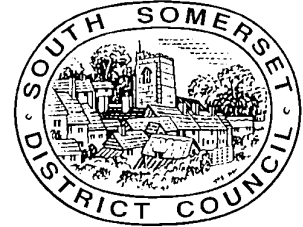


**South Somerset District Council**

*Notice of Meeting*



# Scrutiny Committee

*Making a difference where it counts*

**Tuesday 7 May 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](mailto:becky.sanders@southsomerset.gov.uk), website: [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

This Agenda was issued on Friday 26 April 2013.

*Ian Clarke, Assistant Director (Legal & Corporate Services)*

---

**This information is also available on our  
website: [www.southsomerset.gov.uk](http://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](http://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

---

Ordnance Survey mapping/map data included within this publication is provided by South Somerset District Council under licence from the Ordnance Survey in order to fulfil its public function to undertake its statutory functions on behalf of the district. Persons viewing this mapping should contact Ordnance Survey copyright for advice where they wish to licence Ordnance Survey mapping/map data for their own use.

---

## South Somerset District Council

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

(10.00 a.m. –11.12am)

Present:

**Members:** Councillor Sue Steele (Chairman)

Cathy Bakewell	Peter Gubbins	Sue Osborne
Dave Bulmer	Tony Lock	Martin Wale
Nigel Gage	Paul Maxwell	Nick Weeks
Carol Goodall	Graham Middleton	

**Also present:**

Councillor Tim Carroll

**Officers:**

Jo Gale	Scrutiny Manager
Emily McGuinness	Scrutiny Manager
Becky Sanders	Democratic Services Officer

### 135. Minutes (Agenda Item 1)

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

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

Apologies for absence were received from Councillors Pauline Lock and Wes Read.

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

Councillor Peter Gubbins declared a personal interest in item 6 of District Executive agenda.

Councillor Nick Weeks declared a personal interest in item 11 of District Executive agenda as he was Chairman of the project group.

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

There were no members of public at the meeting.

### **139. Issues Arising from Previous Meetings (Agenda Item 5)**

There were no issues raised from previous meetings.

---

### **140. Chairman's Announcements (Agenda Item 6)**

The Chairman informed members that:

- She and the Scrutiny Manager had recently attended a meeting at Taunton organised by the Centre for Public Scrutiny.
  - Attended the South West Scrutiny Network meeting in Chippenham with the Scrutiny Manager.
- 

### **141. Verbal update on reports considered by District Executive on 7 March 2013 (Agenda item 7)**

The Chairman commented that the Scrutiny comments were included in the District Executive minutes that had been circulated.

---

### **142. Reports to be considered by District Executive on 4 April 2013 (Agenda item 8)**

Members considered the reports outlined in the District Executive agenda for 4 April 2013. It was agreed that the following comments and questions would be taken forward to District Executive for consideration:

#### **Community Right to Bid – Nominations Received for Assets of Community Value – item 6**

- Members commented that Kingsdon Parish Council had ambitious plans and felt their aspirations should be supported.
- Members sought clarification about any financial liabilities for SSDC and what would happen if SSDC declined to put the school and playing field on the SSDC Register of Assets of Community Value.

#### **Report from Yeovil District Hospital NHS Trust - item 7**

- Scrutiny were content to note the report

#### **Annual Housing Monitoring report 2011/12 – item 8**

- Scrutiny queried the relevance of some of the data in the report as it was a year in arrears. Whilst it was acknowledged it would have been accurate at the time it did not reflect the current situation. Members felt this was a particular problem when reviewing the homelessness figures and felt this would need to be meticulously monitored in the current economic climate so SSDC could manage its homeless duty effectively by ensuring there is adequate provision of temporary accommodation.

#### **District Executive Forward Plan – item 9**

- Scrutiny sought clarification on timeframes for the reports on Homefinder (scheduled for May), Countywide Homelessness Strategy (scheduled for June) and Countywide
-

Housing Strategy (scheduled for July) – as each report was reliant on another and Scrutiny had been informed that the Homefinder report and Homelessness Strategy dates were likely to slip.

#### **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).

#### **Castle Cary Market House – item 11**

- Scrutiny were positive about the project and content for the recommendations to go forward.

#### **Current Legal Proceedings – item 12**

- Scrutiny felt it was inappropriate to discuss the item further, and were content that the recommendations go forward.

### **143. Verbal Update on Task & Finish Reviews (Agenda Item 9)**

#### **Review of Member Representation on Outside Organisations**

The Chairman of the review group advised that the final report would be considered by Scrutiny Committee in May.

#### **Council Tax Benefit Changes**

The Scrutiny Manager commented that negotiations were underway to organise some training events about providing nutritious meals on a limited budget.

#### **Countywide Review of Homelessness Strategy**

The Scrutiny Manager informed the committee that SSDC were now likely to do their own task and Finish review which would then be circulated to the other Somerset authorities for comment.

#### **Health Inequalities Scrutiny Programme**

The Chairman of the review group advised that the final report would be completed shortly.

#### **Business Rates – Discretionary Rate Relief**

There was no update since the last meeting.

There was a short discussion about task and finish reviews in general including resources, limited officer capacity and the availability of members. It was agreed that the future review for the Market Towns Investment Group be delayed until at least September 2013.

**ACTION:** Members to note the updates.

**144. Update on matters of interest (Agenda Item 10)**

The Scrutiny Managers gave updates regarding:

**District-Wide Review of Flooding**

The Scrutiny Manager informed members that the Flood Summit had been well attended with many positive and practical outcomes, and good discussions about community resilience. The Steering Group would be meeting shortly to discuss the way forward. A full report would be made to the Steering Group and then to each local authority in Somerset.

Scrutiny Committee wished to formally thank the Scrutiny Manager for her work arranging the Flood Summit.

**Joint Waste Scrutiny**

Discussions at a meeting on 23 March had established there was no longer any officer capacity across Somerset to support the meetings. There was also a need to review the purpose of the group as there was little demonstrable value to continuing with it.

**Health Scrutiny**

As part of the Health Inequalities Scrutiny programme, the group had considered the fact that Somerset County Council (SCC) were the only local authority nationally not to have a dedicated Health Scrutiny Committee. The Scrutiny Manager and Chairman had recently attended a meeting where SCC had agreed they would look at the feasibility of establishing a Health Scrutiny following the local elections in May.

**ACTION:**     • Members to note the updates.

---

**145. Scrutiny Work Programme (Agenda Item 11)**

The Scrutiny Manager informed members that the report about High Street Innovation Funding would come to the July meeting.

**ACTION:**     • Members to note the Scrutiny Work Programme.

---

**146. Somerset Waste Board – Forward Plan (Agenda item 12)**

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

---

**147. Date of Next Meeting (Agenda Item 143)**

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 7 May 2013 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

.....

Chairman

---

This page is intentionally blank



# Scrutiny Committee

**Tuesday 7 May 2013**

## Agenda

### *Preliminary Items*

1. **To approve as a correct record the minutes of the previous meeting held on 2 April 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.  | <b>Gypsy Site Management .....</b>  | <b>1</b>  |
| 8.  | <b>Verbal update on reports considered by District Executive on 4 April 2013.....</b> | <b>6</b>  |
| 9.  | <b>Reports to be considered by District Executive on 9 May 2013 .....</b>             | <b>7</b>  |
| 10. | <b>Report of Task and Finish Group – Health Inequalities.....</b>                     | <b>8</b>  |
| 11. | <b>Verbal update on Task and Finish reviews.....</b>                                  | <b>15</b> |
-

**12. Update on matters of interest ..... 16**

**13. Scrutiny Work Programme..... 17**

**14. Somerset Waste Board – Forward Plan (published on 22 April 2013) .....20**

**15. Date of next meeting.....22**

**Confidential**

**16. Review of Member Representation on Outside Bodies (Confidential).....22**