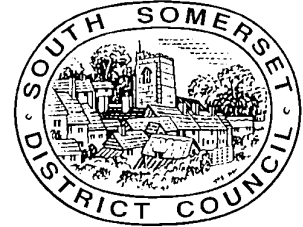


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 5 February 2013

10.00am

**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, Becky Sanders on Yeovil (01935) 462462
email: becky.sanders@southsomerset.gov.uk, website: www.southsomerset.gov.uk

This Agenda was issued on Monday 28 January 2013.

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	Tony Lock	Wes Read
Nigel Gage	Paul Maxwell	Martin Wale
Peter Gubbins	Graham Middleton	Nick Weeks
Pauline Lock	Sue Osborne	

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 – Council Plan

Our focuses are: (all equal)

- Jobs – We want a strong community, which has low unemployment and thriving businesses
- Environment – We want an attractive environment to live in with increased recycling and lower energy use
- Homes – We want decent housing for our residents that matches their income
- Health and Communities – We want communities that are healthy, self-reliant, and have individuals who are willing to help each other

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South Somerset District Council

Draft minutes of the Scrutiny Committee held on Wednesday 2 January 2013 in the Main Committee Room, Council Offices, Brympton Way, Yeovil.

(10.02 a.m. – 11.44am)

Present:

Members: Councillor Sue Steele (Chairman)

Cathy Bakewell	Peter Gubbins	Graham Middleton
Dave Bulmer	Pauline Lock	Sue Osborne
John Calvert (sub)	Tony Lock	Wes Read
Nigel Gage	Paul Maxwell	Nick Weeks
Carol Goodall		

Also present:

Councillors Tim Carroll (from 10.40am), Ric Pallister and Gina Seaton

Officers:

Lynda Pincombe	Community Health & Leisure Manager
Donna Parham	Assistant Director, Finance and Corporate Services
Jo Gale	Scrutiny Manager
Emily McGuinness	Scrutiny Manager
Becky Sanders	Democratic Services Officer

94. Minutes (Agenda Item 1)

The minutes of the meeting of the Scrutiny Committee held on Tuesday 4 December 2012 were approved as a correct record and signed by the Chairman.

95. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Councillor Martin Wale (Councillor John Calvert was his substitute).

96. Declarations of Interest (Agenda Item 3)

There were no declarations of interest.

97. Public Question Time (Agenda Item 4)

There were no members of public at the meeting.

98. Issues Arising from Previous Meetings (Agenda Item 5)

There were no issues raised from previous meetings.

99. Chairman's Announcements (Agenda Item 6)

There were no Chairman's announcements.

100. Avon and Somerset Police and Crime Panel (Agenda Item 7)

(In error, the agenda referred to a meeting of the 10 January 2013 – this should have read the 10 December 2012).

Councillor Tony Lock, as the SSDC representative on the Avon and Somerset Police and Crime Panel gave a brief verbal update to members on the current situation which included:

- Situation was constantly changing and evolving, with the Panel working to tight timescales for the first year.
- Budget was subject to capping and damping regarding government grants
- Working arrangements stated that substitution at meetings was not permitted
- The Police Commissioner had outlined her priorities and aspirations
- For now there would not be a deputy commissioner, but this would be reviewed in March
- There were six plans across the constabulary area
- The Panel would be involved in the interviews for the new Chief Constable

Members thanked the councillor for his report and requested that similar update reports be made twice a year to the Scrutiny Committee.

ACTION:

- Members to note the report
- Future update reports to be added to the Scrutiny Work Programme by the Democratic Services Officer

101. Verbal update on reports considered by District Executive on 6 December 2012 (Agenda item 8)

The Chairman commented that many of the Scrutiny comments were included in the minutes that had been circulated. With reference to District Executive minute 96 she requested that the 'circulated further information' referred to be forwarded to all Scrutiny members for information. One member requested that the presentation by South Somerset Voluntary and Community Action (SSVCA) also be circulated.

ACTION: The presentation made to District Executive by the SSVCA and the further information circulated at District Executive on the value of the South Somerset Together Partnership be forwarded to all Scrutiny members by the Scrutiny Manager/ Democratic Services Officer.

102. Reports to be considered by District Executive on 3 January 2013 (Agenda item 9)

Members considered the reports outlined in the District Executive agenda for 3 January 2013. It was agreed that the following comments and questions would be taken forward to District Executive for consideration:

SSDC Debt Recovery Policy

- Members did not raise any comments – they were content that the report had been through Audit.

Delegation for Authorising NNDR1 Returns

- Members did not raise any comments about the report apart from the acronym NNDR needed to be more clearly stated at the start of the report.

Council Tax Reduction Scheme

- Members sought clarification that parishes would still receive their monies at the start of April
- Members of the Task and Finish group wished to make it clear that a cost neutral scheme was an ambition of the group but was not a principle of the review
- Views were expressed by some members that a 20% option would represent as close to cost neutral position as possible.

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 the Community Resource Service – Selection of the Preferred Bidder

- Members raised several comments that were answered by the Leader and officers present at the Scrutiny meeting. However Scrutiny Committee suggest an amendment to the second bullet point of the recommendation – to request that a final report be made to District Executive prior to contracts being signed, in order to ensure that comments raised by members have been adequately addressed.

*Emily McGuinness, Scrutiny Manager
emily.mcguinness@southsomerset.gov.uk or 01935 462566
Jo Gale, Scrutiny Manager
joanna.gale@southsomerset.gov.uk or 01935 462077*

103. Verbal Update on Task & Finish Reviews (Agenda Item 10)

Health Inequalities Scrutiny Programme

The Scrutiny Manager and Councillor Cathy Bakewell as Chair of the Health Inequalities Task and Finish Group would be going to London on 25th January to report back on the

review process and outline the key learning points with representatives from the Centre for Public Scrutiny and the Department of Health.

Council Tax Benefit Changes

The Scrutiny Manager commented that a recommendation of the Task and Finish Group was that the group continue until the scheme is in place, and then to take on a monitoring role.

ACTION: Members to note the updates.

104. Update on matters of interest (Agenda Item 11)

The Scrutiny Manager gave updates regarding:

Joint review of flooding

The Scrutiny Manager informed members that in response to the request at the previous meeting about a joint review of flooding, she would be leading on a countywide review of flooding which was supported by all the Somerset District Authorities and the County Council. The review would not be about apportioning blame but would be more about seeking to identify what had gone well and to learn what could be done better in the future. If members were content to go ahead with the review, it was suggested that two members from each authority's Scrutiny Committee be nominated to form a Steering Group which would then lead the joint review process.

In response, members were positive about a review and it was agreed that Councillors Dave Bulmer and Paul Maxwell would be the representatives for the SSDC Scrutiny Committee.

Joint Waste Scrutiny

Members were reminded that the next Joint Waste Scrutiny meeting would take place on 18 January 2013 and would discuss future delivery proposals and the budget.

Health Scrutiny

The Scrutiny Manager reminded members that Somerset had no dedicated Health Scrutiny programme and Somerset was the only authority nationally not to have one. A recommendation of the Health Inequalities Scrutiny Programme would include a report on best practice. A full report for discussion would be included on the agenda for the next meeting.

ACTION:

- Members to note the updates.
- That Councillors Dave Bulmer and Paul Maxwell be the representatives for the SSDC Scrutiny Committee on the steering group for the countywide review of flooding.

Emily McGuinness, Scrutiny Manager
emily.mcguinness@southsomerset.gov.uk or 01935 462566

105. Scrutiny Work Programme (Agenda Item 12)

The Scrutiny Manager noted that she would seek clarification as to when the car parking report would come to Scrutiny Committee.

- ACTION:**
- Members to note the Scrutiny Work Programme.
 - The Scrutiny Manager to clarify when the car parking report will come to Scrutiny Committee.

*Emily McGuinness, Scrutiny Manager
emily.mcguinness@southsomerset.gov.uk or 01935 462566
Jo Gale, Scrutiny Manager
joanna.gale@southsomerset.gov.uk or 01935 462077*

106. Somerset Waste Board – Forward Plan (Agenda item 13)

ACTION: Members to note the Somerset Waste Board Forward Plan.

107. Date of Next Meeting (Agenda Item 14)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 5 February 2013 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

.....
Chairman

Scrutiny Committee

Tuesday 5 February 2013

Agenda

Preliminary Items

1. **To approve as a correct record the minutes of the previous meeting held on 2 January 2013**
2. **Apologies for Absence**
3. **Declarations of Interest**

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

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

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| 8. | Reports to be considered by District Executive on 7 February 2013 | 2 |
| 9. | Verbal update on Task and Finish reviews..... | 3 |
| 10. | Update on matters of interest | 4 |
| 11. | Scrutiny Work Programme..... | 5 |
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12. Somerset Waste Board – Forward Plan (published on 21 January 2013).....9

13. Date of Next Meeting 11

Scrutiny Committee – 5 February 2013

7. Verbal update on reports considered by District Executive on 3 January 2013.

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 3 January 2013.

The draft minutes from the District Executive meeting held on 3 January 2013 have been circulated with the District Executive agenda.

Scrutiny Committee – 5 February 2013

8. Reports to be considered by District Executive on 7 February 2013

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 7 February 2013.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 5 February 2013.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 7 February 2013.

Scrutiny Committee – 5 February 2013

9. Verbal update on Task and Finish reviews

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

Current Task & Finish Reviews

- Review of Member Representation on Outside Organisations
- Council Tax Benefit Reduction
- Health Inequalities Scrutiny Programme

Future reviews

- Review of the Market Towns Investment Group (MTIG)
 - Business Rates - Discretionary Rate Relief
-

Scrutiny Committee – 5 February 2013

10. Update on matters of interest

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

Action Required

That members of the Scrutiny Committee note the verbal updates as presented by the Scrutiny Manager.

Purpose of Report

This report is submitted for information to update members of the committee on any recent information regarding matters of interest to the Scrutiny Committee, and for the Scrutiny Manager to verbally update members on any ongoing matters.

Updates

The Committee will be verbally updated about ongoing matters including:

- Joint review of flooding
- Joint Waste Scrutiny
- Health Scrutiny
- Countywide review of Homelessness Strategy

Scrutiny Committee – 5 February 2013

11. Scrutiny Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
5 Mar '13	Health Inequalities Scrutiny Programme	✓		Final report of the Health Inequalities Scrutiny Programme	Emily McGuiness, Scrutiny Manager
5 Mar '13	Somerset Community Safety Partnership	✓		At the Scrutiny Committee meeting on 4 September 2012, members considered a District Report on the Somerset Community Safety Partnership Merger and had sought clarification as to how the performance of the partnership would be monitored. At the District Executive meeting the Portfolio Holder had agreed to present a progress report every six months.	Cllr Tony Fife, Portfolio Holder for Community Safety
5 Mar '13	Localism – relationship between tiers of local government (County / District / Town and Parish) to ensure effective working	✓		Initial presentation to full Scrutiny Committee on the relevant legislative changes and how SSDC are planning to implement them.	Emily McGuiness, Scrutiny Manager
5 Mar '13	Consideration of report of the Car Parking Strategy review Group	✓		At the June 2012 Scrutiny Committee meeting it was agreed that Scrutiny would consider the draft report of the Car Parking review group a month prior to the reports' consideration by District Executive.	Martin Woods – Assistant Director – Economy.

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
2 April '13	Update report on the site management of the Gypsy Park Homes at Ilton and Tintinhull	✓		At the Scrutiny Committee meeting on 28 th February 2012 members received an update on the management of park home sites and requested a 12 monthly report on this issue.	Steve Joel, Assistant Director (Health & Well being) Ric Pallister – Portfolio Holder - Leader, Strategy and Policy
2 April '13	Update and progress report on 'Family Futures' – The Family Support Programme	✓		At the Scrutiny Committee meeting on 2 nd October 2012, members considered a District Report on Family Futures and requested an update report after 6 months.	Saveria Moss, Family Support Programme – Project Manager
2 July '13	Police and Crime Panel (PCP)	✓		At the Scrutiny Committee meeting on 2 nd January 2013 it was agreed updates on the PCP would be provided twice a year. Cllr Tony Lock (SSDC representative on the Police and Crime Panel) will give a verbal update report.	Cllr Tony Lock
TBC	Health Scrutiny	✓		At the Scrutiny Committee meeting on 4 December 2012, the Scrutiny Manager suggested that a report be made regarding suggestions for Health Scrutiny arrangements in Somerset (as a result of attendance with the Scrutiny Chairman at a Scrutiny Network meeting)	Emily McGuiness, Scrutiny Manager
TBC	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	Budget	Background/Description	Lead Officer/ Lead Member
TBC	Task and Finish Review - Outside Bodies			To consider endorsement of the final report of the Task and Finish Group on the review of outside bodies.	Becky Sanders, Committee Administrator Martin Wale, Chairman of the review group.
TBC	Report from the Yeovil Vision Board and the Market Towns Investment Group about the DCLG High Street Innovation Funding.	✓		This was requested at the Scrutiny Committee meeting on 3 July 2012 To receive a report from the Yeovil Vision Board and the Market Towns Investment Group regarding what has been done or is intended to be done with their share of the DCLG High Street Innovation Funding.	

Task & Finish Reviews

Date Commenced	Title	Members
December 2011	Review of Member Representation on Outside Organisations	Martin Wale – Review Chair Carol Goodall Dave Bulmer Colin Winder Gina Seaton Sue Osborne
March 2012	Council Tax Benefit Reduction	Carol Goodall – Review Chair Sue Steele Dave Bulmer Sue Osborne Jenny Kenton David Norris Colin Winder
August 2012	Health Inequalities Scrutiny Programme	Cathy Bakewell – Review Chair Carol Goodall Paul Maxwell
To be agreed	Review of the Market Towns Investment Group (MTIG)	To be agreed
To be agreed	Business Rates - Discretionary Rate Relief	To be agreed

Scrutiny Committee – 5 February 2013

12. Somerset Waste Board – Forward Plan (published on 21 January 2013)

FP Ref / Date proposed decision published in Forward Plan	Date / period when decision due to be taken and by whom (**)	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for tjhis?	Contact officer for representations to be made ahead of the proposed decision
<i>Forward Plan reference:</i> SWB/12/10/04 Proposed decision first published in Forward Plan dated 05/11/12	<i>To be taken on:</i> 22 February 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Performance Monitoring – Quarter 3 2012/13 <i>Decision:</i> To note the tonnage and performance results from Quarter 3	None	No exempt / confidential information anticipated.	Steve Read Managing Director Somerset Waste Partnership 01823 625707
<i>Forward Plan reference:</i> SWB/12/10/05 Proposed decision first published in Forward Plan dated 05/11/12	<i>To be taken on:</i> 22 February 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Budget 2013/14 <i>Decision:</i> To approve the budget for 2013/14	Draft Budget 2013/14 report to 14 December 2012 meeting	No exempt / confidential information anticipated.	Martin Gerrish Group Manager Environment Finance 01823 355303
<i>Forward Plan reference:</i> SWB/12/10/06 Proposed decision first published in Forward Plan dated 05/11/12	<i>To be taken on:</i> 22 February 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Review of actions from Business Plan 2012 – 16 <i>Decision:</i> To note the progress on implementing the actions for 2012 - 16	SWP Business Plan 2012-17 as approved February 2012	No exempt / confidential information anticipated.	Steve Read Managing Director Somerset Waste Partnership 01823 625707
<i>Forward Plan reference:</i> SWB/12/10/07 Proposed decision first published in Forward Plan dated 05/11/12	<i>To be taken on:</i> 22 February 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Business Plan 2013 -18 <i>Decision:</i> To consider partner comments and approve the Business Plan 2013 - 18	Draft Business Plan 2013-18 report to 14 December 2012 meeting	No exempt / confidential information anticipated.	Steve Read Managing Director Somerset Waste Partnership 01823 625707

FP Ref / Date proposed decision published in Forward Plan	Date / period when decision due to be taken and by whom (**)	Details of the proposed decision	Documents and background papers to be available to decision maker	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact officer for representations to be made ahead of the proposed decision
<i>Forward Plan reference:</i> SWB/13/01/01 Proposed decision first published in Forward Plan dated 14/01/13*	<i>To be taken on:</i> 22 February 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Chard Recycling Centre Proposed Traffic Management System <i>Decision:</i> To consider the proposals	None	No exempt / confidential information anticipated.	Steve Read Managing Director Somerset Waste Partnership 01823 625707
<i>Forward Plan reference:</i> SWB/12/11/02 Proposed decision first published in Forward Plan dated 03/12/12	<i>To be taken on:</i> 22 March 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Service Review Outcome Report <i>Decision:</i> To note and comment on the outcome of the service review	Business Plan and Service Review process report to 29 June 2012 meeting	Yes. Commercially sensitive exempt information may be set out in an appendix to the report. Decision may be held in private.	Steve Read Managing Director Somerset Waste Partnership 01823 625707
<i>Forward Plan reference:</i> SWB/12/11/01 Proposed decision first published in Forward Plan dated 03/12/12	<i>To be taken on:</i> 22 March 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall	<i>Title:</i> Future audit of the Somerset Waste Partnership <i>Decision:</i> To receive a presentation from Grant Thornton		No exempt / confidential information anticipated.	Steve Read Managing Director Somerset Waste Partnership 01823 625707

* - identifies next to the Forward Plan reference any new entries to the plan since the previous weekly plan was published

** - where this is an individual(s) then this will set out their name and role

Scrutiny Committee – 5 February 2013

13. Date of Next Meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 5 March 2013 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.
