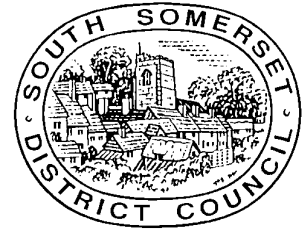


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 2 April 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 Thursday 21 March 2013.

Ian Clarke, Assistant Director (Legal & Corporate Services)

**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 Tuesday 5 March 2013 in the Main Committee Room, Council Offices, Brympton Way, Yeovil.

(10.02 a.m. – 12.25am)

Present:

Members: Councillor Sue Steele (Chairman)

| | | |
|----------------|--------------|-------------|
| Cathy Bakewell | Pauline Lock | Sue Osborne |
| Dave Bulmer | Tony Lock | Wes Read |
| Nigel Gage | Paul Maxwell | Martin Wale |
| Carol Goodall | | |

Also present:

Councillors Tim Carroll, Tony Fife and Gina Seaton

Officers:

| | |
|-------------------|---|
| Saveria Moss | Programme Manager, Family Support Programme |
| Steve Joel | Assistant Director, Health & Well-Being |
| Kim Close | Assistant Director, Communities |
| Steve Brewer | Community Safety Co-ordinator |
| Catherine Hodsman | Performance Officer |
| Jo Gale | Scrutiny Manager |
| Emily McGuinness | Scrutiny Manager |
| Becky Sanders | Democratic Services Officer |

121. Minutes (Agenda Item 1)

The minutes of the meeting of the Scrutiny Committee held on Tuesday 5 February 2013 were approved as a correct record and signed by the Chairman.

122. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Councillors Peter Gubbins and Nick Weeks.

123. Declarations of Interest (Agenda Item 3)

Councillor Cathy Bakewell, as lead councillor for the South Somerset Family Focus Programme, declared a personal interest in item 6 of the District Executive agenda.

124. Public Question Time (Agenda Item 4)

There were no members of public at the meeting.

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

There were no issues raised from previous meetings.

126. Chairman's Announcements (Agenda Item 6)

There were no announcements.

127. Verbal update on reports considered by District Executive on 5 February 2013 (Agenda item 7)

The Chairman commented that the question raised by members about clinical waste being turned into briquettes had been answered and the response from the appointed representative would be forwarded to members.

128. Reports to be considered by District Executive on 7 February 2013 (Agenda item 8)

Members considered the reports outlined in the District Executive agenda for 7 March 2013. It was agreed that the following comments and questions would be taken forward to District Executive for consideration:

Update Report on the South Somerset Family Focus Programme – item 6

- Members acknowledged that it was very difficult situations that were being addressed
- Members sought reassurance that any specifically identified families that were not in the areas suggested for year 2 could also possibly be included in the programme.
- Members were very supportive of the work done to date
- Members acknowledged that the work for the volunteer mentors might be stressful and sought reassurances that they were able to cope.

Revised Governance Arrangements for SWAP - item 7

- Members were content to support all the recommendations and commented that the proposals were a natural progression.

Corporate Performance Monitoring Report Quarter 3 – item 8

- Members requested if in future P1032 sickness absence could be split to indicate long and short term sickness separately as long term sickness was skewing the figures.
- Members sought assurance that the Somerset Waste Partnership will be looking to address the increased cost of Flytipping in due course.

Neighbourhood Planning – item 9

- Members commended the work of development planning officers in explaining neighbourhood plans to parishes.
- Members were concerned if parishes/neighbourhoods would fully understand the equalities implications as mentioned on page 34

Designation of Neighbourhood Area – Queen Camel Parish – item 10

- No comments

Statutory Pay Policy Statement for Chief Officers – item 11

- No comments

New Pension Discretion – item 12

- No comments

Appointment of an Empty Property Officer – item 13

- No comments

Forward Plan – item 14

- Scrutiny commented that it was their understanding that the car parking report was likely to go to District Executive in May not April as indicated.

CONFIDENTIAL - 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).

Request to Extend Cleaning Contracts for Council Offices and Public Conveniences – item 16

- No comments

129. Somerset Community Safety Partnership (Agenda Item 9)

The Assistant Director (Communities), Portfolio Holder (Community Safety), and the Community Safety Co-ordinator provided members with an update on the current situation of the Safer Somerset Partnership which included:

- The new structure of the partnership which was now banded:
 - Gold – strategic direction
 - Silver- commissioning activities
 - Bronze – work on the ground
- Funding for initiatives, including the funding available for the whole partnership and what may be allocated to South Somerset
- It was generally felt among the partnership that funding for Community Justice Panels should come through the justice system rather than funding for community safety initiatives.
- Domestic abuse was high on the agenda.
- Police and Crime Commissioner would be visiting Yeovil on 23 April and all councillors would be invited.
- There were now three plans that had to be referred to regarding community safety, and the partnership needed to address the best way forward for all three to work together – discussions were currently taking place.

Members of the Scrutiny Committee raised several comments including:

- Disappointment at possible proportion of funding for South Somerset and the lack of additional funding for rural crime
- Hope there would be discussions with the Family Focus Programme as there appeared to be some cross over
- Having three plans to comply with legislation appeared to be very messy

Scrutiny Committee thanked the Portfolio Holder and officers for the informative update, and requested an update report after 12 months.

ACTION: Members to note the update.

Kim Close, Assistant Director (Communities)
kim.close@southsomerset.gov.uk or 01935 462708

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

Review of Member Representation on Outside Organisations

The Chairman of the review group advised that the final report was near completion and it was hoped the report would be made to the April meeting for endorsement.

Council Tax Benefit Changes

The Scrutiny Manager commented that - Work was slowly progressing to work with outside agencies across the district to look to introduce some budgeting training and purchasing and preparing food on a small budget. It was hoped this would help mitigate some people from becoming vulnerable as a result of the changes introduced within the Council Tax Reduction scheme alongside other Welfare Reform changes.

Health Inequalities Scrutiny Programme

The Scrutiny Manager commented that the report had been delayed pending a meeting at County Hall arranged for 12 March by South West Councils about Health Scrutiny. The Chairman and Scrutiny Manager would be attending the meeting.

Review of the Market Towns Investment Group (MTIG)

The Scrutiny Manager informed members it was uncertain when the review would commence due to work commitments, but that following a report to Scrutiny in July on MTIG and Yeovil Vision, the need for a Task and Finish Group would be revisited.

Business Rates – Discretionary Rate Relief

The Scrutiny Manager commented that it was hoped the review would commence in May and needed to be completed by September.

Countywide Review of Homelessness Strategy

The Scrutiny Manager informed the committee that she had contacted all the Somerset Councils who would be covered by the countywide strategy. A couple of authorities had confirmed they would like to participate, others had not yet responded. She was currently awaiting the final draft before commencing the review.

ACTION: Members to note the updates.

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

The Scrutiny Managers gave updates regarding:

District-Wide Review of Flooding

The Scrutiny Manager reminded members that the Flood Summit had been arranged for 15 March at the County Cricket Ground in Taunton. There were currently around 150 people expected to attend.

Joint Waste Scrutiny

A meeting for officers had been arranged for 23 March to discuss future support for Joint Waste Scrutiny Panel meetings.

Health Scrutiny

As mentioned earlier in the agenda, the Scrutiny Manager reminded members that a meeting at County Hall on 12 March had been arranged by South West Councils to discuss Health Scrutiny. The Chairman and Scrutiny Manager would be attending the meeting.

Update on use or proposed use of the High Street Innovation Funding

The Scrutiny Manager advised members that according to the work programme it was now appropriate to compile and agree a report request for the Yeovil Vision and Market Towns Investment Group to monitor the use of the High Street Innovation Funding that SSDC allocated to them last year.

The committee considered the purpose of the funding and its requirements and detailed specific questions they required answering, and the information and evidence they wished to be included in the reports.

ACTION: • Members to note the updates.

132. Scrutiny Work Programme (Agenda Item 12)

There were no updates to the Work Programme

ACTION: • Members to note the Scrutiny Work Programme.

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

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

134. Date of Next Meeting (Agenda Item 14)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 2 April 2013 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

.....
Chairman

Scrutiny Committee

Tuesday 2 April 2013

Agenda

Preliminary Items

1. **To approve as a correct record the minutes of the previous meeting held on 5 March 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

Page Number

- | | | |
|-----|--|----------|
| 7. | Verbal update on reports considered by District Executive on 7 March 2013. | 1 |
| 8. | Reports to be considered by District Executive on 4 April 2013 | 2 |
| 9. | Verbal update on Task and Finish reviews..... | 3 |
| 10. | Update on matters of interest | 4 |
| 11. | Scrutiny Work Programme..... | 5 |
-

12. Somerset Waste Board – Forward Plan (published on 18 March 2013) 8

13. Date of next meeting..... 13

Scrutiny Committee – 2 April 2013

7. Verbal update on reports considered by District Executive on 7 March 2013.

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 7 March 2013.

The draft minutes from the District Executive meeting held on 7 March 2013 have been circulated with the District Executive agenda.

Scrutiny Committee – 2 April 2013

8. Reports to be considered by District Executive on 4 April 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 4 April 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 2 April 2013.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 4 April 2013.

Scrutiny Committee – 2 April 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 (likely to commence in May)
 - Countywide review of the Somerset Homelessness Strategy (likely to commence in April)
-

Scrutiny Committee – 2 April 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:

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

Scrutiny Committee – 2 April 2013

11. Scrutiny Work Programme

| Meeting Date | Agenda Item | Issue for Main Scrutiny Cttee | Budget | Background/Description | Lead Officer/ Lead Member |
|---------------------|--|--------------------------------------|---------------|---|--|
| 7 May '13 | Health Inequalities Scrutiny Programme | ✓ | | Final report of the Health Inequalities Scrutiny Programme | Emily McGuiness, Scrutiny Manager |
| 7 May '13 | Member Representation on Outside Bodies | ✓ | | Final report of the Task and Finish Group - review of member representation on outside bodies. | Becky Sanders, Democratic Services Officer Martin Wale, Chairman of the review group. |
| 7 May '13 | Countywide Review of Flooding | ✓ | | Feedback and progress update following the Flooding Summit of 15 March 2013. | Emily McGuiness, Scrutiny Manager |
| 7 May '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 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 |

| Meeting Date | Agenda Item | Issue for Main Scrutiny Cttee | Budget | Background/Description | Lead Officer/ Lead Member |
|--------------|---|-------------------------------|--------|---|---|
| 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 |
| TBC | 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 |
| 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 |
| Likely to be May '13 | Business Rates - Discretionary Rate Relief | To be agreed |
| Likely to be April '13 | Countywide Review of the Somerset Homelessness Strategy | To be agreed |
| To be agreed | Review of the Market Towns Investment Group (MTIG) | To be agreed |

Scrutiny Committee – 2 April 2013

12. Somerset Waste Board – Forward Plan (published on 18 March 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 this? | Contact officer for representations to be made ahead of the proposed decision |
|--|---|---|---|---|---|
| <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 March 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Review of actions from Business Plan 2012 – 17 <i>Decision:</i> To note the progress on implementing the actions for 2012 - 17 | 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/12/11/01 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 |
| <i>Forward Plan reference:</i> SWB/13/01/03 Proposed decision first published in Forward Plan dated 28/01/13 | <i>To be taken on:</i> 22 March 2013 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Update on the Adoption of Somerset County Council's Waste Core Strategy <i>Decision:</i> To note the adopted Strategy and comment on the process | Waste Core Strategy due to be adopted by SCC on 20 February 2013. | No exempt / confidential information anticipated. | Steve Read Managing Director Somerset Waste Partnership 01823 625707 |
| <i>Forward Plan reference:</i> SWB/13/02/01 Proposed decision first published in Forward Plan dated 11/02/13 | <i>To be taken on:</i> 22 March 13 <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Performance Monitoring – April 2012 to January 2013 <i>Decision:</i> To note the tonnage and performance results from April 2012 to January 2013 | None | 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 |
|--|--|--|---|---|---|
| <p><i>Forward Plan reference:</i> SWB/13/02/02</p> <p>Proposed decision first published in Forward Plan dated 18/02/13</p> | <p><i>To be taken on:</i> 22 March 13</p> <p><i>By:</i> The Waste Board 10am, Luttrell Room, County Hall</p> | <p><i>Title:</i> Internal Audit Plan 2013/14</p> <p><i>Decision:</i> To approve the Internal Audit Plan 2013/14</p> | None | No exempt / confidential information anticipated. | Alastair Woodland Audit Manager SWAP 01823 356160 |
| <p><i>Forward Plan reference:</i> SWB/13/02/03</p> <p>Proposed decision first published in Forward Plan dated 18/02/13</p> | <p><i>To be taken on:</i> 22 March 13</p> <p><i>By:</i> The Waste Board 10am, Luttrell Room, County Hall</p> | <p><i>Title:</i> Internal Audit Reports – Customer Services and Green Waste</p> <p><i>Decision:</i> To note the final reports and management responses.</p> | None | No exempt / confidential information anticipated. | Alastair Woodland Audit Manager SWAP 01823 356160 |
| <p><i>Forward Plan reference:</i> SWB/13/02/06</p> <p>Proposed decision first published in Forward Plan dated 25/02/13</p> <p>General Exception Notice published</p> | <p><i>To be taken on:</i> 22 March 13</p> <p><i>By:</i> The Waste Board 10am, Luttrell Room, County Hall</p> | <p><i>Title:</i> Yeovil sub-station options and opportunities update</p> <p><i>Decision:</i> To receive a report on the potential for the development of a Yeovil sub-station</p> | None | <p>Yes. Commercially sensitive exempt information may be set out in an appendix to the report.</p> <p>Decision may be held in private.</p> | Steve Read Managing Director Somerset Waste Partnership 01823 625707 |
| <p><i>Forward Plan reference:</i> SWB/13/03/06</p> <p>Proposed decision first published in Forward Plan dated 04/03/13</p> | <p><i>To be taken on:</i> 22 March 13</p> <p><i>By:</i> The Waste Board 10am, Luttrell Room, County Hall</p> | <p><i>Title:</i> Updated Risk Register 2013/14</p> <p><i>Decision:</i> To note and comment on the key risks / opportunities for the Partnership and partners and the mitigatory measures identified in</p> | Business Plan 2013 – 18 Annual Budget 2013/14 | 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 |
|--|--|--|---|---|---|
| General Exception Notice published | | the draft updated risk register | | | |
| | | | | | |
| <i>Forward Plan reference:</i> SWB/13/03/01 Proposed decision first published in Forward Plan dated 11/03/13 | <i>To be taken on:</i> 24 June 2013 Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Joint Municipal Waste Management Strategy <i>Decision</i> To review options in light of regional infrastructure and other developments: | | No exempt / confidential information anticipated. | Steve Read Managing Director Somerset Waste Partnership 01823 625707 |
| <i>Forward Plan reference:</i> SWB/13/03/02 Proposed decision first published in Forward Plan dated 11/03/13 | <i>To be taken on:</i> 24 June 2013 Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Budget Monitoring – Outturn position for 2012/13 and use of balances <i>Decision:</i> | | No exempt / confidential information anticipated. | Martin Gerrish Group Manager Environment Finance 01823 355303 |
| <i>Forward Plan reference:</i> SWB/13/03/03 Proposed decision first published in Forward Plan dated 11/03/13 | <i>To be taken on:</i> 24 June 2013 Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Performance Monitoring – 2012/13 <i>Decision:</i> | | No exempt / confidential information anticipated. | David Oaten Operations Team Leader 01823 625721 |
| <i>Forward Plan reference:</i> | <i>To be taken on:</i> 24 June 2013 | <i>Title:</i> Health and Safety Update | | No exempt / confidential information anticipated. | Steve Read Managing Director |

| 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 |
|--|--|--|---|---|---|
| SWB/13/03/04 Proposed decision first published in Forward Plan dated 11/03/13 | Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Decision:</i> | | | Somerset Waste Partnership 01823 625707 |
| <i>Forward Plan reference:</i> SWB/13/03/05 Proposed decision first published in Forward Plan dated 11/03/13 | <i>To be taken on:</i> 24 June 2013 Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Internal Audit Charter <i>Decision:</i> To note and approve the Internal Audit Charter | None. | No exempt / confidential information anticipated. | Alastair Woodland Audit Manager SWAP 01823 356160 |
| <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> 24 June 2013 Annual General Meeting <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/13/03/07 Proposed decision first published in Forward Plan dated 11/03/13 | <i>To be taken on:</i> 24 June 2013 Annual General Meeting <i>By:</i> The Waste Board 10am, Luttrell Room, County Hall | <i>Title:</i> Waste Board Constitution, Board Membership and Board meeting dates for 2013/14 <i>Decision:</i> To consider any updates to the Waste Board's Constitution, note the Board membership and the proposed meeting dates for | SWB Constitution | No exempt / confidential information anticipated. | Scott Wooldridge Governance Manager Somerset County Council 01823 356748 |

| 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 |
|---|--|----------------------------------|---|---|---|
| | | 2013/14 | | | |

■ - 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 – 2 April 2013

13. Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 7 May 2013 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

(please note that the Scrutiny Committee and District Executive meetings for May 2013 are one week later than normal due to the Elections on 2 May 2013).
