

MEETING: DE.01: 12:13
DATE 07.06.12

South Somerset District Council

Minutes of a meeting of the **District Executive** held on **Thursday 7th June 2012** in the Council Chamber, Council Offices, Brympton Way, Yeovil.

(9.30 a.m. – 11.30 a.m.)

Present:

Members: Ric Pallister (in the Chair)

Tim Carroll
Tony Fife
Henry Hobhouse
Michael Lewis
Patrick Palmer

Jo Roundell Greene
Sylvia Seal
Peter Seib
Angie Singleton

Also Present:

Tony Lock
Ian Martin
Graham Middleton
David Norris

Sue Steele
Martin Wale
Colin Winder
Derek Yeomans

Mrs Lesley Boucher SSSDC representative, Yeovil District Hospital Board of Governors
Robert Steele Director of Estates & Facilities, Yeovil District Hospital

Officers:

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| Mark Williams | Chief Executive |
| Vega Sturgess | Strategic Director (Operations and Customer Focus) |
| Donna Parham | Assistant Director (Finance and Corporate Services) |
| Laurence Willis | Assistant Director (Environment) |
| Alice Knight | Third Sector and Partnership Manager |
| Garry Green | Engineering and Property Services Manager |
| Andy Foyne | Spatial Policy Manager |
| Gary Russ | Procurement and Risk Manager |
| Mike Holliday | HR Manager |
| Emily McGuinness | Scrutiny Manager |
| Angela Cox | Democratic Services Manager |

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

1. Minutes (Agenda Item 1)

The minutes of the meeting held on 3rd May 2012, copies of which had been circulated, were taken as read and, having been approved as a correct record, were signed by the Chairman.

2. Apologies for Absence (Agenda Item 2)

There were no apologies for absence.

3. Declarations of Interest (Agenda Item 3)

There were no declarations of interest.

4. Public Question Time (Agenda Item 4)

There were no members of the public present.

5. Chairman's Announcements (Agenda Item 5)

There were no announcements from the Chairman.

6. SSDC Partnerships (Agenda Item 6)

The Portfolio Holder for Leisure and Culture introduced the report to Members. She reminded them that following a Scrutiny Task and Finish review, the District Executive had agreed to reduce the number of partnerships on the SSDC Partnerships Register from 37 to 15 in October 2011. It had also been agreed that there should be an annual review of the Partnerships Register, to be reported to the District Executive or relevant Area Committee. She noted the second recommendation that a new partnership, the Somerset Armed Forces Community Covenant Partnership, be added to the Partnerships Register.

The Third Sector and Partnerships Manager confirmed that Councillor Ian Martin was the SSDC appointed representative to the Somerset Armed Forces Community Covenant Partnership. She said there was now had a detailed action plan for the Partnership which was necessary to access part of £30m Government grants aimed at providing financial support to projects at a local level, which strengthened the ties or the mutual understanding between members of the Armed Forces community and the wider community in which they lived.

During discussion, the following points were made:-

- The structure of the Community Safety Partnership was currently very complicated and it was being rationalised and streamlined over the next year.
- The military would have to charge full-cost recovery for any services carried out in the community which were of a non-military nature, for example, assisting during flooding in the community.
- The Resettlement Officer at RNAS Yeovilton was in contact with staff at Yarlington Homes to assist ex-servicemen into civilian life and they were being encouraged to search the SSDC website for information on our council services.
- Closer contact with RNAS Yeovilton would be beneficial to all parties for early indications of any proposals or changes which affected the local community.

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

RESOLVED: That the District Executive:-

1. noted that the annual review of each of the partnerships on the Partnership Register had been completed.

2. agreed to the Somerset Armed Forces Community Covenant Partnership being added to the Partnership Register.

Reason: To present the annual review of the Partnership Register and to agree to the Somerset Armed Forces Community Covenant Partnership being added to that Register.

(Alice Knight, Third Sector and Partnerships Manager)
(alice.knight@southsomerset.gov.uk)

7. Car Park Strategy Scoping Report (Agenda Item 7)

The Portfolio Holder for Finance and Spatial Planning introduced the report to Members and advised that the 2007 Car Park Strategy was now out of date and therefore it was necessary to review it. He said the Scrutiny Committee had raised several pertinent points relating to the review of the strategy, including ensuring the Strategy would be in accord with the emerging Economic Development Strategy and the Portas Review.

During discussion, the following points were made:-

- Payment of car parking fees by mobile phone was currently being introduced.
- The provision of coach parking spaces in Yeovil and the Market Towns should be explored in consultation with the Yeovil Vision, the Market Towns Investment Group (MTIG) and the Tourism Service.
- The Scrutiny Committee should review the revised Strategy at least one month prior to presentation at District Executive to allow time for any amendments to be made.
- Town Councils should be included in any consultation process.
- The proposed car park user survey should be extended beyond just the Yeovil car parks.

At the conclusion of the debate, Members were content to agree the recommendations of the report with the points above being taken into consideration during the review.

RESOLVED: That the District Executive:-

1. approved the aims and scope of the revised Car Parking Strategy as detailed on page 13 of the Agenda Report;
2. Endorsed the work as contained in Table 3 on page 14 of the Agenda report;
3. Agreed to instruct the Assistant Director (Economy), with support from key officers, to proceed to complete the revised Car Parking Strategy by December 2012.

Reason: To agree the scope of a replacement for the SSDC Car Parking Strategy 2007.

(Martin Woods, Assistant Director (Economy) – 01935 462071)
(martin.woods@southsomerset.gov.uk)

8. 2011/12 Capital Outturn Report (Agenda Item 8)

The Portfolio Holder for Finance and Spatial Planning introduced the report to Members, noting the underspend on the capital programme for 2011/12, the list of schemes not proceeding and the projects which were delayed.

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

- The Area North Committee had had a revenue underspend, which they had transferred to capital, accounting for their higher uncommitted balance.
- The proposal to re-carpet the Council Chamber had been abandoned.
- Funding was allocated for a new car park in Crewkerne, however, no land was available at the current time. The allocation was held in case land became available at short notice.
- All heating boilers in SSDC owned properties were currently being reviewed and considered for replacement, however, any expenditure on this would be subject to confirmation by District Executive.
- The insurance reserve for the Park Homes was to cover any uninsured losses, for example, deliberate damage by residents.
- The outstanding loans for cars, bicycles and learning were all for SSDC or South West Audit Partnership staff.

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

- RESOLVED:** That the District Executive:
- a. approved the revised capital programme spend as detailed in paragraph 6;
 - b. noted the progress of individual capital schemes and the lead officers comments as detailed in Appendix A;
 - c. noted the spend of £2,564,377.18 on capital for the 2011/12 year and approve the financing of the capital programme (paragraphs 7 and 10);
 - d. approved the virements between projects of £17,000 as detailed in paragraph 9;
 - e. reviewed the projects which had a delayed start in excess of one year totalling £462,000 and agreed that they remain in the capital programme (paragraph 15);
 - f. approved the return of the under spend of £100,000 on completed projects to capital balances (paragraph 18);
 - g. noted the outstanding balances on loans in paragraph 19 and 20;
 - h. noted the current position with regard to funds held by the Wessex Home Improvement Loans as detailed in paragraph 21;
 - i. noted the total land disposals to registered social landlords as detailed in Appendix B;

- j. noted the balance collected of £1,999,374.06 of S106 deposits by developers held in a reserve as detailed in Appendix C;
- k. noted the post completion reports on the completed schemes as detailed in Appendix D.

Reason: To inform Members of the outturn of the capital programme of the Council for 2011/12.

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

9. 2011/12 Revenue Outturn Report (Agenda Item 9)

The Portfolio Holder for Finance and Spatial Planning was pleased to advise that the revenue budget had been underspent by £434,600 for 2011/12. He noted that despite statements by the Minister, the promise to allow councils to set their own planning fees was still under debate with the Government.

The Assistant Director (Finance and Corporate Services) said the underspend would have a positive impact upon the 2012/13 budget.

In response to a question, the Portfolio Holder for Finance and Spatial Planning confirmed that the Bristol to Weymouth railway line was primarily funded by the local authorities along its route, including the Area East and South Committees. The Assistant Director (Finance and Corporate Services) confirmed that the reserve was held for future redundancy costs.

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

- RESOLVED:** That the District Executive:
- a. noted the outturn position of £16,851,161 including the LSP (an under spend of £932,129) and explanation of variances from budget holders for the 2011/12 financial year as shown in paragraphs 7-11;
 - b. approved the carry forwards listed and recommended for approval by Management Board in Appendix B into the 2012/13 budgets;
 - c. approved all overspends are funded from general balances;
 - d. noted the use of the specific reserves in paragraph 21 and general fund balances in paragraph 23 and approve the set up of two new reserves for Into Somerset & Planning Obligations Admin;
 - e. noted the transfers to and from balances outlined in paragraph 26;
 - f. noted the position of the Area Committee balances in paragraph 29;
 - g. approved the virements reported in paragraph 32.

Reason: To inform Members of the actual spend against budgets for the 2011/12 financial year.

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

10. District Executive Forward Plan (Agenda Item 10)

The following amendments to the Forward Plan were noted:

- Transfer of Winsham allotment and Band Hut site to the Parish Council - July 2012

RESOLVED: *That the District Executive:*

1. approved the updated Executive Forward Plan for publication as attached at Appendix A of the agenda report with the following amendments:-
 - Transfer of Winsham allotment and Band Hut site to the Parish Council - July 2012
2. noted the contents of the Consultation Database as shown at Appendix B.

Reason: The Forward Plan is a statutory document.

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

11. Date of Next Meeting (Agenda Item 11)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 5th July 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)*

12. 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).

13. SSDC Workplace Nursery (Agenda Item 12) (Confidential)

The Assistant Director (Environment) welcomed Mrs Lesley Boucher, SSDC representative on the Yeovil District Hospital Board of Governors and Mr Robert Steele, Director of Estates & Facilities, Yeovil District Hospital. He said the Evaluation Panel, drawn from key officers from both the Council and the Hospital, parent representatives and nursery staff had reached a unanimous decision on the preferred quality provider for the new workplace nursery. He reverred to the recommendations and noted that the funding requested would only be required in the first year, and thereafter savings would be made.

In response to a question, Mr Robert Steele, Director of Estates & Facilities, Yeovil District Hospital, confirmed that the site of the new workplace nursery would be an advantage in terms of travelling to some hospital staff and a disadvantage to others. However, the proposed provider had taken this into account.

Members were happy to support the recommendations of the report.

RESOLVED: That the District Executive approved the recommendations of the report.

Reason: To approve the selection of the preferred bidder, and gain authority to commence the next stage to enable the transfer of the SSDC Workplace Nursery to the new provider to take place by 3rd September 2012.

*(Diane Layzell, Senior Land and Property Officer – 01935 462058)
(diane.layzell@southsomerset.gov.uk)*

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Chairman

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Date