of any supporters or objectors to the application. The total period allowed for such participation on each application shall not normally exceed 15 minutes.

The order of speaking on planning items will be:

- Town or Parish Council Spokesperson
- Objectors
- Supporters
- Applicant and/or Agent
- District Council Ward Member

If a member of the public wishes to speak they must inform the committee administrator before the meeting begins of their name and whether they have supporting comments or objections and who they are representing. This must be done by completing one of the public participation slips available at the meeting.

In exceptional circumstances, the Chairman of the Committee shall have discretion to vary the procedure set out to ensure fairness to all sides.

Recording and photography at council meetings

Recording of council meetings is permitted, however anyone wishing to do so should let the Chairperson of the meeting know prior to the start of the meeting. The recording should be overt and clearly visible to anyone at the meeting, but non-disruptive. If someone is recording the meeting, the Chairman will make an announcement at the beginning of the meeting.

Any member of the public has the right not to be recorded. If anyone making public representation does not wish to be recorded they must let the Chairperson know.

The full 'Policy on Audio/Visual Recording and Photography at Council Meetings' can be viewed online at:

<http://modgov.southsomerset.gov.uk/documents/s3327/Policy%20on%20the%20recording%20of%20council%20meetings.pdf>

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Area South Committee

Wednesday 5 July 2017

Agenda

Preliminary Items

- 1. Minutes of previous meeting**
- 2. Apologies for absence**
- 3. Declarations of Interest**

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), 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.

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. 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.

Planning Applications Referred to the District Council's Regulation Committee

The following members of this Committee are also members of the Council's Regulation Committee:

Councillors Peter Gubbins, Graham Oakes, David Recardo and Gina Seaton.

Where planning applications are referred by this Committee to the Regulation Committee for determination, Members of the Regulation Committee can participate and vote on these items at the Area Committee and at Regulation Committee. In these cases the Council's decision-making process is not complete until the application is determined by the Regulation Committee. Members of the Regulation Committee retain an open mind and will not finalise their position until the Regulation Committee. They will also consider the matter at Regulation Committee as Members of that Committee and not as representatives of the Area Committee.

- 4. Public question time**
- 5. Chairman's announcements**
- 6. Reports from representatives on outside organisations**

This is an opportunity for Members who represent the Council on outside organisations to report items of interest to the Committee.

Items for discussion

7. **Performance of the Streetscene Service** (Pages 6 - 12)
8. **Area South Development Plan** (Pages 13 - 27)
9. **Dorcas Charitable Trust - Annual Report & Statements for the Year to 31st March 2017** (Pages 28 - 32)
10. **Area South Forward Plan** (Pages 33 - 34)
11. **Exclusion of Press and Public** (Page 35)
12. **Future Market Management Arrangements - Confidential Report** (Pages 36 - 51)
13. **Schedule of Planning Applications to be Determined by Committee** (Pages 52 - 53)
14. **Planning Application 17/01997/FUL - Yeovil District Hospital Higher Kingston Yeovil** (Pages 54 - 66)

Please note that the decisions taken by Area Committees may be called in for scrutiny by the Council's Scrutiny Committee prior to implementation.

This does not apply to decisions taken on planning applications.

Agenda Item 7

Report for Area South Committee on the Performance of the Streetscene Service

Assistant Director: Laurence Willis - Environment
Lead Officer: Chris Cooper - Streetscene Manager
Contact Details: chris.cooper@southsomerset.gov.uk or (01935) 462840

Purpose of the Report

To update and inform the Area South Committee on the performance of the Streetscene Service in the Area for the period June 2016 - 17

Recommendation

Members are invited to comment on the report

The major focus of the service so far for this period that affect Area South, are listed below.

- Routine cleansing and grounds maintenance
- Christmas tree shredding
- South West in Bloom
- Yeovil Town agreement
- New paths in parks
- 50,000 Bluebells planted in Bluebell Road
- Staff training
- Annual work schedule
- Health and Safety
- Annual budget

Operational Works

Since the last report, the service has delivered the annual work schedules and once again we are pleased to inform members that this was delivered to plan. We are now managing the 'spring rush' of work which is now the main focus of the teams.

The service is also pleased to report that once again it ended the last financial year within budget targets, as did the Yeovil Cemetery where we found considerable savings while maintaining an exceptional level of service.

We also reduced our staff sickness levels to 9.4 days per Full Time Employees (FTE) from the previous year's level of 14 days per FTE. We aim to reduce this further to a target of 8 days per FTE.

In addition to these improvements, we have recently analysed the complaints that we handled and found that across all of the service that make up 'Streetscene', 52 complaints were reported and handled, but only 27 of these, were genuine service related complaints, whilst the others were passed to the relevant authority such as the Waste Partnership or County Highways. The detail of these is attached at the end of this report.

In the last financial year we delivered two applications of herbicide as programmed through the highway weed killing operation. The quality of the control was excellent and we aim to maintain this level of service in the coming year and spraying is currently underway.

This year the team has purchased an additional quad bike and has trained more staff to be able to operate this equipment, to enable us to improve our service even more in the future.

Last year we worked with Glastonbury Town Council to investigate non-chemical options of weed control using a hot water system and we carried out trials using a number of different methods. Unfortunately the hot water system was very costly to employ and gave limited weed control as it is only effective on annual species of plants, unless high frequencies of application are employed, we simply do not have the required resources available to operate in this manner. However, the system would be very useful in specific situations and we could draw on this if required.

Managing the Health & Safety of the workforce is a critical part of our work and having reviewed and reworked our 'working around water' safe systems of work, we have since carried out a review of working alongside the highway, using a health and safety specialist to offer advice and guidance to the team. The outcome of this approach has resulted in the development of flow-chart type guidance for staff of volunteers to enable them to make informed, consistent decisions regarding the safety measures needed in any relevant situation. We are currently finalising a similar format to provide guidance staff and volunteers who may find they are working around water in both ditch maintenance and flooding related situations.

I have attached a draft chart at the end of this report which shows our new approach to interpreting health and safety information on issues where traditional information may be ambiguous. We believe that this is a major step forwards in health and safety management.

We continue to invest-in and develop our team, last year undertook extensive training on a wide range of customer focussed, health and safety and service related aspects of work.

The service also contains a number of apprentice positions, and once again a 'home grown' apprentice has been recruited into a permanent position within the unit having shown great potential and we are now interviewing to recruit our next apprentice in the horticultural service, with our operational staff carrying out the interviews, thus further developing their ownership of the service.

The Parish Ranger Scheme continues to flourish, with a number of parishes using the scheme to add an enhanced level of service to their parishioners. Should any members wish to find out more about the scheme or any other of the services that we offer, we will be delighted to discuss their needs with them.

This year we once again offered our 'Christmas Tree Shredding Service' which proved to be a great success with approximately 3,500 trees being recycled from 43 towns and parishes across the district. As a result of this, the tree chippings were re-used and a notable lack of 'dumped' Christmas trees in lay byes and hedges was seen. We received very little in the way of fly tipping in the areas designated for recycling, which was very welcome and we aim to offer this service to the public again in 2018.

Each year we aim to improve our open spaces, and this year we installed tarmac footpaths and carried out tree planting at Milford and Alvington open spaces enhancing these areas and making them more accessible to the public.

We also planted 50,000 native bluebells, under the trees, along Bluebell Road and we will continue with this theme throughout the whole area over the coming years.

In the South West in Bloom competition last year, Yeovil once again received a Gold award which delighted us! In addition to this our Yeovil in Bloom Officer, Lesley Jellyman has also been asked to act as a national judge in the Britain in Bloom competition and we are very proud of her achievement. The team has recently installed the summer bedding displays and erected the baskets for this years initiative and we are confident of further success in 2017.

We have also worked with Yeovil Town to review and update the service level agreement between the town council and the Streetscene service for the management of the towns green areas and open spaces.

As always, we continue to focus on managing the number of flytips found in the district, the chart below shows the numbers of fly tips collected from Area South over the last financial year.

AREA SOUTH	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	TOTALS
Barwick	6	2	4	1	1	2	12	1	2	8	1		40
Closworth				1		1							2
East Coker	1		1		1		4	1	1	2		2	13
Hardington Mandeville		1	1		1	1		3				3	10
Odcombe	1	2	1	1		1		5	2	2	2		17
Stoford													0
West Coker			2	1	2			1				1	7
Brympton/Yeovil Preston	6	7	4	3	5	1	4	10			1	19	60
Yeovil Central	5	2	2	6	1	11	11	6	2	22	10	7	85
Yeovil East	4	4	6		7			7	2				30
Yeovil South	2	3	4	1	7				1				18
Yeovil West	1		1		1			1					4
Yeovil Without	4	2	3	3	4	2		12	7	1	2	5	45
TOTAL AREA SOUTH	30	23	29	17	30	19	31	47	17	35	16	37	331

Unfortunately we are seeing a notable increase in the numbers of incidents across the district as a whole. For example during the period 15/16 we cleared 951 flytips which compares to the same period in 2016/17 when we cleared 1108 tips at a cost of £62,541.

Having analysed the figures, we believe that the changes involved with the introduction of the SWP 'vehicle and trailer permit scheme' controlling access for small vans and trailers at HWRC's has led to the rise in figures. This conclusion has been reached after analysing the fly tipping data which shows the increase in fly tipping numbers being in the size of load of a small van.

Following the Clean for the Queen initiative was taken up by a number of parishes and towns last year, with East Coker taking part, my thanks to those who helped with this initiative.

This year has seen the establishment of effective working arrangements with Community Payback groups being directed to carry out 'deep cleaning' operations across the town which involves weed and leaf removal, hand sweeping and litter picking. Areas cleaned are noticeable on a Monday morning as the black bags of waste collected is laid out ready for collection by our core team. Great credit should go to the Streetscene Coordinator Nick Allen for his work with this group to make these arrangements effective on an ongoing basis.

This year the team has also started working with the charity Key4life who arrange work placements for young men who have come out of prison and in order to help them integrate into society again, we are working with them to enable these individuals to gain experience and skills to help them in their futures. We believe that indications are that this is a very successful charity with excellent results from their approach and we are delighted to be working with them.

What's coming next?

- Summer delivery of the annual work programmes
- Continued development of the workshop as an MOT station

Financial Implications

All of the matters highlighted in the report have been achieved within service budgets.

Implications for Corporate Priorities

- Continue to deliver schemes with local communities that enhance the appearance of their local areas
- Continue to support communities to minimise floodwater risks.
- Maintain street cleaning high performance across the district.

Background Papers

Progress report to Area Committees on the Performance of the Streetscene service.

Service: Streetscene Services - Horticulture

Complaint Details			Access Method	Type	Stage	Action by SSDC	Close?	Other comments
Ref	Description	Address						
1.1	<i>Example Description</i>	<i>Example Address</i>	<i>Email</i>	<i>Poor Communication</i>	<i>Stage One SM</i>	<i>Improved Communication</i>	Yes	<i>Example Comments</i>
1	Poor grass maintenance	Wincanton	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Grass cut
2	Missed grass cutting on a public green	Yeovil	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Grass cut
3	Pathway and steps overgrown with weeds, nettles and brambles	Ilminster	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Steps cleaned
5	Aggressive behaviour from a council worker		Email	Staff Handling	Stage One SM	Improved Communication	Yes	member of staff was spoken to about her approach
7	Unhappy with grass cutting by SSDC	Templecombe	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Team returned to blow grass in
9	Litter being cut up by mower drivers and nettles not being cut	not taken	Phone	Failure to deliver	Stage One SM	Staff Training	Yes	Supervisor to speak to crews. Nettles cut back from hand rails
11	We have sprayed weed killer over customer's grass	Yeovil	Phone	Failure to deliver	Stage One SM	Problem Rectified	Yes	?
12	Overgrown hedges on cycling path	Yeovil	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	hedges trimmed back
16	Branches touching houses, obstructing light. Customer insists will contact her MP	Yeovil	Phone	Failure to deliver	Stage One SM	NO ACTION REQUIRED	Yes	Jon advised will look at trees and contact customer
19	Grass not cut well and litter on side of road B3151	Ilchester	Email	Failure to deliver	Stage One SM	Problem Rectified	Yes	Quentin went to investigate but grass short. No sign of litter
21	SSDC vehicle was driven onto Mr Proctor's drive without his permission. When he asked them to get off his property they left without doing any work.	Yeovil	Via CS	Failure to deliver	Stage One SM	Changes in working practice/ procedure	Yes	Spoke to customer. Need to create new access to stop problem

23	Requested tree work but not received a call to discuss action	Yeovil	Via CS	Not SSDC Responsibility	Stage One SM	NO ACTION REQUIRED	Yes	Investigated trees but found to belong to H/ways therefore passed to them for action
25	New dog bin is unnecessary & wants it removing from O/s customers house	Norton Sub Hamdon	Via CS	Issue with Policy/ Decision	Stage One SM	Problem Rectified	Yes	Customer contacted & bin moved to new location
35	1.Tree died and wants a replacement. 2. Nobody has contacted him	Martock	Via CS	Poor Communication	Stage One SM	Improved Communication	Yes	Customer contacted
38	Customer has to pay for their development as not adopted by the Council	Stoke Sub Hamdon	Online	Issue with Policy/ Decision	Stage One SM	NO ACTION REQUIRED	Yes	Duchy land therefore SSDC not involved in adoption automatically goes to Management company
39	Trees on Boundary of SSDC offices overhanging path & blocking light to Wickes	Yeovil	Online	Failure to deliver	Stage One SM	NO ACTION REQUIRED	Yes	email to customer outlining the overhang laws
44	Unkempt and unclean footpath in Brian Mooney Close, Chard	Chard	Online	Failure to deliver	Stage One SM	Problem Rectified	Yes	Street Cleaners went & cut back & cleaned path

Complaints Monitoring 16/17

Service: Streetscene Services - Street Cleaning

Complaint Details			Access Method	Type	Stage	Action by SSDC	Close?	Other comments
Ref	Description	Address						
1.1	Example Description	Example Address	Email	Poor Communication	Stage One SM	Improved Communication	Yes	Example Comments
10	Litter and glass	Yeovil	Phone	Failure to deliver	Stage One SM	Problem Rectified	Yes	Informed of our cleaning & given H/ways phone number
18	Rubbish left out by nearby resident	Yeovil	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Chris advised will speak to residents reg. rubbish. Flytip collected
24	Mudford Road needs more sweeping	Yeovil	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Mudford Rd swept regularly on planned maintenance
26	Broken Glass in Car Park caused damage to customers car	Shepton Beauchamp	Via CS	Failure to deliver	Stage One SM	NO ACTION REQUIRED	Yes	Customer unable to obtain compensation as glass not put there by SSDC & c/park regularly cleaned
31	Leaves have accumulated on the paths & road side of Mudford Rd but havent been cleared. Customer wants to have double yellow lines put down the road and YDH workers to park in their own car park	Yeovil	Via CS	Failure to deliver	Stage One SM	Problem Rectified	Yes	Road has already been cleaned by team but customer not happy.Nothing more we can achieve due to vehicles in the way. H/ways & YDH responsible for other issues
32	Dog bin o/s Cheekie Monkeys' day Nursery to be emptied more often	Ilminster	Via CS	Failure to deliver	Stage One SM	NO ACTION REQUIRED	Yes	Bin already on regular collection but is being filled with litter
41	Litter on roadside verges not being cleared		Online	Failure to deliver	Stage One SM	Problem Rectified	Yes	Rural roads clean up done when resources available
42	Dog bin not available on housing estate	Yeovil	Online	Issue with Policy/ Decision	Stage One SM	NO ACTION REQUIRED	Yes	We have dog bins available in parks/open spaces but cannot provide them everywhere & customer needs to take waste home
47	Customer requested path is cleared on 3 occasions & still nothing been done	Yeovil	Phone	Failure to deliver	Stage One SM	Problem Rectified	Yes	Customer visited & discussed then team returned carried out clean then checked by supervisor
48	Mud has been left on garage/footpath linking Play Park at Monks Dale to Abbey Rd Yeovil	Yeovil	Phone	Failure to deliver	Stage One SM	Problem Rectified	Yes	Path cleaned after work in play park

Agenda Item 8

Area South Development Plan

Strategic Director: Ian Clarke
Assistant Director: Helen Rutter, Assistant Director – Communities
Service Manager: Natalie Fortt, Area Development Lead
Lead Officer/report author: Natalie Fortt, Area Development Lead
Contact Details: Natalie.fortt@southsomerset.gov.uk or (01935) 462956

Purpose of the Report

To discuss and approve the Area South Development Plan (ADP) for 2017/18

Public Interest

The plan sets out the work being planned and undertaken locally by the Council to invest in communities across this Area, based on needs analysis and Councillor and community concerns and priorities.

Recommendations

That members approve the Area Development Plan for 2017/18.

Background

The Area South Committee revises local priorities on an annual basis within the framework of the overall Council Plan. Through the ADP and other means, it seeks to make progress on these priorities by allocating resources and working with partners and other services within SSDC to achieve results. Area budgets enable the team to pump prime the work and projects it wishes to implement or support. The use of resources is also reviewed annually. Progress against the ADP is monitored monthly by staff and reported to Committee at 6 months and then at the year end. Further project specific reports are also produced throughout the year at key decision/milestone points.

The ADP captures the main projects and programmes that the team will work on over the year. This is in addition to the normal, day-to-day responsive work with Councillors and communities to address problems and issues that arise throughout the year. It is important to set realistic expectations and prioritise, given the reduced capacity available due to budget pressures and the loss of key members of staff.

The ADP (Appendix 1) will be reviewed and a progress report will be presented to members in November 2017.

Area Development Priorities

The draft ADP is Appendix 1 to this report. It consists of core work such as the enquiry service and direct support to communities, existing projects that have been rolled forward for completion and new work strands developed in response to Councillor priorities.

A range of projects and initiatives are underway to progress the 5 main priority themes which are:
Town centre & neighbourhood management
Economic development, job creation & regeneration schemes
Community-led planning & development

Improving access to services & facilities to reduce inequality
Community Safety

In addition, the Committee and Area Development Team are continuously looking at ways to maintain effective links with parishes and community groups, improve the cost effectiveness of the team and increase income to offset costs.

Financial Implications

The team consists of a full time Team Lead (temporary secondment), two part time Neighbourhood Development Officers and the Yeovil One Administrator. The team work closely with the community support team, managed by the Community Office Support Manager.

Corporate Priority Implications

The priorities have been developed taking into account the overall focus of the current Council Plan see Appendix 2.

Carbon Emissions & Adapting to Climate Change Implications (NI188)

This is considered on an individual project and programme basis, as appropriate. The overall priority is to seek to create more balanced communities where people can live, work and get access to the services and facilities they need on a daily basis.

Equality and Diversity Implications

This is considered on an individual project and programme basis, as appropriate.

Background Papers:

None.

Area South Development Plan (2017-18)

Portfolio Holder – Councillor Peter Gubbins

Team Lead – Natalie Fortt

This is what we do:

Work with communities, Councillors and service providers across our Area supporting the development of stronger communities, promoting economic vitality and helping to create better, more self-sustaining places to live and work



Who do we work with? *We work with the following services, agencies and organisations to achieve our priorities:*

<p>Access For All Armed Forces Community Covenant Alzheimer's Society Avon & Somerset Constabulary BBC Somerset (Media related) British Heart Foundation Bus operators Business community (various members) Camelot Credit Union Charities and volunteer groups (various) Children and youth work groups (various) Citizen Advice Bureau Community Associations : Abbey Manor Westfield Milford Birchfield New Town (Reckleford) Wyndham Park Community Speed Watch Co-operative Shop (Westfield) Developers and agents Devon & Somerset Fire & Rescue Service Environment Agency</p>	<p>Federation of Small Businesses GP Surgeries – Yeovil and Area South Individual volunteers (various) Knightstone Housing Association Locality & DCLG (through the Our Place project) Local buskers/musicians Magna Housing Association National Association of British Market Authorities National Trust NHS : Health visitors Yeovil District Hospital Public health specialists Older people (preventative) Breastfeeding promotion (UNICEF award for Somerset) National Market Traders Federation Pathways Play groups / pre-schools (various) Post office Parish Councils Quedam shopping centre</p>	<p>Royal British Legion Shopmobility Social Enterprises (various) Somerset County Council Somerset Rural Youth Somerset Smokefree Alliance South Somerset Mind Yarlington Housing Group Stonewater Housing Association Spark The Breeze The Conduit The Emporium The Hub – Yeovil Ward Members Western Gazette Yeovil Job Centre Yeovil in Bloom Yeovil Chamber of Trade & Commerce Yeovil Foundation Learning Partnership Yeovil Town Council Yeovil Town Team Yeovil Town Centre Local Action Group Yeovil One Team</p>	<p>Yeovil Churches : Yeovil Community Church St.Peter's Church St.Mark's Methodist Church Yeovil Family Church Birchfield Church Yeovil Street Pastors Yeovil Schools federation : Yeovil College Milford infant School Milford Junior School Grass Royal School Pen Mill School Reckleford School Birchfield Community School Bucklers Mead Academy Aspire group (Bucklers mead) Westfield Academy Preston Academy</p>
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Our Priority Areas for 2017/18 are:

1.	Town centre & neighbourhood management
2.	Economic development, job creation & regeneration schemes
3.	Community-led planning & development
4.	Improving access to services & facilities to reduce inequality
5.	Effective democratic engagement

Service Standards for 2017/18 (our core work)

1.

Community Grants

South Somerset District Council (SSDC) is committed to supporting community development and projects, for which we offer a range of grants. The standards that we expect to fulfil are:

- Grant application pack to be sent out within 48 hours of request
- Acknowledgment letter to be sent out within 3 days of receipt of application form
- Award letter and conditions to be sent out within 5 days of Scrutiny call in period

2.

Front Office

The Council have staff available in the Area Office providing advice & guidance on all Council services, in particular:

- Verification and processing of housing benefit applications, assistance with online Universal Credit applications, receipt of payments, dealing with SSDC enquiries and signposting/referring to other agencies as appropriate

3.

Community Development and Regeneration

South Somerset District Council's Area Development Team aims to:

- Answer all community development and regeneration queries and questions received within the timescales set by corporate service standards
- Offer advice and support to any community group within Area South wishing to produce a Parish Plan or Neighbourhood Development Plan
- Enable one business event and maintain regular contact with local business associations
- Respond to Sole Traders' and Companies' enquiries within the timescales set by corporate service standards
- Encourage participation and give at least 6 weeks' notice of workshops, meetings or consultations, which will always be held in accessible venues
- Ensure that communities are consulted and engaged with all of our major physical improvement projects through a communications plan
- Offer funding advice to local associations and voluntary groups and signpost to grant assistance for possible sources of funding
- Coordinate & arrange meetings & workshops in response to demand from ASC, Parishes & community organisations, which bring together key partners and community representatives to jointly tackle issues relating to the well being of residents in the Area
- Check our SSDC website pages once a month to make sure they are up-to-date and relevant
- Actively market the Area as a place to live and work, promoting key towns through communications plan

Service Action Plan: *Top level actions – more detail is within individual work programmes/project plans*

Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
1. Town centre & neighbourhood management	Support local chamber of commerce and business Associations	M Ainsworth N Fortt	3 days 2 days	Ongoing	Partnership working	Dissemination of SSDC information via Chamber channels
	Continue support for the Love Yeovil marketing Group	M Ainsworth N Fortt	12 days 10 days	Nov 2017	Attending meetings and assisting with formally setting up the group. Including developing a website and social media platforms, marketing strategy, events programme. Developing and agreeing sponsorship pack. Obtaining funding for projects and events.	Love Yeovil Group formalities in place. Number of events assisted, website launched, sponsorship gained. Report to Area South Nov 2017. Updates to Yeovil Vision Board
	Merge town centre maps work with Love Yeovil communications plans.	M Ainsworth Community Support Assistant	5 day 2 days	Ongoing to fit with Love Yeovil timescales	Cohesive image in relation to maps and way marking and Love Yeovil website.	Report to Area South Nov 2017. Updates to Yeovil Vision Board.
	Continue to support the Yeovil Town Centre Enhancement Group and implement the multi-agency maintenance schedule	M Ainsworth Community Support Assistant	14 days 3 days	March 2018	Cleaner, better maintained environment in the town centre	Programme of improvement agreed & implemented. Update reports to Area South committee.
	Continue to support Yeovil Vision Board	N Fortt Community Support Assistant	2 days 2 days	March 2018	Maintaining the Yeovil Vision within a cost effective and streamlined structure, to influence strategic projects seeking external resources and to oversee the delivery of local projects to benefit Yeovil	Supporting Yeovil Vision meetings producing all related reports, agendas and minutes
	Continue to support the administration of promotional spaces in Yeovil town centre and develop promotional pitch policy	Community Support Assistant L Davis / M Ainsworth	3 days 3 days	March 2018	Vibrant and diverse town centre environment	Report to Area South committee

Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
2. Economic development, job creation & regeneration schemes	Project Manage Westfield Regeneration Programme	J Divall	15 days	Mar 2018		Projects supported. Progress report in March 2018
	Yeovil Refresh public realm, including Lower Middle Street and Sherborne Road	M Ainsworth N Fortt Community Support Assistant	Await outcome of Yeovil Refresh	TBA	Project Plan	Project Plan and report
	Digital high street work	M Ainsworth N Fortt Community Support Assistant	3 days 1 day 5 days	Mar 2018	Research carried out on digital presence of town centre retailers.	Digital data available for Yeovil town centre
	Continue to support and advise communities and businesses to initiate and implement projects within Area South	M Ainsworth N Fortt J Divall Community Support Assistant	2 days 2 days 2 days 1 day	Ongoing	Continued engagement with communities and businesses to deliver successful community projects and business outcomes	Engagement, advice and support given to projects
	Resolve final agreements on licence for the Reckleford Road Scheme	M Ainsworth	2 days	Dec 2017	Project finalised and retention monies released.	Project completion
	Support given to town centre events including Yeovil Half Marathon, Super Saturday and the Christmas Switch on. Support Love Yeovil with new events as they arise.	M Ainsworth Community Support Assistant	8 days 5 days	Throughout the year	Successful events delivered in partnership with key stakeholders.	Events delivered successfully
	Neighbourhood retail enhancement project – Westfield and Birchfield	M Ainsworth Community Support Assistant	10 days 5 days	March 2018	Plans agreed for both projects and funding agreed for one project.	Plans and funding agreed for one of the projects, start dates agreed.

Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
	Continue to support and develop existing and new initiatives for Yeovil Markets	M Ainsworth L Davis Community Support Assistant	20 days 2 days 2 days	March 2018	Existing market improved, new markets tested on Saturdays, regular themed markets at key times throughout the year. Reduced resource implications for Area South Development Teams	Friday Markets improved, new markets established on Saturdays. Reports to market Improvement Group, Area South committee and Yeovil Vision Group
	Continue to oversee newly transformed Vintage market	M Ainsworth	7 days	March 2018	Vintage market being managed externally with less resource implications from SSDC. Renewed name for market, Service Level Agreement in place. New location being trialled top of Middle Street.	Successful vibrant market attracting footfall to the town centre
Page 20	Support local Parishes to deliver Housing Needs Surveys West Coker East Coker	J Divall J Divall Community Support Assistant	1 day 3 days 3 days	Sep 2017 Sep 2017	Improved, current evidence of need which can be used to enable the strategy housing team to establish local demand and need.	Completed Parish Housing needs survey's – included to SSDC Strategic Housing Strategy
	Support Neighbourhood Plan groups in: East Coker	J Divall	3 Days	Sep 2017	Towns and Parishes have greater influence over the scale of growth and type of development required to improve sustainability and to meet local need.	Plan 'made' and incorporated into the Local Development Framework

Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
4. Improve access to services & facilities to reduce inequality a) Improved community buildings	Comment on impact of significant planning applications	Area Development Team	Within existing resources	Mar 2018	Community infrastructure improvements can be achieved more quickly with S106 adding value to wider investment	Update S106 annual statement sent to Parishes / Ward members
	Encourage parish engagement with applications and S106 negotiations	Area Development Team	Within existing resources	Mar 2018	Clear reporting of S106 investment projects to Area South Committee	
	Link community projects with local available S106	Area Development Team	Within existing resources	Mar 2018	Ward members & Parishes have better awareness of S106 monies	
	Support all Yeovil local Community Associations to improve people's access to services and facilities	J Divall / N Fortt	10 days	Mar 2018	Improved communication amongst service providers and with local community. Co-ordinate approach to improving health & Well being	Projects supported. Progress report to Area South Committee in March 2018
	Support Westfield Community Association to deliver local health & well-being projects that tackle health inequalities in the Neighbourhood, including: 1) Community training programme 2) Tackle image & communication of community 3) Fuel Poverty 4) Road safety	J Divall J Divall J Divall J Divall	3 days 6 days 2 days 3 days		Mar 2018	Improved opportunities and better environment for local residents in the long term
Produce, publish and print Halls for Hire brochure for Yeovil and Surrounding villages	N Fortt Community Support	4 days		Once or twice a year	Electronic and paper version produced and distributed to local agencies.	Verbal feedback from bookings clerks

		Assistant				
Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
	Run an area wide Youth Opportunities Group to support sharing of information	N Fortt Community Support Assistant	1 day 3 days	Quarterly	Better engagement with young people	Annual ADP report to Area South Committee
	Run a high quality access point & advice service for the public at Petters House	L Davis Community Support Assistant's	300 days	Ongoing	Improved customer experience & service. Integration of front desk services with other agencies	Annual report Area South Committee To achieve 98% customer satisfaction rate
	Support the delivery of new play facilities at West Coker Recreation Ground	J Divall	2 days	Sep 2017	Improved access to play facilities	Funding secured. Play equipment installed and site complete
Page 22	Support project plan delivery and identification of funding for new Multi Use Games Area at West Coker Recreation Ground	J Divall	4 days	Sep 2018	Improved access to youth facilities	Funding identified, applications processed and project plan in place
	Support Parishes & Trusts to establish Master plans for Recreation Grounds: 1) West Coker 2) East Coker 3) Barwick	J Divall J Divall J Divall	5 days 5 days 5 days	Sep 2018 Sep 2018 Sep 2018	Locally shaped community designs of future visions of recreation ground facilities. Officer support to the parishes/trusts to establish project plans for the various elements involved.	Vision design complete. Project identified and guidance given. Where possible completed projects
	New Sports pavilions for parish – support the project to build stage 1) West Coker 2) Barwick 3) East Coker	J Divall J Divall J Divall	10 days 7 days 7 days	Sep 2018 Sep 2018 Sep 2018	Full project plan, funding applications identified and where possible permissions to start the project.	Report

Priority Area	Action	Who	Resource	When	Outcome	Performance Measure
	New Community Centres – support project to build stage 1) Westfield 2) Wyndham Park 3) Lufton	J Divall N Fortt N Fortt	14 days 14 days 14 days	Sept 2018 Mar 2018 Mar 2018	Westfield: Phase 2 Big Lottery application submitted/other forms of funding secured. Overall Outcome: Full project plan, funding applications identified where possible permissions to start the project.	Completed funding applications Update report
	Support existing Community Hall management committees to improve local facilities: 1) West Coker 2) Barwick	J Divall J Divall	3 days 3 days	Dec 2018 Mar 2018	Project plans and funding strategy in place (or completed projects)	Completed project plans/or completed projects
5. Effective democratic engagement	Arrange Annual Parish Meeting and workshops in response to demand from Area South Committee, Parishes & Community organisations	Area Development Team Democratic services officer	Within existing staff resources	Jan 2018	A forum for debating important local issues & agreeing best solutions. Raise awareness of opportunities	Report to Area South Committee
Page 23	Coordinate and Chair Area Community Forum	N Fortt Community Support Assistant	1.5 days 1 day	Ongoing	Improved collaboration across local groups.	Held three times a year Attendance records kept

In addition, the service will deliver actions to deliver key corporate strategies, comply with corporate policies, deliver savings, monitor performance, review and monitor complaints and manage risk within the service.

'Tackling the Challenges': Council Plan on a Page 2016-21

Our Vision for South Somerset: a place where businesses flourish, communities are safe, vibrant and healthy; where residents enjoy good housing and cultural, leisure and sporting activities.

Our Aims:

South Somerset District Council will be a confident, resilient and flexible organisation, protecting and improving core services, delivering public priorities and acting in the best long-term interests of the district. We will:

- Protect core services to the public by reducing costs and seeking income generation.
- Increase the focus on Jobs and Economic Development.
- Protect and enhance the quality of our environment.
- Enable housing to meet all needs.
- Improve health and reduce health inequalities.

Our Values:

- Putting the customer and community first when developing plans and services
- Supporting people and communities, enabling them to help themselves.
- Being open, transparent and with greater accessibility to those that need to use Council services.
- Working with partners to improve services, efficiencies, resilience and influence.
- Embracing innovation and improved technology to improve customer service and access.
- Empowering a confident, flexible workforce.

Our Focus – Making a Difference Where it Counts

High quality cost effective services

In order to protect front line services we will:

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

Economy

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

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

Environment

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

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

Homes

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

- Minimise homelessness and rough sleeping.
- Work with the private rented sector to improve the standard and availability of rented accommodation.
- Tackle fuel poverty.
- Enable people to live independently for as long as they are able.

Health and Communities

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

- Support communities so that they can identify their needs and develop local solutions.
- Target support to areas of need.
- Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities.
- Work with partners to tackle health issues such as diabetes and hypertension.
- Help keep our communities safe.

'Tackling the Challenges': Annual Action Plan 2017-18

Our Vision for South Somerset

A place where businesses flourish, communities are safe, vibrant and healthy; where residents enjoy good housing, leisure, cultural and sporting activities

Our Strategy for 2017-18

To create a modern, responsive, pro-active council serving South Somerset through a Transformation Programme, developing the culture and working practices needed to support a flexible, customer focused council with a modern, commercial approach.

The Transformed Council will be "One Team, Ambitious for South Somerset"

Great to work for * Excellent to work with * Leading the way * Delivering for our communities

This is a major change programme for the Council. During the transition we will manage our performance to minimise disruption to customer services and to deliver our current and ongoing work programmes of agreed projects.

Our Priority Projects for 2017-18

1. To implement the Transformation programme including income generation
2. To complete the updating of the plans for regenerating Central Yeovil and Chard and progress implementation
3. To deliver Phase 2 of the Yeovil Innovation Centre
4. To complete the refurbishment and relaunch of the Westlands Complex
5. To facilitate appropriate local development with both council and national funding
6. To support our small and medium sized businesses across the District, including internet access, to meet their needs

Core Work of the Council

Front Line Services:

Contracted in:

Healthy Lifestyles,
Play Area inspection,
Hospital Grounds Maintenance,
Yarlington Grounds Maintenance

Contracted out:

Revenue Recovery Bailiffs,
Office & Public
Convenience Cleaning, Out
of Hours Helpline

Local delivery by town, parish or community:

Car parks charging policy
(Castle Cary, Somerton & Wincanton), Play
& Youth Facility provision (some), Public conveniences
(some), Local Information Centre, Streetcleansing (Chard)

By Partnerships or Shared Services:

Agricultural / Food Business Support (Defra), Civil Contingencies, Crematorium, Disabled Facilities Grants, Energy/Carbon/Fuel Poverty schemes (CSE, community organisations etc), Goldenstones Leisure Centre, Homefinder, Home Loans, Market Town Regeneration, Play area provision, Shared use leisure facilities, Third Sector & Partnership support, Troubled Families, Waste & Recycling, Welfare Benefits Advice, Wincanton Community Sports Centre, Workplace Nursery, Yeovil in Bloom, Yeovil Bus Station, Yeovil Crematorium, Yeovil Cemetery.
Also: Area/Community Offices (some), Arts, CCTV monitoring, Community Bus, Milford Healthy Living Project, St Michael's Hall.

Directly provided by SSDC:

Building Control, Car Parking, Community Safety, Countryside Parks, Customer Services, Development Management, Economic Development & Regeneration, Elections, Environmental Enforcement, Environmental Protection, Food & Water Safety, Health & Safety compliance, Heritage services, Homelessness services, Horticulture & Nursery, Licensing, Neighbourhood Development & Community Planning, Open Spaces, Planning Enforcement, Private Sector Housing Standards, Revenues & Benefits, Social & Private Sector Housing, Spatial Planning, Strategic Housing, Street cleansing, Theatre & Arts, Tourism & TIC's, Welfare Benefits & support,
Also: Birchfield Landfill site management, Careline, Community Grants, Community Offices (some), Conservation advice, Flooding advice, Gypsy & Traveller sites, Markets, Pest Control, Play & Youth Facility Management & Inspection, Public Conveniences, Sports Development, Street Naming & Numbering, Yeovil Recreation Centre.

Back Office Business Support Services:

Contracted in: Payroll & HR (SWAP, Crematorium & Cemetery)

Contracted out: Cash collection & banking for offices and car parks, Occupational Health, Property & Maintenance (Mechanical & Electrical), Workplace Nursery

By Partnerships or Shared Services: Audit (SWAP), Benefit Fraud (DWP, National Anti-Fraud Network & RSL's), Insurance (EDDC)

Directly provided by SSDC: Asset Management, Business Continuity/Disaster Recovery, Canteen, Councillor Development, Data Protection, Democratic Services, Engineering Services, Equalities, Financial Services, Fleet Maintenance, Fraud & Data, Human Resources, ICT, Lean Efficiency work, Legal Services (inc Land Charges & Rights of Way advice), Management, Marketing & Communications, Payroll, Performance, Post/Printing/Scanning, Procurement & Risk, Property Maintenance, Scrutiny, Spatial Systems

Partnerships that will support the delivery of the Council Plan:

Blackdown Hills Area of Outstanding Natural Beauty * Chard Regeneration Scheme (Chard Vision) * Cranborne Chase and West Wiltshire Downs AONB * Heart of the South West (LEP) * Heart of Wessex Rail Partnership * Homefinder Somerset Partnership & Strategic IT * Market Towns Investment Group * Safer Somerset Partnership * Joint Leaders Advisory Group (Sedgemoor DC) * Somerset Armed Forces Community Covenant Partnership * Somerset Intelligence Partnership * Somerset Levels & Moors Local Action for Rural Communities * Somerset Local Authorities Civil Contingencies Partnership * Somerset Rivers Authority * Somerset Waste Partnership * Somerset Water Management Partnership * South Somerset Together (LSP) * South West Audit Partnership * Strategic Partnership Against Hate Crime * The Stop Line Way * Town & Parish Councils * Yeovil Vision*

Agenda Item 9

Dorcas Charitable Trust – Annual Report & Statements for the Year to 31st March 2017

Director: Ian Clarke
Assistant Director: Helen Rutter, Assistant Director Communities
Service Manager: Natalie Fortt, Area Development Lead
Contact Details: Helen.Rutter@southsomerset.gov.uk or 01963 435012

Purpose of the Report

To update members of the Area South Committee who collectively act as trustees for the Dorcas House Trust and to approve the 2016/17 Statement of Accounts.

Public Interest

Dorcas House Trust (otherwise known as Portreeves or Corporation Almshouses) is a registered Charity, No. 235337 and is regulated under Charity Commission Schemes dated 3rd September 1973 and 1st February 1978. The Area South Committee acts as Trustees of the trust.

Recommendation

- (1) To approve the Annual Accounts for the Dorcas House Trust
- (2) To note the update in the annual report

Background

Dorcas House Trust (otherwise known as Portreeves or Corporation Almshouses) is a registered Charity, No. 235337 and is regulated under Charity Commission Schemes dated 3rd September 1973 and 1st February 1978.

As a local authority SSDC is required to demonstrate compliance with the underlying principles of good governance and that a framework exists to demonstrate this. One of the principles is accountability and by preparing and publishing the annual Statement of Accounts the Council achieves this objective.

The Accounts and Audit (England) Regulations 2011 came into force on 31 March 2011. The Dorcas House Statement of Accounts needs to be evidenced by the Chair of Area Committee South signing and dating the balance sheet and the annual report.

Dorcas House was located in Preston Grove, Yeovil. The land on which it sat was conveyed to the Borough of Yeovil by means of a Deed of Gift on 30th May 1910 as a site for an Almshouse. The trusteeship is vested in South Somerset District Council and delegated to the Area South Committee.

The Council was under obligation to erect an Almshouse. Once built, Dorcas House was only to be used for poor women inhabitants of the Parish of Yeovil. In more recent years SSDC applied to the Charities Commission to have the covenants changed to allow women and their children to reside in the property.

Concerns regarding the ongoing cost of maintaining and managing the building in future years, together with the unsuitability and inflexibility of the accommodation prompted the trustees to consider alternative options to meet the objectives of the trust.

Following advice from the Charities Commission that the Trustees were permitted to sell and re-provide without the need for formal permission, the property was sold in October 2013 producing a net capital receipt of £371,572 and in addition investments were realised for a sum of £52,032. Together with the cash balance there is now a capital fund of £443,214 for replacement properties.

Current Situation

It is our intention to seek replacement properties for the charitable foundation as opportunities arise within the settlement of Yeovil –as part of the obligated affordable housing on a qualifying site or as an adjunct to traditional housing association homes on an infill site. Unfortunately none of the proposed schemes explored to date has come to fruition. Once alternative provision has been completed, the original terms of the Dorcas House trust will continue to apply to the new accommodation.

Financial Implications

Dorcas House draft statement of accounts details the financial position of the charity as at 31st March 2017 and is submitted at Appendix A for approval by Area South Committee at this July 2017 meeting. Grant Thornton, the District Auditors, will not review separately the annual Statement of Accounts and supporting working papers as the turnover is below £25k.

Corporate Priority Implications

This work supports the following corporate aims:

- Improve the Housing, Health and wellbeing of our citizens

Carbon Emissions & Adapting to Climate Change Implications (NI188)

Energy leakage from the existing building will be decreased when the new owner redevelops the property. Re-investment of the proceeds of sale will be used for property that will be built to modern standards, which will be more energy efficient.

Equality and Diversity Implication

The nature of the Charitable Trust dictates the client group whose needs are met by this provision. We are in discussion with the Charities Commission about amendment of allowed usage that would broaden the nature of the client group.

Dorcas House Trust

*(otherwise known as Portreeves or Corporation
Almshouses)*

**ANNUAL REPORT
and
STATEMENT OF ACCOUNTS
2016/17**

Registered Charity Number: 235337

DORCAS HOUSE TRUST

STATEMENT OF FINANCIAL ACTIVITIES
For the Year Ended 31st March 2017

	2016/17 Income Fund		2015/16 Income Fund	
	£	£	£	£
Incoming Resources				
Rental Income		210.23		(393.61)
Investment Income				
Interest on Investment		1,107.13		2,239.69
Total Incoming Resources		1,317.36		1,846.08
Resources Expended				
Professional fees	700.00			
Bad & Doubtful Debt provision for rent	254.71		(962.69)	
Total Resources Expended		954.71		(962.69)
Net Resources		362.65		2,808.77
Other Recognised Gains				
Gain on revaluation of investments		0.00		0.00
Net Movement in Funds		362.65		2,808.77
Reconciliation of Funds				
Fund balances brought forward		442,851.46		440,042.69
		443,214.11		442,851.46

DORCAS HOUSE TRUST

BALANCE SHEET

As at 31st March 2017

	2016/17		2015/16	
	£	£	£	£
Current Assets				
Investments	0.00		0.00	
Debtors	1,669.56		1,414.85	
Cash	441,544.55		441,436.61	
	443,214.11		442,851.46	
Net Current Assets		443,214.11		442,851.46
Represented by:				
Endowment Fund		0.00		0.00
Capital/Unrestricted Funds		443,214.11		442,851.46
Total Funds		443,214.11		442,851.46

These accounts were approved by the Trustees on _____ and signed on their behalf by:

Peter Gubbins
(Chairman of Joint Area Committee South)

Agenda Item 10

Area South Committee Forward Plan

Assistant Director: Helen Rutter, Communities
Service Manager: Natalie Fortt, Area Development Lead - South
Agenda Co-ordinator: Jo Boucher, Democratic Services Officer
Contact Details: jo.boucher@southsomerset.gov.uk or (01935) 462011

Purpose of the Report

This report informs Members of the agreed Area South Forward Plan.

Recommendations

Members are asked to:-

1. Comment upon and note the proposed Area South Forward Plan as attached at Appendix A.
2. Identify priorities for further reports to be added to the Area South Forward Plan, developed by the SSDC lead officers

Area South Committee Forward Plan

The forward plan sets out items and issues to be discussed by the Area Committee over the coming months.

The forward plan will be reviewed and updated each month, by the joint lead officers from SSDC, in consultation with the Area Committee Chairman. It is included each month with the Area Committee agenda, where members of the Area Committee may endorse or request amendments.

Members of the public, councillors, service managers, and partners may request an item is placed within the forward plan for a future meeting, by contacting the Democratic Services Officer.

Background Papers

None

Appendix A

Notes

- (1) Items marked in *italics* are not yet confirmed, due to the attendance of additional representatives.
- (2) For further details on these items, or to suggest / request an agenda item for the Area South Committee, please contact the Democratic Services Officer; Jo Boucher.

Meeting Date	Agenda Item	Background/ Purpose	Lead Officer
2nd August 2017		<i>Please note this meeting will only be held if there are planning applications to be determined</i>	
6th September 2017	Arts and Entertainment Services Update Report	Annual Update Report	Adam Burgan, Arts & Entertainment Manager
	Yeovil Vision Update Report	Update on Yeovil Vision	Helen Rutter, Assistant Director (Communities)
	One Public Estate Programme	Update report	Nena Beric, Project Manager
	Social Care Services	Update report on the current position of the Social Care Services	SCC
4th October 2017	Environmental Health Services Update Report	Annual Update Report	Alasdair Bell, Environmental Health Manager
	Section 106 Monitoring Report	Six Monthly update report	Neil Waddleton, Section 106 Monitoring Officer
	Countryside Service Update Report	Annual Update Report	Katy Menday, Countryside Manager
1st November 2017	Somerset Highways – maintenance programme	A six monthly update report on the current and expected highways maintenance programme in Area South	Mike Fear, Assistant Highway Service Manager, South Somerset Highways
	Affordable Housing Development Programme	The purpose of this report is to update members on the likely outturn position of the Affordable Housing Development Programme in relation to Area South	Colin McDonald, Corporate Strategic Housing Manager
TBC	Western & Eastern Corridor Improvements	Update of the Western & Eastern Corridor Improvements	SCC

Agenda Item 11

Exclusion of the Press and Public

The Committee is asked to agree that the following item (agenda item 13) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3: "Information relating to financial or business affairs of any particular person (including the authority holding that information)." It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

Agenda Item 12

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

Document is Restricted

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

Document is Restricted

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

Document is Restricted

Agenda Item 13

Schedule of Planning Applications to be determined by Committee

Director: Martin Woods, Director - Service Delivery
Service Manager: David Norris, Development Control Manager
Contact Details: david.norris@southsomerset.gov.uk or 01935 462382

Purpose of the Report

The schedule of planning applications sets out the applications to be determined by Area South Committee at this meeting.

Recommendation

Members are asked to note the schedule of planning applications.

Please note: Consideration of planning applications will commence no earlier than 3.00pm.

Members of the public who wish to speak about a particular planning item are recommended to arrive for 2.50pm.

SCHEDULE					
Agenda Number	Ward	Application	Brief Summary of Proposal	Site Address	Applicant
14	YEOVIL CENTRAL	17/01997/FUL	The erection of a specialist Acute Day Surgery Unit and associated external Plant Room	Yeovil District Hospital Higher Kingston Yeovil	Yeovil District Hospital NHS Foundation

Further information about planning applications is shown below and at the beginning of the main agenda document.

The Committee will consider the applications set out in the schedule. The Planning Officer will give further information at the meeting and, where appropriate, advise members of letters received as a result of consultations since the agenda had been prepared.

Referral to the Regulation Committee

The inclusion of two stars (**) as part of the Development Manager's recommendation indicates that the application will need to be referred to the District Council's Regulation Committee if the Area Committee is unwilling to accept that recommendation.

The Lead Planning Officer, at the Committee, in consultation with the Chairman and Solicitor, will also be able to recommend that an application should be referred to District Council's Regulation Committee even if it has not been two starred on the Agenda.

Human Rights Act Statement

The Human Rights Act 1998 makes it unlawful, subject to certain expectations, for a public authority to act in a way which is incompatible with a Convention Right. However when a planning decision is to be made there is further provision that a public authority must take into account the public interest. Existing planning law has for many years demanded a balancing exercise between private rights and public interest and this authority's decision making takes into account this balance. If there are exceptional circumstances which demand more careful and sensitive consideration of Human Rights issues then these will be referred to in the relevant report.

Agenda Item 14

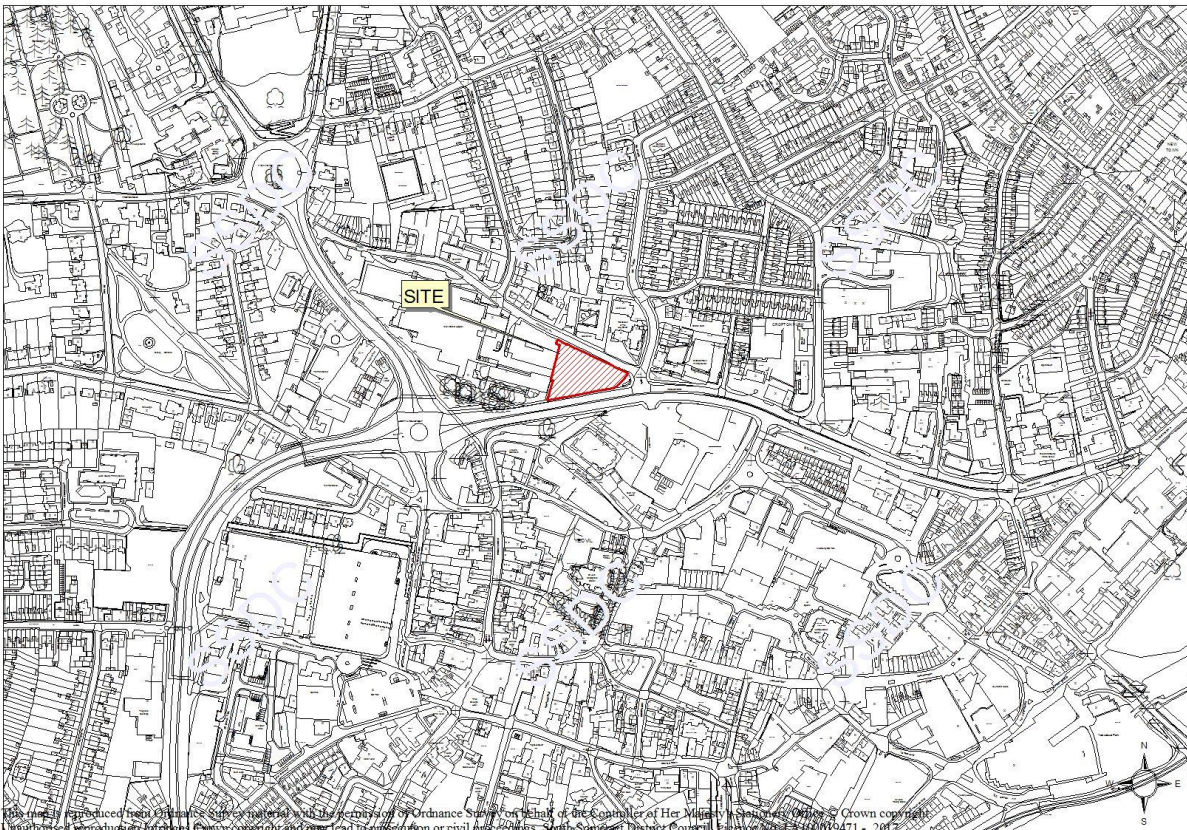
Officer Report On Planning Application: 17/01997/FUL

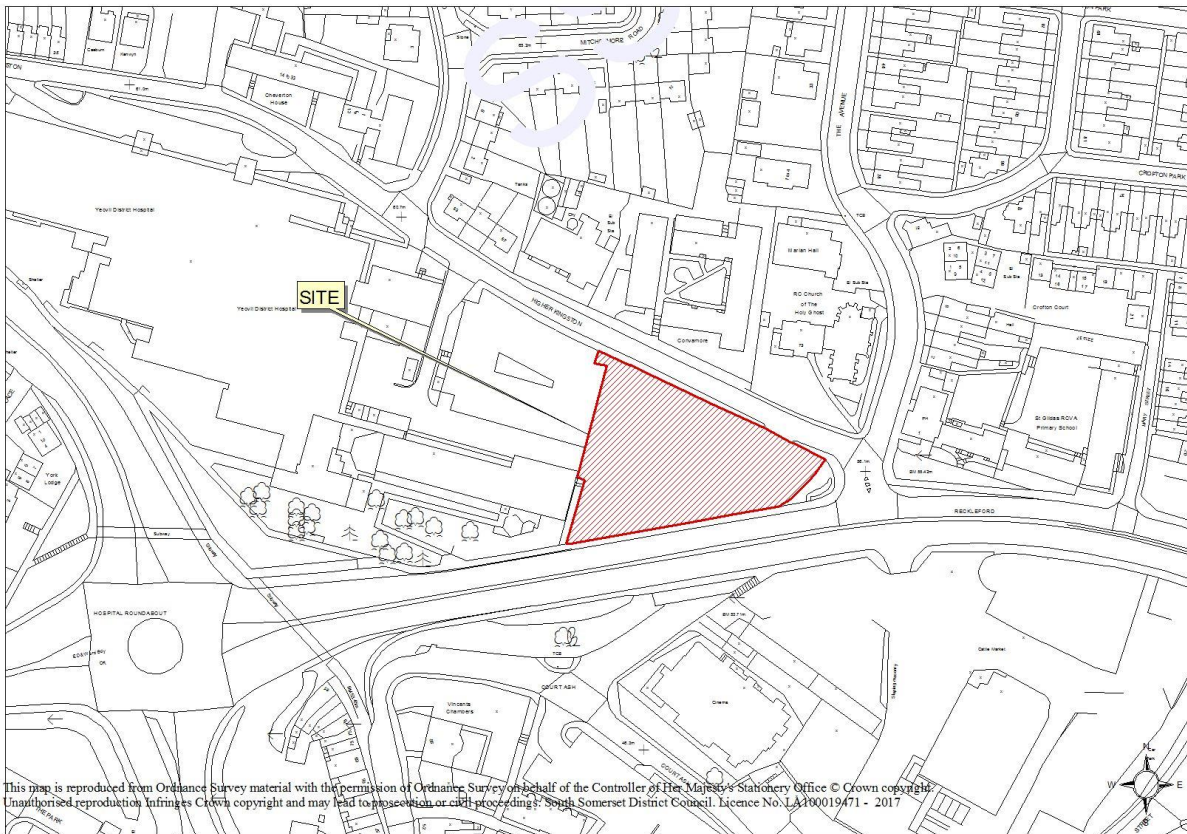
Proposal :	The erection of a specialist Acute Day Surgery Unit and associated external Plant Room
Site Address:	Yeovil District Hospital Higher Kingston Yeovil
Parish:	Yeovil
Yeovil (Central) Ward (SSDC Member)	Cllr K Hussain Cllr A Kendall Cllr P Gubbins
Recommending Officer:	Case Simon Fox – Lead officer for area south
Target date :	2nd August 2017
Applicant :	Yeovil District Hospital NHS Founda
Agent: (no agent if blank)	One Creative Environments Ltd Unit 5 The Triangle Wildwood Drive Worcester WR5 2QX
Application Type :	Major Other f/space 1,000 sq.m or 1 ha+

Reason for Referral to Committee

This application is referred for Committee consideration at the request of the Development Manager in accordance with the scheme of delegation and with the agreement of the Chairman due to other previous applications comprising part of the YDH masterplan being debated by the committee in the public interest.

Site Description and Proposal





The application site is situated within the Yeovil District Hospital estate. The site is separated from the town centre by the Reckleford highway, which also forms part of the boundary of the Conservation Area (Princes Street).

Submitted by the Yeovil District Hospital NHS Foundation Trust the application seeks planning permission to erect a purpose built day surgery unit on the former visitor's car park which has become vacant since the construction and opening of the multi-storey car park elsewhere on the estate. The former visitor's car park comprises two halves linked by a narrow bridge over the sunken urban footpath known as Red Lion Lane. This footpath runs north south and links Higher Kingston, which provides the vehicular access to the car park, to Reckleford.

The proposal relates to the eastern half of the former visitor car park. Whilst the car park is more-or-less level with Higher Kingston it is some 2-3 m above an internal service road that runs along its southern boundary where undercroft parking exists, and similarly crosses Red Lion Lane. Beyond this toward the Reckleford boundary are some parking bays and a landscaped boundary incorporating large mature plane trees.

On the junction of The Avenue with Higher Kingston opposite the site lies the Catholic Church of the Holy Ghost and the attached Presbytery (both Grade 2 listed).

With regards to floor area the proposed day surgery unit extends to 3574.5sqm over three floors. The composition of the elevations with accentuated horizontal and vertical elements is split into single two and three storey feature standing seem panels designed to reduce the mass by sufficiently articulate the facades into smaller proportioned elements. Principle cladding elements include a metal standing seem cladding panel coloured to replicate patinated copper, white grey curtain walling plus brickwork and vertical green living walls to continue features and ideas used in the recently completed multi-storey car park. A flat roof and parapet is proposed which will hide some plant and machinery from streetview.

There is also a separate external plant compound proposed to the south of the day surgery unit building. This extends to 378.44sqm over two floors. Similar materials are to be used. The building also requires a stainless steel flue pipe which will be attached to the Women's Hospital and discharge 1.5m above its roof.

In order to construct both buildings four large plane trees will need to be removed. The application does include a landscaping plan for the southern boundary including four new plane trees and the removal and replenishment of the boundary hedging.

Also within the application is a scheme for the improvement of Red Lion Lane by primarily removing the above ground solid parapet sides and their replacement with open railings, plus decoration of the walls.

There is no proposed additional parking proposed as the unit will rely on the new provision at the multi-storey car park. Currently the application site contains 103 parking spaces - 59 in the eastern half of the former visitors car park, 12 in the undercroft parking, and another 32 in parking bays off the internal services road.

The proposal seeks the retention of only 4 spaces as disabled spaces immediately adjacent to the access to the day surgery unit.

The application is supported by the following documents:

- Design and Access Statement
- Transport Assessment
- Preliminary Ground Investigation Report
- Heritage Assessment
- Tree Survey
- Flood Risk Assessment
- Utility Survey
- Noise Impact Assessment
- Ecological Survey
- External Lighting Appraisal Report

HISTORY

Most relevant and recent:

15/03002/FUL: The construction of a new multi storey car park with new link road and access, demolition of 3 properties, construction of new residents car park and relocation of oxygen tank enclosure: Application permitted with conditions: 12/10/2015.

POLICY

Section 38(6) of the Planning and Compulsory Purchase Act (2004), and Paragraphs 2, 11, 12, and 14 of the NPPF indicate it is a matter of law that applications are determined in accordance with the development plan unless material considerations indicate otherwise.

In March 2015 South Somerset District Council, as Local Planning Authority, adopted its Local Plan to cover the period 2006 to 2028.

On this basis the following policies are considered relevant:-

South Somerset Local Plan (2006-2028):

SD1 - Sustainable Development

SS1 - Settlement Hierarchy

TA1 - Low Carbon Travel

TA3 - Sustainable Travel at Chard and Yeovil

TA4 - Travel Plans
TA5 - Transport Impact of New Development
TA6 - Parking Standards
EQ1 - Addressing Climate Change in South Somerset
EQ2 - Design & General Development
EQ3 - Historic Environment
EQ4 - Biodiversity
EQ5 - Green Infrastructure
EQ7 - Pollution Control

National Guidance - National Planning Policy Framework:

Chapter 4 - Promoting Sustainable Transport
Chapter 7 - Requiring Good Design
Chapter 8 - Promoting Healthy Communities
Chapter 10 - Meeting the Challenge of Climate Change, Flooding and Coastal Change
Chapter 11 - Conserving and Enhancing the Natural Environment
Chapter 12 - Conserving and Enhancing the Historic Environment

Other

Somerset County Council Parking Strategy (March 2012)

CONSULTATIONS

Yeovil Town Council:

"Approval subject to improvements to the southern end of the lane in the interests of public safety".

Highway Authority (Somerset County Council):

Traffic Assessment -

While a Transport Assessment (TA) has been provided for the DSU, it is based in large part upon that supporting the MSCP that was provided at this hospital.

While the conclusions of the previous MSCP TA were accepted by the Highway Authority, a number of deficiencies have been noted regarding the TA provided for the DSU, including:

- o The traffic surveys used have not taken into account that the multi-storey car park is now operating, and thus may not be a true reflection of current vehicle activity on site;*
- o No evidential information has been provided to support the trip calculations (based on a 2009 staff survey);*
- o The currently existing parking demand has not been demonstrated for the new development, with the previously spare capacity assumed to still exist; and*
- o Traffic impact assessments have not been updated from the MSCP TA to reflect recent developments and highway improvements.*

It is also noted that section 6.2.3 of the TA includes an assumption that the existing space within the main hospital building will not be used for any new services. This existing space would likely generate additional transport demand if repurposed or used to enhance existing services, which remains a possibility without the need for further planning consideration.

In view of the deficiencies in the current TA it has not been possible to accurately determine the impact on the highway network. An updated, stand-alone assessment would be required, and this would be expected for any future development at this site to ensure that transport impacts have been properly assessed.

However, it is acknowledged that, while the TA in support of this application should be a stand-alone document, the MSCP TA included an allowance of approximately 100 parking spaces in the new car park to allow for future development at the hospital, such as that now proposed, and as such the Highway Authority is reasonably confident that the DSU would not lead to any severe impact on the highway network. With this in mind no objection is raised against these proposals.

Travel Plan -

A Travel Plan (TP) was included as Appendix 3 of the DSU TA, although this TP was dated 2013. In

order for the Highway Authority to comment on the suitability of the TP, it must be updated to reflect current modes and measures around the site.

It is also noted that there does not appear to be any provision for fees or safeguarding sums relating to travel planning for this site, and the Local Planning Authority is recommended to ensure suitable arrangements for this are put in place with the developer.

I therefore recommend that a condition be imposed on any approval granted to ensure that a current TP is produced and resourced.

Access -

The proposals show that the access road through the site is to be maintained, using the existing vehicle access points to Higher Kingston. This access road currently operates on a one-way basis (east to west), and while it appears this arrangement is to remain it is not completely clear that the four proposed accessible bays at the eastern end will be prevented from exiting onto Higher Kingston at the nearby entry. This could cause conflict with vehicles entering the site, and would result in vehicles using an access for egress from the site that has poor visibility to the right. It is recommended that a condition be imposed to ensure that this eastern access to Higher Kingston remains used for entry only. With egress continuing thorough the adjacent hospital site.

Other Highways Matters -

The developer should be aware that any structure in the final design that crosses or overhangs the public highway would require a licence from the Highway Authority pursuant to Section 178 of the Highways Act 1980. In addition, any works undertaken on or adjoining the public highway would require a licence under Section 171 of the Highways Act 1980, and the applicant may be required to enter into a legal agreement with the Highway Authority to secure the construction of any highway works that may be necessary as part of this development. It is recommended that an advisory note be attached to any planning certificate to remind the applicant of the need to allow sufficient time for any approvals, agreements and licences to be arranged before construction works commence".

Conditions proposed in the event the application is approved (travel plan, clarity over access and egress of internal service road, parking to be kept free of obstruction and submission of CEMP).

Historic England:

"...we do not wish to offer any comments. We suggest that you seek the views of your specialist conservation and archaeological advisers, as relevant".

SSDC Conservation Officer:

"I have no objection to this scheme. I am satisfied that the setting of the Catholic Church and Presbytery will not be harmed by the proposal. These buildings already have a fairly altered urban setting, within which the existing hospital, car park and dual carriageway are already significant components.

I would add to your observations regarding the overall colour choice. I agree that the proposed use of white render is at odds with the strong character of natural stone colours in the area. This also applies to the use of white framed aluminium windows, as I note solid white panels are proposed within areas of glazing, which also have the potential to appear quite stark. I suggest that buffs, creams, greys and biscuit colours will be more appropriate here".

Archaeologist:

No archaeological implications.

Lead Local Flood Authority:

"The development indicates an increase in impermeable areas that will generate an increase in surface water runoff. This has the potential to increase flood risk to the adjacent properties or the highway if not adequately controlled.

The applicant has indicated an intention to attenuate surface water on site within underground attenuation tanks, surface water will then be discharged to the existing Wessex Water surface water sewer located within the highway. Flow will be held back to existing rates.

The LLFA has no objection to the proposed development, as submitted".

SSDC Tree Officer:

"I have carefully checked on-site the suitability of the submitted tree protection measures provided for the retained trees adjoining the attenuation crates. I am pleased to confirm that they ought to be sufficient to prevent significant damage to their health.

Whilst the proposal does involve the loss of significant mature trees, a welcome effort has been made in regards to proposing some suitable replacement tree and shrub planting within the constraints of the red line".

Tree protection condition proposed.

SSDC Environmental Protection Unit:

"Contaminated Land -

The initial ground investigation report submitted by the applicant has not brought to life any issues of serious concern regarding this site. Indeed the report states that

"the findings of the foregoing quantitative contamination risk assessment indicate that the site is effectively uncontaminated, where there is no perceived risk to human health nor risk to controlled waters."

I concur with this assessment. However the report also states that

"Ground conditions may vary between investigation points however; hence a careful watch should be maintained for any abnormalities encountered during site strip etc."

Reason: To protect the health of future occupiers of the site from any possible effects of contaminated land, in accordance with Local Planning Policy.

Air Quality -

An air quality management area has been declared for Yeovil due to identified exceedances of Nitrogen Dioxide (NO₂). The primary source of the NO₂ is road traffic and furthermore measurements have confirmed that the area adjacent to Reckleford dual carriageway are subject to elevated concentrations of NO₂. The introduction of a potential receptor to this area may lead to unintentional exposure of staff and patients. From the plans submitted it appears that the main air intake for the building is on top of the plant room compound, which is adjacent to the A30 Reckleford and hence in an area of elevated NO₂ concentrations.

Can the developer confirm that this aspect of the development has been considered and what, if any, mitigation measures are being put in place in order to ensure that good levels of indoor air quality are assured for the building?"

Upon additional information being submitted the concern regarding air quality was removed and just a condition concerning contaminated land is required.

Access For All:

No comments received.

Crime Prevention Officer:

No objections, subject to detailed design advice being followed. Efforts to improve Red Lion Lane are welcome and supported.

SSC Climate Change Officer:

No objections, advice given regarding PV installation.

Wales and West Utilities:

No objections, apparatus may be at risk during construction works and so the applicant is advised to take note and discuss with WWU to ensure to impact on infrastructure.

REPRESENTATIONS

11 neighbouring properties to the site have been notified in writing, 2 site notices have been displayed and a press advert placed (Major Development, Affecting Setting of Listed Building & Affecting Setting

of Conservation Area).

No representations had been received at the time of writing this report.

CONSIDERATIONS

The application raises several issues that will be considered in turn.

Principle/Need

As part of the wider ambitions of the Hospital Trust a series of public meetings has taken place over the last two-three years. A final exhibition was held in April 2017 to present the plans that now comprise this application. SSDC Area South Members were given a presentation by the Hospital CEO in May 2014 concerning the estate masterplan that had been formulated in consultation with the SSDC planning department. This application represents the third element of that masterplan, following the demolition of Cheverton House and Tower and the construction of the 650 space multi-storey car park which recently opened. That development has rendered the previous main visitor car park obsolete; an area indicatively earmarked as a Health Campus within the original estate masterplan.

The Design and Access Statement sets out the rationale for the development namely the creation of a day surgery unit to ensure more efficient and highly specialised care. The hospital's current day surgery and endoscopy unit, located in the main building, will be relocated freeing up floorspace for other clinical services to absorb. The separate external plant compound has been included to not only serve the new day surgery unit but also to provide space for plant to provide greater resilience to the wider estate.

We clearly have an application to enable the future growth and adaption of health services which are under greater demand than ever. Here is an opportunity to allow the progression of the masterplan, and by consequence provide the potential for better services to be delivered to the town and its hinterland which should be given significant weight in the planning balance.

Design, Layout and Setting of Heritage Assets

The proposed elevational design follows features and aspects of the multi-storey car park to promote continuity. The building has been carefully laid out to maximise efficiency and to respond to the working practicalities of intended users.

The design, although modern, bulk and scale is considered to be acceptable within this setting. A three storey building works well within the context of the two-storey development at The Avenue and against the backdrop of the imposing Church and YDH Convamore building. There are also semi-mature trees that abound the hospital estate that the building will nestle amongst.

The materials choice is considered acceptable. There has been dialogue regarding the patinated copper cladding and its colouration. The colour shown on plan seems appropriate and the final shade will be reviewed via a planning condition. In addition the initial use of white cladding panels has been refined to a white grey to reflect concerns regarding the use of white which has not been used elsewhere on the estate where greys and sandy colours dominate. The routing of the large flue from the separate external plant compound has also been amended to limit its visual impact given the surface treatment of stainless steel could not be changed.

A Historic Environment Assessment has been submitted to appraise the impact of the development on designated and non-designated heritage assets in the vicinity of the site. The assessment opines the site in its current form makes no contribution towards the setting of the Yeovil Conservation Area or the listed buildings within the Conservation Area and a neutral contribution towards the setting of the Roman Catholic Church of the Holy Ghost (Grade II) and Presbytery adjoining (Grade II). The report goes on to suggest the change in character of the site via the proposed development will not result in harm to the heritage significance of the Listed Buildings or to how the architectural and historical

interests of the Roman Catholic Church of the Holy Ghost and Presbytery can be appreciated and experienced within their immediate setting.

The proposal is considered to be a positive design that safeguards the setting of heritage assets thereby satisfying policies EQ2 and EQ3 of the local plan.

The Design and Access Statement sets out that the building will be constructed to meet the BREEAM 'Excellent' rating in line with policy EQ1.

Impact on Residential Amenity

There are no immediate adjoining residential properties, other than the Presbytery and given the relative distances and juxtaposition it is considered that no harm will arise to residential amenity, thereby according with the NPPF (para 17).

Landscaping, Trees and Ecology

There are few landscape features on the site of the former main visitors car park other than two mature London Plane trees on the eastern side. Both are circa 13-15m high and are in good health. The proposed footprint of the building means that neither tree can be retained and are proposed to be lost. There is a further group of four good quality London Plane trees situated in the vicinity of the proposed external plant compound. Again due to the footprint requirements two of these trees are proposed to be felled. None of these trees are subject to Tree Preservation Orders. Whilst any tree removal is to be viewed cautiously the benefits of the scheme are deemed significant and there is a firm commitment on plan to replant 4 London Plane trees within the boundary with Reckleford, whilst also renewing the hedged boundary. Tree protection will be afforded to those retained trees via details secured by condition. This complies with policy EQ5.

The application is supported by an ecological assessment. It concludes that the site supports a low diversity of habitats but does present opportunities for nesting birds and foraging birds, bats and small mammals but the sites poor connectivity and ecological context will limit the importance of such. Enhancement measures are proposed and these can be carried through by condition in compliance with policy EQ4.

Parking and Highway Impact

The proposal technically results in the loss of 99 parking spaces previously forming part of the main visitor's car park and those bays located off the internal service road. The car parking strategy on site has focused on centralising parking into the new multi-storey car park and for staff within the retained Badger Car Park accessible off Higher Kingston. The multi-storey car park was built with additional capacity to cater for developments such as this. Four disabled spaces will be retained close to the access which can also be used for drop-offs. This satisfies policies TA5 and TA6.

The Highway Authority has sought a condition regarding the submission of a Travel Plan. Policy TA4 of the SSDC Local Plan does not specifically require a D1 use of this type to submit a travel plan. However any building with more than 25 car parking spaces and/or a floor area of 1000sqm could be required to produce a travel plan as a general principle. The policy is informed by the Somerset County Council (as Highway Authority) publication 'Travel Planning Guidance'.

Mindful therefore that the scope of a travel plan is to the discretion of the LPA the matter was discussed with the applicant. The key SCC elements for the travel plan were the requests for the inclusion of fees and safeguarding sums without stating how much money the applicant would need to commit. It is considered unfair at this stage to sign the NHS up to unknown and unqualified financial sums. As such though negotiation with the applicant it is proposed that the NHS Trust will, prior to occupation of the proposed building, carry out a full update of its existing travel plan covering the entire hospital complex. This would include surveying both staff and visitors. The updated travel plan would need to take into account the issues of on-street parking in surrounding residential roads that

were raised in relation to the recent multi-storey car park, and as such would not seek to limit parking use nor impose any conditions which might encourage staff to park on-street (to the detriment of local residents) rather than within the new multi-storey car park. Clearly the NHS Trust has no control over its staff parking on-street should this be a consequence of any travel plan actions. Equally, the nature of the land-use use (which commonly means that patients need to be transported to and from the hospital before and after treatment), the hours some staff work, the widespread and often rural nature of the population the hospital serves, and times at which people are typically able to visit (often during evenings when bus services are more limited) means that for many, use of the car is the only reasonable option. The travel plan needs to reflect this.

Hence the focus of the updated travel plan would very much be on encouraging use of non-car modes and car sharing, and ensuring as far as reasonably possible measures are in place at the hospital to facilitate travel other than by car. Set against this background, the NHS Trust would not want to see unrealistic or overly ambitious targets for reduction in car trips set, nor would it wish targets to be linked with financial obligations/penalties that would divert scarce resources from its primary healthcare objectives. However, the NHS Trust will commit to ensuring a Travel Plan Co-ordinator is put in place who will both input to the development of the plan and have responsibility for implementing the travel plan actions. Equally the NHS Trust will ensure that the Travel Plan Co-ordinator is provided with a revenue budget of not less than £2,500 per annum over the next 5 years for use in developing travel campaigns, travel initiatives, publicity and travel plan monitoring. The Hospital will also commit to a monitoring regime, including the carrying out annual travel surveys over the next 5 years, with an obligation to report back to the LPA and SCC as Highway Authority.

Finally while the NHS Trust has an existing travel plan, it will accept an obligation to pay SCC a sum not exceeding £2,000 plus VAT in respect of its Travel Plan fees as part of this planning application for the purpose of it inputting to the development of the hospital travel plan.

It is important Members note this approach and the parameters of the travel plan in deciding whether to approve this application and furthermore that SCC respect the decision of SDDC in dealing with the travel plan.

The outcomes of the travel plan plus the proposed installation of a cycle shelter will aid compliance with policies TA1 and TA3 of the local plan.

Improvements are proposed to Red Lion Lane. Red Lion Lane is the sunken urban footpath connecting Higher Kingston to Reckleford. As it is designated an urban footpath it is under the control and maintained by the Highway Authority. The path is named after the Red Lion Inn from where the path emanated. The Inn was demolished in the 1960s to facilitate the Reckleford dual-carriageway. The current footpath is not particularly inviting to use as it is high sided, with a lack of natural light and surveillance and with a mural decoration that is in poor condition. It is however a key pedestrian route for users of the hospital and so improvements have been requested. The proposed plan indicates this will be achieved by primarily removing the above ground solid parapet sides and their replacement with open railings and the application of anti-graffiti paint to the retained walls. This is seen as a valuable scheme of negotiated planning gain. This meets the Crime Prevention Design Advisor's and Town Council's comments who had been previously appraised of the request for improvements.

The Highway Authority has requested a condition requiring the submission of a Construction Environmental Management Plan. This would seek to control the movements of construction vehicles, construction operation hours, construction vehicular routes to and from site, construction delivery hours, expected number of construction vehicles per day, car parking for contractors, specific measures to be adopted to mitigate construction impacts in pursuance of the Environmental; Code of Construction Practice, a scheme to encourage the use of public transport amongst contractors and measures to avoid traffic congestion impacting upon the strategic road network.

This condition is considered onerous given the location of the site and the fact that the applicant has to also operate a Hospital alongside the building works. The site is very close to the Women's Hospital and so it will be in the Trust's own interests to safeguard amenity. This was successfully achieved with the construction of the multi-storey car park. Bearing in mind the lack of immediately adjoining residential properties, the fact the other half of the former visitors car park can be used as a compound and for contractors parking and the new link road onto Kingston will reduce impacts of traffic on Roping Road and Sparrow Road it is felt that the condition is not necessary.

Surface Water Drainage

The surface water issues envisaged with the day surgery unit are considered as not significantly greater than the current situation. However betterment is proposed as water will be collected and then piped to an attenuation feature underground for controlled release. The comments of the LLFA are noted.

Access For All

The proposal has taken into account access for all members of society, referencing disabled parking spaces, an internal lift to all floors and a ramped level access to the highway. As such it is considered the design makes very reasonable provisions to ensure access for all.

Noise and Air Pollution

The Environment Protection Officer has assessed the application for contaminated land and air quality impacts, raising a slight concern about the latter. However, with clarification that concern was withdrawn and there are not considered to be any issues in this regard and so the proposal accord with policy EQ7.

Archaeology

The site is within an area of high archaeological potential but after assessment the Archaeologist has advised the proposal will have no implications.

Crime Prevention

Comments of the Crime Prevention Design Advisor have been taken into account and plans have been amended accordingly.

Planning Gain, Section 106 and CIL

There is no need for a Section 106 Agreement as all matters can be satisfactorily dealt with by condition.

The development is not CIL liable.

RECOMMENDATION

Grant planning permission for the following reason, subject to:

01. This proposal represents an appropriately designed development in its context whilst safeguarding residential amenity and the setting of heritage assets. The proposal will support the function of the District Hospital and as such the application accords with the aims and objectives of the National Planning Policy Framework; the SCC Parking Strategy and policies SD1, SS1, TA1, TA3, TA4, TA5, TA6, EQ1, EQ2, EQ3, EQ4, EQ5 and EQ7 of the South Somerset Local Plan (2006-2028).

SUBJECT TO THE FOLLOWING:

01. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To accord with the provisions of section 91(1) of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the following approved plans and documents:

- a) Location Plan, Drawing No. YDH-DSU-ONE-EXT-ALL-DR-1-002(C)
- b) Block Plan, Drawing No. YDH-DSU-ONE-EXT-ALL-DR-1-003(B)
- c) Landscape Masterplan, Drawing No. YDH-DSU-ONE-EXT-ALL-DR-5-002(D)
- d) Planting Strategy, Drawing No. YDH-DSU-ONE-EXT-ALL-DR-5-0003(A)
- e) Proposed Elevations (Main Building), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-020(C)
- f) Proposed Ground Floor Plan (Main Building), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-010(F)
- g) Proposed First Floor Plan (Main Building), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-011(E)
- h) Proposed Second Floor Plan (Main Building), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-012(E)
- i) Proposed Roof Plan (Main Building), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-013(B)
- j) Proposed Elevations (External Plant Compound), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-026(C)
- k) Proposed Floor Plans (External Plant Compound), Drawing No. YDH-DSU-ONE-C1-ALL-DR-1-025(C)
- l) Drainage, Drawing No. YDH-DSU-ONE-EXT-ALL-DR-3-001(A)
- m) External Lighting, Drawing No. YDH-DSU-CPW-EXT-L01-DR-2-220 AND Exterior Lighting Concept RevC (Design Applications)

Reason: For the avoidance of doubt and in the interests of proper planning.

03. Notwithstanding the approved plans the specific materials (including samples where appropriate) for the following aspects shall be submitted to and approved in writing by the Local Planning Authority, prior to their use.

- a) Brickwork;
- b) Colour and finish of all cladding areas;
- c) Colour and finish of all windows, the brise soleil, louvre and rainwater goods; and
- d) any new hardstandings, freestanding/retaining walls, fences and gates.

Reason: In the interests of visual amenity to accord with policy EQ2 of the South Somerset Local Plan (2006-2028).

04. The development hereby approved shall not be used other than for those activities which fall within the definition of Use Class D1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification.

Reason: in the interest of clarity to define the land use.

05. With respect to the email dated 25th May 2017 and the Pulse Mapping survey plan ref P160711 - P01 (Sheet 2of2) dated 12/08/2016 the Finished Floor Level shall be +57.875 unless otherwise varied in writing by the Local Planning Authority.

Reason: To maintain the character and appearance of the area to accord with policy EQ2 of the South Somerset Local Plan.

06. In the event that any signs of pollution such as poor plant growth, odour, staining of the soil, unusual colouration or soil conditions, or remains from the past industrial use, are found in the soil at any time when carrying out the approved development it must be reported in writing within 14 days to the Local Planning Authority (LPA). The LPA will then consider if the findings have any impact upon the development and development must be halted on that part of the site. If the LPA considers it necessary then an assessment of the site must be undertaken in accordance with BS10175. Where remediation is deemed necessary by the LPA a remediation scheme must be submitted to and approved in writing by the LPA and then implemented in accordance with the submitted details.

Reason: To protect the health of future occupiers of the site from any possible effects of contaminated land to accord with policy EQ7 of the South Somerset Local Plan.

07. All planting comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first use of the facility or the completion of the development, whichever is the sooner; and any trees or plants which within a period of fifteen years from the first use of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.
Reason: To integrate the development into its environs and build on local character to comply with the National Planning Policy Framework and policy EQ2 of the South Somerset Local Plan.
08. No works shall take place, including demolition, until a scheme of tree protection measures (based on Drawing No.YDH-DSU-ONE-EXT-ALL-DR-5-01(A) has been installed. The agreed tree protection scheme shall be implemented in its entirety for the duration of the construction of the development unless any variation is first agreed with the Local Planning Authority.
Reason: To preserve the health, structure and amenity value of retained trees to comply with the National Planning Policy Framework.
09. Prior to the first use of the development hereby approved the recommendations contained within the submitted Ecological Survey (Seasons Ecology, November 2016) shall have been fully carried out.
Reason: To protect and enhance biodiversity to accord with policy EQ4 of the South Somerset Local Plan.
10. In the event that any signs of pollution such as poor plant growth, odour, staining of the soil, unusual colouration or soil conditions, or remains from the past industrial use, are found in the soil at any time when carrying out the approved development it must be reported in writing within 14 days to the Local Planning Authority (LPA). The LPA will then consider if the findings have any impact upon the development and development must be halted on that part of the site. If the LPA considers it necessary then an assessment of the site must be undertaken in accordance with BS10175. Where remediation is deemed necessary by the LPA a remediation scheme must be submitted to and approved in writing by the LPA and then implemented in accordance with the submitted details.
Reason: To protect the health of future occupiers of the site from any possible effects of contaminated land to accord with the aims and objectives of the National Planning Policy Framework and policy EQ7 of the South Somerset Local Plan.
11. The scheme of works for the improvement of Red Lion Lane shown on Drawing YDH-DSU-ONE-EXT-ALL-DR-5-002(D) shall be fully implemented within 12 months of the first use of the building hereby approved, unless any variation is first agreed with the Local Planning Authority.
Reason: To improve the safety, legibility and visual amenity of pedestrian access to the site.
12. Prior to the first use of the development hereby approved a Travel Plan shall have been submitted to and approved in writing by the Local Planning Authority. No part of the new development shall be occupied prior to implementation of those parts identified in the Approved Travel Plan as capable of being implemented prior to occupation. Those parts of the Approved Travel Plan that are identified therein as capable of implementation after occupation shall be implemented in accordance with the timetable contained therein and shall continue to be implemented as long as any part of the development is occupied.
Reason: To promote and encourage sustainable modes of travel to accord with policies TA1, TA3, TA4, TA5 and TA6 of the South Somerset Local Plan.
13. The eastern access to Higher Kingston shall be used for the purpose of "Entry Only" and appropriate signs and road markings shall be provided before the development hereby permitted is first brought into use and retained thereafter.
Reason: To avoid any conflicting movements on Higher Kingston in the interests of highway safety.
14. The four parking spaces shown on Drawing YDH-DSU-ONE-EXT-ALL-DR-5-002(D) shall be kept clear of obstruction and shall not be used other than for parking in connection with the development hereby permitted.
Reason: To ensure the dedicated disabled parking spaces remain available for use by the development hereby approved.

Informatives:

01. A site meeting between the appointed Project Manager/Building Contractors and the Council's Tree Officer is advised to be arranged prior to the commence of work to finally agree the scheme required by Condition 08, please contact Mr Phil Poulton on 01935 462670.
02. South Somerset District Council encourages all contractors to be 'Considerate Contractors' when working in the district by being aware of the needs of neighbours and the environment. The applicant is advised to devise procedures for maintaining good public relations including complaint management, public consultation and arrangements for liaison with the Council's Environmental Protection Team and the Highway Authority.
03. With regards to Condition 12 the terms on which the Travel Plan shall progress are set out in the email from the applicant dated 15 June 2017.
04. The applicant will be required to secure a licence and/or legal agreement from the Highway Authority for works on or adjacent to the highway necessary as part of this development, and they are advised to contact Somerset County Council well in advance of the development starting. All works in proximity to the existing Red Lion Lane subways and retaining walls will need to be approved in advance by Somerset County Council's Service Manager - Structures. A full package of detailed design drawings will therefore need to be submitted to Somerset County Council for consideration in due course and agreement reached on the methodology for any works that could affect these existing highway structures.
05. Licences under Section 50 New Roads and Street Works Act 1991 will be required to install the new drainage in Higher Kingston.
06. The applicant is reminded of the advice of Wales and West Utilities in their letter of representation on this application, dated 18th May 2017 a copy of which is available on the application file.