

MEETING: DE.08: 11:12  
DATE 05.01.12

## South Somerset District Council

**Draft Minutes** of a meeting of the **District Executive** held on **Thursday 5<sup>th</sup> January 2012** in the Council Chamber, Council Offices, Brympton Way, Yeovil.

(9.30 a.m. –11.50 a.m.)

### Present:

**Members:** Ric Pallister (in the Chair)

Tony Fife	Jo Roundell Greene
Henry Hobhouse	Sylvia Seal
Michael Lewis	Peter Seib
Patrick Palmer (from 9.45am)	Angie Singleton

### Also Present:

Marcus Fysh	Gina Seaton
Carol Goodall	Sue Steele
Tony Lock	Martin Wale
David Norris	

### Officers:

Mark Williams	Chief Executive
Rina Singh	Strategic Director (Place and Performance)
Vega Sturgess	Strategic Director (Operations and Customer Focus)
Donna Parham	Assistant Director (Finance and Corporate Services)
Ian Clarke	Assistant Director (Legal and Corporate Services)
Martin Woods	Assistant Director (Economy)
Laurence Willis	Assistant Director (Environment)
Andy Foyne	Spatial Policy Manager
Gary Russ	Procurement and Risk Manager
Elizabeth Arnold	Strategic Monitoring Officer
Helen Rutter	Assistant Director (Communities)
Philip Horsington	Clerk to Ilchester Parish Council (for Agenda item 11)
Emily McGuinness	Scrutiny Manager
Angela Cox	Democratic Services Manager

**Note:** All decisions were approved without dissent unless shown otherwise.

### 101. Minutes (Agenda Item 1)

The minutes of the meeting held on 1<sup>st</sup> December 2011, copies of which had been circulated, were taken as read and, having been approved as a correct record, were signed by the Chairman.

### 102. Apologies for Absence (Agenda Item 2)

An apology for absence was received from Councillor Tim Carroll.

### 103. Declarations of Interest (Agenda Item 3)

Councillor Patrick Palmer declared a personal interest in Agenda item 6, Annual Monitoring Report 2010/11, as the owner of land allocated for employment mentioned within the report.

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### 104. Public Question Time (Agenda Item 4)

There were no members of the public present.

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### 105. Chairman's Announcements (Agenda Item 5)

The Chairman advised that there would be one further report circulated to Members to be discussed in confidential session. He said that the Chief Executive had agreed with him that the item should be considered at the meeting as a matter of urgency under Section 100(B)(4) of the Local Government Act 1972.

The Chairman referred to the written report, circulated to all Members from Mrs Lesley Boucher, the SSDC representative on the Yeovil District Hospital Board of Governors.

Mrs Boucher noted that the current Chief Executive of the Yeovil District Hospital, Mr Gavin Boyle, was leaving and this would be a great loss to the Hospital. The Hospital was currently in a good financial position and it had recently been praised by the Care Quality Commission for its care of elderly patients.

The Portfolio Holder for Leisure and Culture thanked Mrs Boucher for her comprehensive report and Members were in agreement that a letter of thanks be sent to Mr Boyle in recognition of his significant contribution to the Yeovil Vision as well as the Yeovil District Hospital.

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### 106. Annual Monitoring Report 2010/11 (Agenda Item 6)

The Chairman, as Portfolio Holder for Strategy and Policy, reminded Members that the Annual Monitoring Report had a significant bearing on the emerging Core Strategy.

The Assistant Director (Economy) advised that there were four small corrections to make within the report before it was submitted to the Department for Communities and Local Government. Members were content to agree them.

In response to questions from the Scrutiny Chairman, the Spatial Policy Manager and the Portfolio Holder for Democratic and Regulatory Services confirmed that:-

- The Baker Report had recommended a level of growth of between 12,000 and 16,000 new dwellings for the plan period 2006-2026, however, they had also been asked for a precise figure which they recommended should be 16,000.
- In the future, there would still be a statutory requirement to produce an Annual Monitoring Report but it would be submitted to the local electorate.
- The Scrutiny Committee would be consulted on the future use of the monitoring reports and how they should be published to engage the public audience.

During discussion the following points were made:

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- The Annual Monitoring Report was produced with information as at 31<sup>st</sup> March 2011 and as such, certain data would now be out of date.
- Information in the Core Strategy documents, some of which were based on the Annual Monitoring Report, would be up to date in the forthcoming Core Strategy reports.
- The training of staff within the Spatial Policy team had been an important part of the process and they were now at the point where they were able to update data provided by the consultants.

At the conclusion of the debate, Members were content to endorse the Annual Monitoring Report 2010-2011 for submission to the Department for Communities and Local Government, as amended.

**RESOLVED:** That the District Executive endorsed the content of the Annual Monitoring Report 2010-2011 and approved it for submission to Department for Communities and Local Government (CLG), as amended.

**Reason:** To inform Members of the preparation and submission of the Annual Monitoring Report (AMR) 2010-2011 and seek confirmation of contents.

*(Andy Foyne, Spatial Policy Manager – 01935 462650)  
(andy.foyne@southsomerset.gov.uk)*

## 107. Capital Programme 2012/13 to 2016/17 (Agenda Item 7)

The Chairman advised that the Capital Programme would have to change in the future to avoid the possibility that nearly all capital funding was spent.

The Assistant Director (Finance and Corporate Services) confirmed that a fundamental review of the Capital Strategy was due to take place in 2012. In response to questions from the Scrutiny Committee, she confirmed that:-

- Any Capital Projects which had slipped would be detailed in her quarterly monitoring reports to the District Executive.
- It was possible to rescore each capital project against the new Corporate Plan.
- Further information would be provided to Members before any decision was taken to reduce funding or discontinue a project.

During discussion, Members considered the merits of offering grants 'in principle' in the future or offering loans rather than grants to preserve the capital sum.

At the conclusion of the debate, Members were content to endorse the proposed capital programme 2012/13 to 2016/17.

**RESOLVED:** That the District Executive:

- a. considered the appraisals for capital schemes outlined in Appendix D;
- b. approved in principle and noted the proposals outlined for inclusion in the revised Capital Programme, as shown in Appendix B;

- c. note that projects for 2012/13 starts had not yet been scored;
- d. noted the slippage in spending on capital projects as outlined in paragraph 8;
- e. noted that up to £43,000 of capital would be required if the car park income saving was approved;
- f. noted the available funding from the ICT reserve in paragraph 23;
- g. noted the ring fenced capital reserves in paragraph 24.

**Reason:** To outline the resources available for new capital schemes and to agree the new schemes to be included in the revised Capital Programme from 2012/13.

*(Donna Parham, Assistant Director (Finance and Corporate Services) – 01935 462225)  
(donna.parham@southsomerset.gov.uk)*

## **108. Draft Proposals of the Community Governance Review of South Cadbury Parish Council (Agenda Item 8)**

The Assistant Director (Legal and Corporate Services) advised that the report detailed the results of the first consultation in the parish on the proposals to increase the number of Parish Councillors and amend the name of the Parish Council. He said the report would also be presented to Council on 19<sup>th</sup> January and a brief second consultation period would follow. A concluding report would be presented to Council in March 2012.

The Scrutiny Committee Chairman reported that Members had raised concerns over the costs associated with Community Governance Reviews and felt that there should be a separate budget heading within Democratic Services so that all costs were clearly identified. Members agreed that it would be useful to keep a note of staff time spent on these reviews in the future to provide an evidence base for lobbying the Government.

In response to questions, the Assistant Director (Legal and Corporate Services) confirmed that:-

- a district wide review would be both time consuming and expensive for the District Council.
- although South Cadbury Parish was not warded, their Parish Council Constitution stated that at least two of the Councillors should come from each village within the Parish.

At the conclusion of the debate, Members were content to agree the recommendations of the report.

**RESOLVED:** That the District Executive:

1. noted the results of the consultation;
2. noted that the majority of the valid responses received were in favour of the original proposals by South Cadbury Parish Council and therefore the draft recommendation for further consultation be: "To accept the majority vote from the people of

South Cadbury and Sutton Montis and to agree to increase the number of Parish Councillors to 7 and amend the name of the Parish Council to South Cadbury and Sutton Montis Parish Council".

3. agreed to publish the results of the consultation;
4. noted that a further period of consultation on the results of the initial consultation responses would take place;
5. noted that a further report will be brought to Council in order that a decision may be made in respect of the final recommendations of the Review.

**Reason:** To report the outcome of the initial public consultation (Community Governance Review) which has taken place in the parishes of South Cadbury and Sutton Montis on the proposal to increase the number of Parish Councillors and amend the name of the Parish Council (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

*(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)  
(ian.clarke@southsomerset.gov.uk)*

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## 109. District Executive Forward Plan (Agenda Item 9)

The following amendments to the District Executive Forward Plan were noted:

- Review of Area Working – Feb 2012
- Chard Regeneration scheme – Feb 2012
- Pay Policy Statement under the Localism Act – Mar 2012
- Garrett Road and the Box Factory, Yeovil – Mar 2012
- Local Development Scheme – review and resources – to be presented earlier than June 2012 if possible
- Review of Yeovil Vision – June 2012

**RESOLVED:** That the District Executive:

1. approved the updated Executive Forward Plan for publication as attached at Appendix A of the agenda report, subject to the following additions:
  - Review of Area Working – Feb 2012
  - Chard Regeneration scheme – Feb 2012
  - Pay Policy Statement under the Localism Act – Mar 12
  - Garrett Road and the Box Factory, Yeovil – Mar 2012
  - Local Development Scheme – review and resources – to be presented earlier than June 2012 if possible
  - Review of Yeovil Vision – June 2012
2. noted the contents of the Consultation Database as shown a Appendix B.

**Reason:** The Forward Plan is a statutory document.

*(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)*  
*(ian.clarke@southsomerset.gov.uk)*

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### 110. Date of Next Meeting (Agenda Item 10)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 2<sup>nd</sup> February 2012 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

*(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)*  
*(ian.Clarke@southsomerset.gov.uk)*

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### 111. Exclusion of Press and Public

**RESOLVED:** That the following items be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

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### 112. Transfer of responsibility of Ilchester toilet provision to Ilchester Parish Council (Agenda Item 11) (Confidential)

The Strategic Director (Operations and Customer Focus) advised that this was the first of a number of public toilet responsibility transfers to Parish Councils.

Members were content to confirm the recommendations of the report.

- RESOLVED:** That the District Executive agreed:
1. to note the request from Ilchester Parish Council to facilitate the on-going provision of public toilets via a local business and agreed to the permanent closure of the existing facilities and financial assistance towards the new arrangements for a three year period;
  2. that a capital sum be approved as a save to earn scheme.
  3. to approve the on-going savings to SSDC as detailed within the financial implications paragraph.

**Reason:** To agree to the permanent closure of the existing public conveniences in Ilchester and assist the parish council in setting up future provision from a privately-run business.

*(Vega Sturgess, Strategic Director (Operations and Customer Focus) – 01935 462200)*  
*(vega.sturgess@southsomerset.gov.uk)*

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**113. Carbon Reduction and Climate Change Adaptation Strategy – the installation of photo-voltaic arrays at Lufton Depot and Petters Way (Urgent Item) (Confidential)**

Members were advised that the Leader, in agreement with the Chief Executive had agreed that the item should be considered at the meeting as a matter of urgency under Section 100(B)(4) of the Local Government Act 1972 given the potential of additional savings to SSDC should the Government lose its High Court challenge to the early lowering of the Feed in Tariff (FIT) tariff.

It was further noted that the Chief Executive had agreed to classify the report as urgent business and as such the usual Scrutiny call-in before the decision was implemented rule would not apply, enabling the decision to take affect immediately after it was made.

At the conclusion of the debate Members were content to confirm the recommendations of the report.

- RESOLVED:** That the District Executive:
1. approved a Save to Earn bid for the installation of photovoltaic arrays at Lufton Depot and Petters House;
  2. noted that the net savings be added to the Medium Term Financial Plan as a saving for 2012/13 and beyond.

**Reason:** To agree the installing of photovoltaic arrays at Petters House and Lufton Depot main buildings.

*(Vega Sturgess, Strategic Director (Operations and Customer Focus) – 01935 462200)  
(vega.sturgess@southsomerset.gov.uk)*

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Chairman

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Date