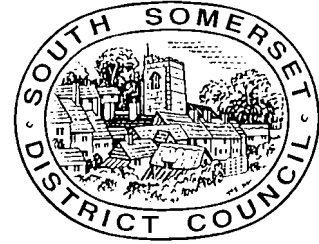


South Somerset District Council

Notice of Meeting



District Executive

Making a difference where it counts

Thursday 1st June 2017

1.00 pm

**Council Chamber B
Council Offices
Brympton Way
Yeovil
Somerset BA20 2HT**



Disabled access and a hearing loop are 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 contact the Democratic Services Manager on 01935 462148 or democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 23 May 2017.

Ian Clarke, Director (Support Services)

This information is also available on our website
www.southsomerset.gov.uk and via the mod.gov app



District Executive Membership

Ric Pallister
Peter Gubbins
Henry Hobhouse
Val Keitch
Jo Roundell Greene
Sylvia Seal
Peter Seib
Angie Singleton
Nick Weeks
Derek Yeomans

Information for the Public

The District Executive co-ordinates the policy objectives of the Council and gives the Area Committees strategic direction. It carries out all of the local authority's functions which are not the responsibility of any other part of the Council. It delegates some of its responsibilities to Area Committees, officers and individual portfolio holders within limits set by the Council's Constitution. When major decisions are to be discussed or made, these are published in the Executive Forward Plan in so far as they can be anticipated.

Members of the Public are able to:-

- attend meetings of the Council and its committees such as Area Committees, District Executive, except where, for example, personal or confidential matters are being discussed;
- speak at Area Committees, District Executive and Council meetings;
- see reports and background papers, and any record of decisions made by the Council and Executive;
- find out, from the Executive Forward Plan, what major decisions are to be decided by the District Executive.

Meetings of the District Executive are held monthly at 9.30 a.m. on the first Thursday of the month in the Council Offices, Brympton Way.

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site - www.southsomerset.gov.uk.

The Council's Constitution is also on the web site and available for inspection in Council offices. The Council's corporate priorities which guide the work and decisions of the Executive are set out below.

Questions, statements or comments from members of the public are welcome at the beginning of each meeting of the Council. If a member of the public wishes to speak they should advise the committee administrator and complete one of the public participation slips setting out their name and the matter they wish to speak about. Each individual speaker shall be restricted to a total of three minutes. Answers to questions may be provided at the meeting itself or a written reply will be sent subsequently, as appropriate. Matters raised during the public question session will not be debated by the Committee at that meeting.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

District Executive

Thursday 1 June 2017

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 6th April 2017 and the Special District Executive meeting held on 18th April 2017.

2. Apologies for Absence

3. Declarations of Interest

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), 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.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. Where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council.

4. Public Question Time

5. Chairman's Announcements

Items for Discussion

6. SSDC Annual Performance Report 2016/17 (Pages 4 - 21)

7. Overview and Scrutiny Committee - Disposal of third party properties (Pages 22 - 31)

8. District Executive Forward Plan (Pages 32 - 36)

9. Date of Next Meeting (Page 37)

10. Exclusion of Press and Public (Page 38)

11. Refurbishment and Development of Yeovil Crematorium (Confidential) (Pages 39 - 62)

Agenda Item 6

SSDC Annual Performance Report 2016/17

Executive Portfolio Holder: Ric Pallister, Strategy & Policy
Director: Martin Woods, Service Delivery
Service Manager: Andrew Gillespie/ Charlotte Jones, Performance Managers
Lead Officer: Anna-Maria Lenz, Performance Officer
Contact Details: anna-maria.lenz@southsomerset.gov.uk or (01935) 462216

Purpose of the Report

1. This report presents the following annual summaries:

Appendix 1 – Annual Action Plan 2016-17
Appendix A - Annual Action Plan 2016 - 2017 Monitoring Report
Appendix B - Corporate Performance Indicators (CPIs) for 2016-17
Appendix C - Complaints made during 2016-17

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1st June 2017.

Public Interest

3. The Council is accountable for its performance to the local community and we publish performance data to enable us to demonstrate achievements against targets. This report details the annual performance for 2016/17.

Recommendation

4. To note the 2016/17 performance information at Appendices A, B and C.

A New Framework for Corporate Performance Management

5. Our approach to corporate performance management is in transition and this report is likely to be the last in this particular format.
6. The Council Plan on a Page 2016 - 2021 sets out what the Council wants to achieve over that period and was adopted by Full Council in April 2016. It includes the **Action Plan for 2016-17** and the very first “action” is **C1.01 - Commence the delivery of the Transformation Programme.**
7. The full Transformation Programme represents a massive change in the way the council works and delivers services - the biggest change for over twenty years.
8. The Transformation Programme will see us adopt a very different way of working and delivering services, using technology as an enabler to support the development of a more modern, flexible organisation that can continue to change and develop in to the future.
9. We need our performance management framework to change too so we can achieve the highest quality outcomes for our communities. As an integral part of the Transformation Programme, work has begun to redesign the collection, analysis and reporting of performance

data throughout SSDC, not only to ensure we achieve the outcomes we set ourselves but also to ensure that good quality data will drive and underpin our future policy development. Updates on this work will be made to members as part of the Transformation Programme reporting cycle.

- The Action Plan for 2016-17 is included as Appendix 1 and the Annual Monitoring Report as Appendix A.

Annual Performance Indicator Report

- The Performance Indicator report consists of 39 locally set indicators which are linked to our corporate priorities. These were selected and approved by members on 3rd May 2012. 18 of these are corporate performance indicators, against which the Council's performance is measured. The remaining South Somerset indicators are those over which the Council has less influence.
- Summary of Corporate Performance Indicators:

Indicator Status	2016/17		2015/16	
On or Above Target	15	83.3%	14	82%
Within 10% of Target	1	5.6%	0	0%
More than 10% Below Target	2	11.1%	3	18%
TOTAL	18	100%	17*	100%

* Annual data not available for PI031 in 2015/16.

- Please refer to Appendix B for details.
- As noted in Appendix B performance data for PI PI013 - % of household waste sent for reuse, recycling and composting and PI009 – Number of bin collections missed per 1000 households will no longer be collected on a district by district basis and will therefore no longer be reported via the Annual Performance Indicator Report.

Complaints

- During the period 1st April 2016 – 31st March 2017, SSDC received 170 complaints from members of the public.
- The number of complaints in relation to the volume of transactions completed remains very low. The majority of cases (98.2%) have been resolved at stage 1, indicating that the complaints procedure is effective.
- Please refer to Appendix C for details.

Financial Implications

None

Carbon Emissions and Climate Change Implications

None

Equality and Diversity Implications

None

Background Papers

Council Plan 2016-2021

(<http://www.southsomerset.gov.uk/about-us/council-plan-2016---2021/>)

SSDC Corporate Indicators – District Executive May 2012

Appendix 1 : Annual Action Plan on a Page

Purpose: The Annual Plan outlines agreed high level actions for each year. It will be updated each year, with an annual monitoring report to Full Council.

Priority Levels: Council Plan delivery is designed to be flexible to allow urgent projects to be added mid-year. To aid flexibility, actions are prioritised as **High**, **Medium** and **Low**. Lower priority actions or those in italics will start when capacity allows, when the opportunity arises or if external resource is identified within the project plan.

Our plans for 2016-17

High quality cost effective services

H Commence the delivery of the Transformation programme

H Set up Income Generation Board and develop prioritised action plan.

M Optimise council assets to increase use or receive income.

H Take a full role in the emerging Devolution discussions to ensure the best outcome for South Somerset communities.

H Work with Sedgemoor District Council on the formation of a strategic alliance to increase influence, resilience and savings.

Economy

H Engage pro-actively with the LEP to maximise investment in South Somerset.

H Progress key strategic projects such as Lufton 2000 and Chard Regeneration.

H Agree a prioritised action plan to deliver local projects with Regeneration Boards.

H Progress the key infrastructure projects that unlock development.

M Support district-wide roll out of superfast broadband.

H Progress work hubs in Chard and Yeovil.

H Progress options to improve access /regeneration of Yeovil Town Centre.

H Continue to support intern and apprentice scheme.

M Deliver a South Somerset food & drink promotional event.

Environment

H Agree a new waste and recycling collection model to enhance recycling and reduce costs.

H Maintain levels of street cleanliness and increase the joint work with parishes via the parish ranger scheme.

H Improve gateway to Ham Hill CP through road and high profile signage scheme.

H Increase visitor numbers (and YCP café income) via an exciting events programme.

H Diversify volunteering opportunities to increase capacity for projects in all Country Parks.

M Begin installing 4km of paths within our open spaces to improve 'access for all'.

H With SRA, deliver Enhanced Maintenance Programme.

M Deliver or enable a range of energy reduction projects

Homes

H Increase housing supply to meet local needs by the agreed investment of £2.4m.

H Contribute to the review of DFG effectiveness led by the Health and Wellbeing Board.

H Work with partners to secure supported hostel and move on accommodation for vulnerable individuals.

M Continue to bring empty properties back into use.

M Continue to work with CSE on fuel poverty schemes.

M Promote Careline to increase take up and enable people to continue living independently.

M Develop a Lettings Agency project.

M Explore an enhanced landlord accreditation scheme.

Health and Communities

H Support residents through national benefit changes including universal credit.

H Agree lease, refurbish and relaunch WLC Sport, Conference & Entertainment Facilities.

H Deliver Healthy lifestyles projects inc Yr 1 of project to deliver integrated interventions to those with diabetes and hypertension.

M Transfer Castle Cary Market House to community.

H Enable enhancement of at least 8 play & youth facilities.

H Support Huish Episcopi academy community swimming pool project.

M Work with partners on public sector hub in Yeovil.

H Support at least 50 community projects.

H Prepare a plan to develop & deliver leisure facilities in Chard.

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
Focus 1. High Quality Cost effective service					
C1.01 - Commence the delivery of the Transformation Programme	H	The programme board commissioned Ignite Consultancy to help the Council complete the blueprinting stage that sets out the high level implementation plan, technology requirement, staffing structure and benefits realisation. Detailed implementation began in the second half of the year.	Completed	Ongoing	Rina Singh*/ Alex Parmley
C1.02 - Set up Income Generation Board and develop prioritised action plan.	H	The Income Generation Board was created in 2016. Prioritised Action Plan: The IGB met a number of times throughout the year to consider new opportunities for larger scale corporate investment and smaller service wide changes, both with the aim of creating new income streams for the council. Staff suggestions have also been welcomed at every meeting. A business plan template was developed to assist this process, a property and asset review is currently underway and due to report in July 2017, guidelines on investment and expected returns are under discussion and a number of projects are now either underway or being actively considered.	Completed	N/A	Laurence Willis
C1.03 - Optimise council assets to increase use or receive income.	M	Utilisation of Petters House has increased compared to 2015/16 There is vacant space available at Churchfields, and there have been several commercial enquiries for space. Consideration has been given to a change of use and redevelopment for the Coach House situated in the grounds. A hub is being considered for Lace Mill in Chard and at Petters House in Yeovil. Somerton Doctors Surgery has been demolished and car parking created Opportunities at the former Millers Garage site in Crewkerne are currently under consideration. Burlingham Barn and the Four Follies at Barwick were and continue to be marketed for possible transfer with covenants to protect their historical importance.	Completed	Ongoing	Donna Parham*

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C1.04 - Take a full role in the emerging Devolution discussions to ensure the best outcome for South Somerset communities.	H	SSDC is fully involved in devolution discussions. The seventeen member councils forming the Heart of the South-West partnership have agreed to continue to develop a productivity plan to submit to Government, together with governance arrangements which can identify a senior leadership role for the group in the absence of an elected Mayor. Following the changes in Government after the EU Referendum, the process of moving towards devolution has slowed. In March 2017, it was anticipated that final Productivity Plan will be approved and submitted in the autumn of 2017.	Completed	Ongoing	Rina Singh*/ Alex Parmley
Page 6 C1.05 - Work with Sedgemoor District Council on the formation of a strategic alliance to increase influence, resilience and savings.	H	As reported mid-year, a number of opportunities have been explored during the year. These included Exploring opportunities to work with an Energy Company; Setting up a lettings agency to manage private rented properties and the benefits this might bring to SDC with the Hinkley contract; Income Generation: Joint reports on progress; Development Company – exploring, and possible creation of future land supply through the Local Plan and Core Strategy; Joint response to Government Consultations agreed; Flood response agreement for mutual assistance and joint staff training being pursued; Investigating early notification of flooding alerts from the EA for sharing; Agreed to share specialist/expensive depot equipment and bidding for 'clean surrounds' contract. HR protocol agreed to ensure that councils share job opportunities	Completed	Ongoing	Rina Singh*/ Alex Parmley
Focus 2. Economy					
C2.01 - Engage pro-actively with the LEP to maximise investment in South Somerset.	H	Continued engagement has been maintained throughout the year-particularly through the Growth Deal Funding process where funding was secured for Innovation Centre phase 2 and the SCC iAero project. We have participated in workshops and consultations with the LEP on the Somerset Growth Plan refresh, the Productivity Plan and in preparation for the new Government Industrial Strategy where we have lobbied for emphasis on the Aerospace/rotary wing sectors and R & D.	Completed	Ongoing	David Julian

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C2.02 - Progress key strategic projects such as Lufton 2000 and Chard Regeneration.	H	Regular Quarterly meetings of Lufton JV, but the market for employment land is still slow although enquiries have picked up in 2016/17. Chard Town Centre Regeneration will enter a new phase in 2017 as we move to a community-driven approach to the development of the sites with SSDC taking on the role of developer to ensure delivery. Consultants recruited to assist with preparation of site options and appraisal. Project Manager to be appointed. CRS board has met quarterly throughout year and maintained negotiations with all landowners in CEDA.	Completed	Ongoing	David Julian
C2.03 - Agree a prioritised action plan to deliver local projects with Regeneration Boards.	H	As per mid-term comments, the Action Plan has been refreshed and re-prioritised. Reports on progress made through Portfolio holder briefings (3 given in 2016). Chard Town Centre redevelopment will now be delivered through direct control of SSDC as the developer.	Completed	Ongoing	David Julian
C2.04 - Progress the key infrastructure projects that unlock development.	H	Situation ongoing with all projects as per mid-term comment. Progress in all cases is determined by viability, market conditions and (above all) the desire of the landowner to proceed. The refreshed action plan particularly reflects SSDCs ability to proceed with projects at this time.	Not completed	Ongoing	David Julian
C2.05 - Support district-wide roll out of superfast broadband.	M	Contract for phase 2 was awarded in November 2016 with the coverage of the scheme due to be detailed and agreed in Spring 2017. Additionally CDS have indicated that they intend to run a new voucher scheme for more remote areas. Future course of action cannot be decided until geographical coverage is known and a decision by CDS on their voucher scheme has been made. Background research on the feasibility of a voucher scheme has been undertaken.	Completed	Ongoing	David Julian
C2.06 - Progress work hubs in Chard and Yeovil.	H	Work hub trial at YIC is underway. Known as the 'Hive' it is prominently located near the entrance foyer. After a slow start, interest grew in early 2017. New tenants could be attracted to the YIC via the Hive. The Chard Lace Mill Hub hosted several events for local businesses to gather evidence on what they need to prosper and grow. A business plan and a detailed marketing strategy have been produced in collaboration with 5 local businesses. The Hub launch has been deferred to ensure co-ordination with the Chard regeneration scheme.	Not completed	Ongoing	David Julian

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C2.07 - Progress options to improve access /regeneration of Yeovil Town Centre.	H	The Yeovil Refresh is underway with consultants JLL now contracted. In addition to exploring uses and options for key sites within the town, traffic movement analysis and modelling is being undertaken as part of the refresh. Public realm and improved urban design are key considerations in the study.	Completed	Ongoing	Martin Woods
C2.08 - Continue to promote and support intern and apprentice scheme.	H	Monthly meetings now being held with Director of Employer engagement (Yeovil College). We continue to promote apprenticeships to our businesses and support the College with their initiatives and ensure that Business/ College engagements are brokered where possible.	Completed	Completed	David Julian
C2.09 Deliver a South Somerset food & drink promotional event.	M	The decision was made to run a series of smaller events rather than one large event, primarily to take advantage of an external funding stream and to explore a potential new outlet for the Local Food market.	Completed	Completed	David Julian
Focus 3. Environment					
Page 11 C3.01 - Decide on a new waste and recycling collection model in order to increase recycling and minimise costs.	H	The Council agreed the proposed changes to the current recycling model in December 2016. This decision was passed to the Waste Partnership for inclusion in a Waste Board meeting later the same month. It was unanimously agreed at the Board to proceed with the 'Recycle More' project, which is seen as the best opportunity to increase recycling and make budget savings over time. Negotiations began on implementation of the agreed waste and recycling collection model with the existing contractor; the next update on progress is expected at the Annual Meeting of the Waste Board in June 2017.	Completed	Ongoing	Laurence Willis
	H	Consistently maintained high levels of street cleanliness. The service currently runs four rangers who serve 21 parishes compared to 18 Parishes in the previous year. Some schemes are considering increasing the amount of time they purchase from the Rangers.	Completed	N/A	Chris Cooper
	H	The tarmac road surfacing and line marking is complete, gravel car park entrances are repaired and the surfaces of the car parks themselves will be graded in the drier spring weather. The high profile signage scheme is yet to be completed, and needs to be resolved through discussion with the land owner during 2017.	Not completed	In progress	Katy Menday

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C3.04 - Increase visitor numbers (and YCP café income) via an exciting events programme.	H	A further 43 events were arranged and delivered by the ranger team across the district in the second half of the year, totalling 118 events for the year. A total estimated 11,281 participants attended these events. The V3 Yeovil project continues to generate interest in site, attracting new visitors & groups and the Ninesprings Café finished the year on a favourable variance of £27K due to the success and popularity of the site.	Completed	N/A	Katy Menday
C3.05 - Diversify volunteering opportunities to increase capacity for projects in all Country Parks.	H	Practical conservation volunteering, Friends days and heritage restoration all continue to add to the donated volunteer days in the second half: Oct 253, Nov 286, Dec 229, Jan 253, Feb 271 and March 285 totalling 3,019 days donated to countryside projects across the year. This capacity has generated grant income for projects (through direct applications and as match funding), assisted on school visits, completed practical works to help deliver on Stewardship targets and kept site facilities open and operating 365 days a year.	Completed	N/A	Katy Menday
C3.06 - Begin installing 4km of paths within our open spaces to improve 'access for all'.	M	Three of the four schemes planned (Howard road Yeovil, Millford park Yeovil, the Recreation ground in Norton sub Hamdon) have been delivered in the first half of the financial year. The Alvington Open Space Pathway was installed in the second half of the year	Completed	N/A	Chris Cooper
C3.07 - With Somerset Rivers Authority (SRA), deliver the Enhanced Maintenance Programme.	H	A successful bid for £22,000 was agreed by the SRA for the 16/17 financial year and potentially for a further 4 years. A number of potential sites have been considered across the district, preliminary work has commenced to produce specifications for the enhanced maintenance which together with RAs will form the basis of prioritisation. This will involve negotiations with landowners. As members will be aware, it has not been possible to recruit a replacement engineer and the post remains vacant. This has resulted in the work needing to be fitted around the other duties of the engineering team. Despite this, a significant amount of work has been achieved and two items of work delivered on the ground. We have requested to carry forward the balance of £14k into 2017/18.	Completed	Ongoing	Laurence Willis/ Ian Case

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C3.08 Deliver or enable a range of energy reduction projects	M	Front of house and dressing room lighting at the Octagon replaced by LED low energy bulbs. Cooling system to gym and small hall at Wincanton Sports centre replaced and waste heat reclaimed and fed back into pool hall. In Goldenstones, a new power correction unit will assist with reducing energy consumption, and waste heat from the electrical switchgear room is now fed into the pool hall ventilation. The Income Generation Board are exploring potential investment in small and large scale photovoltaic installations as well as battery storage to reduce our electrical demand from the grid and access grid balancing income streams.	Not completed	Ongoing	Keith Wheaton -Green
Focus 4. Homes					
C4.01 - Increase housing supply to meet local needs by the agreed investment of £2.4m.	H	Lease agreed with Stonewater Housing Association. Purchases of two larger units completed. Activities will now concentrate on pure income generation unless or until specific social need cases are identified/come forward.	Completed	N/A	Colin McDonald
C4.02 - Contribute to the review of DFG effectiveness led by the Health and Wellbeing Board.	H	The review was completed and a report that recommended changes to the council's grant policy was taken to DX on 5th January 2017. Changes were agreed (see report: Policy for Awarding Private Sector Housing Grants/Loans and other Financial Assistance, item 10 and minutes).	Completed	N/A	Alasdair Bell
C4.03 - Work with partners to secure supported hostel and move on accommodation for vulnerable individuals.	H	Direct access hostel secured until 31st March 2019. Work now underway to consider more appropriate premises and related services to support those undertaking a programme through the hostel provision.	Completed	N/A	Colin McDonald
C4.04 - Continue to bring empty properties back into use.	M	Work progressed steadily to bring empty properties back into occupation, from October 2015 to October 2016 145 properties were brought back into use. 25 of those were from actively targeting the over 2 years empty list. Most 'easy wins' now dealt with. No enforced sales were required as the owners providing the desired outcome by selling the properties, bringing them back into occupation.	Completed	Ongoing	Alasdair Bell
C4.05 - Continue to work with CSE on fuel poverty schemes.	M	The Centre for Sustainable Energy (CSE) offer a free energy advice line for SSDC residents providing advice on all free/low cost energy schemes available. We have continued to work with CSE on fuel poverty schemes on a number of fronts. CSE provided a detailed Home Energy	Completed	Ongoing	Alasdair Bell

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
		Conservation Act (HECA) report on all energy conservation activity across the district. This will be available on our website 2017/18.			
C4.06 - Promote Careline to increase take up and enable people to continue living independently.	M	Total Careline alarms installed 2016/17 = 515 Total Careline customers at end March 2017 = 2,121 (net increase of 4 customers from March 2016). Total referrals taken 642 Ongoing programme of advertising and promotion through a range of media and partnerships (Advertising spend for 2016/17 = £5,323). Total Careline income for 2016/17 = £396,006 (increase of £12,339 from 15/16) Total net Careline income 2016/17 = £188,172 (increase of £34,536 from 15/16)	Completed	Ongoing	Alice Knight
C4.07 - Develop a Lettings Agency project.	M	Discussions with landlords took place in 2016/17 and will continue in 2017/18. The proposed Business model will be reviewed in 2017/18 to accommodate the changes to housing benefit being made sooner than expected.	Not completed	Ongoing	Kirsty Larkins
C4.08 - Explore a landlord accreditation scheme.	M	This action was completed by end September 2016.	Completed	Completed	Alasdair Bell
Focus 5. Health and Communities					
C5.01 - Support residents through national benefit changes including universal credit.	H	Benefit Cap multiagency event undertaken on 20 Oct 2016 and follow up sessions carried out. Appropriate advice and support provided to attendees. Digital Support and Personal Budgeting Support for Universal Credit is in place for Full Service Universal Credit rollout in Chard area (October 2016). Preparations in progress for the rest of the district (rollout on 19 April 2017). Discretionary Housing Payment policy updated and approved by members (March 2017)	Completed	N/A	Ian Potter
C5.02 - Agree lease, refurbish and relaunch WLC Sport, Conference & Entertainment Facilities.	H	Lease agreed. Refurbishment work completed and services relaunched for Sport and Fitness Centre, and Conference and Entertainment Centre. Pavilion on schedule for completion by 30th May 2017.	Completed	Ongoing	Steve Joel*

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
C5.03 - Deliver Healthy lifestyles projects inc Yr. 1 of project to deliver integrated interventions to those with diabetes and hypertension.	H	CLICK into Activity continues in Chard, Crewkerne, Broadway and Ilminster. So far 293 inactive patients have accessed the project and there have been excellent preliminary results. Sport50 sessions set up as exit routes in Crewkerne and Ilminster. Preliminary evaluation from the University of West England has identified that out of the initial 249 inactive participants who had taken part in the project, 162 have moved into 1x30 minutes of sport and physical activity.	Completed	Ongoing	Lynda Pincombe
C5.04 - Transfer Castle Cary Market House to community.	M	Following approval of the transfer by DX in April 2016, negotiations are now well advanced with solicitors instructed to finalise the terms of peppercorn transfer with £45k dowry – anticipated summer 2017 completion.	Not completed	Ongoing	Helen Rutter
Page 5 C5.05 - Enable enhancement of at least 8 play & youth facilities.	H	In 2016/17 The following 9 play and youth facilities were enhanced, exceeding our target of 8: Cavalier Way Play Area, Yeovil; Lavers Oak Play Area, Martock; New Skate Park at Happy Valley, Crewkerne; Cale Park Play Area, Wincanton; Winterhay Lane Play Area, Ilminster; Chilthorne Domer Play Area; Wyndham Park Play Area, Yeovil Without; Kingston View Play Area, Yeovil; Monksdale Play Area, Yeovil.	Completed	N/A	Lynda Pincombe
C5.06 - Support Huish Episcopi Academy community swimming pool project.	H	Funding package secured. Design Team appointed. Planning Application approved. Scheme tendered. Contractor not appointed. Scheme value engineered and re-tendered. Contractor appointment expected in June 2017, with works commencing in July 2017, opening January 2018.	Completed	N/A	Steve Joel*
C5.07 - Work with partners on public sector hub in Yeovil.	M	The Somerset One Public Estates (OPE) bid resulted in a £100k grant for South Somerset. £60k for the secondment of a Project Manager from SCC for 18-months and £40k held by SSDC to fund the internal and/or external costs of preparing and costing the building proposals for Petters House and the Chard option. Work began in Yeovil and Chard in January 2017. Project governance arrangements have been aligned with Transformation. Links have also been formed with the wider property review and the town centre regeneration projects.	Completed	Ongoing	Helen Rutter
C5.08 - Support at least 50 community projects.	H	In 2016/17 we supported a total of 111 Community projects (East - 38; North - 23; South - 28; West – 22). Our support for community projects includes: giving advice on project	Completed	N/A	Helen Rutter

Appendix A Council Plan Annual Monitoring Report 2016/17

Council Plan Action	Priority	Comment	Council Plan Action Status	Project Status	Lead Service / Officer
		development and funding, issuing grants, printing and supporting events.			
C5.09 - Prepare a plan to develop & deliver leisure facilities in Chard.	H	One member of the action group has established a series of Club Matters workshops to help sustain Chard area sports clubs and enable them to share good practice. Support provided to SCC to reassess repairs and maintenance requirements at CRESTA pool. Following a local campaign, SCC has set aside £150,000 to improve the current pool. Work to secure additional land for football pitches in Chard continues. The Holyrood Academy AGP has been resurfaced for some financial support from SSDC. Chard Rugby Club now has a clear vision for the enhancement of their Crewkerne Road site; supported in the Council's emerging Playing Pitch Strategy. Streetscene has been instructed to clear Plot 5 (Chard Business Park) prior to this summer to establish a small flat kickabout area until a new play area can be established in the future.	Completed	Ongoing	Lynda Pincombe

**Appendix B:
2016/17 Annual Performance
Indicator Report**

Key:						
Status:	On Target	<10% Below Target	>10% Below Target			
Trend:	Improved	↑	Stayed the Same	↔	Deteriorated	↓

Measure	16/17 Target	16/17 Outturn	Previous Year Outturn	Status	Trend	Comments
Corporate Performance Indicators:						
PI003 - % of planning appeal decisions allowed against the authority's decision to refuse	33%	33%	25.00%		↓	
PI004 – Number of days taken to process Housing Benefit/ Council Tax Benefit new claims and change events.	12.00	6.00	8.75		↑	
PI005a - % Working age people on out of work benefits	8.7%	6.8%	6.9%		↑	As at August 2016: Nov 2015 6.9/ Feb 2016 6.9/ May 2016 6.8/ Aug 6.8
PI008 – Requests for action from the Streetscene team	3,100	2,536	1,721		↓	
PI010 – Total number of fly tips reported	1,800	1,165	1,079		↓	
PI011 – Total estimated cost of reported fly tips	£55,860	£62,541	£51,045		↓	The increase in fly tips occurred at the same time as an increase in charges at the recycling centres.
PI012 – Average number of days to respond to a reported fly tip	5.0	5.0	4.8		↓	
PI013 - % of household waste sent for reuse, recycling and composting	45%	46.21%	45.6%		↑	The Somerset Waste Board agreed on 16 th December 2016 on a new recycling model. Performance collection data will no longer be collected on a district by district basis. A combined report for all statistics will be provided to SWB. You can access this information via: http://democracy.somerset.gov.uk/ieDocHome.aspx?bcr=1
PI014 - Performance against the Streetscene annual work programme - 80% either on target or complete	80%	100%	100%		↔	
PI019 – Average length of stay in Temporary Accommodation (B&B)	3.5	0.9	0.6		↓	
PI020 – Total number of people in Temporary Accommodation (all types)	75	37	38		↑	

**Appendix B:
2016/17 Annual Performance
Indicator Report**

Key:						
Status:	On Target	<10% Below Target	>10% Below Target			
Trend:	Improved	↑	Stayed the Same	↔	Deteriorated	↓

Measure	16/17 Target	16/17 Outturn	Previous Year Outturn	Status	Trend	Comments
PI026 - Number of Vacant Dwellings Returned to Occupation or Demolished	25	145	11		↑	Environmental Health work with the Revenues department to keep the accounts up to date and accurate. Higher than expected outturn due to how PI026 now being calculated according to CTB.
PI026a - % of Vacant Dwellings Returned to Occupation or Demolished	4%	21%	0%		↑	% increase due to way figures now calculated according to CTB
PI031 - % of calls to the contact centre resolved in the contact centre	62%	63.3%	<i>Data Not Available</i>			
PI032 – Working days lost due to sickness absence per Full Time Employee (FTE)	8	8.74	10.58		↑	57% of absence due to long term absence. 5 staff accounted for 20% of the total absence.
PI035 – Percentage of Council Tax Collected	97.75%	98.04%	97.24%		↑	
PI036 - % of staff either satisfied or very satisfied with the Council as an employer	75.00%	72.00%	78.00%		↓	Limited data collected through exit interviews. Wider staff surveys are planned for 2017/18.
PI038 – Total cost of SSDC per head of population	£111.35	£105.07	£106.07		↑	

**Appendix B:
2015/16 Annual Performance
Monitoring Report**

Measure	16/17 Outturn	Previous Year Outturn	Comments
South Somerset Indicators:			
PI001a – Number of Housing Benefit cases received	9,255	9,618	
PI001b – Number of Council Tax Reduction cases received	10,118	10,570	
PI002 – Total number of JSA claimants in South Somerset	867	701	
PI006 - Instances of inward investment into the District and measure of economic impact (number of new jobs created/ sustained/ start up business supported)	N/A	N/A	Although we have had 16 enquiries none of them have yet resulted in business start-ups or job creation.
PI007 - Number of Economic Development Enquiries	1083	940	Does not include PI006.
PI009 – Number of bin collections missed per 1000 households (all types – dry recycling and kitchen waste, refuse and garden)	2.40	2.45	See comment for PI013
PI015.1 - % of households on the Choice Based Letting waiting list in the Bronze banding	54.7%	52.9%	
PI015.2 - % of households on the Choice Based Letting waiting list in the Silver banding	34.9%	33.2%	
PI015.3 - % of households on the Choice Based Letting waiting list in the Gold banding	10.4%	13.8%	
PI015.4 - % of households on the Choice Based Letting waiting list in the Emergency banding	0.1%	0.1%	
PI021 - Affordable homes completed as a % of all new housing completions	N/A	10%	Primary evidence for the indicators is gathered and processed from 31st March 2017, the end of the financial year. The resulting data will be included in a report to District Executive on housing delivery – anticipated date June 2017
PI022 - % New Homes built on Previously Developed Land	N/A	57%	See comment for PI021
PI023 - Net additional homes provided SSDC	N/A	606	See comment for PI021
PI025 - Number of cases of homelessness helped	50	37	

**Appendix B:
2015/16 Annual Performance
Monitoring Report**

Measure	16/17 Outturn	Previous Year Outturn	Comments
PI027 - Number of new affordable homes enabled	59	127	Consistent with the 'Affordable Housing Development Programme' report made to DX on 1st September 2016, in particular Graph 1, para 10.2.1, section 12 and appendix B. The housing delivery programme tends to come in peaks and troughs; however delivery in 2016/17 has been relatively low.
PI028 - Net increase in dwellings on the Council Tax Register	655	632	Data is from the Government return - CTB which is taken at October each year
PI029 – Number of incidents of antisocial behaviour reported to SSDC (excluding fly tipping and dead animals)	2,097	2,080	Figures are now collected through the EP team on the FLARE system.
PI030 - Number of local action groups supported per year	4	4	Crewkerne, Yeovil, Martock, Chard.
PI033 – Total number of complaints received	170	243	
PI034 - % of complaints resolved at stage 1 of complaints procedure	98.2%	96.4%	
PI037.a - Number of FTEs employed by SSDC Annual Snapshot	407.23	409.68	

Appendix C
Complaints Monitoring 1st April 2016 – 31st March 2017

Key:
No Complaints

Service	2012/13	2013/14	2014/15	2015/16	2016/17 complaints total	Access Method							Type							Stage			Compensation Issued? Y/N	Compensation Amount (£)	Action by SSDC								
						Email	In Person	Letter	Online	Other	Phone	Via CS	Equality	Failure to deliver	Issue with content/publication	Issue with Policy/Decision	Not SSDC Responsibility	Other Type	Poor Communication	Staff Handling	Stage One (Service Manager)	Stage Two (Assistant Director)			Stage Three (Ombudsman)	NO ACTION REQUIRED	Changes in working practice/ procedure	Improved Communication	Improved Monitoring of Service Delivery	Improved Partnership Working	Problem Rectified	Staff Training	
Area East Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	0
Area North Development	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0
Area South Development	0	0	2	1	1	1	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	N	0	0	0	0	0	1	0	0	0	
Area West Development	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Arts and Entertainment	19	13	21	33	24	17	0	4	0	0	3	0	2	10	4	1	2	5	0	0	24	0	0	N	0	22	0	0	2	0	0	0	
Building Control	1	0	0	1	3	0	0	0	0	0	3	0	0	3	0	0	0	0	0	3	0	0	N	0	0	0	3	0	0	0	0	0	
Civil Contingencies	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Communications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Community Health & Leisure	1	3	1	4	2	0	0	0	0	0	2	0	0	1	0	0	1	0	0	2	0	0	N	0	0	0	1	1	0	0	0	0	
Countryside	1	1	3	2	3	1	1	1	0	0	0	0	0	0	0	0	3	0	0	3	0	0	N	0	0	0	0	0	0	0	3	0	
Crematorium	0	0	0	26	8	0	3	3	0	0	2	0	0	2	0	1	0	5	0	0	8	0	0	N	0	2	5	0	0	0	1	0	
Customer Focus Support	0	0	0	31	10	3	0	0	3	0	4	0	0	1	2	0	0	3	4	10	0	0	N	0	5	0	0	0	0	5	0	0	
Democratic Services	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Development Control/Spatial Policy	21	14	4	15	12	9	0	3	0	0	0	0	0	0	8	0	0	0	4	10	2	0	N	0	11	0	1	0	0	0	0	0	
Economic Development	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Engineering and Property	2	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	£0	0	0	0	0	0	0	0	0	
Environmental Health	10	17	19	21	17	6	0	1	4	0	4	2	0	4	0	0	2	6	5	16	1	0	N	0	7	1	3	0	0	6	0	0	
Financial Services	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Fraud and Data	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Housing and Welfare	13	8	13	19	6	4	0	0	0	0	2	0	0	0	2	0	0	1	3	6	0	0	N	0	1	1	1	0	0	3	0	0	
HR	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
ICT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Legal Services	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Licensing	0	1	0	1	1	0	0	1	0	0	0	0	0	1	0	0	0	0	0	1	0	0	N	0	0	0	1	0	0	0	0	0	
Performance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Procurement and Risk	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	0
Revenues and Benefits	20	17	45	37	23	8	0	5	10	0	0	0	6	0	4	0	5	0	8	23	0	0	Y	50	11	1	0	0	0	10	1	0	
Spatial Systems	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Street Scene	59	23	25	31	52	8	0	0	10	0	8	26	0	27	0	6	13	4	1	1	52	0	0	N	0	27	2	2	0	0	20	1	
Partnerships	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N	0	0	0	0	0	0	0	0	0	
Waste*	19	20	12	16	8	5	0	2	0	0	0	1	0	4	0	1	0	1	0	2	8	0	0	N	0	4	0	0	0	0	4	0	
Totals =	177	119	148	243	170	62	4	20	27	0	28	29	2	59	6	23	15	27	11	27	167	3	0	Yes	50	90	10	12	3	1	52	2	
						170							170							170					170								

*Please note all complaints received by SSDC are passed on to SWP for resolution.

Agenda Item 7

Overview and Scrutiny Committee - Disposal of third party properties

Executive Portfolio Holder: Ric Pallister, Strategy and Policy Portfolio Holder
Director: Ian Clarke, Director – Support Services
Lead Officers: Joanna Gale, Overview and Scrutiny Manager
Contact Details: Joanna.gale@southsomerset.gov.uk or 01935 462077

Purpose of the Report

1. To request that the District Executive considers the findings and recommendations of the Overview and Scrutiny report with regard to the disposal (sale) of third party properties and ceases the current process as agreed on 4th October 2012.

Forward Plan

2. This report did not appear on the District Executive Forward Plan.

Public Interest

3. It will be of interest to members of the public concerned about the provision of social housing, for those in need in their local area and of particular interest to any member of the public who is seeking to be rehoused themselves or has a friend or relative registered for housing with the Council and its Housing Association partners.

Recommendation

4. The District Executive is requested to:
 - a. Cease the process agreed on 4th October 2012 for the consent to dispose of third party properties and agree in its place a notification to ward members is issued for information.
 - b. Request Yarlinton Housing Group provide the earliest notification possible to South Somerset District Council that they will be disposing (selling) a property, this will enable councillors to inform local residents.
 - c. Work with the Corporate Strategic Housing Manager to draw the lack of rural proofing, with regard to the arrangements to dispose of properties to the attention of the Department of Communities and Local Government and the Homes and Communities Agency (HCA).

Background

5. A confidential report on the proposed disposal of a property in Yeovil by Magna Housing Association was provided to the District Executive on 4th October 2012. The District Executive approved that any future such requests for endorsement of disposal with respect to individual properties formerly owned by the council and subsequently transferred to a Housing Association, including those transferred under the former trickle transfer policy, be delegated to the Portfolio Holder in consultation with the relevant ward member.

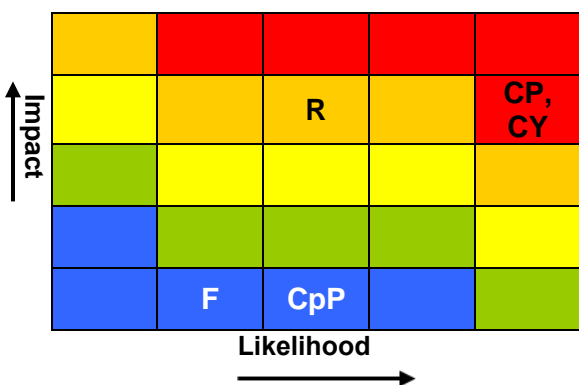
6. Yarlington Housing Group proposed to dispose of a property in Rimpton and a Portfolio Holder report was formally submitted in December 2015. That report reflected that the ward member was not in favour of the disposal, but, nonetheless, recommended that consent be given on the proviso that the funds raised were reinvested in the local area. The decision was called in to Scrutiny Committee which discussed the case and the overall process at its meeting on 5th January 2016. The Committee noted the cumulative effect of such disposals and the gradual erosion of rural housing as a result of each individual decision. The decision was not over turned, however the Scrutiny Committee launched a Task and Finish group investigation to assess the effectiveness of the consent to dispose process and the overall impact of third party disposals across South Somerset.
7. The attached report details the process, findings and recommendations of this Task and Finish group.
8. Since the Task and Finish group compiled its report and recommendations part of the Housing Planning Act 2016, removing the need for Housing Associations to gain consent for individual disposals from the HCA , has come into force. Yarlington Housing Group has stated they intend to still consult South Somerset District Council as before.

Financial Implications

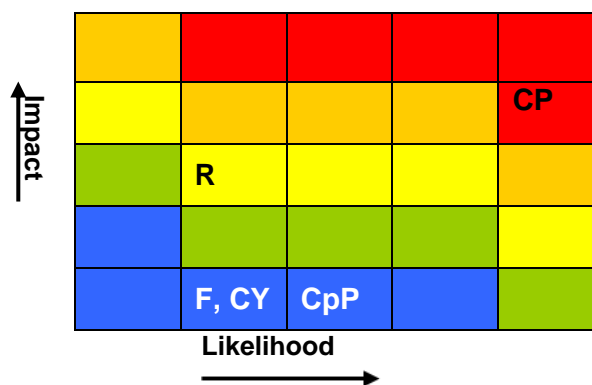
9. There are no direct financial implications for South Somerset District Council. Proceeding with the recommendation will allow the Strategic Housing Team to make more effective use of their time.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

Council Plan Implications

10. "To work with partners to enable the provision of housing that meets the future and existing needs of residents and employers"

Carbon Emissions and Climate Change Implications

11. There are no implications as a result of this decision, however it is worth noting where a Housing Association chooses to dispose of a property on the grounds that either the immediate or the future projected cost of cyclical works is disproportionate, it is extremely likely that these works would significantly improve the SAP¹ rating. Whilst we might expect properties retained by Housing Associations to generally be maintained to a relatively high level of energy efficiency, there is no such guarantee once such properties have been sold to individuals who may prioritise other works. It is therefore likely that such disposals at best stall and at worst prevent poorer SAP rated properties from being addressed.

Equality and Diversity Implications

12. As identified by members of the Scrutiny Committee, the practical application of Yarlington's disposal policy has a disproportionate effect on rural housing where there is already a higher affordability gradient working against those on average or below earnings. Whilst this does not necessarily disproportionately affect any vulnerable groups it will exacerbate any existing inequalities in rural areas.

Background Papers

Consent to Dispose of a Third Party Property (Confidential)

District Executive, 4th October 2012

Portfolio Holder Decision Called in by Scrutiny Committee: - Consent for Disposal of a Property in Rimpton by Yarlington Housing Group

Scrutiny Committee, 5th January 2016

Disposal of Third Party Properties - Draft Report of the Task and Finish

Scrutiny Committee, 4th April 2017

¹ SAP stands for Standard Assessment Procedure, an indicator used to show how energy efficient a property is.

Appendix



Disposal of Third Party Properties

Overview and Scrutiny Committee Task and Finish Group Report

March 2017

Chair's Foreword

In January 2016, the Overview and Scrutiny Committee considered a Call-In Request in respect of a Portfolio Holder decision giving consent to dispose a rural property by Yarlinton Housing Group. Whilst the Committee voted not to support the Call-In, the Committee noted the cumulative effect of such disposals and the gradual erosion of rural social housing and decided Scrutiny should programme a review of the policies, working practices and the outcomes achieved.

In April 2016 Overview and Scrutiny Committee commenced a review into the process surrounding the disposal of third party properties (where consent was being sought by a Housing Association to dispose of a property that was formerly owned by the Council). The Committee's concern was that rural social housing stock could be lost where there was still a need for it and that this could have a detrimental impact on the sustainability of South Somerset's rural communities.

This report details the review process of the Task and Finish group and makes a recommendation with regard to the process moving forward.

I would like to take this opportunity to thank the officers and Housing Association representatives who supported us on this review to make informed decisions and produce this report.

Sue Steele

Scrutiny Committee Chair

Task and Finish Group membership:

Sue Steele - Review Chair
Jason Baker
John Clark
Nick Colbert
Val Keitch
Sue Osborne
Gina Seaton

SSDC Officers

Colin McDonald – Corporate Strategic Housing Manager

Kirsty Larkins – Housing and Welfare Manager

Emily McGuinness – Scrutiny Manager

Joanna Gale – Scrutiny Manager

Housing Association Representatives

David Hall – Regional Director, Stonewater

Phillippa Yeates – Development Manager, Stonewater

Mandella Edwards – Regional Manager, Hastoe Housing Association

Jez Morris – Head of Housing Services – Magna Housing Association

Phyllida Culpin – Former Director Customer and Community Services – Yarlington Housing Group (YHG)

Jim Bruckel – Head of Lettings and Income – YHG

Mark Beard – Former Director of Operations – Knightstone Housing Association

The aim of the Task and Finish group was to assess the effectiveness of the consent to dispose process and the overall impact of third party property disposals (sales) across South Somerset.

The review group met on several occasions from April 2016 through to January 2017, their ambition was to;

- establish the background of the consent to dispose process
- identify and review all sources of evidence with regard to rural social housing need
- establish the impact of the disposal of social housing in rural areas
- understand the perspective of Housing Associations
- assess the wider impact of this in terms of the Rural Lettings and Choice Based lettings Policy
- make recommendations moving forward

Background of the Process

A confidential report on the proposed disposal (sale) of a property formerly owned by SSDC by a Housing Association was provided to the District Executive on 4th October 2012. The District Executive made the following decision with regard to consent to dispose of a third party property:

“Delegated to the Portfolio Holder, in consultation with the Ward Member(s), responsibility for consent to any future such requests with respect to individual properties formerly owned by the council and subsequently transferred to a Housing Association, including those transferred under the former trickle transfer policy;”

This decision has formed SSDC’s policy re: consent for disposal for third party properties, since then.

Please note this policy:

- Does not include properties previously funded by the Homes and Communities Agency (HCA) or its predecessor, the Housing Corporation. Such properties are NOT subject to the District Executive decision, even if the Council was co-sponsor of the original funding after 1st April 2003 (when ‘LASHG’² was ‘abolished’, effectively ending re-imburement of our funds by the Housing Corporation).
- Will appear to affect YHG more than any other Housing Association because the majority of their stock is former Council housing taken over at the time of the large scale voluntary transfer (LSVT). YHG was originally known as South Somerset Homes (SSH) and was created with the specific purpose of transferring all of the remaining council housing stock.

² Local Authority Social Housing Grant

Why do Housing Associations wish to dispose of properties?

Under the Coalition Government 2010-2015 there was a review of the way in which Central Government funded new Housing Association development. The Coalition Government decided to continue to provide capital subsidy towards new social housing provided by the Housing Association sector, but to make the grant 'stretch further' by a number of measures including the proposed disposal of some existing stock. This resulted in Housing Associations undertaking to raise defined sums as part of their 2011-15 funding contract with the HCA through the disposal of a limited number of properties when they became vacant. The funds raised are used to help subsidise Housing Associations' currently contracted programme to make public funds stretch further.

The key consideration from the point of view of the Housing Associations is the relative cost of maintaining/upgrading the property. Given the HCA expectation that monies shall be raised from disposals, it clearly makes sense to dispose of those properties which lie at the end of the expenditure curve, including the cost of bringing the property up to the expected energy efficiency (measured by the 'SAP³' rating). However, another consideration is the cost of managing isolated properties. Housing Associations will also consider the relative value of each property, in terms of OMV⁴

Process to inform recommendations

The Task and Finish group met with the Corporate Strategic Housing Manager who provided a detailed overview of the current considerations and processes that both Housing Associations and SSDC undertake to reach a decision to dispose of a property.

In May of last year the group met with representatives from 5 of the largest social housing providers across the district, the conclusions drawn from this evidence session were:

- Housing Associations will give further consideration to the possibility of priority marketing of their properties to local people, but require quantitative evidence before they will invest time exploring this proposal further. *In reality SSDC can only provide quantitative evidence of those people who are local or have a local connection that require social housing and have expressed a need, this information can be lifted from the Choice Based Lettings [common housing register] database. We have no means of identifying those who are local or have a local connection that could rent or purchase a property on the open market.*
- All parties agree the importance of proactively engaging with Parish Councils so that local communities are aware of how to bid for properties and when these properties become available.
- Only some Housing Associations have Asset Management Strategies providing details of the policy/process that governs how properties will be disposed (sold).

³ SAP stands for Standard Assessment Procedure, an indicator used to show how energy efficient a property is.!

⁴ OMV = Open Market Value – the price likely to be reached when the sale of a property is unconstrained

- Housing Associations consider potential renovation costs, SAP ratings and if the property falls within its core area to decide if it makes business sense for them to maintain the property as part of their portfolio or to dispose of it.
- Replacement properties for disposed (sold) properties are not necessarily in the same locality or even the same district. The location is determined by demand, return (the size of and number of properties that can be built) and the business needs of the organisation.

In conclusion the Task and Finish group determined:

- Although South Somerset District Council transferred its housing stock to preserve it, it now has very limited ability to influence Housing Associations decisions with regard to the disposal of properties.
- There is no implicit duty for Housing Associations to reinvest funds raised from a disposal (sold property) in the same locality or even the same authority area.
- The frequency of requests for disposals is increasing particularly from (YHG) who are going through the motion of consultation but not giving regard to the information and evidence that is provided in the consultation response.
- The majority of disposals put forward by YHG are in rural areas (parishes with populations below 3,000) which has had a disproportionate effect on the provision of social housing in such communities. This has been further exacerbated by the higher levels of conversion from social to private housing that was already happening as a result of the disproportionate take up of the Right to Buy and (since LSVT) preserved Right to Buy.
- The increased number of disposals (sold properties) in rural areas by YHG has impacted on the operation of the rural allocations policy which is also under review.
- As there are no examples of YHG changing their position as a result of the supposed consultation, SSDC officer and member time is being taken up for no practical purpose.
- SSDC are providing fewer consents yet YHG are still increasing the number of rural disposals. The HCA only check that the Housing Association has consulted the Local Authority and has followed its own policy. The HCA do not conduct a review of the decision to dispose if the decision is not supported by the Local Authority. The Housing and Planning Act 2016 states that Housing Associations will no longer require HCA approval with effect from April 2017.

- The disposing of third party social housing properties will continue as the Housing Associations are now operating much more commercially and are therefore looking to maintain and develop properties that provide the greatest return.
- There has been a complete disregard for the disproportionate impact of the disposal of social housing in rural communities and consequently for individual Local Authorities.

Recommendations:

The Task and Finish group recommends:

- The process agreed on 4th October 2012 for the consent to dispose of third party properties stops with immediate effect and in its place a notification to ward members is issued for information. This will prevent the Strategic Housing Team from investing time to source evidence to aid the Portfolio Holder to make a decision regarding consent that is not properly considered. The team can use this time to greater affect – reviewing the impact of the loss of this housing in terms of the Rural Lettings and Choice Based lettings Policy.
 - SSDC request Yarlinton Housing Group provide the earliest notification possible to South Somerset District Council that they will be disposing (selling) a property, this will enable councillors to inform local residents.
 - SSDC draw the lack of rural proofing, with regard to the arrangements to dispose of properties, to the attention of the Department of Communities and Local Government and the HCA.
 - The Task and Finish group continues to work with the Corporate Strategic Housing Manager with the focus of ensuring the risk of such disposals is fully understood and is reflected in SSDC rural lettings policy.
-

Agenda Item 8

District Executive Forward Plan

Executive Portfolio Holder: Ric Pallister, Leader, Strategy and Policy
Director: Ian Clarke, Director - Support Services
Lead Officer: Ian Clarke, Director – Support Services
Contact Details: ian.clarke@southsomerset.gov.uk or (01935) 462184

1. Purpose of the Report

1.1 This report informs Members of the current Executive Forward Plan, provides information on Portfolio Holder decisions and on consultation documents received by the Council that have been logged on the consultation database.

2. Public Interest

2.1 The District Executive Forward Plan lists the reports due to be discussed and decisions due to be made by the Committee within the next few months. The Consultation Database is a list of topics which the Council's view is currently being consulted upon by various outside organisations.

3. Recommendations

3.1 The District Executive is asked to:-

- I. approve the updated Executive Forward Plan for publication as attached at Appendix A;

4. Executive Forward Plan

4.1 The latest Forward Plan is attached at Appendix A. The timings given for reports to come forward are indicative only, and occasionally may be re scheduled and new items added as new circumstances arise.

5. Background Papers

5.1 None.

Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
July 2017	Update Report on Westland Leisure Complex	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Steve Joel, Assistant Director (Health & Well-Being)	District Executive
July 2017	Peer Challenge Report and Action Plan	Portfolio Holder for Strategy and Policy	Chief Executive	Alex Parmley, Chief Executive	District Executive
July 2017	Adoption of the new Commercial Land and Property Strategy	Portfolio Holder for Property & Climate Change	Chief Executive	Clare Pestell, Director (Commercial Services & Income Generation)	District Executive
July 2017	Approval of South Somerset Early Review Local Plan Issues and Options - Issues document for consultation	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Jo Wilkins, Senior Policy Planner	District Executive
July 2017	Capital & Revenue Budget monitoring reports for quarter 4 - Outturn Reports	Portfolio Holder for Finance and Legal Services	Director Support Services	Catherine Hood, Finance Manager	District Executive
June 2017	Prevention Charter for Somerset (from the Director of Public Health, SCC)	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Angela Cox, Democratic Services Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
July 2017	Area and District-wide annual grant spend	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
August 2017	Capital & Revenue Budget monitoring reports for Quarter 1	Portfolio Holder for Finance and Legal Services	Director Support Services	Catherine Hood, Finance Manager	District Executive
September 2017	CIL Governance - Policy to decide how funds are allocated	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Martin Woods, Director (Service Delivery)	District Executive
September 2017	Medium Term Financial Strategy / Plan	Portfolio Holder for Finance and Legal Services	Director Support Services	Paul Fitzgerald, Section 151 Officer	District Executive
September 2017	Discretionary Business Rate Relief Scheme	Portfolio Holder for Finance and Legal Services	Director Support Services	Ian Potter, Revenues and Benefits Manager	District Executive
September 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Chief Executive	Anna-Maria Lenz, Performance Officer	District Executive
October 2017	Community Right to Bid - 6 monthly update	Portfolio Holder for Strategic Planning (Place Making)	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
October 2017	Approval of South Somerset Early Review Local Plan Preferred Options document for consultation	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Jo Wilkins, Senior Policy Planner	District Executive
November 2017	Council Tax and Housing Benefit fraud report	Portfolio Holder for Finance and Legal Services	Director Support Services	Ian Potter, Revenues and Benefits Manager	District Executive
November 2017	Capital & Revenue Budget monitoring reports for Quarter 2	Portfolio Holder for Finance and Legal Services	Director Support Services	Catherine Hood, Finance Manager	District Executive
November 2017	Presentation by SPARK (Voluntary and Community Action)	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
December 2017	Update on the Medium Term Financial Strategy / Plan	Portfolio Holder for Finance and Legal Services	Director Support Services	Paul Fitzgerald, Section 151 Officer	District Executive
February 2018 February 2018	2018/19 Budget and Medium Term Financial Strategy	Portfolio Holder for Finance and Legal Services	Director Support Services	Paul Fitzgerald, Section 151 Officer	District Executive South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
July 2018 July 2018	Approval of South Somerset Early Review Local Plan Submission Plan	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Jo Wilkins, Senior Policy Planner	District Executive South Somerset District Council

Agenda Item 9

Date of Next Meeting

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 6th July 2017** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

Agenda Item 10

Exclusion of Press and Public

The Committee is asked to agree that the following item (agenda item 11) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

Agenda Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Document is Restricted