

**South Somerset District Council**  
**Decisions taken by the District Executive on Thursday 1 February 2018**

Agenda Item No	Agenda item	Decision
6.	SSDC Council Action Plan 2018-19	<p><b>RESOLVED:</b> That District Executive recommend that Full Council agree to:-</p> <ul style="list-style-type: none"> <li>a. adopt the Council Plan, Annual Action Plan and key performance indicators at their meeting on 22<sup>nd</sup> February 2018 (Appendix A,B, and D) as amended;</li> <li>b. note and comment on the draft measures, targets and milestones for each Priority Project (Appendix C);</li> <li>c. approve the monitoring arrangements as set out in the report.</li> </ul> <p><b>Reason:</b> To recommend adoption of the Council Plan, Annual Action Plan and key performance indicators by Full Council on the 22<sup>nd</sup> February 2018.</p>
7.	2018/19 Draft Revenue and Capital Budgets and Medium Term Financial Plan	<p><b>RESOLVED:</b> That District Executive recommend that Full Council agree to:-</p> <ul style="list-style-type: none"> <li>a. approve the Net Revenue Budget for 2018/19 of <b>£16.483m</b>, as set out in the Revenue Account Summary (paragraph 23) and in detail in Appendix A for the District Executive and four Area Committees, subject to any final amendments;</li> <li>b. a 2018/19 Council tax increase of £5, increasing the annual Band D basic rate by 3.18% to £162.48. This comprises £160.63 for SSDC, raising £9,746,896, and £1.85 on behalf of the Somerset Rivers Authority, raising £110,978 to transfer to Somerset Rivers Authority;</li> </ul>

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		<ul style="list-style-type: none"> <li>c. approve the transfer of £468k from earmarked reserve balances to assist with the shortfall on the Transformation budget, as detailed in paragraph 50, and note the remaining balances;</li> <li>d. approve the additions to the Capital Programme for new capital bids of £1.987m as shown in Appendix E;</li> <li>e. note the Minimum Revenue Provision (MRP) Statement and Capital Prudential Indicators as attached at Appendix H.</li> </ul> <p><b>Reason:</b> To recommend the Draft Budget and proposed council tax for 2018/19 to Full Council for approval.</p>
8.	2017/18 Revenue Budget Monitoring Report for the quarter ending 31st December 2017	<p><b>RESOLVED:</b> That District Executive:-</p> <ul style="list-style-type: none"> <li>a. noted the current 2017/18 financial position of the Council;</li> <li>b. noted the reasons for variations to the previously approved Directorate Budgets as detailed in paragraph 7;</li> <li>c. noted the transfers made to and from reserves outlined in paragraph 23 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D;</li> <li>d. noted the virements made under delegated authority as detailed in</li> </ul>

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		<p align="center">Appendix B.</p> <p><b>Reason:</b> To update Members on the current financial position of the revenue budgets of the Council and to report the reasons for variations from approved annual budgets for the period 1st April to 31st December 2017</p>
9.	2017/18 Capital Budget Monitoring Report for the quarter ending 31st December 2017	<p><b>RESOLVED:</b> That District Executive:-</p> <ul style="list-style-type: none"> <li>a. noted the content of the report;</li> <li>b. approved the revised capital programme spend as detailed in paragraph 6:</li> </ul> <p><b>Reason:</b> To update Members on the current financial position of the capital programme of the Council and to report the reasons for variations from approved budgets for the period 1st October 2017 to 31st December 2017.</p>
10.	District-wide Strategic Grants - Proposal for two-year funding agreements with Access for All, CASS and SPARK 2018-2020	<p><b>RESOLVED:</b> That District Executive:-</p> <ul style="list-style-type: none"> <li>a. agreed to a two year funding agreement, with appropriate break clauses, for the period April 2018 to March 2020, with payment of the year two grant subject to a satisfactory performance report, for the following amounts: <ul style="list-style-type: none"> <li>i. Citizens Advice South Somerset at £121,730 per annum</li> <li>ii. SPARK at £74,260 per annum</li> </ul> </li> </ul>

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		<p align="center">iii. Access for All at £9,000 per annum</p> <p>b. agreed to receive a progress report in 2019;</p> <p>c. agreed to receive a further report in 2020 with a view to considering moving to three year rolling funding agreements from 2020 onwards.</p> <p><b>Reason:</b> To confirm the future funding of three strategic voluntary sector partners Citizens Advice South Somerset (CASS); SPARK and Access for All, for the period 2018-2020.</p>
11.	Loan to Somerset Care & Repair Ltd	<p><b>RESOLVED:</b> That District Executive:-</p> <p>a. agreed for Wessex Home Loans (Wessex Resolutions CIC) to provide a loan of £200,000 to Somerset Care and Repair Ltd at a 4.5% fixed interest rate with capital and interest being repayable over 15 years.</p> <p>b. noted that this represented a departure from current policy which limits loans to £15,000;</p> <p>c. noted that the Loan would be conditional upon all necessary steps being put in place to ensure the security and repayment of the loan.</p>

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		<p><b>Reason:</b> To agree for Wessex Home Loans (Wessex Resolutions CIC) to provide a loan of £200,000 to Somerset Care and Repair towards completing the conversion of the Milford Inn, Yeovil into six flats and to enable the building of three housing units in the grounds. This being a one off departure from existing policy.</p>
12.	Food Hygiene Rating Scheme - Cost Recovery for Requested Re-inspections	<p><b>RESOLVED:</b> That District Executive:-</p> <ul style="list-style-type: none"> <li>a. noted the introduction of the Food Standard Agency’s guidance to cost recovery for requested re-inspections in England;</li> <li>b. approved the proposal to introduce a cost recovery fee for Food Hygiene Rating Scheme re-rating requests;</li> <li>c. approved the proposal to charge a fee of £115 for a Food Hygiene Rating Scheme re-rating inspection on the basis of full cost recovery.</li> </ul> <p><b>Reason:</b> To confirm the introduction of a fee to recover the costs associated with undertaking non-statutory visits to food businesses requesting a re-score of their food hygiene rating.</p>
13.	Commercial Property, Land and Development - Performance Management Indicators (PMI) Report	<p><b>RESOLVED:</b> That District Executive agreed:-</p>

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		<p>a. to implement the Performance Management Indicator (PMI) monitoring framework as outlined in the report as the basis for measuring the performance of the Council's property assets and informing future Council decisions;</p> <p>b. over the next twelve months to undertake further work to create a reliable set of baseline figures upon which the new Performance Management Indicators (PMI's) will be predicated;</p> <p>c. to report the PMI's quarterly via SSDC's quarterly performance reporting process.</p> <p><b>Reason:</b> To provide the Council with a robust process for measuring the performance of its property portfolio in order to inform strategic decision making and to devise a comprehensive set of Performance Management Indicators to be applied across the Council's whole portfolio.</p>
14.	District Executive Forward Plan	<p><b>RESOLVED:</b> That the District Executive:-</p> <ol style="list-style-type: none"> <li>1. approved the updated Executive Forward Plan for publication as attached at Appendix A, with the following amendments; <ul style="list-style-type: none"> <li>• Report on Key 4 Life – March 2018</li> </ul> </li> <li>2. noted the contents of the Consultation Database as shown at</li> </ol>

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		<p align="center">Appendix B with the following additional consultations:-</p> <ul style="list-style-type: none"> <li>• Local government ethical standards: stakeholder consultation</li> <li>• Improving the use of planning conditions: consultation on draft regulations</li> </ul> <p><b>Reason:</b> The Forward Plan is a statutory document.</p>
16.	Exclusion of Press and Public	<p><b>RESOLVED:</b> That the following items 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).</p>
17.	Commercial Services & Income Generation Update (Confidential)	<p><b>RESOLVED:</b> That District Executive agreed:-</p> <ol style="list-style-type: none"> <li>a. to note the progress to date on service income reviews and initiatives;</li> <li>b. to note the early performance of the commercial property investment portfolio and ongoing property asset review, which is being delivered in line with the approved Commercial Strategy.</li> </ol>

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		<p><b>Reason:</b> To note the work carried out by managers and the Service Income Team to identify opportunities, internally from across the organisation, which may lead to increased levels of income or cost reduction and to approve the continuation of this work.</p>
1.		
2.		