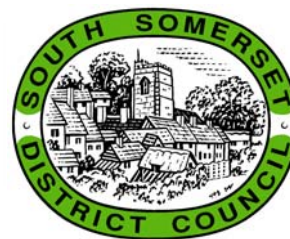


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 31st January 2012

10.00 am

**Main Committee Room
Council Offices
Brympton Way
Yeovil
Somerset BA20 2HT**

The public and press are welcome to attend.

Disabled Access is available at this meeting venue.



If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Jo Morris** on Yeovil (01935) 462462
email: jo.morris@southsomerset.gov.uk, website: www.southsomerset.gov.uk

This Agenda was issued on Monday 23rd January 2012

Ian Clarke, Assistant Director (Legal & Corporate Services)



2007-2008
*Neighbourhood and
Community Champions:
The Role of Elected Members*

2006-2007
*Improving Rural Services
Empowering Communities*

2005-2006
Getting Closer to Communities

**This information is also available on our
website: www.southsomerset.gov.uk**



INVESTOR IN PEOPLE

Scrutiny Committee Membership

Chairman Sue Steele
Vice Chairman David Bulmer
Carol Goodall

Cathy Bakewell
John Calvert
Marcus Fysh
Tim Inglefield

Pauline Lock
Tony Lock
Paul Maxwell
Graham Oakes

Wes Read
Colin Winder
Martin Wale

Information for the Public

What is Scrutiny?

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

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

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

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

Members of the public are able to:

- attend meetings of the Scrutiny Committee except where, for example, personal or confidential matters are being discussed;
- speak at Scrutiny Committee meetings; and
- see agenda reports.

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

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

The Council's Constitution is also on the website and available for inspection in council offices.

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

South Somerset District Council – Corporate Aims

Our key aims are: (all equal)

- To increase economic vitality and prosperity
- Enhance the environment, address and adapt to climate change
- To improve the housing, health and well-being of our citizens
- To ensure safe, sustainable and cohesive communities
- To deliver well managed cost effective services valued by our customers

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Scrutiny Committee

Tuesday 31st January 2012

Agenda

Preliminary Items

1. **To approve as a correct record the minutes of the previous meeting held on 3rd January 2012**
2. **Apologies for Absence**
3. **Declarations of Interest**

In accordance with the Council's Code of Conduct, which includes all the provisions of the statutory Model Code of Conduct, Members are asked to declare any personal interests (and whether or not such an interest is "prejudicial") in any matter on the agenda for this meeting. A personal interest is defined in paragraph 8 of the Code and a prejudicial interest is defined in paragraph 10.

4. **Public Question Time**
5. **Issues Arising from Previous Meetings**

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

6. **Chairman's Announcements**

Items for Discussion

Page Number

- | | | |
|-----|---|-----------|
| 7. | Portfolio Holder Presentation | 6 |
| 8. | Verbal update on reports considered by District Executive on 5th January 2012 | 7 |
| 9. | Reports to be considered by District Executive on 2nd February 2012 | 15 |
| 10. | Student Participation with Scrutiny | 16 |
| 11. | Joint Scrutiny of the Somerset Waste Board – Feedback from recent meeting | 19 |
| 12. | Report Request – Update on Park Homes Project | 29 |
| 13. | Verbal Update on Task and Finish Reviews | 32 |
| 14. | Scrutiny Work Programme | 33 |

15. Somerset Waste Board – Forward Plan 39

16. Date of Next Meeting 43

Scrutiny Committee – 31st January 2012

1. Minutes

South Somerset District Council

Minutes of the **Scrutiny Committee** held on Tuesday 3rd January 2012 in the Main Committee Room, Council Offices, Brympton Way, Yeovil.

(10.00 a.m. – 11.30 a.m.)

Present: Councillor Sue Steele (Chairman)

Cathy Bakewell
Dave Bulmer
John Calvert
Marcus Fysh
Carol Goodall
Tim Inglefield

Pauline Lock
Tony Lock
Paul Maxwell
Wes Read
Martin Wale

Also Present:

Councillors Henry Hobhouse, Peter Seib, Gina Seaton and Sylvia Seal.

Officers:

Donna Parham
Jo Gale
Emily McGuinness
Jo Morris

Assistant Director (Finance & Corporate Services)
Scrutiny Manager
Scrutiny Manager
Committee Administrator

85. Minutes (Agenda Item 1)

The minutes of the meeting of the Scrutiny Committee held on Tuesday 29th November 2011 were approved as a correct record and signed by the Chairman.

86. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Councillors Colin Winder, Graham Oakes, Tim Carroll and Jo Roundell Greene.

87. Declarations of Interest (Agenda Item 3)

With reference to the District Executive Agenda, Item 7 – Capital Programme 2012/13 to 2016/17, Councillors Dave Bulmer and Carol Goodall mentioned that they were town council representatives on the Market Towns Investment Group.

88. Public Question Time (Agenda Item 4)

There were no members of the public at the meeting.

89. Issues Arising from Previous Meetings (Agenda Item 5)**Quarterly Performance Monitoring Report – Removal of NI195 – Improved Street and Environmental Cleanliness**

Members noted that following the removal of the NI195 inspections, the Street Cleansing Team will monitor the quality of the cleansing service through regular, routine supervisors work monitoring. This information will be recorded on the same sheets that were used for the joint local area inspections with members. Complaints, requests and compliments relating to cleansing will also be monitored. The figures can be made available to members upon request.

Yeovil Town Centre Partnership

In response to concerns raised over the workings and deliverability of the Yeovil Town Centre Partnership, Jo Gale, Scrutiny Manager informed members that she had received a lengthy response from the Area South Development Manager and that she would circulate the response to members.

Budget Scrutiny Session

Emily McGuinness, Scrutiny Manager asked members to let her have any comments from the budget scrutiny session held on 15th December 2011.

Members noted that the programme of Portfolio Holders attending Scrutiny Committee to answer questions about the services within their portfolios would commence at the next meeting with Cllr Peter Seib, Portfolio Holder for Regulatory and Democratic Services.

90. Chairman's Announcements (Agenda Item 6)

The Chairman reported that she was due to attend the Joint Waste Scrutiny Panel meeting with Cllr Paul Maxwell on 9th January 2012 and that members were welcome to let them have any questions to go forward. The reports due to be considered by the Somerset Waste Partnership were available on the website. One of the current main issues was in relation to the fees and charges for green waste and bulky items being harmonised across the district.

The Chairman announced that she had been appointed as a representative on the Board of Governors for Musgrove Park Hospital representing South Somerset and Mendip. She welcomed any views/issues from members and confirmed that she would take these forward to the Board.

91. Verbal Update on Reports considered by District Executive on 1st December 2011 (Agenda Item 7)

Members noted the minutes from the District Executive meeting held on 1st December 2011 as outlined in the agenda. The minutes included the comments raised by members of the Scrutiny Committee.

92. Reports to be considered by District Executive on 5th January 2012 (Agenda Item 8)

Members considered the reports outlined in the District Executive agenda for 5th January 2012.

It was agreed that the following comments would be taken forward to District Executive.

Annual Monitoring Report 2010/11

Page 2 of the District Executive report refers to there no longer being a requirement to submit these reports to the Secretary of State and that the audience is expected to be the local electorate and communities. Members sought clarification on the future use of the monitoring reports and questioned how the reports will be published to its audience in the future?

With reference to page 44 of the appendices, clarification was sought on the recommended level of growth of 16,000 dwellings for the plan period 2006-2026. Scrutiny members were under the impression that the figure should be between 12,000 and 16,000 dwellings.

Members sought clarification over the use of South Somerset's Evidence base and whether it would be used to inform the preparation of the Council's Local Development Framework as stated in the document, as members expressed concern that many of the documents were out of date and inaccurate.

Capital Programme 2012/13 to 2016/17

Scrutiny members request that District Executive seek more detail regarding the Capital Projects that have slippage and if appropriate rescore each project to assist members in deciding whether to continue with the projects and how to prioritise them in preparation for year-end.

Scrutiny members would like more information regarding the Other Reserves to be sought to enable members to effectively review the reserves and consider if they are still appropriate in advance of the capital programme being considered for approval.

Draft Proposals of the Community Governance Review of South Cadbury Parish Council

Members 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 are clearly identified.

Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 (as amended), the Committee resolved that the press and public be excluded from the following item in view of the likely disclosure of exempt information as described in Paragraph 3 of Part 1 of Schedule 12A to the Act, i.e. "Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Transfer of responsibility of Ilchester toilet provision to Ilchester Parish Council (Confidential)

Scrutiny members supported the recommendations outlined in the report.

District Executive Forward Plan

With reference to the report on the new SSDC Corporate Plan, which was due to be considered in February, Members agreed to consider it as part of the District Executive agenda.

93. Verbal update on Task and Finish Reviews (Agenda Item 9)

Outside Organisations

Cllr Martin Wale, Chairman of the Review Group reported that an initial meeting had been held and that Members had requested advice on declarations of interest and liability information. It was noted that a questionnaire had been sent to each outside organisation asking whether they still required a representative and what the role of the representative entailed. The next meeting would be held on Thursday 19th January at 3.00pm – 5.00pm.

Social Housing Fraud

Cllr John Calvert, Chairman of the Review Group reported that an initial meeting had been held and that he was delighted with the support from the Portfolio Holder and the Housing and Welfare Manager. A Scrutiny Inquiry Day was due to be held on 22nd February where each housing association would be asked the same set of questions. The aim of the review was to build up a good practice template. The next meeting would be held on 20th January.

Choice Based Lettings Follow Up Review

Jo Gale, Scrutiny Manager reported that there were some areas of concern and that she would be looking to investigate these further and was hoping to arrange a meeting with the Portfolio Holder.

94. Scrutiny Work Programme (Agenda Item 10)

Reference was made to the agenda report, which informed members of the Scrutiny Committee Work Programme. It was agreed that the Scrutiny Manager would invite the district representative appointed to the Shadow Health and Wellbeing Board to attend the next meeting of the Scrutiny Committee to answer members' questions.

Emily McGuinness, Scrutiny Manager advised members that the report on Student Engagement would be coming forward to the next meeting. She welcomed responses to the email she had previously circulated to members.

It was agreed to include an item in the Scrutiny Work Programme on the review of the Capital Strategy, as there could be a need to establish a Task & Finish Review in the future.

Members noted that the items put forward at the work programming session held on 30th August 2011 would be scored following the approval of the new Corporate Plan.

RESOLVED: That the Scrutiny Work Programme be noted as outlined in the agenda with the update above.

(Emily McGuinness, Scrutiny Manager)

(emily.mcguinness@southsomerset.gov.uk or 01935 462566)

(Jo Gale, Scrutiny Manager)

(joanna.gale@southsomerset.gov.uk or 01935 462077)

95. Somerset Waste Board – Forward Plan (Agenda Item 11)

RESOLVED: That the Somerset Waste Board Forward Plan be noted as outlined in the agenda.

96. Date of Next Meeting (Agenda 12)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 3rd January 2011 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

Members of the Committee are invited to attend at 9.30 a.m. to scope questions on the reports in the agenda.

.....
Chairman

Scrutiny Committee – 31st January 2012

7. Portfolio Holder Presentation

Councillor Peter Seib, Portfolio Holder for Regulatory and Democratic Services will be attending the meeting to give a short presentation. Members will then have the opportunity to ask questions about the services within the Regulatory and Democratic Services Portfolio.

Scrutiny Committee – 31st January 2012

8. Verbal update on reports considered by District Executive on 5th January 2012

The Chairman will update members on the issues raised by Scrutiny Members at the District Executive meeting held on 5th January 2012.

Attached for information is a copy of the draft minutes from the District Executive meeting held on 5th January 2012.

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 5th 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 1st 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.

104. Public Question Time (Agenda Item 4)

There were no members of the public present.

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.

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:

- The Annual Monitoring Report was produced with information as at 31st 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 19th 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)*

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)

110. Date of Next Meeting (Agenda Item 10)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 2nd 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)

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).

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)

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)*

.....

Chairman

.....

Date

Scrutiny Committee – 31st January 2012

9. Reports to be considered by District Executive on 2nd February 2012

Lead Officers: *Emily McGuinness, Scrutiny Manager*
 Jo Gale, Scrutiny Manager

Contact Details: *emily.mcguinness@southsomerset.gov.uk or 01935 462566*
 or joanna.gale@southsomerset.gov.uk or 01935 462077

Scrutiny Committee members will receive a copy of the District Executive agenda containing the reports to be considered at the meeting on 2nd February 2012.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 31st January 2012.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 2nd February 2012.

Scrutiny Committee – 31st January 2012

10. Student Participation with Scrutiny

Lead Officers: Emily McGuinness, Scrutiny Manager
Jo Gale, Scrutiny Manager

Contact Details: emily.mcguinness@southsomerset.gov.uk or 01935 462566
or joanna.gale@southsomerset.gov.uk or 01935 462077

Purpose of Report

This report sets out proposals to engage students in the Scrutiny function.

Action Required

Members of the Scrutiny Committee are requested to consider and comment on the proposals contained in this report.

Background

In October 2011 an initial report was considered by this Scrutiny Committee, outlining proposals for engaging local students in the democratic process via the Scrutiny function. The outcome of that meeting was that the Scrutiny Manager was asked to amend the proposals to take into account the points raised before bringing the matter back for the Committee to reconsider.

Below is an extract from the minutes of that meeting, setting out the points raised by members:

- It was felt that it was not appropriate to have young people involved in Task and Finish Reviews as confidential issues relating to finance and other matters were often discussed and it would be better for young people to participate in Scrutiny Committee meetings;
- Several members supported the concept of working with young people but were unable to support the proposed method outlined in the report;
- Some members stated that there was already an active Youth Council in Yeovil;
- It was felt that two young people was not enough and there needed to be more;
- It would be useful if the schools could identify the most appropriate young people;
- It was not felt that this proposal was a good use of the Scrutiny Manager's time and that limited resources have to be seen to be 'well spent'.

Since that meeting, the Scrutiny Manager e-mailed all Committee members seeking clarification and more detail on the concerns raised – one member responded.

This report therefore sets out the proposals for Student Engagement in more detail and in doing so addresses the concerns previously raised.

Student Engagement Proposal

This proposal is not intended to duplicate the work of various Youth Councils etc., which are already functioning well across the district. The proposal is more about getting the perspective of service users to inform a Scrutiny review and providing them with a valuable opportunity in return.

Scrutiny has previous experience of working well with young people, most notably on the Homefinder Somerset review. As defined by legislation, Scrutiny can co-opt any members of the community onto a Scrutiny review to bring additional perspectives and provide specialist knowledge as required. It would be perfectly possible to co-opt two local students onto a specific task and finish review on a first come – first served basis.

A selection process, involving completing an application form and attending an interview, is not required but it is hoped that such a process would provide local young people with vital workplace skills.

Whilst the proposal refers to 16-19 year olds, initial discussions with two local colleges indicate that although this is the formal educational bracket, in reality, interested students would be 16 – in the first year of their A-Level studies, and therefore not eligible for election to the Council.

If members agree to progress this proposal, the students would be working on a **specific** task and finish group – one topic suggested by the Leader would be to look at the role SSDC could and should be playing in working with local employers and educational establishments to ensure that local young people leave education with the right skills to obtain local, skilled and sustainable jobs. Youth unemployment is a national, regional and local high profile issue and there would be benefit to the council in understanding the issues particularly in the current economic climate. Arguably, such a review would not represent something which we would otherwise not be doing, or indeed be something that was wholly divorced from the functions of this council.

Improving community engagement, and in doing so, strengthening the Scrutiny function is an integral part of the Scrutiny Manager role. One of the four principles of effective Scrutiny as defined by the Centre for Public Scrutiny is that Scrutiny should act as the voice for public concerns, and this proposal for proactive engagement of local students would be an innovative, yet simple way of doing so.

As already mentioned, this is a pilot project, but if it proves successful, it could be continued and extended in the future.

All local institutions providing post 16 education would be invited to participate in this proposal – including Strode College whose catchment areas contains a large part of South Somerset. Initial discussions seem to suggest that teachers would be happy for their students to attend meetings without being accompanied by a member of staff, providing the school/college conducts an appropriate risk assessment. Such an activity would, in their view, provide a useful opportunity for independent learning – a key element of the assessed 16-19 syllabus. Of course, other schools may have different policies and procedures which would need to be addressed if and when appropriate.

Financial Implications

As stated, the choice of topic for a Task and Finish Group would not be something which we would not otherwise have done, therefore does not represent the use of any additional resources.

There would be some use of officer time in arranging the selection process, but seeking to develop and improve the Scrutiny function forms a core element of the Scrutiny Manager role.

There may be some costs involved in the payment of mileage claims for students attending meetings, but initial discussions with both Strode College and Yeovil College indicate that they would be prepared to meet any such costs.

Background Papers: Scrutiny agenda and minutes 4th October 2011

Scrutiny Committee – 31st January 2012

11. **Joint Scrutiny of the Somerset Waste Board – Feedback from recent meeting**

Purpose of the Report

To provide the Scrutiny Committee with feedback from the Joint Waste Scrutiny Panel meeting held on 9th January 2012.

Action Required

Scrutiny members are asked to note the minutes of the above meeting attached at Appendix B to this report.

Background

In October 2011, the Scrutiny Committee agreed to establish a Joint Waste Scrutiny Panel to consider the work of the Somerset Waste Board. Current legislative constraints do not allow for a formal joint Scrutiny Committee to be established, so it was agreed that an informal Joint Scrutiny Panel should meet to consider the budget proposals of the SWB and at a later stage, performance against priorities as stated in the Somerset Waste Partnership's Business Plan.

An initial meeting of the Panel was held in December last year, when Scrutiny representatives from participating partner authorities discussed how the Joint Panel would work in practice. A copy of the notes from that meeting are attached at Appendix A to this report.

A further meeting was held on 9th January for members to consider the Board's budget proposals for 2012/13 and priorities as stated in the Business Plan.

A copy of the notes from this meeting are attached at Appendix B to this report.

The Panel has agreed to hold a further meeting in October 2012 to enable them to consider progress made against the priorities as set out in the Business Plan.

Financial Implications

South Somerset District Council's Scrutiny function will support any proposed Joint Scrutiny arrangements and Somerset County Council have agreed to provide meeting facilities. SSDC would wish to carry out the Scrutiny activity outlined in this report even if no joint scrutiny arrangements are put in place, therefore, supporting the proposals of this report would represent, little, if any additional commitment of Scrutiny resources.

Appendix A

Joint Waste Scrutiny Panel

Notes of initial meeting held on 1st December 2011

Present

Mendip District Council

Cllr Nick Cottle
Cllr Terry Napper (Substitute member)

Somerset County Council

Cllr John Dyke

South Somerset District Council

Cllr Sue Steele
Cllr Paul Maxwell

Taunton Deane Borough Council

Cllr Robert Bowrah

West Somerset Council

Cllr Jon Freeman
Cllr Richard Lillis
Cllr Martin Dewdney (substitute member)

Steve Read – Managing Director – Somerset Waste Partnership
Emily McGuinness – Scrutiny Manager, South Somerset District Council

Apologies

Apologies for absence were received from Cllrs Peter Knibbs (MDC) and John Woodman (SCC)

Appointment of Chair and Vice Chair

The members present agreed to appoint Councillor John Dyke as the Chair of the Scrutiny Panel and Richard Lillis as the Vice Chair.

Discussion on the role and remit of the Joint Scrutiny Panel

Members were informed that Sedgemoor District Council had decided not to take part in Joint Scrutiny Panel at this time.

Members were reminded that under current legislation, it is not possible for a formal joint scrutiny committee to be established and this panel is essentially meeting in an informal capacity. The panel was created with the aim of improving **pre-decision scrutiny** of the work of the Somerset Waste Board as well as improving communication amongst non-

board members. It is also anticipated that the panel will allow more effective use of the time of the Waste Partnership staff.

Members stressed that the panel was in no way intended to usurp the scrutiny functions of the individual councils and should be seen as a more effective way to hear the voice of non-board members. It was agreed that it was up to the panel to demonstrate the value they can add to the decision making process of the Somerset Waste Board.

It was agreed that in the first instance, the Joint Panel would look at the Somerset Waste Board's budget proposals for 2012/13. Members were informed that there is a Board meeting scheduled for 16 December, where initial budget proposals will be discussed. A further meeting of the Joint Scrutiny Panel has been arranged for 9 January for a wider consideration of these proposals.

Members of the Joint Scrutiny Panel were encouraged to attend the Board meeting on the 16 December and to use the time before the 9 January to seek the views of their fellow councillors and communities, thus informing the discussion at the next meeting of the Joint Panel.

Members agreed that Steve Read and Martin Gerrish from the Waste Partnership be asked to attend the next meeting on 9 January and that Councillor Derek Yeomans in his capacity as Chair of the Waste Board be invited to attend.

Through their discussions, members identified several issues that they requested be included in a work programme for the informal Scrutiny Panel (it is envisaged that unless needed for a specific issue, the Scrutiny Panel will meet on a 6 monthly basis). Members felt that they, and other members, would benefit from presentations / discussions on the following topics:

- alternatives to Landfill (e.g. Chemical/biological treatment)
- measures that can be taken to improve recycling levels
- the work of the Partnership with the retail sector in terms of reducing packaging
- Flytipping – the real costs involved and what pro-active measures can be taken to reduce levels.

Appendix B**Joint Waste Scrutiny Panel****Notes of initial meeting held on 9th January 2012****Present****Mendip District Council**

Cllr Nick Cottle
Cllr Terry Napper (Substitute member)

Somerset County Council

Cllr John Dyke
Cllr John Woodman

South Somerset District Council

Cllr Sue Steele

Taunton Deane Borough Council

Cllr Robert Bowrah BEM
Cllr Alan Wedderkop

West Somerset Council

Cllr Jon Freeman
Cllr Richard Lillis

Cllr Derek Yeomans – Chairman, Somerset Waste Board
Steve Read – Managing Director – Somerset Waste Partnership
Martin Gerrish – Financial Officer, Somerset Waste Partnership
Richard Sealy – Taunton Deane Borough Council
Emily McGuinness – Scrutiny Manager, South Somerset District Council

Apologies

Apologies for absence were received from Cllr Paul Maxwell

Discussion of decisions / outcomes of Somerset Waste Board meeting held on 16 December 2011

Members present were referred to the Somerset Waste Partnership's Business plan which was discussed at the Board Meeting on 16 December 2011 (copies of the plan were made available at the meeting). In addition, Martin Gerrish, Financial Officer gave a presentation outlining how the Somerset Waste Partnership is funded (a copy of the presentation is attached to these notes).

During discussion, the following points were made:

- The Landfill Tax escalator will have significant implications for the partnership over the coming years – especially for the disposal authority. The position post 2014/15 is not yet clear but it is anticipated that the level of Landfill Tax will continue to rise.
- The sparsity factor is often underestimated when looking at the costs of the partnership – all households (as defined by relevant legislation) are legally entitled to have their waste collected, although in some very remote areas, agreements are reached whereby waste is taken to a more accessible location i.e. end of a farm track.
- The implications of the recession on recycling levels included the reduced size of newspapers.
- 97% of the SWP budget is in effect an outsourced budget paid directly to contractors.
- All costs are apportioned using a complex cost sharing mechanism (as described in the attached presentation)
- The cost sharing mechanism has been recently reviewed and found to be equitable.
- The Partnership's constitution does not allow for 'cost shunting'. This means that no single partner can make a decision which adversely affects the other partners. A particular example of this was the implications of the County's decision to reduce services at HWRC's which has led to an increase in flytipping. SCC are required to compensate the district authorities for their increased costs.
- It is for the Board to agree how savings are delivered. Individual partners can specify the level of savings they wish to achieve but the Board will agree how.
- The contract re-negotiation with May Gurney will represent between 3% and 4% savings annually for partners.
- In the future, savings can only really be achieved through service reductions.

Anaerobic Digester

Steve Read, CEO of the Waste Partnership then gave a presentation on the progress of the Anaerobic Digester (copies of which are available on the members pages and upon request from the Scrutiny Manager).

Members were very positive about the proposals and the potential for further development of the site. It was noted that the County Council (as the disposal authority) had agreed that they will get a share of any additional income generated by Viridor through collecting food waste from private industry.

Green Waste Collection Charges

Members were then asked to consider the recommendation made by the Waste Board relating to charging for Green Waste collection. The intention is to harmonise costs but the decisions over what to charge rests with the individual authorities. Members were informed that currently, only SSDC were proposing to implement the increases, although they are considering proposals to allow customers to continue paying a lower rate if paid for online.

West Somerset Councillors stated that their residents already see the costs for green waste collection as prohibitive and any future price increases would possibly lead to a reduction in take up of the green waste service.

Any other business

Members commented that the Communications plan was a very comprehensive document and particularly welcomed any initiatives to get more young people involved in the work of the partnership.

Members fully endorsed the priority as stated in the Business plan to reduce the amount of food waste currently disposed of as residual waste (currently 17% of residual waste is food waste).

It was agreed that the panel would look to meet again in 7/8 months time for the purpose of reviewing performance against the priorities as set out in the business plan and to start considering budget proposals for the coming year. It was noted that the Joint Scrutiny Panel could be convened at any point should the need arise.

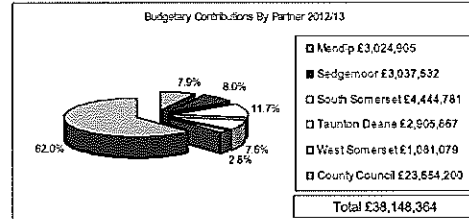
SOMERSET WASTE JOINT SCRUTINY

PRESENTATION : FINANCING THE SWP

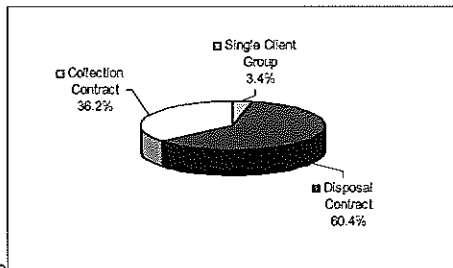
9th January 2012
Martin Gerrish



Draft Budget 2012/2013



Budgetary Requirements



Budgetary Requirements

Expenditure	Cost £
Single Client Group	1,153,370
Support Services	145,510
Landfill Disposal	8,664,504
HWRC Disposal	8,594,980
Food Waste Disposal	1,723,660
Hazardous Waste Disposal	344,920
Recycling Credit Payments	2,222,250
Composting Disposal	1,492,130
Recycling Collection	5,680,970
Garden Waste Collection	1,938,030
Refuse Collection	5,081,480
Other Collection	906,560
Total	38,148,364



The Landfill Tax Escalator

Year	Gate Fee	Landfill Tax	Total
2010/2011	£19.70	£48.00	£67.70
2011/2012	£20.79	£56.00	£76.79
2012/2013	£21.93	£64.00	£85.93
2013/2014	£23.14	£72.00	£95.14
2014/2015	£24.41	£80.00	£104.41

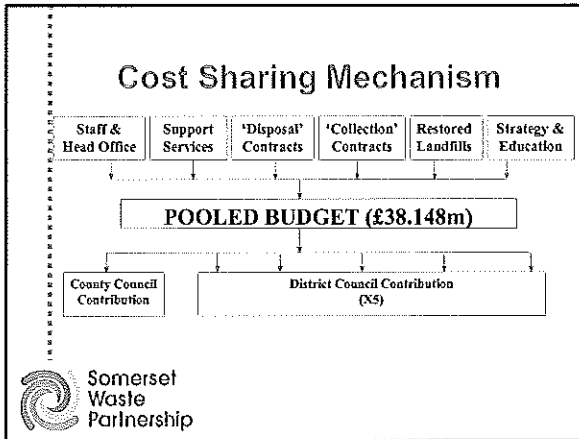
Increase from 2010/2011 to 2014/2015 = 54% in 4 years



Key cost drivers in waste

- **Collection:-**
 - Number of households in each District
 - Frequency of collection of each service
- **Sparsity**
- Customer numbers e.g. green waste
- Recycling levels achieved by District
- **Disposal:-**
 - Volumes arising and landfill tax
- **Both:-**
 - Inflation – labour (60%), fuel (10%), CPI (30%)





- ### Principles of SWP Cost Sharing Mechanism (1)
- Disposal costs and risks remain with SCC
 - Recycling credits agreement remains separate
 - "Partner specific" costs remain with individual parties
 - Collection costs are split by Districts *mainly* based on numbers of households (unweighted households) or on household numbers adjusted for sparsity (weighted households)
 - Staff costs based on Job Description percentages
-

- ### Principles of SWP Cost Sharing Mechanism (2)
- No "cost shunting" between partners – for example, flytipping
 - Penalties for exiting the Partnership
 - Board decision to make any changes to the Cost Sharing Mechanism
 - Board decision on how to deliver any financial targets from partners
-

- ### Formulae
- The Cost Sharing Mechanism is a series of formulae, agreed in principle before we look at the impact on individual partners
 - Every budget line (about 70 in total) in the Cost Sharing Mechanism is governed by a formula, and was agreed by all partners' finance officers
 - New budget lines are assigned the appropriate formula and ratified by the Board
-

Example of Formula: Client Costs Formula

Waste Collection Authority share = $(\text{Cost} \times 54.24\%) \times (\text{NR} / \text{TRC})$

Where NR = number of Residential Properties in the Waste Collection Authority Area; and
TRC = total number of Residential Properties in the County

Waste Disposal Authority share = $\text{Cost} \times 45.76\%$

Rough SWB Financial Timetable

January / February	Approve Budget for Next Financial Year
	Agree Internal Audits for Next Financial Year
By End Of June	Receive Outturn Report for Previous Financial Year
By End Of September	Receive External Audit opinion on Accounts & Value For Money
	Approve Statement of Accounts & Governance Statement
	Draft Business Plan & High-Level Financial Estimates
Summer / Autumn	Mid Year Financial Report
	Discussions on Next Year's Budget and Possible Efficiencies

Role of the Administering Authority (SCC)

- Section 151 officer for finance
- Provision of support services in most cases (finance, HR, insurance, ICT, legal)
- Financer of assets (capital borrowing / leaseholder)
- Produce a full set of statutory accounts, "Value for Money" Statement and a Annual Statement of Governance
- Employ the staff
- Hold the contracts and assets



Financial Results 2010/2011

- Total Contributions £38.093 million
- Underspend at year end £44k (2009/2010 £499k)
- Percentage spent 99.87% (2009/2010 98.51%)
- SCC disposal costs £88k overspent; Districts collectively £132k underspent



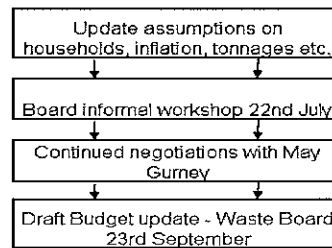
SOMERSET WASTE JOINT SCRUTINY

PRESENTATION : CURRENT ANNUAL BUDGET

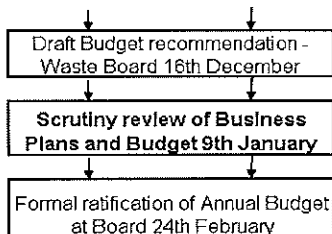
9th January 2012
Martin Gerrish



Meeting the Constitution timetable



Meeting the Constitution timetable



Need For Contract Extension

- Collection contract with May Gurney to be extended for second 7 year period.
- Collection partners to get a number of financial concessions as result



Need For Contract Extension

- "Legacy" inflation foregone
- **More realistic indexation base (60% labour; 10% fuel; 30% CPI)**
- **Move to a September index date to increase budgeting certainty**
- **Uplifts now based directly on household growth**
- **Estimated savings c£350k *per annum* for the next 10 years**



Disposal savings options

- **Volume decrease (c£583-c£619k)**
- **Reduction to the Recycling Centres repairs and maintenance budget (£30k)**
- **Reduction to Head Office costs (£50k)**



Finance in the future?

- **Disposal – everything will continue to be measured against comparative landfill costs.**
- **Collection – difficult decisions may have to be made about the level of services provided**



ANY QUESTIONS ?



Scrutiny Committee – 31st January 2012

12. Report Request – Update on Park Homes Project

Purpose of the Report

At the February 2011 meeting of the Scrutiny Committee, members considered a report by the Assistant Director – Health and Wellbeing, updating them on the implementation of the Park Homes Project. At that meeting, members resolved:

That the Scrutiny Committee receives 12 monthly updates on the site management of the Gypsy Park Homes at Ilton and Tintinhull.

That 12 months has now elapsed. In order to ensure that the officers and relevant Portfolio Holder provide the relevant information to the Committee, the Scrutiny Committee are now asked to consider the **Report Request Template** attached at Appendix A to this report in relation to this issue.

Action Required

Members are asked to consider and complete the Report Request Template attached. This information will then be sent to the appropriate Officers and Portfolio Holders prior to their attendance at the February Scrutiny Committee.

Financial Implications

There are no other financial implications other than those identified above.

Background Papers: *Scrutiny Committee Minutes - February 2011*

Request for report to come to Scrutiny Committee

Subject:

Purpose of report

Why do you want a report on this issue/topic?

Why have you requested this report now?

What do you hope to achieve having considered the report (consider outcomes)?

Specifics

Please detail any specific questions you would like the report to answer?

Please detail any specific information you would like in the report?

Please detail if there is anything else that you would find helpful, forecasts or examples etc.

Scrutiny Committee – 31st January 2012

13. Verbal Update on Task and Finish Reviews

The Task and Finish Review Chairs will give a brief verbal update on progress made.

Scrutiny Committee – 31st January 2012**14. Scrutiny Work Programme**

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
31/01/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
31/01/12	Final budget and capital Programme			✓	Scrutiny members to comment on the proposed 2011/12 Revenue Budget, Medium Term Financial Plan (MTFP) and revised Capital Programme prior to consideration by District Executive and Full Council.		Donna Parham, Assistant Director (Finance & Corporate Services) Councillor Tim Carroll – Portfolio Holder - Finance & Spatial Planning
31/01/12	Student Engagement	✓			At the Scrutiny Committee meeting on 4 th October members requested that the Scrutiny Manager 'rework' the report and re-submit alternative proposals to a future meeting on engaging young people in the Scrutiny process.		Emily McGuinness, Scrutiny Manager

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
31/01/12	Review of South Somerset Together (LSP)	✓			Scrutiny Committee to comment on the report prior to District Executive		Helen Rutter, Assistant Director (Communities) Ric Pallister, Leader of the Council
28/02/12	Update on the Park Home Project	✓			At the Scrutiny Committee meeting on 1 st February members received an update on the management of park home sites and requested a 12 monthly report on this issue.	To improve the housing, health and well-being of our citizens	Steve Joel, Assistant Director (Health and Well-Being) Councillor Ric Pallister – Portfolio Holder - Leader, Strategy and Policy
28/02/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
28/02/12	Monitor the implementation of the recommendations of the HomeFinder Somerset Review	✓			To give Scrutiny members an opportunity to ensure their recommendations as accepted by the HomeFinder Somerset Board are being implemented as stated.		Jo Gale Scrutiny Manager Ric Pallister – Portfolio Holder - Leader, Strategy and Policy

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
28/02/12	Review of Partnerships Register	✓			District Executive at its meeting on 6 th October 2011 recommended that Scrutiny Committee review the Partnerships Register in order that recommendations can be taken into account during the budget setting process.		Alice Knight, Third Sector & Partnerships Manager Sylvia Seal, Leisure & Culture
28/02/12	Items for the Work Programme						Emily McGuinness Jo Gale Scrutiny Managers
03/04/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
03/04/12	Police and Crime Panels	✓			To update members on the implications of the introduction of Police Commissioners and Police and Crime Panels		Emily McGuinness, Scrutiny Manager
03/04/12	Fraud and Corruption Strategy	✓			Scrutiny Committee to comment on the report prior to District Executive.		Lynda Creek, Fraud and Data Manager Ric Pallister, Leader of the Council

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
03/04/12	Shadow Health and Well Being Board	✓			Harvey Siggs, the district representative appointed to the Shadow Health and Well Being Board will be attending the meeting to answer member questions.		
01/05/12	Annual Review of SSDC Partnerships	✓			Scrutiny Committee to comment on the report prior to District Executive		Alice Knight, Third Sector and Partnerships Manager Sylvia Seal, Leisure and Culture
01/05/12	County-wide Community Safety Partnership	✓			Scrutiny Committee to comment on the report prior to District Executive		Alice Knight, Third Sector and Partnerships Manager Sylvia Seal, Leisure and Culture
01/05/12	Temporary Accommodation Strategy	✓			At the Scrutiny Committee meeting on 29 th November, members requested a six-monthly update report on the strategic actions contained within the Temporary Accommodation Strategy.	To improve the housing, health and well-being of our citizens	Colin McDonald, Corporate Strategic Housing Manager

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
TBC	Update on Community Safety	✓			Scrutiny members to review the performance of Community Safety arrangements.	Ensure safe, sustainable and cohesive communities	Alice Knight, Third Sector and Partnerships Manager Councillor Tony Fife – strategic responsibility for Community Safety
TBC	Impact of Localism Act	✓			Now that the Bill has received Royal assent, the committee will have the opportunity to consider what measures have been put in place to ensure the Act is effectively delivered.		Ian Clarke – Assistant Director – Legal Corporate Services and Monitoring Officer.
TBC	Review of Capital Strategy	✓					

Task & Finish Reviews

Date Commenced	Title	Members
October	Social Housing Fraud	John Calvert Nick Colbert Carol Goodall Derek Yeomans Barry Walker

October	Review of the implementation of the recommendations of the HomeFinder Somerset Review	Carol Goodall
December	Review of Member representation on Outside Organisations	Martin Wale Carol Goodall Dave Bulmer Kim Turner Colin Winder Gina Seaton Sue Osborne
February	Economic Development Strategy	
To be confirmed	Housing and Council Tax Benefits	Carol Goodall Dave Bulmer

15. Somerset Waste Board – Forward Plan

Somerset Waste Partnership

Somerset Waste Board – Forward Plan February 2012 to May 2012

Important Note

The Somerset Waste Partnership is required to publish a forward plan of key decisions. The Waste Board's Standing Orders sets out its definition of a key decision. In addition to key decisions, the forward plan shown below lists all the business to be transacted by the Somerset Waste Board during the period of the Plan, which will also include reports for information. Agendas and reports for Waste Board meetings are published on the County Council's website at least five clear working days before the meeting date. The Plan is rolled forward on a monthly basis. *Where possible the Somerset Waste Partnership will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light.* Please ensure therefore that you refer to the most up to date plan. Revised versions of the forward plan will be published on the following dates:-

- 16 January 2012 covering February 2012 to May 2012
- 16 February 2012 covering March 2012 to June 2012
- 16 March 2012 covering April 2012 to July 2012
- 16 April 2012 covering May 2012 to August 2012

The most up to date version of the plan is available:

- For inspection at County Hall (in Taunton).
- On the Somerset Waste Partnership web site at www.somerset.gov.uk/council/forward.asp
- Downloadable in PDF format [here](#).*
- Alternatively, copies can be obtained by telephoning (01823) 357148.

* You will need a copy of Adobe Acrobat Reader available [free here](#).

Please note that it could take up to 2 minutes to download this PDF document depending on your Internet connection speed.

SWB Ref/Date for Decision	Title of Decision	Details of Decision to be Made	Principal Consultees	Details of Consultation	Details for Representations	Background Papers	Contact Officer
SWB/11/12/01 24/02/12	Business Plan 2012-17	To consider the report and agree the recommendations			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/10/02 24/02/12 (K)	Contract extension for recycling and refuse collection	To consider the report and agree recommendations			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/11/06 24/02/12	Budget 2012/13	To approve the budget for 2012/13	Internal	Internal	Contact Officer and / or make representations at the meeting		Martin Gerrish Finance Manager Somerset Waste Partnership
SWB/10/12/03 24/02/12 (K)	Marks & Spencer Contract Agreement	To receive the report and approve formal contract with Marks & Spencer	Internal, District Councils and County Council	Internal	Contact Officer and / or make representations at the meeting	SWP Draft Business Plan 2011-16	Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/12/03 24/02/12	Review of actions from Business Plan 2012-16	To consider the report			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/12/04 24/02/12	Deed of Variation and Option Agreement for Waipole Anaerobic Digestion Facility	To formally approve the legal agreement with Viridor for the provision of this facility			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/12/05 24/02/12	Performance Monitoring – Quarter 3	To consider the report			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707

SWB Ref/Date for Decision	Title of Decision	Details of Decision to be Made	Principal Consultees	Details of Consultation	Details for Representations	Background Papers	Contact Officer
					the meeting		Partnership 01823 625707
SWB/11/12/06 24/02/12	Review of SWP Corporate Risk Assessment	To approve an update to the document			Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/10/12/03 30/03/12 (K)	Joint Municipal Waste Management Strategy	To review options in light of regional infrastructure and other developments	Public and Stakeholder and Consultation Programme	Details to be determined	Contact Officer and / or make representations at the meeting		Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/10/05 30/03/12 (K)	Waste Minimisation Strategy	To consider the report			Contact Officer and / or make representations at the meeting		David Mansell 01823 625713
SWB/10/02/06 30/03/12 (K)	Confidential Item: Novation of Recycling and Waste Collection Contract to May Gurney Limited	To receive the report and agree recommendations	South Somerset District Council and Somerset County Council Legal Services	Internal	Contact Officer and / or make representations at the meeting	None	Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/03/02 30/03/12 (K)	Benchmarking and Value for Money Review	To consider the report and agree recommendations	Internal	Internal	Contact Officer and / or make representations at the meeting	SWP Business Plan 2011-16 SWB Constitution	Steve Read Managing Director Somerset Waste Partnership 01823 625707
SWB/11/02/08 30/03/12 (K)	New Controlled Waste Regulations	To receive a report regarding the proposed new Defra Controlled Waste Regulations	Internal	Internal	Contact Officer and / or make representations at the meeting	Report to Board on 15 December 2010	Team Leader (West) Somerset Waste Partnership 01823 625720

SWB Ref/Date for Decision	Title of Decision	Details of Decision to be Made	Principal Consultees	Details of Consultation	Details for Representations	Background Papers	Contact Officer

(K) = Key Decisions

The Forward Plan (FP) Reference refers to the year and month the item of business was first published on the Plan.

Arrangements for making representations at Somerset Waste Board meetings

At the Chairman's invitation you may ask questions and/or make statements or comments at Somerset Waste Board meetings about **any matter on the agenda for that particular meeting**. You may also present a petition on any matter within the Board's remit.

A slot for Public Question Time is set aside near the beginning of each meeting, after the Minutes of the previous meeting have been signed. However, questions or statements about any matter on an agenda are taken at the time when each matter is considered.

If you wish to speak at the Somerset Waste Board, please inform Scott Woodridge or Vicki May, Community Governance, **before the meeting**. Contact details: VMay@somerset.gov.uk or 01823 357148.

Scrutiny Committee - 31st January 2012

16. Date of Next Meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 28th February 2012 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.
