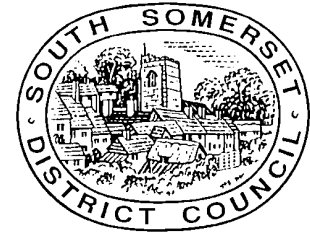


South Somerset District Council

Notice of Meeting



Scrutiny Committee

Making a difference where it counts

Tuesday 2nd September 2014

10.00 am

**Main Committee Room
Council Offices
Brympton Way
Yeovil
BA20 2HT**

(disabled access is available at this meeting venue)



Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Becky Sanders, Democratic Services Officer 01935 462596**, website: www.southsomerset.gov.uk

This Agenda was issued on Thursday 21 August 2014.

Ian Clarke, Assistant Director (Legal & Corporate Services)

This information is also available on our website
www.southsomerset.gov.uk



INVESTORS IN PEOPLE

Scrutiny Committee Membership

The following members are requested to attend the meeting:

Chairman: Sue Steele
Vice-chairmen: Dave Bulmer and Nigel Mermagen

Pauline Clarke
Nick Colbert
Carol Goodall
Tim Inglefield

Pauline Lock
Tony Lock
Paul Maxwell
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 economy 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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Scrutiny Committee

Tuesday 2 September 2014

Agenda

Preliminary Items

1. Minutes (Pages 1 - 5)

To approve as a correct record the minutes of the previous meeting held on 5th August 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

7. Verbal update on reports considered by District Executive on 7 August 2014
(Page 6)

8. Reports to be considered by District Executive on 4 September 2014 (Page 7)

9. Verbal update on Task and Finish reviews (Page 8)

10. Update on matters of interest (Page 9)

11. **Scrutiny Work Programme** (Pages 10 - 11)
12. **Date of next meeting** (Page 12)

Agenda Item 1

South Somerset District Council

Draft Minutes of a meeting of the **Scrutiny Committee** held at the **Main Committee Room, Council Offices, Brympton Way, Yeovil BA20 2HT on Tuesday 5 August 2014.**

(10.05 am - 12.50 pm)

Present:

Members: Councillor Sue Steele (Chairman)

Dave Bulmer	Graham Middleton
Nigel Mermagen	Sue Osborne
Carol Goodall	David Recardo
Tim Inglefield	Martin Wales
Tony Lock	

Also Present:

Tim Carroll

Officers

Rina Singh	Strategic Director (Place & Performance)
Vega Sturgess	Strategic Director (Operations & Customer Focus)
Donna Parham	Assistant Director (Finance & Corporate Services)
Helen Rutter	Assistant Director (Communities)
Andrew Gillespie	Area Development Manager (West)
Paul Wheatley	Principal Spatial Planner
Saveria Moss	Programme Manager - Family Support Programme
Helen Miller	Revenues Officer
Becky Sanders	Democratic Services Officer

28. To approve as a correct record the minutes of the previous meeting held on 1 July 2014 (Agenda Item 1)

The minutes of the meeting of the Scrutiny Committee held on Tuesday 1 July 2014 were approved as a correct record and signed by the Chairman.

29. Apologies for absence (Agenda Item 2)

Apologies for absence were received from Councillors Pauline Clarke, Nick Colbert, Pauline Lock and Paul Maxwell.

30. Declarations of Interest (Agenda Item 3)

Councillor Sue Osborne declared a personal interest in item 7 on the District Executive agenda (Commercial Property Disposal – Winsham Allotment and Band Hut) as she is the ward member for Winsham.

Councillor Nigel Mermagen declared a personal interest in item 7 on the District Executive agenda (Commercial Property Disposal – Winsham Allotment and Band Hut) as he is a resident of Winsham.

31. Public question time (Agenda Item 4)

There were no members of public at the meeting.

32. Issues arising from previous meetings (Agenda Item 5)

When the Council Tax Reduction Scheme had been discussed at the previous meeting the Revenues and Benefits Manager had indicated he would source some information that had been requested at the meeting and circulate to Scrutiny members. It was noted that the information had not been circulated.

33. Chairman's Announcements (Agenda Item 6)

There were no Chairman's announcements.

34. Final report from the Non Domestic rates (NNDR) - Discretionary Relief Task and Finish Group (Agenda Item 7)

The Assistant Director (Finance and Corporate Services) presented the report as detailed in the agenda. She explained the background, risks and context to the review and NNDR relief. The process for the review was highlighted including how consultation responses had been fed into the review to develop the new proposed policy and that everyone directly affected had been consulted.

It was explained that the fundamental reason the review had been done was to limit liability and financially protect SSDC into the future, and it had not be done as a cost cutting exercise.

During discussion members acknowledged that the topic was complicated and some aspects were very technical. In response to concerns raised about potential constraints on start-up businesses and the risks if government were to claw back mandatory relief, the Assistant Director (Finance and Corporate Services) clarified that the review would develop a new policy and the policy could be tighter if members wished to recommend that to District Executive.

Members agreed that the Task and Finish Group report be endorsed, as detailed in the agenda, and recommended to District Executive.

The Chairman thanked all members for their involvement in the Task and Finish review, which had not been easy at times, and also particularly wished to mention Donna Parham (Assistant Director, Finance and Corporate Services), Helen Miller (Revenues Officer), Jo Gale (Scrutiny Manager) and Jo Morgan (Equalities Officer).

ACTION: Members to note the report of the Task and Finish group, and to

recommend it to District Executive for consideration.

35. Reports to be considered by District Executive on 7 August 2014 (Agenda Item 8)

Members considered the reports outlined in the District Executive agenda for 7 August 2014. It was agreed that the following comments would be taken forward to District Executive for consideration:

Wincanton Car Parks – Income Compensation Scheme – item 6

- Members sought clarification as to why the town council wished to terminate the agreement, and whether it was possible for the town council to implement a charging system themselves.

Commercial Property Disposal – Winsham Allotments and Band Hut – item 7

- Concern about the many detailed restrictions and conditions regarding use of the site / on the parish council – was there a risk that the facility might be lost.
- It was noted that the map shown in the agenda was incorrect – the arrow should be pointing to the area shown in green.

Enhancement of Yeovil CCTV – item 8

- Members were content with the recommendations in principal but did raise concern about which budget the SSDC funding would come from. It was queried if funding could come from the Local Delivery Vehicle (LDV) budget in the Area South Portfolio (page 59 – capital budget monitoring) – as this mentioned that the remaining budget for the LDV will be allocated to Yeovil Vision projects.

Somerset Intelligence Partnership – Data Sharing – item 9

- Members raised a number of concerns regarding privacy and requested clarification as to what postcode level would be used – the first part of the postcode or the whole postcode e.g. TA20 or BA20 2HT.
- Members queried the implications of releasing information that was, or might, be incorrect.
- Scrutiny asked if there were likely to be any equalities implications as there was no mention of any in the report.
- Paragraph 3 (page 33) refers to SSDC joining the partnership in December 2014, should this read 2013?
- Paragraph 3 (page 33) refers to an annual fee of £4,600 but page 37 indicates that the other district councils fee is £2,675 – Scrutiny requested an explanation for the differing figures.
- Members noted that some of the sources of information, such as the Census 2011, may now be out of date as people will have moved. Members asked that some checks were in place to ensure information was up to date before release otherwise the information would skew data.

SSDC Partnerships – Annual Update – item 10

- Members were content with the recommendations.

2014/15 Capital Budget Monitoring for Quarter 1 to 30th June 2014 – item 11

- It was queried if funding from the Local Delivery Vehicle (LDV) budget in the Area South Portfolio (page 59) could be moved to fund the Yeovil CCTV (agenda item 8)

- Page 68 – Scrutiny asked for an explanation of ‘drawdown’.
- Members sought clarification that deadlines were monitored for when S.106 money would need to be returned to the developer and if local ward members were informed. It was also asked what happens to the interest on the deposits..
- Deposits by developers – members commented that legalities often seemed to slow progress, and sometimes there were long delays with highway schemes coming forward.

2014/15 – Revenue Budget Monitoring for Quarter 1 to 30th June 2014 – item 12

- Page 83 – Building Control – members asked for an explanation of the variance.
- Scrutiny queried if Area South having no reserve remaining was a concern.
- It was queried why the revenue reserves seemed to be decreasing.
- Page 107 – Summary of useable reserves – members asked if the ‘Eco-Town Reserve’ could be renamed as we didn’t have one anymore, or if the funding could be re-allocated.

Constitution Update – HR Management Rules – item 13

- Page 109 – financial implications – members did not understand the term ‘strain charge’ and asked for explanation.

Reports from Yeovil District Hospital NHS Foundation Trust – item 14

- No comments

Update on the Family Focus Programme –item 15

- Page 144 – regarding the options, members wished to check that there was no disadvantage to SSDC by not getting into the *getset* service quicker.
- Scrutiny also sought confirmation that SSDC were receiving the financial resources required for the work.

District Executive Forward Plan – item 16

- No comments

Addendum – Further Main Modifications to the South Somerset Local Plan (2006 – 2028)

- Members asked about the current position of policy SS2, as the Inspector didn’t appear to have made reference to it in his letters.
- Page 18 – Regarding the review for Wincanton, members sought clarification as to whether there would be parameters upon which to draw a conclusion, and whether any new conclusions could conflict with policies currently in the emerging Local Plan – i.e. could our position for Wincanton change?
- Being mindful of the elections in 2015, members expressed concern about the timetable for adopting the Local Plan and that there might become a time when the current Council would not be in a position to adopt the plan prior to May 2015. Reassurance was sought about timing of the next steps.
- Members noted that although the report indicated ‘no financial implications arising from the report’, there would be financial implications to the next steps. Scrutiny requested that a financial update be provided.
- Members considered that the wording of recommendation 1 should read ‘....by full council for approval for consultation.’

36. Verbal update on Task and Finish reviews (Agenda Item 9)

The Chairman and Task and Finish Group Chairman updated members on the progress of current Task and Finish reviews.

Discretionary Rate Relief

The final report of the Task and Finish Group had been considered earlier on the agenda.

Somerset Strategic Housing Framework

The group would not meet again until a 12 week consultation period had finished, when they would consider the responses.

Connecting Devon and Somerset Broadband

The Task and Finish Group met for the last time on 17 July. It had been agreed that they would comment on a draft report over the summer.

Civil Contingencies

An initial meeting had taken place and a further meeting was arranged for early September to look at how the Somerset Local Authorities Civil Contingencies Partnership is structured and how actions are commissioned and delivered. The meeting would be attended by officers from both SSDC and SCC.

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

The Chairman updated members that the Flooding Steering Group had met in July and would meet again in September to discuss the future of the Steering Group and its relationship with the 20 year Flood Action Plan.

38. Scrutiny Work Programme (Agenda Item 11)

It was noted that the Task and Finish Report for Civil Contingencies would be rescheduled for the meeting on 30 September 2014.

ACTION: Members to note the Scrutiny Work Programme.

39. Date of next meeting (Agenda Item 12)

Members noted that the next meeting of the Scrutiny Committee would be held on Tuesday 2 September 2014 at 10.00am in the Main Committee Room, Brympton Way, Yeovil.

.....
Chairman

Agenda Item 7

Verbal update on reports considered by District Executive on 7 August 2014

The Chairman will update members on the issues raised by Scrutiny members at the District Executive meeting held on 7 August 2014.

The draft minutes from the District Executive meeting held on 7 August 2014 have been circulated with the District Executive agenda.

Agenda Item 8

Reports to be considered by District Executive on 4 September 2014

Lead Officer: 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 4 September 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 2 September 2014.

The Chairman will take forward any views raised by Scrutiny members to the District Executive meeting on 4 September 2014.

Agenda Item 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

- Connecting Somerset and Devon Broadband
 - Strategic Housing Framework
 - Civil Contingencies
-

Agenda Item 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 Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Budget	Background/Description	Lead Officer/ Lead Member
30 Sept '14	Task and Finish Report – Civil Contingencies	✓		A report outlining recommendations to be put to District Executive about future arrangements for the Somerset Civil Contingencies Partnership.	Emily McGuinness, Scrutiny Manager
30 Sept '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
4 Nov '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.
6 Jan '15	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
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
October 2013	Connecting Somerset and Devon Broadband.	David Recardo, Martin Wale, Dave Bulmer, Kim Turner and Ros Roderigo.
June 2014	Civil Contingencies	Sue Steele, Martin wale, Carol Goodall, Sue Osborne
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.
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

Agenda Item 12

Date of next meeting

Members are requested to note that the next meeting of the Scrutiny Committee will be held on Tuesday 30 September at 10.00am in the Main Committee Room, Brympton Way, Yeovil.
