



Informal Discussion by Members of Area South Committee

Wednesday 6th May 2020

4.00 pm

**A virtual consultative meeting via
Zoom meeting software**

The following members are requested to attend this virtual consultation meeting:

John Clark
Nicola Clark
Karl Gill
David Gubbins
Peter Gubbins
Kaysar Hussain
Andy Kendall

Mike Lock
Pauline Lock
Tony Lock
Graham Oakes
Wes Read
David Recardo
Gina Seaton

Peter Seib
Alan Smith
Jeny Snell
Andy Soughton
Rob Stickland

There are no planning applications to consider this month.

Any members of the public wishing to address the virtual consultative meeting during either Public Question Time or regarding a particular item, need to email democracy@southsomerset.gov.uk by 9.00am on Tuesday 5 May 2020.

The meeting will be viewable online at: <https://youtu.be/s6REUjUA09c>

For further information on the items to be discussed, please contact:
democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 28 April 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

In light of the Coronavirus (COVID – 19), and the Government’s announcement to avoid social contact to help prevent the spread of the virus, a number of SSDC decision making meetings have been postponed and may continue to be postponed in the future.

At the meeting of Full Council on Thursday 19th March 2020 it was agreed to extend the delegation of all Executive and Quasi Judicial decisions listed in the Constitution to the Chief Executive and to the relevant Director in the Chief Executive’s absence where not already delegated, in consultation with the Leader of the Council (or Deputy) and the relevant Portfolio Holder, Ward Member and Committee Member if practicable to ensure that the Council can continue to operate, if meetings of the relevant committee are unable to be held.

This was the full decision taken:

1. That Council agreed the following changes be made to the Council’s Constitution:
 - a) To amend Part 3, Responsibility for Functions, Sections 3 and 4 of the Council’s Constitution to allow delegated authority to the Chief Executive, and to the relevant Director in the Chief Executive’s absence where not already delegated, to take Executive and Quasi-Judicial decisions in consultation with the Leader of the Council (or Deputy) and the relevant Portfolio Holder, Ward Member and Committee Member if practicable, if meetings of the relevant committee are unable to be held;
 - b) If legislation and technology allows, then enable Councillors to make decisions by remote, virtual meetings using available technology.
 - c) That delegated authority be given to the Monitoring Officer and Chief Executive to amend the Constitution to reflect any further changes that are required as a direct result of Government Legislation /Guidance resulting from the coronavirus (COVID-19) situation.
 - d) These changes in procedure will cease when the Government announces that the coronavirus (COVID-19) crisis is over and when normal meetings can resume.
 - e) That these changes in procedure be reviewed in 3 months time.

To enable the decision making process to continue, it is proposed that Councillors continue to receive decision-making reports and meet using virtual meeting teleconferencing technology and debate the reports. They will form a view which will be communicated to the Chief Executive. The decision will be formally made by the Chief Executive (or relevant Director). This is an interim measure whilst we implement the Local Authorities and Police and Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020.

Area South Committee

Meetings of the Area South Committee are usually held monthly, at 2.00pm, on the first Wednesday of the month (unless advised otherwise). However during the coronavirus pandemic these meetings will be held remotely via Zoom, as consultative meetings only, whilst we implement the Local Authorities and Police and Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020.

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 meetings (held via Zoom)

Public question time

We recognise that these are challenging times but we still value the public's contribution to our virtual consultative meetings. If you would like to participate and contribute in the meeting, please join on-line through Zoom at: <https://zoom.us/join> You will need an internet connection to do this.

Please email democracy@southsomerset.gov.uk for the details to join the meeting.

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

If you would like to address the virtual consultative meeting during either Public Question Time or regarding a Planning Application, please email democracy@southsomerset.gov.uk by 9.00am on Tuesday 5 May 2020. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Virtual meeting etiquette:

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will un-mute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of three minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

Planning applications

It is important that you register your request to speak at the virtual meeting by emailing democracy@southsomerset.gov.uk by 9.00am on Tuesday 5 May 2020. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Consideration of planning applications 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 at the virtual meeting they must email democracy@southsomerset.gov.uk by 9.00am on Tuesday 5 May 2020.

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>

Ordnance Survey mapping/map data included within this publication is provided by South Somerset District Council under licence from the Ordnance Survey in order to fulfil its public function to undertake its statutory functions on behalf of the district. Persons viewing this mapping should contact Ordnance Survey copyright for advice where they wish to licence Ordnance Survey mapping/map data for their own use. South Somerset District Council - LA100019471 - 2020

Informal Discussion by Members of Area South Committee

Wednesday 6 May 2020

Agenda

Preliminary Items

1. Minutes of previous meeting

To approve as a correct record the minutes of the previous virtual consultative meeting held on 08 April 2020.

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, Tony Lock, David Recardo and Andy Soughton.

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

Items for Discussion

6. **Houses in Multiple Occupation (HMO's)** (Pages 7 - 13)
7. **Area South - Area Chapter 2019/2020 Outturn Report** (Pages 14 - 20)
8. **Area South Committee Forward Plan** (Pages 21 - 22)
9. **Planning Appeals (For information)** (Page 23)

Please note that members of the Area Committee will make a recommendation on the above reports. The decision will be taken by the Chief Executive.

Agenda Item 6

Houses in Multiple Occupation (HMO's)

Director: Netta Meadows, Director – Service Delivery
Lead Specialist: Simon Fox – Lead Specialist (Planning)
Lead Officer: Linda Hayden – Specialist (Development Management)
Contact Details: linda.hayden@southsomerset.gov.uk or 01935 462534

Purpose of Report

To provide members with information in relation to the Yeovil HMO (Houses in Multiple Occupation) Article 4 Direction and to seek their views on its potential enlargement.

Public Interest

HMO's are an important element of our housing stock and it is necessary to ensure there is sufficient capacity to meet increasing demands. It is also equally important to ensure that the location and quality of HMO's are properly assessed to ensure that there is no adverse impact upon residents or surrounding properties.

Recommendation

That members consider the officer's report and provide direction as to whether they wish officers to embark upon a specific extension of the current Article 4 Direction covering HMO's to include College Green as part of a new zone to become Zone 6 (College Green).

Background

Area South members instructed and then agreed to impose an Article 4 Direction which now requires a planning application to be submitted to use a dwelling as an HMO for more than 3 unrelated people thereby allowing the impacts to be properly considered. The Direction only relates to certain areas of Yeovil. The Direction was initially made on 19th May 2016 and the Council undertook consultation for 28 days which ended on 17th June 2016. The Direction came into force on 19th November 2016. A further extension to Zone 2 (Central) including Mitchelmore Road and Roping Road was approved by Area South Committee on 3 January 2018 and this is currently with the Legal Team for the necessary consultation to be carried out.

A map showing the current zones in Yeovil covered by the Article 4 is attached (Appendix 1), including the proposed extension of Zone 2.

Consideration

This report has been prepared as a result of concerns regarding one new HMO that has been created within College Green, Yeovil. An enforcement investigation was undertaken following complaints and it was found that the development was permitted development and no planning permission was required for the use. A couple of local residents have expressed concern about the HMO and the impacts that it will have upon parking within the vicinity. Residents were concerned that the HMO was allowed under 'permitted development' and have lobbied Ward Members and the local MP with regard to the imposition of an Article 4 direction to prevent further HMO's in their street.

It is important to note and reiterate that the imposition of the initial Article 4 was to provide control of the concentration and impacts of HMO accommodation rather than restrict and prevent them outright. Research shows that since the original Article 4 came into force in 2016, there have been three HMO's

permitted within the restricted Zones with 11 new HMO's spread relatively evenly over the four Yeovil Wards outside of the Zones:

Table 1:

Ward	Post 2016 HMO's licenced	Locations	Notes
College	4	Mitchelmore Road (x2) Goldcroft College Green	Mitchelmore Road is to be covered by the previously agreed extension to Zone 2 (Central)
Lyde	1	Lyde Road	
Summerlands	4	Larkhill Road Preston Road Thatcham Park Coronation Avenue	
Westland	2	Park Gardens Tanyard Way	

As such, it is considered that the Direction has achieved its original aim of preventing an intensification of HMO's in certain areas of the town. Councillors are asked to consider if a further extension of the Zones would be warranted on the basis of a single HMO and what precedent could be set by such action.

Comments have been sought from colleagues in Environmental Health (Housing Standards) and the Housing Team as to any implications of introducing a new zone at College Green. A Housing Specialist has expressed considerable concern about such an extension as, in their view, it would decrease the provision of the accommodation that is desperately needed. They advise that there are over 1000 people in need of 1-bedroom accommodation within SSDC and restricting HMO's is likely to increase homelessness and rough sleeping and work against SSDC's homeless strategy. They are concerned that such a proposal would further discourage private landlords who SSDC are desperate to keep.

Our website www.southsomerset.gov.uk/hmo contains all the HMO planning information.

Options

1. To agree to 'make' the new Direction covering College Green as detailed on the attached map (Appendix 2); or

2. To agree to 'make' the new Direction covering a different area (larger or smaller) than shown on the attached map; or
3. To agree to not 'make' the new Direction.

If Option 1 or 2 is chosen then Members may further resolve to instruct officers to:

- Carry out the required consultations and publicity as set out in the relevant legislation with a view to the Direction as amended coming into force later in late 2020.

This constitutes 28 days of consultation via public notice, press advert, SSDC Social Media, and press release.

The Direction would then 'come into force' within 6 months of the date of the commencement of the consultation.

Financial Implications

A change to Planning Fees in 2018 now means that fees are applicable to development restricted by an Article 4 direction, for an HMO application this is normally £462 for a change of use.

Local planning authorities may be liable to pay compensation to those whose permitted development rights have been withdrawn if they:

- refuse planning permission for development which would have been permitted development if it were not for an Article 4 direction; or
- grant planning permission subject to more limiting conditions than the GPDO would normally allow, as a result of an Article 4 direction being in place.

Compensation may be claimed for abortive expenditure or other loss or damage directly attributable to the withdrawal of permitted development rights.

All claims for compensation must be made within 12 months of the date on which the planning application for development formerly permitted is rejected (or approved subject to conditions that go beyond those in the GPDO).

Council Plan Implications

Housing:

Enable sufficient housing in appropriate places to meet community needs.

Reduce homelessness and rough sleeping.

Ensure development which is sustainable, where people want to live and communities can thrive.

Healthy, Self-Reliant Communities:

Embed social value into all processes and activities to ensure we maximise the support we give to our communities.

Support residents facing hardship

Carbon Emissions and Climate Change Implications

The making of an Article 4 Direction will not have any impacts.

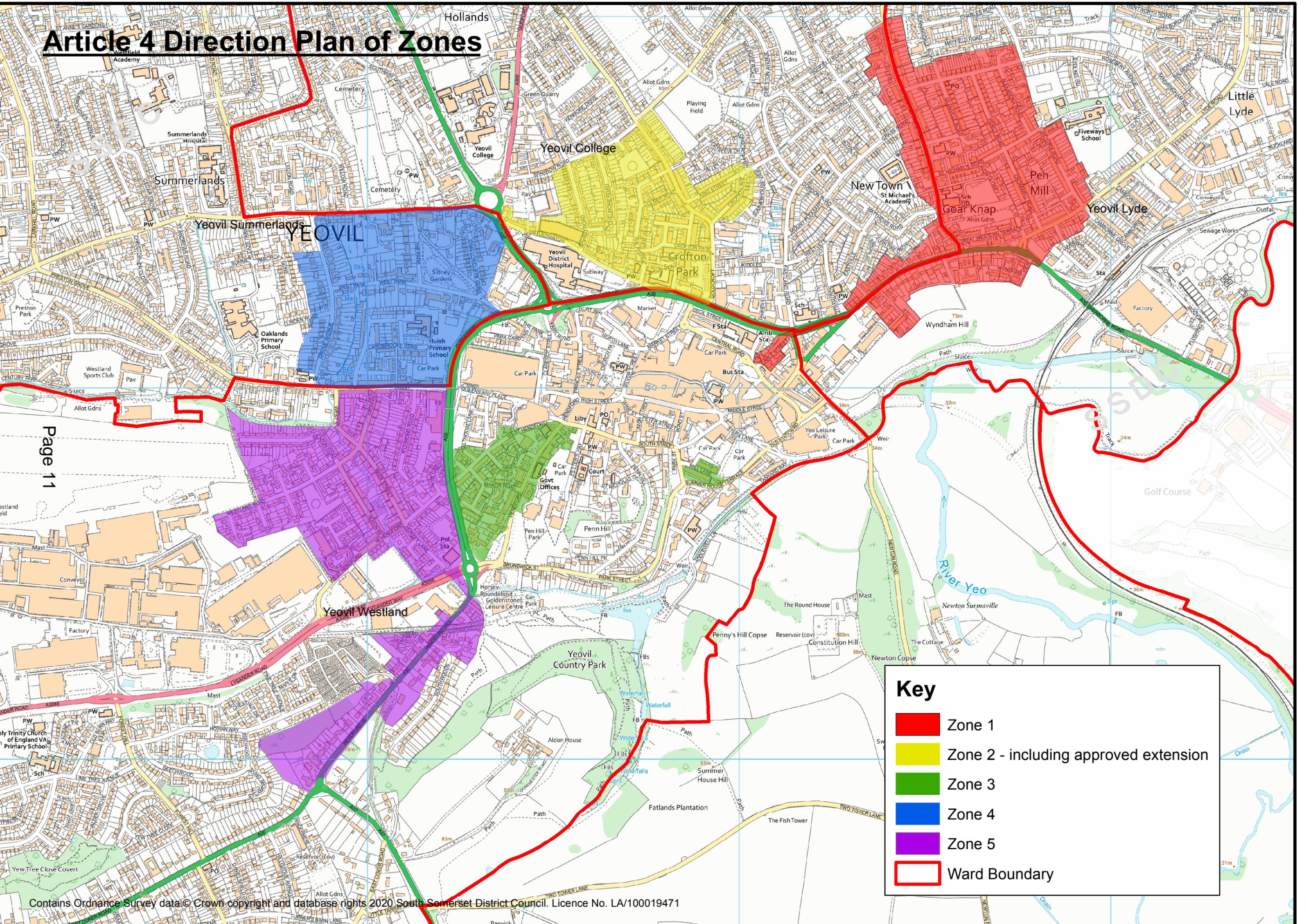
Equality and Diversity Implications

It is considered that the requirement to make a planning application for HMO's within certain areas of the town would not require an impact assessment to be carried out.

Background Papers

Area South reports 'Houses in Multiple Occupation (HMO's)' dated February 2016, April 2016 and January 2018.

Article 4 Direction Plan of Zones

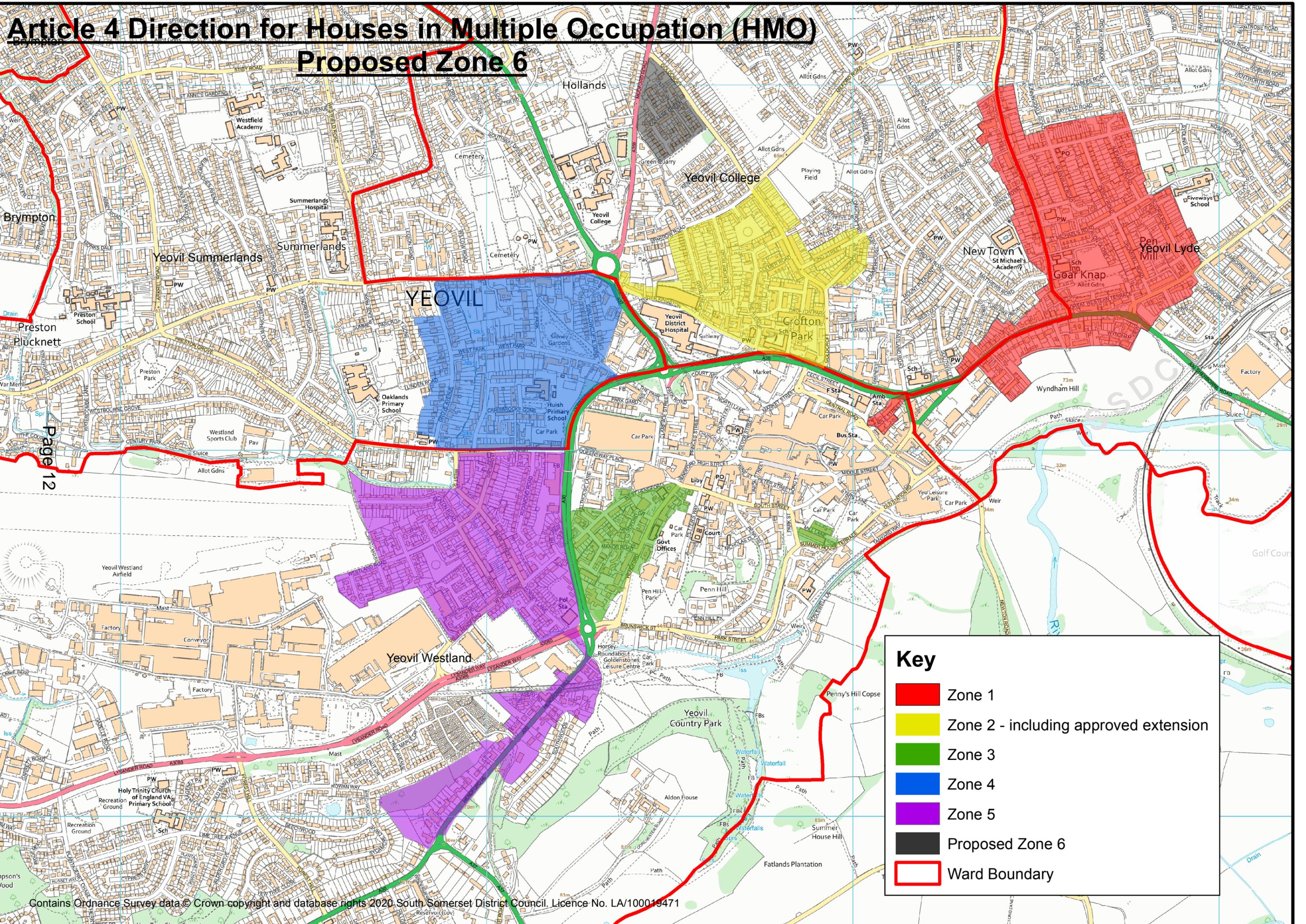


Key

- Zone 1
- Zone 2 - including approved extension
- Zone 3
- Zone 4
- Zone 5
- Ward Boundary

Article 4 Direction for Houses in Multiple Occupation (HMO)

Proposed Zone 6



Key

- Zone 1
- Zone 2 - including approved extension
- Zone 3
- Zone 4
- Zone 5
- Proposed Zone 6
- Ward Boundary

Agenda Item 7

Area South – Area Chapter 2019/2020 outturn report

Director: Netta Meadows, Service Delivery
Manager: Tim Cook, Locality Manager
Lead Officer: Tim Cook, Locality Manager
Contact Details: tim.cook@southsomerset.gov.uk

Purpose of the Report

To provide Members with an overview of the first year of delivery of the Area Chapter for Area South.

Public Interest

The priorities for Area South have been used to influence the development of the Council Plan for 2019/20. Some priorities identified clearly have an area focus and are better placed in an Area Chapter. The Area Chapter presents key projects and areas of work planned for the coming year by teams from across the whole organisation.

This report provides members with an overview on the 2019/2020 Area Chapter.

Recommendation

That members note and comment on the report.

Background

Area Chapters focus on the priorities of the Area Committee. These priorities were identified by Members and SSDC Area + teams through member workshops, other service plans and data led information. The 2019/2020 Area South Chapter was presented for approval at Committee in February 2019 and formed part of the Council Plan.

Area + teams consist of officers across the council who are best placed to provide the resources necessary (people and financial) in order to delivery each priority set out in the chapter. Each action or project identified in the plan is allocated a lead officer who collaborates with other officers across the council and/or the local community to deliver the project. The overall approach to delivery is based on the principle that we will enable others to deliver where we can, partner where it makes sense and only deliver if absolutely necessary.

Lead Officers supply the quarterly updates, which are collated by the Locality Team Leaders. Members have received the quarterly updates via email and consideration is required on how we appropriately deal with transparency and scrutiny of the Area Chapters moving forward.

Delivery of the Area Chapter

This is the first year of delivery and the approach has slowly developed alongside other competing challenges of delivering transformation. Progress against priorities agreed by members has been made over the year with successful completion of a variety of projects. It is worth noting that some projects identified will require a number of years before delivery is possible.

Appendix A sets out this year's progress and overview of the area Chapter focus priorities for 2019/20.

This is also the first year that there have been new arrangements for budget allocation. The area committees continue to have an allocated budget for Community Grants and for project delivery and there is still some work to do to align the area budgets, service specific budget and any available external funding for future years. Officers will look to recommend notional allocation of area project funds (including revenue and capital reserves) to projects set out under the key areas of focus. This will be agreed by members at the beginning of the year so that spend can be monitored and reported quarterly.

As well as the main key areas of focus, members will note other projects within the Chapter relating to support provided by officers through SSDC's Community Grants programme and Section 106 projects. These S106 projects will have been identified either by SSDC or through the local community and both areas of work can often compete with other key priorities. The majority of S106 projects are community led and therefore can take time to develop and resource, which inevitable will take a number of years from inception to delivery.

Appendix B shows Community Grant awards for Area South. This relates to both revenue and capital community grants awarded (not necessarily paid) throughout 2019/2020. These were awarded through consultation either with Ward Members or through Area Committee decisions.

Area South awarded a total of 7 community grants amounting to **£24,658** in 2019/2020. The total estimated project costs were **£143,471** indicating that for every **£1** invested by SSDC, **£4** of external funding is secured for the voluntary sector and community projects in South Somerset. Community grants are either for one-off grants or funding agreed under a Service Level Agreement.

Lessons learnt

This year has been the first full year of Chapter delivery and as such, we should use this as an opportunity to learn and review.

It has been clear that some priorities within the Chapter are longer-term projects and cannot be delivered within the one year life span of the Chapter. Looking ahead, we should ensure all identified projects are locally led, have achievable and clear outcomes, milestones, key activities and resources to enable successful delivery. Those projects that are likely to run longer than the current year should be made clear in the Chapter in order to be included automatically the following year.

Projects relating to S106 funding can be complicated, time consuming and often reliant on the capacity of the local community to delivery these projects and will often take a number of years of support and guidance.

Recognise there are competing priorities with Chapter work, day to day service delivery, community support and officer workloads.

As this is a new process to all, it is probably fair to say that there is a requirement to ensure better understanding, communication and transparency of the Chapter work with officers, residents and Members. Members are asked to consider whether quarterly progress should be included on the agenda as an item for noting. A report for discussion could also be included on the forward plan to allow for consideration of the priorities agreed at the start of the year.

Successes

It is important to remember that there has been a huge amount of progress, delivery and support made throughout this year's Chapter. Some of Area South highlights include:

- National Play day - Successful event held, weather was good and the event was attended by approx 4,000 children and young people.
- Annual Town/Parish Meeting – Well attended with good participation and engagement in Environment Strategy workshops.
- Work with Yeovil Chamber to appoint a new Love Yeovil Marketing & Events Manager and provided support to the new person, plus to the Christmas Lantern Parade and lights switch on.
- Over 900 volunteer days donated at Yeovil Country Park with 30 park events with over 3,000 attendees.
- Park Yoga great good news story with powerful evaluation reports available. Park Yoga arranged and funded for 2020 starting with online sessions and will then align with a service recovery plan from May 2020.
- Public events organised by the Community Heritage Officer totalled 35, with well over 1,000 participants. Many other private events delivered for uniformed groups and clubs.

Financial Implications

There are no financial implications arising directly from this report.

Corporate Priority Implications

The priorities have been developed taking into account the SSDC Corporate plan priorities.

Carbon Emissions and Climate Change Implications

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. Area working (Area+) helps to improve access to facilities, activities and services, reducing the need to travel.

Equality and Diversity Implications

This is considered on an individual project and programme basis as appropriate. All Area Plans will have an Equality Impact Assessment.

Background Papers: *Area Chapter 2019/20*

Appendix A

Area South Chapter
2019/20

Green = completed
Amber = on target
Red = likely to
continue into next
year

Project description	Lead Officer	Lead Service	Qtr 1 Overview	Qtr 2 Overview	Qtr 3 Overview	End of year overview	Progress
Economy							
Attract tourists and increase spend in and visits to the area and wider district	Katy Menday	Leisure & Recreation	Partnership arrangement with Visit Somerset Destination Management Organisation (DMO) finalised. New brochures, web content and analytics coming forward in second quarter to inform service planning and to support businesses. 2019 Visit South Somerset and Somerset Gardens brochure publicised and distributed nationally.	South Somerset Director appointed to the Board of Visit Somerset. New 2020 County wide Gardens leaflet being prepared and support for 2020 destination publication with Visit Somerset underway.	Gardens 2020 leaflet in development and features Ninesprings in Yeovil Country Park.	Good progress made through the year but hampered in March due to Covid19. Visit Somerset partnership developed. Cartgate & Petters TIC closed mid March due to Covid19 and leaflet exchange planned for end of March 2020 at Haynes Motor Museum had to be cancelled. Work continues to improve web presence via visitsouthsomerset and visitsomerset platforms. Business newsletters increased as a response to Covid19 to support tourism businesses.	
Continue to support key businesses including work with the Chamber of Commerce and other partners	Peter Paddon	Economy	Included in the new key account management activity which has commenced in Q1.	Working with Yeovil Chamber and other local business representatives in the Yeovil Refresh Stakeholder Group to regenerate Yeovil Town Centre	So far 25 Area South companies met on a one to one basis as key account activity. Also working with Chamber and local companies including Leonardos and Garador on new Manufacturing Hub network initiative.	Met 37 Area South companies on a one to one basis as key account activity. Also working with Chamber and local companies including Leonardos and Garador on new Manufacturing Hub network initiative.	
Support others to deliver Town Centre Events	Peter Paddon	Economy	Worked with Yeovil Chamber to appoint a new Love Yeovil Marketing & Events Manager and providing support to the new person during handover period.	Worked with Yeovil Chamber to appoint a new Love Yeovil Marketing & Events Manager and providing support to the new person.	Supported Chamber and Love Yeovil with Lantern Parade and Christmas light switch on activities.	Worked with Yeovil Chamber to appoint a new Love Yeovil Marketing & Events Manager and provided support to the new person, plus to the Christmas Lantern Parade and lights switch on.	
Seek to resolve a long term solution for the location of Yeovil Tourist Information Centre	Katy Menday	Leisure & Recreation	Plan to extend the Ninesprings building and relocate the TIC into the space. Permission secured for the building extension in Feb 2019. Fundraising continues to enable building works to commence.	Fundraising continues towards funding the building extension, outcomes anticipated by end of September. Build works proposed for winter 2020.	Fundraising continues to reach target for build which is still planned for Winter 2020.	Planning permission secured and fundraising for balance of capital required to complete Ninesprings extension project ongoing and outstanding for next year.	
Promote genealogy to over seas visitors, promoting CHAC and the family history centre	Katy Menday	Leisure & Recreation	New partnership with Visit Somerset to enable international promotion of South Somerset. Staff and volunteer exchange visits from Tourism and Heritage to support the understanding and to enable marketing of the offer that CHAC and the family research centre provide. Increase in number of foreign research visits to CHAC in the quarter.	Editorial being written for new Visit Somerset web pages to ensure hits international visitors. CHAC and Family research centre keep in close contact. New visitor survey point being installed at CHAC to capture visitor data and provide insights to drive audience development and target marketing.	Content written for Visit Somerset website to reach overseas visitors. Exchange visits organised between volunteers at the research centre and CHAC to understand the role of each facility and collection. Visitor surveys ongoing at CHAC through the Visitor insights model from the SW Heritage Trust; first analysis of results proposed for Spring 2020.	New editorial and micro site on Visit Somerset web site. Better South Somerset coverage within 2020 destination publication. Forward plan for CHAC updated to focus on reaching new audiences. New volunteers recruited to increase marketing capacity and exploration of the collection. Community Heritage Officer developed and delivered sessions to engage children and families in local history. Grant applications submitted to secure funding to create handling boxes for new audiences.	
Environment							
Maintain and develop Yeovil County Park as a destination	Katy Menday	Leisure & Recreation	Three year Heritage Lottery Funded project completes in Q1. New signage erected across the Country Park to improve gateways and new literature and trails developed to be promoted through Tourism team.	Project completed and signed off on budget. Period of intense and targeted vandalism in September. Crowd fundraising via Friends group successful and community offers of help acted upon. Rangers continue to repair damaged signs and furniture. Working with Yeovil Community Rivers Trust to improve biodiversity along the Dodham Brook corridor. First year of Park yoga complete with full evaluation to follow in October. Successful summer of events delivered by ranger team with volunteer support. Green flag award retained and flag pole erected by Friends group to display the award.	1900 participants attended park yoga between may and September 2019. A powerful evaluation has been completed that shows excellent health and wellbeing benefits. The team are now seeking funding to support the scheme for 2020. Repairs made to all areas vandalised. Successful series of winter events delivered and volunteer sessions managed. Focussed work at Riverside Park to complete play trail and habitat management works. BBC covered a key volunteer in a short film clip that aired in summer, December and again in January 2020.	Park and events continued to be successful and well received throughout 2019/20. Over 900 volunteer days donated, plus 30 park events with over 3000 attendees. Park Yoga great good news story with powerful evaluation reports available. Park Yoga arranged and funded for 2020 starting with online sessions and will then align with a service recovery plan from May 2020.	
Promote opportunities for enhanced service delivery through SSDC Environmental Services offer including parish warden scheme	Tim Cook / Chris Cooper	Locality / Environmental Services	Promotion ongoing through conversations with Town and Parish councils and through the Annual Parish Meetings intended for the Autumn	Annual Parish meetings arranged for October 19	No further update.	There has been no further enquires this year	
Submit plans and research funding to extend the Ninesprings building to maximise community potential from schools, groups, café visitors and include new heritage and visitor displays	Katy Menday	Leisure & Recreation	Planning permission secured in Feb. 2019 and funding raising continues to find last £20K of costs required to start the build phase of project.	Fundraising continues towards funding the building extension, outcomes anticipated by end of September. Build works proposed for winter 2020.	Fundraising work continues.	Planning permission for the extension has been granted and fundraising has progressed. There is still around £15K of funding gap to secure. An SSDC capital bid has been approved to add solar PV to the building roof as part of the overall project. Work will continue in the new year to deliver the scheme.	

Deliver sessions that celebrate the heritage and natural history of Yeovil and Ham Hill whilst also increasing and diversifying volunteering opportunities	Katy Menday	Leisure & Recreation	Community Heritage Officer started in post in April 2019. New Activity Plan written and grant funding secured to enable free sessions for groups and public sessions can be offered alongside income generating opportunities. Pop up museum planned at Ham Hill for six weeks of summer holidays with free drop in activities. New CHAC leaflets produced to celebrate the collection and encourage visitors to tour the collection.	Events programme and school sessions delivered and new public events developed. Woodland explorers, photography workshops, children's bat walks and woodland storytelling all fully booked (140 attendees). Awaiting web pages for marketing of private bookable events. Approach from MIND to run an extended programme of events in the Park subject to funding.	New webpages in place on southmersetcountryside.com that market the events and other sessions. Successful Christmas events run. In discussion with Yeovil Hospital about joint dementia support project via an application to Arts England. New Yeovil country park photographic display prepared to be erected in Hospital in January. Waiting list for Monday volunteering team being considered to try and build staff capacity to increase places on offer.	A successful year saw extra volunteering opportunities created at the country parks and CHAC. Public events organised by the Community Heritage Officer totalled 35, with well over 1000 participants. Plus many other private events delivered for uniformed groups and clubs. Grant income secured from Somerset Skills and Learning supported extra free sessions for groups like MIND and ensured a huge range of residents had the opportunity to experience the natural environment of the two country parks. New pre school bush craft sessions were fully booked and wildlife photography was popular. The new web pages for the Officer have helped with marketing the opportunities available.	
Housing							
Promote and support new Community Land Trusts and community led housing initiatives	Jo Calvert	Strategy & Commissioning	No CLT in Area South currently. Potential to promote at the Annual Parish Meeting	No further update	No further update	There is no CLT in Area South and no enquiries received. Affordable Housing Reports were presented at Committee in March 2020	
Support rural parishes in Area South with Housing Needs Surveys when requested	Tim Cook / Kirsty Larkins	Locality / Case Services	None received to date. Promotion through Parish & Town Council communications and Annual Parish	None received in Q2 Annual Town & Parish meeting being held in October	None received for Q3	There were no housing need survey requests this year	
Healthy, Self-reliant Communities							
To work on a priority programme of repairs to existing youth facilities in Yeovil	Rob Parr	Locality	Audit of facilities to be completed in the next few months in view of possible capital bid to fund repairs	Skate parks have been inspected by independent assessor. Capital Bid to be worked up in Q3.	SSDC Capital bid submitted. Report taken to Yeovil Town Grounds and General Committee who support proposal.	Capital Bid successful and procurement of skate parks underway	
To support work towards the provision of new youth facilities including a concrete skate park or pump track in Yeovil	Rob Parr	Locality	Audit of skate/park or pump tracks to be completed in the next few months	Audit to be done in Q3.	SSDC Capital bid submitted. Report taken to Yeovil Town Grounds and General Committee who support proposal.	As above	
Support a range of improvements to community facilities - Programme of live schemes to be set out in the delivery plan	Tim Cook	Locality	See appendix A	See appendix A	See appendix A	*See programme of live schemes below	
Target support with partners to tackle health inequality	Ian Potter	Strategy & Commissioning	SSDC have participated in and contributed to the Work of the Yeovil Wellbeing Alliance. Co-ordinated by SPARK the YWA brings together a wide range of partners from the Statutory and Voluntary Sector who work in the areas of Health and Wellbeing. To date YWA have convened focus groups looking at the issues of Mental Health (particularly among young people), Loneliness and Community Transport.	SSDC Healthy Self Resilient Communities COP now holding joint meetings with the South Somerset Healthy Communities Group as a way of facilitating greater collaborative working across a wide range of cross sector Stakeholders and to address evidenced need in South Somerset. First meeting of the joint group scheduled for 11th October 2019.	Two meetings of the joint COP now been held. Work due to begin in Q4 on identifying gaps in provision and prioritising future projects/activity. Scope for using the Community Grants budget to facilitate Health and Wellbeing initiatives will also be under consideration.	No update supplied	
Deliver the National Play Day	Rob Parr	Locality	National play day booked for 7th August. Ongoing organisational work to be done from now until August	A successful play day was held on the 7th August at Yeovil Country Park with many thousands of families enjoying a day of free fun and play	Project complete	Successful event held, weather was good and the event was attended by approx 4000 children and young people.	
Take a full part in the work of the Yeovil One Team	Nigel Marston	Service Delivery	Attendance at Operational and Tactical meetings by Specialists. Yeovil One Co-ordinator post secured until July 2020.	No further update	All Operational & Tactical meetings have Specialists representation. Co-Ordinator role to be looked at with a view to enabling a single role to cover Yeovil & Chard One.	No update supplied	
Develop innovative engagement programmes making use of the facilities at Yeovil Rec and encouraging participation in hard to reach groups	Katy Menday	Leisure & Recreation	Existing clubs engaged in the future of the site and youth engagement work commenced with support of Young Somerset. Grant applications submitted to improve facilities on offer. Activity plan delayed due to staffing changes on site.	Applications to Sport England and Viridor Credits submitted to move forward pavilion improvements to support greater community work on site. Meetings with Somerset Football Association and local clubs arranged to develop public and club activities on site. New delivery and development plan being written; slightly behind schedule due to staffing changes on site.	Sport England £40K application successful and outcome of Viridor bid in April 2020 - securing both would enable the pavilion enhancements to take place. Activity officer secured Football Association support for mass participation event in January and more to follow in the Spring. Grant secured from Football Foundation to replace aged goal posts. Survey of site users managed with 236 responses collated - over whelming positive responses with good suggestions to diversify use of the site.	Progress towards delivery of new community room and café made. £40K from Sport England confirmed and delay in construction phase agreed with Sport England due to Covid19. Balance of fundraising ongoing looking at Viridor bid once able to progress on site. Site closed at Yeovil Rec from end of March due to Covid19, impacts on the end of the years budget due to loss of booking income. Over 2000 trees planted to improve the environment of the site.	
*Programme of live schemes							
S106 funded projects							
Project manage spend of final S106 funding at Harbin Fields play area	Rob Parr	Locality	Works completed and funding spent	Project Complete	Project complete	Brand new play ground completed and now provides play opportunities for residents of the area. Project budget - £58,000. Total spend to date £51,708 with £6,292 budget remaining.	
Advice and support to group, facilitate project management and transfer of S106 funding at West Coker Pavilion	Rob Parr	Locality	Advice and support provided. S106 development funds not yet in place. Group progressing other funding options. Stakeholder meeting to be held for design stage	Stakeholder meeting held and work continues exploring funding options	Same as Qtr 2	Several meetings held throughout the year. Group continue to look for other funding opportunities and we await further updates	

Advice and support to group, facilitate project management and transfer of S106 funding for East Coker Pavilion extension project	Jake Hannis / Rob Parr	Locality	Project progressing. Group sourcing other funding options	Met with project group on 28th June 2019 to discuss progress. Condition survey complete on current pavilion. Project group to engage Louise Treacher and also meet with East Coker Cockerels FC to shape design brief. Plan is to use S106 funding from Townsend Farm (15/02974/FUL) to engage architect and produce plans for pavilion. Considering extension and complete re-build. Next meeting to be held on 12th September 2019 for an update on progress	Group is working with PH Hardwills on a new build pavilion; a budget cost and layout has been given to the group. Awaiting S106 application form.	There has been no further contact since the last quarter. Awaiting for submission of S106 form	
S106 Project to manage construction of new play equipment at Milford Adventure Park Agility Trail	Rob Parr	Locality	New equipment installed and works now completed.	Project Complete	Project complete	New agility trail added to Milford Adventure Park last summer and is being extensively used. The source of the S106 funding is from the Milford Inn Application No. 14/03581/FUL. The entire S106 funding of £4,500 was spent.	
Project support							
Project manage constructions of Flagship play area in Yeovil	Rob Parr	Locality	Flagship ordered. Onsite preparation for delivery in June 19. Further work to be completed in autumn	New ship installed and opened in time for summer holidays. Making good the associated timber play towers has started and continues this September. Due to bespoke nature of this project works are likely to continue to the end of the year, but this is not significantly impacting use of site by the public.	Bespoke works to be completed by financial year end	SSDC Capital project. The new ship installed was open in time for summer holidays. It has been highly successful and we have received positive feedback from families visiting the park. Some snagging issues to be resolved and final works delayed due to COVID19 restrictions	
Advice and support group to complete St Peters community hall project	Rob Parr	Locality	Build in progress. SSDC Capital award paid. Opening date of early October. Further support being given for phase 2 car parking project	Construction work is coming to an end and the new facility is due to open in October	Project complete	SSDC Capital project. Brand new Community hall built and open and providing a valuable resource for the community of that area. SSDC organised holiday activities used hall in the February half term	
Joanna France Pavilion at Athletics Arena (Lease and refurbishment works)	Jake Hannis / Katy Menday	Locality	Heads of Terms agreed. With legal to produce lease.	Heads of Terms agreed between SSDC and YOAC. With legal to produce lease. Work on this has been delayed slightly as YOAC need to set up a new legal entity to enter into the lease agreement.	Instructions have been sent to Legal to prepare lease between SSDC and YOAC. Developments have been delayed as YOAC need to set up a new entity for the lease. Once entity has been set up, lease can be signed by both parties. Contractor to supply updated costs for refurbishment work.	Waiting to hear from Solicitor representing YOAC to progress building works.	
Advice and support to group, facilitate project management for Higher Ream play area improvements	Rob Parr	Locality	Initial discussions held. Ongoing project	A project steering group meeting has been held and the project is progressing.	No update from Qtr 2	Possible Community Grant application. Parish Council led project. Likely to evolve and grow over time as directed by the Parish	

Appendix B - Area South Community Grants Awarded 2019/20

Name of applicant	Project Name	Amount awarded	Estimated Project Value	% awarded	Status of application
Yeovil Starlettes	Yeovil Starlettes Majorettes Troupe	£573	£2,016	28%	Project underway
Hardington Mandeville Village Hall	Village Hall Roof Replacement works	£7,000	£15,000	47%	Project underway
Good Fellowship Club	Good Fellowship Club Transport	£2,100	£6,750	31%	Project underway
YMCA Mendip & South Somerset	Youth Empowerment Zones	£12,000	£51,710	23%	Project underway
Live Music Now South West	Music as Medicine at St Margaret's	£995	£2,145	46%	Project to be undertaken October 2020
Odcombe Parish Council	Landscaping/security Odcombe Rec	£1,000	£4,250	23.5%	Project underway
OSR Projects Community Interest Company	Od Arts Festival 2020: Alone with Everybody	£990	£61,600	1.6%	Project underway

Total awards	7
Total amount awarded	£24,658
Total project value	£143,471
Total % awarded	17%

Agenda Item 8

Area South Committee Forward Plan

Director: Kirsty Larkins, Strategy and Support Services
Agenda Co-ordinator: Jo Boucher, Case Officer – Strategy and Commissioning
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 Agenda Coordinator.

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 Case Officer – Strategy and Commissioning; Jo Boucher.

Meeting Date	Agenda Item	Lead Officer
June	Support for Communities and Town and Parish Councils during coronavirus - members are asked to feed in any particular areas of concerns to help shape the report.	Tim Cook, Locality Team Manager
June	<i>Update on the Octagon Theatre</i>	<i>Adam Burgan, Arts & Entertainment Venues Manager</i>
July	<i>Progress on the new Yeovil Crematorium</i>	<i>Paul Rayson, Crematorium Manager</i>
July	<i>Presentation on Yeovil District Hospital</i>	<i>Chief Executive, Yeovil District Hospital</i>
TBC	<i>Update on recent road improvements in the town and the public feedback</i>	SCC
TBC	<i>Community Funding Requests</i>	TBC

Agenda Item 9

Planning Appeals (For information)

Director: Netta Meadows, Service Delivery
Lead Officer: Netta Meadows, Service Delivery
Contact Details: netta.meadows@southsomerset.gov.uk or (01935) 462200

Purpose of the Report

To inform members of the appeals that have been lodged, decided upon or withdrawn.

Recommendation

That the report be noted.

Background

The Area Chairmen have asked that a monthly report relating to the number of appeals received, decided upon or withdrawn be submitted to the committee.

Appeals Received

Ward: Yeovil Lyde
Proposal: The change of use of existing dwelling into a HMO, the erection of a new dwelling and conversion of existing garage into a new dwelling
Appellant: RPS Asset Management Ltd
Site: 41 Percy Road, Yeovil BA21 5AJ

Financial Implications

None

Implications for Corporate Priorities

None

Other Implications

None

Background Papers: Planning application files