



Scrutiny Committee

Tuesday 4th February 2020

10.30 am

**Chamber B,
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.

Chairman: Crispin Raikes
Vice-chairmen: Sue Osborne and Gerard Tucker

Robin Bastable
Nicola Clark
Brian Hamilton
Charlie Hull

Mike Lewis
Mike Lock
Paul Maxwell
Robin Pailthorpe

Jeny Snell
Mike Stanton
Rob Stickland

If you would like any further information on the items to be discussed, please contact the Case Officer on 01935 462596 or democracy@southsomerset.gov.uk

This Agenda was issued on Monday 27 January 2020.

Alex Parmley, Chief Executive Officer

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



Information for the Public

What is Scrutiny?

The Local Government Act 2000 requires all councils in England and Wales to introduce new political structures which provide a clear role for the Council, the Executive and non-executive councillors.

One of the key roles for non-executive councillors is to undertake an overview and scrutiny role for the council. In this Council the overview and scrutiny role involves reviewing and developing, scrutinising organisations external to the council and holding the executive to account

Scrutiny also has an important role to play in organisational performance management.

The Scrutiny Committee is made up of 14 non-executive members and meets monthly to consider items where executive decisions need to be reviewed before or after their implementation, and to commission reviews of policy or other public interest.

Members of the public are able to:

- attend meetings of the Scrutiny Committee except where, for example, personal or confidential matters are being discussed;
- speak at Scrutiny Committee meetings (limited to up to 3 minutes per person and at the Chairman's discretion usually no more than a total of 15 minutes is allocated for public speaking); and
- see agenda reports.

Meetings of the Scrutiny Committee are held monthly on the Tuesday prior to meetings of the District Executive at 10.00am in the Council Offices, Brympton Way, Yeovil.

Agendas and minutes of these meetings are published on the Council's website www.southsomerset.gov.uk.

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

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. 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>

Scrutiny Committee

Tuesday 4 February 2020

Agenda

Preliminary Items

1. Minutes

To approve as a correct record the minutes of previous meetings held on 5 November 2019 and 7 January 2020. The draft minutes can be viewed at:

<http://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=141&Year=0>

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.

4. Public question time

5. Issues arising from previous meetings

This is an opportunity for Members to question the progress on issues arising from previous meetings. However, this does not allow for the re-opening of a debate on any item not forming part of this agenda.

6. Chairman's Announcements

Items for Discussion

7. Verbal update on reports considered by District Executive on 9 January 2020 (Page 5)

8. Quarterly Corporate Performance Report 2019-20 - Quarter 3 (Q3) (Page 6)

9. 2020/21 Draft Revenue and Capital Budgets and Medium Term Financial Plan (Page 7)

10. 2019/20 Revenue Budget Monitoring Report for the Period Ending 31st December 2019 (Page 8)

11. 2019/20 Capital Budget Monitoring Report for the Period Ending 31st December 2019 (Page 9)

12. Reports to be considered by District Executive on 6 February 2020 (Page 10)

- 13. Verbal update on Task and Finish reviews** (Page 11)
- 14. Update on matters of interest** (Page 12)
- 15. Scrutiny Work Programme** (Pages 13 - 14)
- 16. Date of next meeting** (Page 15)

Agenda Item 7

Verbal update on reports considered by District Executive on 9 January 2020

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 9 January 2020.

The draft minutes from the District Executive meeting held on 9 January 2020 date have been published with the District Executive agenda.

Agenda Item 8

Quarterly Corporate Performance Report 2019-20 – Quarter 3 (Q3)

Lead Specialist: Charlotte Jones, People, Performance and Change

Lead Officer: Cath Temple, Specialist - Performance

Contact Details: Cath.temple@southsomerset.gov.uk or (01935) 462587

Action Required

Scrutiny Committee consider and comment on the report.

The report will be published as part of the agenda for District Executive's February meeting.

Agenda Item 9

2020/21 Draft Revenue and Capital Budgets and Medium Term Financial Plan

Director: Netta Meadows, Strategy & Support Services
Lead Officer: Nicola Hix, Interim S151 Officer
Contact Details: Nicola.Hix@southsomerset.gov.uk (01935 462612)

Action Required

Scrutiny Committee consider and comment on the report.

The report will be published as part of the agenda for District Executive's February meeting.

Agenda Item 10

2019/20 Revenue Budget Monitoring Report for the Period Ending 31st December 2019

Director: Netta Meadows, Strategy & Support Services
Lead Officer: Nicola Hix, Interim S151 Officer
Contact Details: Nicola.Hix@southsomerset.gov.uk (01935 462612)

Action Required

Scrutiny Committee consider and comment on the report.

The report will be published as part of the agenda for District Executive's February meeting.

Agenda Item 11

2019/20 Capital Budget Monitoring Report for the Period Ending 31st December 2019

Director: Netta Meadows, Strategy & Support Services
Lead Officers: Nicola Hix, Interim S151 Officer
Ross Eaton, Specialist (Finance)
Contact Details: Nicola.Hix@southsomerset.gov.uk (01935 462612)
Ross.Eaton@southsomerset.gov.uk or (01935) 462274

Action Required

Scrutiny Committee consider and comment on the report.

The report will be published as part of the agenda for District Executive's February meeting.

Agenda Item 12

Reports to be considered by District Executive on 6 February 2020

Lead Officer: Jo Gale, Specialist (Members)
Contact Details: joanna.gale@southsomerset.gov.uk or 01935 462077

Scrutiny Committee members will receive a copy of the District Executive agenda containing the reports to be considered at the meeting on 6 February 2020.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 4 February 2020.

The concerns and views of the Scrutiny Committee will be reported to the responsible Portfolio Holder(s) and officer(s) in advance of the District Executive meeting to be held on 6 February 2020, for consideration and response in advance of the decision being taken.

Please note:

The Press and Public will be excluded from the meeting when a report or appendix on the District Executive agenda has been classed as confidential, Scrutiny Committee will consider this in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3 (or for any other reason as stated in the District Executive agenda):

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

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

Agenda Item 13

Verbal update on Task and Finish reviews

The Task and Finish Review Chairs or Specialist (Members) will give a brief verbal update on Task and Finish Reviews.

Agenda Item 14

Update on matters of interest

Lead Officers: Jo Gale, Specialist (Members)

Contact Details: joanna.gale@southsomerset.gov.uk or 01935 462077

Action Required

That members of the Scrutiny Committee note the verbal updates as presented by the Specialist (Members).

Purpose of Report

This report is submitted for information to update members of the committee on any recent information regarding matters of interest to the Scrutiny Committee, and for the Specialist (Members) to verbally update members on any ongoing matters.

Scrutiny Work Programme

Meeting Date	Agenda Item	Background/Description	Lead Officer/ Lead Member
3 Mar	Equalities Strategy Update	Update on the progress of the Equalities Strategy.	Specialist (Strategic Planning)
May / June	CIL Update	Verbal update on progress with Community Infrastructure Levy - allocation and prioritisation of the funding.	Case Service Team Leader (Service Delivery)
May	Overview of Voluntary sector support and draft Commissioning Model	At the January meeting of Scrutiny Committee members requested to have input to the draft Commissioning Model to replace strategic grants	Specialist (Strategic Planning)
Jun / Jul	Review of Member Portal (website for elected district councillors)	The Member Portal was enhanced in December to include online submissions for requests for assistance with enquires from constituents. It was agreed to review the success/impact of the portal once it had been operational for a few months to assist with future development.	Specialist (Members) Specialist (IT)

The Somerset Waste Board and Somerset Waste Partnership Forward Plan of key decisions can be viewed at:
<http://democracy.somerset.gov.uk/mgListPlans.aspx?RPId=196&RD=0>

Agendas and minutes for the Heart of the South West (HotSW) Local Enterprise Partnership (LEP) Joint Scrutiny Committee can be viewed at:
<https://democracy.devon.gov.uk/ieListMeetings.aspx?CIId=456&Year=0>

Current Task & Finish Reviews

Date Commenced	Title and Purpose	Members
Jan / Feb 2020	Council Tax Support Scheme 2021/2022 - to ensure the Council Tax Scheme is still effective for both recipients and the Council.	Cllrs Rob Stickland, Sue Osborne, Charlie Hull and Tim Kerley. (with the Lead Specialist (Vulnerable Customers))
Jan / Feb 2020	Productivity Analysis – understanding the cost of services, products and process.	Robin Bastable, Nicola Clark, Jeny Snell, Brian Hamilton, Crispin Raikes and Gerard Tucker. (with the Income & Opportunities Manager)
Jan / Feb 2020	Understand the effect of short term lettings in South Somerset, how to minimise risks and maximise positive economic impact. (Airbnb type rentals) on Tourism, Business Rates, Housing and Regeneration across South Somerset.	Cllr Brian Hamilton, Nicola Clark and Mike Stanton.
TBC	SSDC Environment Strategy - assist the Communities of Practice to aid delivery plan.	Cllrs Charlie Hull and Mike Stanton
If you have any suggested topics for Scrutiny Committee to consider please contact Specialist (Members) – joanna.gale@southsomerset.gov.uk		

Agenda Item 16

Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 3 March 2020 at 10.30am in Chamber B, Brympton Way, Yeovil.
