

## Appendix A

Area South Chapter  
2019/20Green = 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
<b>Economy</b>							
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.	
<b>Environment</b>							
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 southsomersetcountryside.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.	
<b>Housing</b>							
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	
<b>Healthy, Self-reliant Communities</b>							
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.	
<b>*Programme of live schemes</b>							
<b>S106 funded projects</b>							
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.	
<b>Project support</b>							
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	