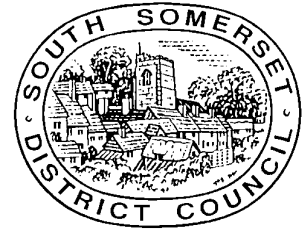


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 29 April 2014

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 14 April 2014.

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
Vice Chairman

Sue Steele
David Bulmer
Carol Goodall

Pauline Clarke
Nick Colbert
Nigel Gage
Pauline Lock

Tony Lock
Paul Maxwell
Nigel Mermagen
Graham Middleton

Sue Osborne
David Recardo
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 – 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 1 April 2014 in Committee Rooms 3 & 4, Council Offices, Brympton Way, Yeovil.

(10.00am – 11.25am)

Present:

Members: Councillor Sue Steele (in the Chair)

David Bulmer
Nick Colbert
Pauline Lock

Tony Lock
Nigel Mermagen
Graham Middleton (to 10.55)

Sue Osborne
David Recardo

Also present:

Councillors Tim Carroll and Ric Pallister

Officers:

Rina Singh	Strategic Director (Place & Performance)
Colin McDonald	Corporate Strategic Housing Manager
Emily McGuinness	Scrutiny Manager
Becky Sanders	Democratic Services Officer

141. Minutes (Agenda Item 1)

The minutes of the meeting of the Scrutiny Committee held on Tuesday 4 March 2014 were approved as a correct record and signed by the Chairman.

142. Apologies for Absence (Agenda Item 2)

Apologies for absence were received from Councillors Pauline Clarke, Nigel Gage, Carol Goodall, Paul Maxwell and Martin Wale.

143. Declarations of Interest (Agenda Item 3)

There were no declarations of interest.

144. Public Question Time (Agenda Item 4)

There were no members of public at the meeting.

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

There were no issues arising from previous minutes.

146. Chairman's Announcements (Agenda Item 6)

The Chairman informed members that after today, Jo Gale, one of the Scrutiny Managers would be on maternity leave. All members present conveyed their best wishes.

147. Verbal update on reports considered by District Executive on 6 March 2014 (Agenda item 7)

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

148. Reports to be considered by District Executive on 3 April 2014 (Agenda item 8)

Members considered the reports outlined in the District Executive agenda for 3 April 2014. It was agreed that the following comments would be taken forward to District Executive for consideration:

Report from Yeovil District Hospital Foundation Trust – item 6

- Scrutiny referred to the recent review of Stroke services and sought reassurance that monitoring would be undertaken regarding the impact of changes.
- Scrutiny understood that hospitals had key indicators for infections/infection control, waiting lists/times and complaints – and it was suggested that circulation of such figures would be of general interest to the public.

South Somerset Together (SST Strategic Partnership – item 7)

- Scrutiny sought reassurance that all partners were contributing equally in terms of effort and responsibility.
- Members congratulated the work of the partnership and felt it was much improved and that SSDC were now 'getting more out than putting in'.
- Scrutiny enquired how secure partnership funding was for future years.

Community Right to Bid – Nominations Received for Assets of Community Value – item 8

- Scrutiny made no comments.

Creation of a Day Centre and Related Accommodation at 80 South Street, Yeovil – item 9

- It was noted recommendation (f) appeared to be bit of an unknown and Scrutiny queried how likely sourcing other capital funding would be and what were the implications should such capital funding not be secured?
 - P.27 Financial implications – members sought clarification that allocation of £100,000 would not impact upon the £355,000 set aside for rural housing schemes.
-

Transparency – Land and Property Information – item 10

- Scrutiny requested that all members be notified when the information was live on the SSDC website.

Continuation of Shared CEO Arrangements with East Devon District Council – item 11

- Members queried if any other alternatives had been explored such as the possibilities of not retaining a Chief Executive Officer – as was the case in some other local authorities

South Somerset Mind Loan Request – item 12

- The good work done by Mind is acknowledged.
- Concerns were raised if the organisation was relying on funding streams that might not be there in the future.
- Members raised concerns about risks associated with providing a loan, and sought clarification regarding charges currently on the property.
- Members of the Scrutiny Committee were not happy to endorse the recommendation as currently worded as they did not feel that sufficient information was available about current charges associated with the Markwick Centre. They would support an amended recommendation stating that the loan be agreed subject to a clean charge being applied to the property.

District Executive Forward Plan – item 13

- Scrutiny made no comments.

149. Verbal Update on Task & Finish Reviews (Agenda Item 9)

The Scrutiny Manager updated members on the progress of current Task and Finish reviews.

Council Tax Benefit Reduction

A request has been made to the Revenues and Benefits Manager for a monitoring report on the Council Tax Reduction Scheme to come to the Scrutiny Committee in July.

Somerset Strategic Housing Framework

The task and finish group would meet with the SSDC Corporate Strategic Housing Manager in a few weeks to discuss the SSDC strategy following on from the framework and ahead of any consultation. It is envisaged that the Corporate Strategic Housing Manager will attend Scrutiny Committee in September to give a verbal report on the outcomes of consultation and to seek members views of a draft strategy ahead of it being considered by District Executive.

National Non Domestic Rates (NNDR) – Discretionary Rate Relief

Impact of the potential draft policy was being considered by the group and it was hoped an internal consultation with all members and interested staff in the coming weeks. Due to Jo Gale being on maternity leave, the Assistant Director (Finance and Corporate Services) would be the lead officer for finalising the policy with input from the task and finish group.

Connecting Somerset and Devon Broadband

A further meeting was planned to discuss information that could be released to the wider public without a need to sign a non-disclosure document. Additional funding had also now been allocated for delivery to hard to reach areas.

ACTION: Members to note the updates.

150. Update on matters of interest (Agenda Item 10)

The Scrutiny Manager informed members that:

- The Flooding Steering Group would reconvene shortly and SSDC were leading the community resilience aspect of the 20 year plan. It had been suggested that there was a review of the Civil Contingencies Partnership (not unit), which would commence in May and probably involve monthly meetings until November. As Cllr Paul Maxwell had been unable to attend several of the Steering Group meetings to date she suggested another member was put forward. Councillor Sue Steele expressed an interest, and other members were content that she be the representative.
- Agreement regarding ongoing support arrangements for a Joint Waste Scrutiny Panel was still unresolved. The contract between Somerset Waste Partnership and Viridor was under review and a request had been made for a representative of the Joint Waste Scrutiny panel to be on the review group. As the panel in effect no longer existed, any interested member was invited to attend. No one present at the meeting expressed an interest in attending.

ACTION: Members to note the updates.

151. Scrutiny Work Programme (Agenda Item 11)

The Scrutiny Manager informed members that she would send a report request, with the same questions as last year, to the relevant officers for an update on the management of Gypsy Park Homes, so that hopefully members could make a direct comparison with last years report.

ACTION: • Members to note the Scrutiny Work Programme.

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

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

153. Date of Next Meeting (Agenda Item 13)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 29 April 2014 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

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Chairman

Scrutiny Committee

Tuesday 29 April 2014**Agenda***Preliminary Items*

1. **To approve as a correct record the minutes of the previous meeting held on 1 April 2014**
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*

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| 11. | Scrutiny Work Programme..... | 5 |
| 12. | Date of next meeting..... | 8 |
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Scrutiny Committee – 29 April 2014

7. Verbal update on reports considered by District Executive on 3 April 2014

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 3 April 2014.

The draft minutes from the District Executive meeting held on 3 April 2014 have been circulated with the District Executive agenda.

Scrutiny Committee – 29 April 2014

8. Reports to be considered by District Executive on 1 May 2014

Lead Officers: *Emily McGuinness, Scrutiny Manager*
Contact Details: *emily.mcguinness@southsomerset.gov.uk or (01935) 462566*

Scrutiny Committee members will receive a copy of the District Executive agenda containing the reports to be considered at the meeting on 1 May 2014.

Members are asked to read the reports and bring any concerns/issues from the reports to be discussed at the Scrutiny Committee meeting on 29 April 2014.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 1 May 2014.

Scrutiny Committee – 29 April 2014

9. Verbal update on Task and Finish reviews

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

Current Task & Finish Reviews

- Business Rates - Discretionary Rate Relief
 - Connecting Somerset and Devon Broadband
-

Scrutiny Committee – 29 April 2014

10. Update on matters of interest

Lead Officers: Emily McGuinness, Scrutiny Manager
Contact Details: emily.mcguinness@southsomerset.gov.uk or (01935) 462566

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 including:

- Flooding Steering Group
-

Scrutiny Committee – 29 April 2014

11. Scrutiny Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
3 June '14	Update report on the site management of the Gypsy Park Homes at Ilton and Tintinhull	✓		At the Scrutiny Committee meeting on 7 May 2013 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
1 July '14	Council Tax Benefit Reduction Scheme – monitoring report.	✓		To receive a monitoring report following implementation of the Council Tax Benefit Reduction Scheme.	Ian Potter, Revenues & Benefits Manager
1 July '14	High Street Innovation Funding	✓		At the Scrutiny Committee meeting on 2 July 2013 members received a report from the Yeovil Vision Board and the Market Towns Investment Group regarding what has been done with their share of the DCLG High Street Innovation Funding. The committee requested an update report after 12 months.	Kim Close & Andrew Gillespie, Area Development Managers. Tony Fife, Portfolio Holder for Yeovil Vision & Angie Singleton, Portfolio Holder for Market Towns.
1 July '14	Police and Crime Panel (PCP)	✓		Scrutiny Committee has agreed updates on the PCP will be provided twice a year. Cllr Tony Lock (SSDC representative on the Police and Crime Panel) will provide an update report.	Cllr Tony Lock

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
1 July '14	Update following Flood Summit of March 2013	✓		An update report and review of the action plan following the Flood Summit of 2013.	Emily McGuinness, Scrutiny Manager
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 McGuinness, Scrutiny Manager

The Somerset Waste Board and Somerset Waste Partnership Forward Plan of key decisions can be viewed at:
<http://www.somerset.gov.uk/policies-and-plans/plans/cabinet-forward-plan/>

Task & Finish Reviews

Date Commenced	Title	Members
July 2013	Business Rates - Discretionary Rate Relief	Mike Lewis, Sue Osborne, Pauline Lock, Paul Maxwell, Carol Goodall, Patrick Palmer, Sue Steele, Colin Winder, David Norris, Jon Gleeson, Cathy Bakewell.
October 2013	Connecting Somerset and Devon Broadband.	David Recardo, Martin Wale, Dave Bulmer, Kim Turner and Ros Roderigo.
TBC	Choice Based Letting / Homefinder Somerset Follow Up	TBC
TBC	District specific document following adoption of the Somerset Strategic Housing Framework (Countywide Strategy)	Members involved in the original Task and Finish Group for the Somerset Strategic Housing Framework (Countywide Strategy) were: Sue Steele, Carol Goodall, Derek Yeomans, Graham Middleton.

Date Commenced	Title	Members
Ad-hoc monitoring	Council Tax Benefit Reduction	Carol Goodall, Sue Steele, Dave Bulmer, Sue Osborne Jenny Kenton, David Norris, Colin Winder
On-going monitoring	Somerset Countywide Flooding Summit/ Flooding Steering Group	Dave Bulmer and Sue Steele

Scrutiny Committee – 29 April 2014

12. Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 3 June 2014 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.
