

Appendix C Council Plan 2016/17

Council Plan Action	Priority	Comment	Status	Lead Service/ Officer
Focus 1. High Quality Cost effective service				
C1.01 - Commence the delivery of the Transformation Programme	H	The programme board is established with eight Councillors including two representatives of the Scrutiny Committee. The board commissioned Ignite Consultancy to help the Council complete the blueprinting stage, which included a series of workshops for staff and councillors. The blueprint will help shape the programme over the coming months and years and sets out the high level implementation plan, technology requirement, staffing structure and benefits realisation. Detailed implementation will begin following consultation, carried forward by the newly appointed senior leadership team, under the direction of the Transformation Board.		Rina Singh
C1.02 - Set up Income Generation Board and develop prioritised action plan.	H	Two meetings were held early this year to scope and consider the necessary terms of reference and management for a new Board, and five meetings of the new Board have been held between April and November. The Board considered an initial list of ideas from a variety of sources both inside and outside the council, and all were prioritised for further exploration either under the guidance of the Board, for services to take forward themselves, for deferral where additional resource required or to take no further action. A business plan template was developed to assist this process. The action plan continues to be dynamic in the sense that it is constantly changing and being reprioritised as further information becomes available, other ideas come forward and business plans are considered.		Laurence Willis
C1.03 - Optimise council assets to increase use or receive income.	M	Public conveniences in Wincanton and Bruton have now been sold and the public convenience in Ilminster now converted and let. The museum building in Yeovil has now been let to a fabric company. Desk spaces or hubs are or have been set up in area offices. The former workshop in Chard has been sold. South Street Yeovil is currently being converted. Plans are being looked at to better utilise the Stables at Wincanton. The purchase and conversion of the Doctors Surgery will be completed before the year end.		Donna Parham
C1.04 - Take a full role in the emerging Devolution discussions to ensure the best outcome for South Somerset communities.	H	SSDC is fully involved in devolution discussions. The seventeen member councils forming the Heart of the South-West partnership have agreed to continue to develop a productivity plan to submit to Government, together with governance arrangements which can identify a senior leadership role for the group in the absence of an elected Mayor. These proposals are likely to be submitted to Government in the Spring 2017.		Rina Singh

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C1.05 - Work with Sedgemoor District Council on the formation of a strategic alliance to increase influence, resilience and savings.	H	The following key actions are moving forward with SDC: Exploring opportunities to work with an Energy Company; Setting up a lettings agency to manage private rented properties and the benefits this might bring to SDC with the Hinkley contract; Income Generation: Six monthly joint reports on progress; Development Company – exploring, and possible creation of future land supply through the Local Plan and Core Strategy; Joint response to Government Consultations agreed; Flood response agreement for mutual assistance and joint staff training being pursued; Investigating early notification of flooding alerts from the EA for sharing; Agreed to share specialist/expensive depot equipment and bidding for 'clean surrounds' contract. HR protocol agreed to ensure that councils share job opportunities if the internal recruitment process has been unsuccessful, prior to starting external recruitment.		Rina Singh
Focus 2. Economy				
C2.01 - Engage pro-actively with the LEP to maximise investment in South Somerset.	H	Close communication maintained with LEP through attendance of Growth Board, Growth Hub and Inward Investment meetings and maintaining regular communication with LEP Inward Investment Manager and LEP Partnerships Manager.		David Julian
C2.02 - Progress key strategic projects such as Lufton 2000 and Chard Regeneration.	H	Lufton 2000 Joint Venture Board meets quarterly to progress land sales and deal with site maintenance issues. Chard Regeneration Board meets quarterly with progress maintained with projects in the Chard Eastern Development Area (including Housing Developments, Employment land and Stoplevel Way)		David Julian
C2.03 - Agree a prioritised action plan to deliver local projects with Regeneration Boards.	H	Prioritised Action Plan has been revised (August 2016) with regular reports to the Strategic Regeneration Board and the Area Regeneration Boards. Plan now includes reprioritised existing projects and new projects brought forward through the Boards. The Chard Town Centre Scheme has been delayed by market conditions. A report on the way forward will be presented to December DX.		David Julian
C2.04 - Progress the key infrastructure projects that unlock development.	H	Infrastructure Projects being progressed in Chard and Ilminster with project negotiations ongoing at Castle Cary, Crewkerne, Wincanton, Langport and Yeovil.		David Julian
C2.05 - Support district-wide roll out of superfast broadband.	M	Connecting Devon and Somerset are procuring a delivery partner for the roll-out of phase 2 of the superfast Broadband Project. SSDC are taking views from service providers who can assist with provision in rural and remote areas.		David Julian

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C2.06 - Progress work hubs in Chard and Yeovil.	H	Work hub at Yeovil Innovation Centre will be trialled from October 2016. This will help determine demand and uptake for the Yeovil Area. Chard Work hub being developed by Area West team. Likely to commence in 2017.		David Julian
C2.07 - Progress options to improve access /regeneration of Yeovil Town Centre.	H	The Yeovil Refresh is the updating of the Yeovil Vision – an Urban Development Framework for Yeovil (particularly the centre of the town). The invitations to tender for the work have already been circulated. An expert team in this field will be appointed before December. This will provide a strategic overview of the viable regeneration projects within the town and the infrastructure requirements that will enable the projects to proceed. The work will form a max 9 month programme and is likely to be finished by September 2017		David Julian
C2.08 - Continue to promote and support intern and apprentice scheme.	H	The Economic Development team were involved with the various publicity campaigns for the apprentice scheme in the summer of 2016. We continue to work closely with some of South Somerset's key employers on raising awareness of various existing programmes. SSDC supports Internship and apprentice schemes in-house.		David Julian
Focus 3. Environment				
C3.01 - Decide on a new waste and recycling collection model in order to increase recycling and minimise costs.	H	Negotiations with the contractor are almost finalised. Somerset Waste Board (SWB) discussed the options on Oct 21st 2016 and made a recommendation to partner authorities that the new service model called Recycle More was the best opportunity to increase recycling while making savings. All partners have now been asked to consider the recommendation and therefore SSDC will debate this at Scrutiny and at District Executive on 1st December 2016 and the council's decision will feed into the final partnership decision at SWB. This meeting will be in December 2016. It should be noted that a decision at this stage is dependent on all councils agreeing the recommendation.		Vega Sturgess
C3.02 - Maintain levels of street cleanliness and increase the joint work with parishes via the parish ranger scheme.	H	Our supervisors carry out annual recorded inspections in line with the standards laid out for NI195 - Improved street and environmental cleanliness (levels of litter detritus graffiti and fly-posting), these results form part of the services performance indicators that are used to determine allocation of resources and the performance of individual teams & staff members. The service currently runs three rangers who serve 20 parishes compared to 18 Parishes in the previous year. The team also started to support the Turnhill Lengthsman Scheme that in turn serves a further five parishes (In addition to this the service has		Chris Cooper

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		existing schemes asking for additional hours & other towns are interested in joining the scheme).		
C3.03 - Improve gateway to Ham Hill CP through road and high profile signage scheme.	H	Road way tarmacking completed in April and entrances to gravel car parks being completed in October. The signage scheme has been put on hold due to long term staff sickness and capacity reduction within the ranger team; we hope to re-visit the proposal in 2017 depending on the work load of the on-site team.		Katy Munday
C3.04 - Increase visitor numbers (and YCP café income) via an exciting events programme.	H	The district wide events programme has been very successful in 2016, with 75 events delivered between April – September. Diverse events from large scale fairs to ranger led play schemes have been well received. The V3 Heritage Lottery project in Yeovil has meant events and visitor numbers are higher than usual on site and the café income has benefitted from this exceeding the business plan each month.		Katy Munday
C3.05 - Diversify volunteering opportunities to increase capacity for projects in all Country Parks.	H	Volunteer numbers continue to increase as the types of opportunities offered have diversified. There are now specialist heritage restoration volunteer days on a Wed, and low impact volunteering on a Monday. Practical days donated: in April 243, May 217, June 235, July 245, August 259, Sept 243 totalled 1,442 for the period. Days were also donated by the Friends of Ham Hill, Friends of Yeovil Country Park and newly constituted Friends of Chard Reservoir Group. The Ninesprings Café has also started working with volunteers on event days.		Katy Munday
C3.06 - Begin installing 4km of paths within our open spaces to improve 'access for all'.	M	Using capital funding, supported by in house teams, three of the four schemes planned (in Howard road Yeovil, Millford park Yeovil, the Recreation ground in Norton sub Hamdon) have been delivered with the final scheme in Alvington open space (Yeovil) scheduled for installation in early 2017.		Chris Cooper
C3.07 - With Somerset Rivers Authority (SRA), deliver the Enhanced Maintenance Programme.	H	A successful bid for £20,000 was agreed by the SRA for the 16/17 financial year and for a further 4 years. A number of potential sites were considered across the district, preliminary work has commenced to produce specifications for the enhanced maintenance. As members will be aware, it has not been possible to recruit a replacement engineer and the post remains vacant. This has resulted in the work needing to be fitted around the other duties of the engineering team, hence allocation of the amber risk status.		Laurence Willis/ Ian Case

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Focus 4. Homes				
C4.01 - Increase housing supply to meet local needs by the agreed investment of £2.4m.	H	Purchase of two larger units to meet outstanding social need agreed. Work underway to agree leasing arrangements with third party intermediary. Work underway to identify other opportunities for individual purchases that meet the criteria. Arrangements for stamp duty have reduced options for bulk purchase including off-plan. We have also investigated a potential site for construction (rather than purchase) which involves other parties. Local developers being approached to evaluate appetite for off plan purchases.		Colin McDonald
C4.02 - Contribute to the review of DFG effectiveness led by the Health and Wellbeing Board.	H	The review is currently underway and involves all Somerset district councils and SCC. A report will be submitted to DX early in the New year on outcome of review with recommendations for policy changes.		Alasdair Bell
C4.03 - Work with partners to secure supported hostel and move on accommodation for vulnerable individuals.	H	Direct access hostel secured until 30th April 2017; Service level agreement and monitoring plan in place. Work underway to maximise the level of Housing Benefit eligibility and reduce the full exposure to SSDC direct funding. Floating support for some clients secured through separate arrangement with SLA and monitoring in place. Work underway to consider options from May 2017 onwards but this will be influenced by the recent County Council decision on the 'P2i' contract, due to expire on 31st December 2016.		Colin McDonald
C4.04 - Continue to bring empty properties back into use.	M	Continued collaboration with council tax and other departments has continued to result in empty properties being brought back into use. Work by the Empty Property Officer on properties empty for over two years has resulted in the enforced sale of one property with two more cases in the pipeline. All such properties are then reoccupied.		Alasdair Bell
C4.05 - Continue to work with CSE on fuel poverty schemes.	M	CSE provide a free energy advice line for SSDC residents providing advice on all free/low cost energy schemes available. Their direct work in the district on energy efficiency schemes has been reduced, due to funding changes, but they continue to receive support from the council and are involved in two schemes: the "Warmer Chard & Surrounding Villages" project, delivering services through trained volunteers and although this finishes April 2017, the skills & benefits will enable the partners to continue to support local residents. The Westfield "Our Neighbourhood" regeneration programme sees SSDC supporting sustainable energy partnership projects, running educational events & workshops with the Centre for Sustainable Energy.		Alasdair Bell

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C4.06 - Promote Careline to increase take up and enable people to continue living independently.	M	Total Careline customers at end Sept '16 = 2,106. This is a Net increase of 49 customers compared to a total of 2,057 Careline customers at end Sept '15. Ongoing programme of advertising and promotion through a range of media and partnerships. Careline income up by £16,000 compared to Sept '15.		Alice Knight
C4.07 - Develop a Lettings Agency project.	M	Feasibility study completed for Private Sector Leasing and Direct Lettings Project. Decision report submitted to Portfolio Holder seeking approval to implement the scheme and commence trading by no later than April 2017.		Alice Knight/Barbi e Markey
C4.08 - Explore a landlord accreditation scheme.	M	The scheme has been set up and is working well with about 80 landlords involved in the scheme. This action has been completed.		Alasdair Bell
Focus 5. Health and Communities				
C5.01 - Support residents through national benefit changes including universal credit.	H	Reduction in level of Benefit Cap applied to Housing Benefit phased in from 7 th November 2016. Working with DWP, Citizens Advice, Housing, Mind and Troubled Families - an event has been arranged on 20 th October to provide advice, support and information to those who may be affected. We have also agreed funding on 1 to 1 sessions to be held by Citizens Advice on Thursday mornings throughout November 2016. Preparing for Universal Credit Full Service rollout in part of our district from 26/10/16 (mainly Chard area). Not yet known when rest of SSDC area will happen. Reviewing the Discretionary Housing Payment policy to ensure support is best targeted and maximises number of households that can be supported.		Ian Potter
C5.02 - Agree lease, refurbish and relaunch WLC Sport, Conference & Entertainment Facilities.	H	Lease agreed. Refurbishment work in progress. WLC Sport Centre on schedule to be relaunched on 2nd January 2017. WLC Conference & Entertainment Facilities on schedule to be relaunched on 27th March 2017.		Steve Joel
C5.03 - Deliver Healthy lifestyles projects inc Yr. 1 of project to deliver integrated interventions to those with diabetes and hypertension.	H	Click into Activity is an innovative 3-year £334,140 project, with significant external funding. It targets patients within the Click GP Federation in Area West including Crewkerne Health Centre. Patients take part in up to 12 weeks of free activity sessions and then signposted into suitable exit routes. So far the project has seen 240 patients with these conditions and aims to see another 800 over the next 2 years. The project has some good case studies of diabetics reducing the amount of insulin they need, reduced need for blood pressure medication and some further feedback from people stating that they feel more flexible and active, made new friend, having less falls, and feeling a lot happier.		Lynda Pincombe

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		The success of the project is being externally evaluated by University of the West of England. The aim is to see a reduction in the amount of prescribed medication in the target population.		
C5.04 - Transfer Castle Cary Market House to community.	M	Following approval of the transfer by DX in April 2016 - finalising the terms of peppercorn transfer with £45k dowry.		Helen Rutter
C5.05 - Enable enhancement of at least 8 play & youth facilities.	H	<p>Year to date we have either directly delivered or supported 6 projects by: Installing new Play Equipment and Impact Surfacing using S106 funding and/or capital awards; providing advice, guidance and project support on design and procurement of development plans.</p> <p>Improved facilities include: Cavalier Way Play Area, Yeovil, Lavers Oak Play Area, Martock, New Skate Park at Happy Valley, Crewkerne, Cale Park Play Area, Wincanton, Winterhay Lane Play Area, Ilminster, Chilthorne Domer Play Area</p> <p>Further works are planned and currently underway including: Construction of play equipment and landscaping at Wyndham Park Play Area, Yeovil; Construction work is planned to start at Kingston View Play Area, Yeovil in early November 2016; New play equipment has been purchased for Monksdale Play Area, Yeovil with S106 funding and this could potentially be completed in 2016 subject to contractor availability.</p>		Lynda Pincombe
C5.06 - Support Huish Episcopi Academy community swimming pool project.	H	Funding package secured. Design Team appointed. Planning Application submitted. Contractor appointment in progress. Pool on schedule to be opened at the end of June 2017.		Steve Joel
C5.07 - Work with partners on public sector hub in Yeovil.	M	<p>Several meetings with public sector partners (including SSDC) were held earlier this year to progress hub development in a number of locations around Somerset. A joint bid for Government funding from the One Public Estate Programme was prepared and submitted by Somerset County Council in July to meet the deadline for the current bidding round. In October it was announced that the Somerset bid had been successful and had been awarded £177,500 for 2016/17 and a further £137,500 for 2017/18.</p> <p>Although some adjustments were made to the overall programme, as part of the bid consideration process, the projects to develop a Yeovil public sector hub based around the Library and Petters House and also a hub at Chard, based at the Lace Mill, remained in the bid and were successful. A project board has recently been formed and these two projects can now proceed with access to funding for feasibility work.</p>		Helen Rutter

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C5.08 - Support at least 50 community projects.	H	Our support for community projects includes: giving advice on project development and funding, issuing grants, printing and supporting events. With that in mind, to date this year we have assisted: East – 20; North – 18; South – 24; West – 20		Helen Rutter
C5.09 - Prepare a plan to develop & deliver leisure facilities in Chard.	H	A Chard ward members group, chaired by the Portfolio Holder for Leisure and Culture has been established and meets quarterly. A sports tracker document has been created to assist the group to monitor the short, medium and long term priorities for sports clubs/project (including play) in the Chard area. Support for groups/projects is shared between ward members and staff. Some good local dialogue has been established with local groups, and a number of projects are being progressed.		Lynda Pincombe