



District Executive

Thursday 1st December 2022

9.30 am

**Council Chamber, Council Offices,
Brympton Way, Yeovil, 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.

Any members of the public wishing to attend, or address the meeting at Public Question Time, are asked to email **democracy@southsomerset.gov.uk** by 9.00am on Wednesday 30 November 2022, so that we can advise on the options for accessing the meeting.

The meeting will be viewable online by selecting the committee meetings at:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

This Agenda was issued on Wednesday 23 November 2022.

Jane Portman, *Chief Executive Officer*



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

District Executive Membership

Jason Baker
Mike Best
John Clark
Nicola Clark
Adam Dance
Sarah Dyke
Peter Gubbins
Val Keitch
Tony Lock
Peter Seib

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.

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 at democracy@southsomerset.gov.uk

District Executive

Thursday 1 December 2022

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 03 November 2022.

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. Corporate Performance Report 2022-23: 2nd Quarter (Pages 5 - 20)

7. 2022/23 Capital Budget Monitoring Report for the Period Ending 30th September 2022 and Revised Estimates for 2022/23 (Pages 21 - 34)

8. 2022/23 Revenue Budget Monitoring Report for the Period Ending 30 September 2022 and Revised Estimates for 2022/23 (Pages 35 - 48)

9. Investment Asset Update Report

This item has been withdrawn from the Agenda and will be presented to the next meeting of District Executive on 05 January 2023.

10. District Executive Forward Plan (Pages 49 - 53)

11. Date of Next Meeting (Page 54)

12. Exclusion of Press and Public (Page 55)

13. Briefing on Local Government Reorganisation (Confidential) (Page 56)

Corporate Performance Report 2022-23: 2nd Quarter

Executive Portfolio Holder: Val Keitch, Strategy
Strategic Director: Nicola Hix, Director of Strategy and Support Services
Service Manager: Brendan Downes, Lead Specialist Procurement, Performance and Change
Lead Officer: Kate Arscott, Specialist - Strategic Planning
Contact Details: Kate.arscott@southsomerset.gov.uk

Purpose of the Report

1. This report sets out the current position of the Council's agreed key performance indicators and covers the period from July to September 2022 (Q2).

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of December 2022.

Public Interest

3. The Council is accountable to the local community for its performance. We publish performance-monitoring information to demonstrate outcomes and to highlight opportunities to learn and improve for the future.
4. The management teams are paying particular attention to measures that reflect the national crisis of the cost-of-living increase. This is putting extra demand on many of our services. SCC and SSDC have both made £50k contributions to Somerset Community Foundation's Hardship Fund. The purpose of the fund will be to support the establishment of warm spaces and front-line community organisations supporting vulnerable people.
5. There is also an increasing amount of focus on Local Government Reorganisation (LGR) to the Unitary Council on 1st April 2023. This will be reflected in our KPI: LGR1. It is accepted that there will be conflict in maintaining Business as usual and investing in LGR. Increased resources are being allocated to the programme as we approach April 23, as well as our focus being on maintaining the standards of the KPIs that support our most vulnerable residents in South Somerset.
6. Despite this additional pressure there has been significant improvement to some KPIs this quarter:
 - Average call wait time is now 2.04 minutes, the target is 4 minutes.
 - 75 individuals now in employment / training through our Employment hubs. Due to the success the scheme has now been extended to the end of Feb 2023.



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- Development projects initiated through interaction with community groups has resulted in an increase in rural projects.
- The Annual target for Contract Social value (as part of the KPI package with Freedom leisure) has already been achieved.

Recommendations

7. That District Executive agree to:
 - a. note and comment on the report
 - b. note the improved KPIs

Background

8. The Key Performance Indicators (KPIs) for 2022-23 are aligned with the Corporate Annual Action Plan for SSDC. They have been designed to monitor delivery of the objectives for each of the focus areas.
 - a. Environment,
 - b. Healthy and Self-Reliant Communities,
 - c. Economy and Covid-19 Recovery,
 - d. Places where we live,
 - e. Local Government Reorganisation - safeguarding delivery of SSDC services to residents.
9. The set of 50 KPIs focus on the protection and quality of our environment, and carbon reduction, as we move closer to the 2030 deadline of carbon neutrality. 2 new measures for 22/23 monitor community support for the most vulnerable, and there is also specific focus on the deliverability of affordable housing. Significant work has been undertaken to establish better transparency using numerical indicators where possible rather than being purely narrative based.
10. The report author has worked with relevant specialists and case officers to update and expand data sheets for each KPI. These data sheets show in detail the reasoning behind each KPI and set out the specific measures, data sources, calculations, targets, and quality checks. The system has a 3-stage approval process to ensure quality of data and transparency on performance.
11. The additional background paper "Individual Performance overview" shows further detail, including monthly data, for each individual performance indicator and will be published on the website in line with this report. Each performance indicator has a separate overview page. This shows:
 - a. Static information – KPI description, focus area, agreed targets and the frequency of reporting
 - b. If the target is cumulative, I.e., if the annual target is a sum of all 12 months.
 - c. The status and trend I.e. if the KPI is improving compared to the previous reporting period.
 - d. A breakdown of the monthly reported figures.



- e. Progress to target where the annual target is equal to 100%
- f. A narrative highlighting success, or an explanation of why targets are not being met.
- g. A visual representation of the target, shown as a line, and reported figures shown in a bar indicating if the target has been met.

12. The Council monitors this set of Key Performance Indicators through an integrated SharePoint platform with reduced manual invention, utilising MS365 more fully in line with the council's wider digital strategy. This report provides an extract view, but the reports are available to view online.

Quarter 2 Performance

13. The attached report covers our performance for quarter 2, (July to September) 2022-23. 3 measures did not report this quarter. 2 are annual measures, data and targets are still being confirmed for 1 (HC4). Overall, of the 47 reported KPIs, 27 are either on or ahead of target. 17 KPIs are significantly below target (red, >11% below target), 3 are underperforming (amber, 6-11% below target).

14. Supporting narrative provided within the report is from the relevant KPI owner/Lead Officer and explains the background of the data, links to previous months and measures that have been put in place to improve performance. This narrative is true as at the end of the quarter 2 period.

15. Environment.

Our timeline for Fleet decarbonisation has stopped and a new work package has been created with the LGR Programme. The fleet management team are working with SCC to establish new strategy that will review the usage, fuel provision, procurement and replacement programme of our fleet both now and moving forward into Somerset Council. This includes the purchase of a new fleet management system and integrated telematics which will provide data on the fleet management (general) as well as current emissions data. This will also include the introduction of HVO trials and new Electric Vehicles coming into the fleet. It is at this stage that we will truly see the data improve on our carbon footprint. This of course takes time and money, something which is of course challenging under the current economic climate.

The decarbonisation works to our corporate buildings have not yet been delivered at meaningful scale but there has been work that should lead to improvements. One of the gas boilers at Brympton Way has been replaced. This is likely to be a more energy efficient model that will use less gas for a given heat output. A strategy for Petters House has been put together to only heat the occupied parts of the building. As Petters is 100% electric this should deliver a meaningful saving. The reintroduction of recirculated air at Brympton Way has been approved to reduce the heating requirements. The JOD arena has been refurbished. We should now be reporting on the new more energy efficient water heating system.



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Energy demand will vary with weather conditions. We are currently in a La Nina cycle, of warmer, wetter winters. If this cycle ends we may see higher energy usage in January and February 2023. The Police occupy Brympton 24/7 so our usage may be higher than previously assessed. We need to take the extended occupancy into account when reporting.

16. Places where we live.

Due to phosphates our ability to release new housing opportunities has been severely constrained. Following significant work with housing associations as well as Natural England and colleague authorities, we have been able to take schemes for around 260 dwellings through area committee or delegated decisions. This along with the District Executives support for credit sale proposals there is a good prospect that we will be able to determine a significant number of as we move into the second half of 2023. This will be heavily reliant on the ability for all interested parties to agree and have S106 agreements in place before the credits can be redeemed.

3 new development projects have now been initiated following interaction with community groups. We are actively working to bring forward 3 rural affordable housing schemes. It is anticipated that these will be delivered by the end of March 2023.

The number of families in B&B accommodation continues to remain low.

17. Healthy and Self-Reliant Communities.

This year SSDC hosted 12 Playdays across towns and villages in the district. These are a series of free events for our communities that take place in the Summer Holidays. Playdays are run by our Locality Team who work with children's activity suppliers from across the Southwest. They are very popular events and over the 12 Playdays we welcomed around 10,000 visitors.

So far this year over 12,000 clients have been assisted by SSDC funded organisations who provide support for vulnerable residents. These organisations include CASS, Spark, South Somerset Families Programme, and 12 Food banks across the district. This total number of clients far exceeds the target and is reflective of the increased demand for services due to the Cost-of-Living Crisis and financial hardship households are experiencing. Options are being explored how best to support the county's Local Citizens Advice to meet the increased demand of people seeking help with financial issues. Support with food poverty is also being undertaken to establish a Food Partnership to support Food Resilience in the long term. On behalf of the county SSDC are mapping all the Food Banks, Pantries (and later warm places) to make it easier for residents to access

18. Economy and Covid-19 Recovery.

The Wincanton Regeneration project has had a change of scope agreed which means that the focus is now on the re-use of empty properties within the town centre instead of public realm improvements. Funding applications for events/activities and building repair grants has now closed and work will be completed on both before the end of March 2023.



South Somerset District Council

We are behind on inward investment and business expansion enquiries, plus the student entrepreneurial and enterprise activity has been delayed. Measures and resource are being focused on these areas to put them back on track in quarter 3. Specifically, student engagement activity will commence in November. Also, a team member will focus more on inward investment from November and we will engage more closely with HotSW Local Enterprise Partnership (LEP) activity.

19. LGR services to residents.

Focus is on processing Housing Benefit new claims as recommended by DWP and the speed of processing is now improving. Mutual aid (Somerset LAs supporting each other across boundaries) has been agreed to be provided by Somerset West and Taunton to assist with Housing Benefit processing. Council Tax Support new claims have been ring fenced and outsourced for processing. They are expected to clear the 500 Council Tax Support claims in Quarter 3 which will show an improvement in speed of processing.

There has been a massive improvement in Call waiting times, from 10 minutes in quarter 1 to 2 minutes in quarter 2. This is due to very successful recruitment drive, training programmes and stabilisation of the service for the mid-term.

20. We will continue to monitor performance closely in the final year of SSDC as we move into this critical year.

Financial Implications

21. There are no financial implications to this report.

Legal implications (if any) and details of Statutory Powers

22. There are no legal implications to this report.

Council Plan Implications

23. Council Plan 2020-2024

Carbon Emissions and Climate Change Implications

24. Our Environment area of focus covers the Carbon emissions and climate change implications. There are no implications regarding the producing of this report.

Equality and Diversity Implications

25. Equality Impact relevance check complete. There are no equality and diversity implications within this report.

Privacy Impact Assessment

26. There are no named individuals included within this report.

Background Papers

[Council Plan annual action plan 2022-23](#)

Individual performance overview



South Somerset District Council Quarterly performance report - Quarter 2 2022/23

This report sets out the current position of the Council's agreed key performance indicators and covers the period from July to September 2022 (Q2).

The Key Performance Indicators (KPIs) for 2022-23 are aligned with the Corporate Annual Action Plan for SSDC. They have been designed to monitor delivery of the objectives for each of the focus areas.

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Environment



Healthy and Self-Reliant Communities



Economy and Covid-19 Recovery



Places where we live



Local Government Reorganisation - safeguarding delivery of SSDC services to residents.

Performance Report - Quarter 2



50

Total KPIs



8

Total KPIs for Environment



6

Total KPIs for Places Where We Live



13

Total KPIs for Healthy & Self-Reliant Communities



15

Total KPIs for Local Government Reorganisation



8

Total KPIs for Economic Development and Covid Recovery

37

Total KPIs Reported Monthly

11

Total KPIs Reported Quarterly

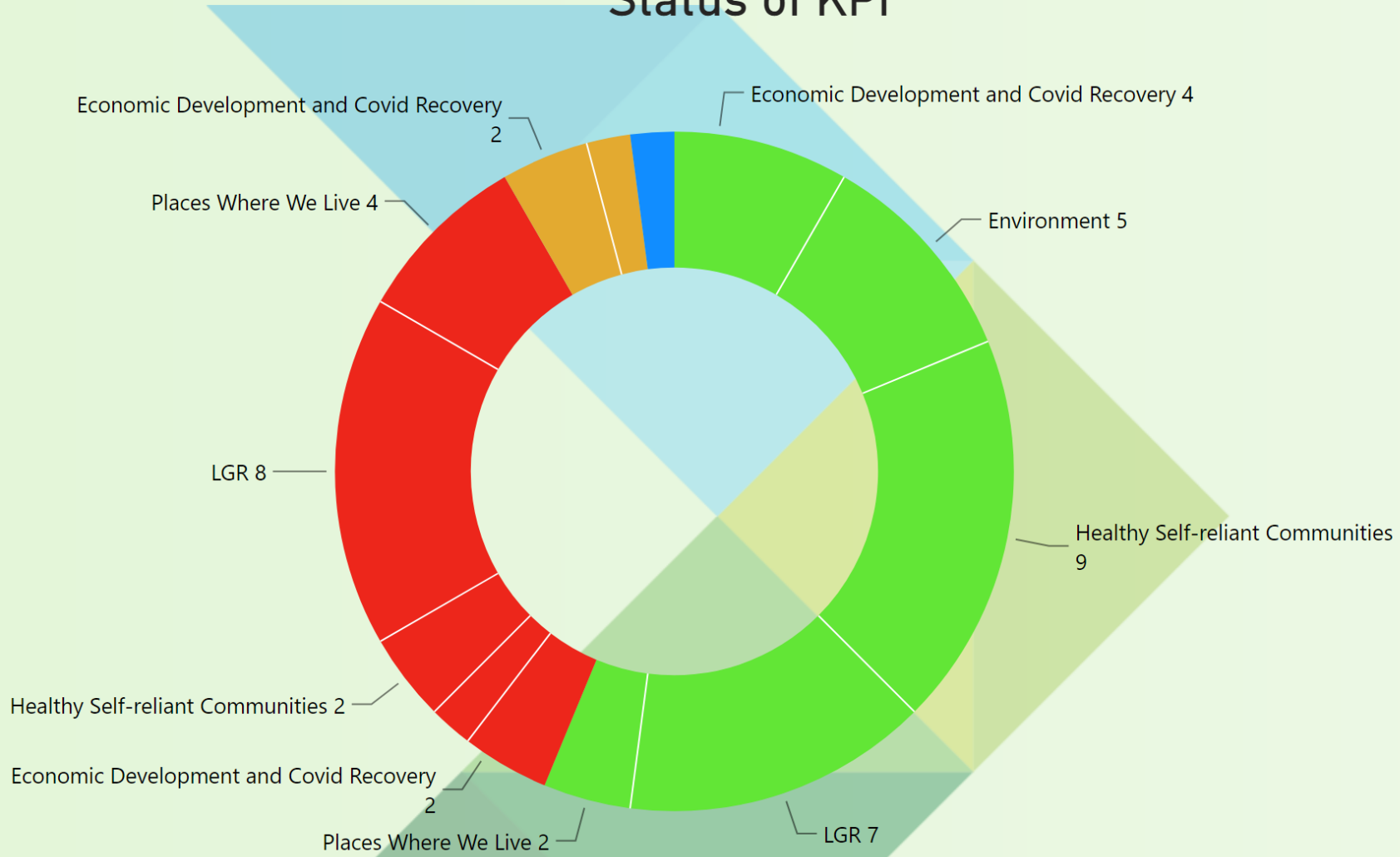
2

Total KPIs Reported Annually



47
Reported

Status of KPI



Status

- Green
- Red
- Amber
- Unreported

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27

Green = on, or +/-5% ahead or behind target

3

Amber = 6-11% below target

17

Red = 11%+ below target



Performance Report - Quarter 2 - Environment



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
ENV3	Environmental Outreach	Number of users of the www.southsomersetenvironment.co.uk website	Yes	1,938.00	3,824.00	▲	▲	Total number of unique visitors to the website. 335 unique visitors during September 2022
ENV5	Carbon Reduction - Fleet	Number of KG of CO2 used. Target of reduction month on month			0.00	▲	○	Fleet management system procurement in process
ENV6	Carbon Reduction - SSDC estate	Number of units of energy reduced/saved at SSDC buildings retrofitted to reduce energy waste and improve thermal performance	Yes	1,213,080.00	961,817.00	▲	▲	Seasonal - Units used in September 157900 - Some Gas invoices have been estimated
ENV7	Deliver Low Carbon Transport Options	EV charger info - number of visits	Yes	1,254.00	1,051.00	▼	■	Total number of charges delivered since went on line is 3848 Total for April - September 1051 - issues with down time to be looked at with SWARCO
ENV1	Protection and Quality of Environment	The % of trees under SSDC care that are registered as 3* (healthy)	No	60.00%	0.00%	▲	○	Tree software has been purchased, the tablets have been delivered and we are awaiting training on how to use the system from Kaarbontech
ENV11	Protection and Quality of Environment	Info from new public space software			0.00	▲	○	Public space management software procured. Awaiting implementation and systems training in December. Expecting the system and reporting to be effective from January.



Performance Report - Quarter 2 - Places Where We Live



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
PL1	Delivery of New Housing	Number of planning permissions for new dwellings given per annum	Yes	474.00	314.00	▼	▼	The number of new homes granted planning permission continues to be impacted by the phosphates issue.
PL2	Affordable Housing	Number of affordable dwellings built (measure in the LHNA)	Yes	106.00	31.00	▼	▼	There were 4 dwellings completed in Chard in the last quarter
PL3	Rural Affordable Housing	Number of affordable housing completed within rural areas	Yes	38.00	12.00	▼	▼	There have been no completions in the last quarter
PL4	Homelessness Prevention	Number of successful preventions cases – cases where SSDC intervention or assistance has prevented an individual becoming homeless	No	40.00%	33.00%	▼	▬	<p>During this month 15 people approached at risk of homelessness. We were able to prevent 5 of these applicants from becoming homeless. The other 10 people went into relief duty as we were unable to prevent this risk.</p> <p>During relief duty we continue to work with them to relieve their homelessness such as support into social housing or private rentals, and after 56 days we make a homeless decision.</p> <p>During this quarter we have seen the figure rise slightly on average from 31% in Q1 to 33% in Q2, but we have maintained our consistent trend rather than fluctuation. The team is stable and performance is starting to reflect this.</p>
PL7	Homelessness Prevention	Number in Bed & Breakfast accommodation - Families and Singles	No	7.00	4.00	▲	▲	At the end of September there was 1 single in B&B following a homeless application and under the Ukrainian Scheme 2 families and 1 single in B&B.
PL9	Support Communities to Identify Any Housing Needs	Number of development projects initiated following ongoing interaction with parish/community groups	No	3.00	3.00	▲	▲	We are still working with 3 groups to progress developments in the community



Performance Report - Quarter 2 - Healthy & Self-Reliant Communities



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
HC1	Community Activities	Health walks no. of participants	Yes	4,350.00	4,991.00	▲	▲	Figures do not include some walks where leaders have not yet submitted stats. Exceeding target for the quarter.
HC2	Community Activities	Number of volunteers days donated to SSDC events/projects	Yes	3,666.00	2,860.00	▼	▼	Figures not received from Heritage or Yeovil Country park
HC3	Community Activities	Community activities - no. of sessions delivered	Yes	108.00	279.00	▲	▲	Figure not received from Heritage. 10 activities were delivered by our Countryside teams in September
HC4	Community Activities	Community projects - lasting physical asset (No) completed in the year	No			○	○	
HC5	Community Support	Support for vulnerable customers (No.) careline	No	1,900.00	1,812.00	▲	▬	We continue to see more returns than new installations. Complicated business environment now being addressed collaboratively through LGR alignment work.
HC6	Community Support	Disabled facilities grants (No.)	Yes	42.00	38.00	▬	▲	Number of DFGs is on target
HC7	Community Support	Total number of clients assisted by SSDC funded organisations who provide support for vulnerable residents	Yes	7,890.00	12,340.00	▲	▲	Cumulative total far exceeds the target. This is reflective of the increased demand for services due to the Cost of Living Crisis and financial hardship households are experiencing. Figure does not include Wincanton food bank as we haven't received the data
HC8	Community Support	Community grants provided (No)	Yes	12.00	24.00	▲	▲	1 community grant awarded in September 2022. Application numbers will reduce as budget is spent. Large grant scheme now closed for new applications.
HC9	Community Support	Community grants provided (£)	No	£	£180	▲	▲	Spend is profiled to reduce as scheme comes to an end. On track to spend the allocated budget in three SSDC areas with an underspend predicted in Area South.

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Performance Report - Quarter 2 - Healthy & Self-Reliant Communities



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
HC10	Freedom Leisure Community Measures	Financial Performance Will the total management fee be required?				▲	▲	Overall business performance is looking strong and projections continue to see growth. Key risks to the staying within budget parameters: the disruptive effect of capital works being undertaken at Wincanton, Goldenstones and Westlands, utility cost rises which are particularly challenging for the leisure sector. Freedom Leisure is taking decisive action to control costs but activity/membership price increases in the year ahead will need to account of and reflect the challenging economic climate.
HC11	Freedom Leisure Community Measures	Service Quality Net promoter score, national benchmark is 30 (highest is 100).	No	45.00	23.75	▼	▼	<p>The average NPS across all sites is 23.75, but the score for Chard was above target at end Q1 at 53. The average across the portfolio is below target currently, but this is not unexpected due to the disruption at the Westlands, Goldenstones and Wincanton due to capital works. Taking into account other measures of quality, there are no real concerns about overall service quality at present.</p> <p>The next NPS survey will take place in January 2023 once the bulk of capital improvements have been delivered.</p>
HC12	Freedom Leisure Community Measures	Environmental Impact Units of Gas consumption	No	492,139.00	503,481.00	▲	▲	<p>Consumption is as projected.</p> <p>Overall improvements in energy consumption are expected at Goldenstones, Wincanton and Westlands once the impact of the capital works are realised.</p>
HC13	Freedom Leisure Community Measures	Contract Social Value % of social value FL have delivered against the target set.	Yes	30.00%	52.00%	▲	▲	By the end of the current fiscal year, we would expect the operator to have delivered 40% of their overall social value target as set out in their bid. By end Q2 they have already exceeded their target for the year (subject to final verification of their figures by the Social Value Portal) as they have delivered nearly 52% of their social value offer.



Performance Report - Quarter 2 - Economic Development & Covid Recovery



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
ED1	Supporting Recovery	Employment Hub Data: Total number of individuals entered into employment or training	Yes	72.00	75.00	▲	▲	For the month of September we have seen 6 people enter employment and 4 people into training. Two recruitment events took place over August/September resulting in a number of new customers which now need to be followed up.
ED2	Supporting Recovery / Innovation and Skills	Number of students receiving entrepreneurial and enterprise activity in schools / colleges - funded by SSDC	No	700.00	0.00	▼	▲	Delivery partner has been successfully procured. All 12 secondary schools within South Somerset have been approached and the 6 that SSDC are funding have been approved. Delivery to students will commence in November.
ED3	Supporting Recovery / Innovation and Skills	Number of inward investment and business expansion enquiries received	Yes	6.00	3.00	▼	■	<p>The Heart of the South West Local Enterprise Partnership have been commissioned by the 5 Somerset Councils to undertake additional inward investment activity in Somerset.</p> <p>Activity continues within SSDC, with a sector proposition for the district currently being produced. Resources are being made available to increase the focus on this activity.</p>
ED5	Improved Broadband	Number of Gigabit Broadband Vouchers; claimed, issued and paid	Yes	200.00	700.00	▲	▲	SSDC's role is to promote or market the Gigabit vouchers. Where required we also offer advice to communities and businesses to support with broadband connectivity.



Ref	Title	KPI Description	Status	Trend	Narrative
ED7	Regeneration Chard	Chard Regeneration programme measures	▲	▲	Public Realm 98% complete. A number of properties in the process of working through a property grant application.
ED8	Regeneration Wincanton	Wincanton Regeneration programme measures	■	■	Full Council agreed a significant change of scope at the meeting on 22nd September. This will affect many of the previously agreed KPI's.
ED9	Regeneration Yeovil	Yeovil Regeneration programme measures	■	■	<p>DX agreed to increase budget to enable works in Wynhdam Street area to be completed. This means that all public realm sections identified in the Yeovil Refresh project are now within the programme of works. Work on the Triangle area is progressing well.</p> <p>The cycleway aspect of the project is also progressing.</p> <p>Discussions are still underway with DLUHC around the Future High Street Fund changes.</p>
ED10	Octagon development	Octagon development measures	▲	▲	Value engineering work is underway to keep the project within budget. RIBA stage 4 work is now underway, with the stage 4 report due 16th December.



Performance Report - Quarter 2 - Local Government Reorganisation



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
LGR1	Preparatory Work	Number of employees directly engaged in transition programme. % of total workforce	No	18.14%	%	▼	■	No correct data available from LGR PMO. Their data filtered by SSDC shows only 30 people currently working on LGR. A new process of gathering data via LMF has started. This is in progress.
LGR2	Average Call Wait Time	Average minutes taken to answer a call from customer	No	4.00 Mins	2.04 Mins	▲	▲	Recruitment and training has successfully completed and call wait times have stabilised.
LGR5	Council Tax Collection	% of annual Council Tax collected	Yes	48.00%	54.79%	▲	▲	Focus on recovery on unpaid accounts is now improving collection rates.
LGR7	National Non Domestic Rates (NNDR) Collection	% of annual National Non Domestic Rates (NNDR) collected	Yes	48.00%	55.24%	▲	▲	New officer recruited to work on NNDR including recovery.
LGR9	Housing Benefit – New Claims	Days to process	No	21.00 Days	35.00 Days	▼	▼	Speed of processing is improving due to us focussing in HB new claims per DWP advice
LGR10	Housing Benefit - Change of Circumstance	Days to process	No	7.00 Days	15.00 Days	▼	▼	Speed of processing has remained the same due to focussing on HB new claims. We have outsourced some of our CTS work so this should now improve.
LGR11	Council Tax Support – New Claims	Days to process	No	30.00 Days	92.00 Days	▼	▼	Speed of processing has improved slightly from last month due to temporary resource issue being resolved. Outsourcing of some CTS work has now been arranged ready for October Speed of processing.
LGR12	Council Tax Support - Change of Circumstance	Days to process	No	7.00 Days	9.00 Days	▼	▲	Speed of processing is still close to target as we auto process CTS changes from the DWP which brings the average down from those that take longer to manually process.



Performance Report - Quarter 2 - Local Government Reorganisation



Ref	Title	KPI Description	Cumulative	Q2 Target	Data	Status	Trend	Narrative
LGR13	Planning Applications – Major	The % of Major planning applications determined with 13 weeks or with an extension of time	No	60.00%	66.00%	▲	▲	A limited number of major applications determined, however it exceeds target.
LGR14	Planning Applications – Minor	The % of Minor planning applications determined within 8 weeks or with an extension of time	No	70.00%	80.00%	▲	▲	Performance continues to exceed target albeit officers generally have case loads significantly in excess of manageable levels by reason of phosphates as well as delays in securing responses from other consultees(LLFA, SES, Highways)
LGR16	Planning - Extensions of Time	The % of overall decisions subject to agreed extension of time	No	60.00%	47.00%	▼	■	Although officers are requiring fewer extensions of time, the team retains an underlying volume of work delayed by phosphates, curenly some 360 applications.
LGR17	Planning Validations	The number of days between receipt of application and start of validation – the aim of this measure is to be on or under target	No	10.00 Days	15.50 Days	▼	▼	A slip of 1 1/2 days resulting from the introduction of a new validation checklist and its impacts upon the requirements for additional submissions to ensure comprehensive applications are submitted.
LGR18	Planning - Control	% of planning control breaches that are proceeding to formal action	No	10.00%	8.00%	▼	▲	We continue to be ahead of target for this quarter. Out of 307 cases currently active, 43 are at formal action stage. This number is set to increase over the coming months as the team continue to make swift decisions which are proportionate to the breach being investigated.
LGR21	Environmental Health - Fly Tip Collections	% of fly tips collected within 5 working days after reporting	No	100.00%	88.00%	▼	▲	77 fly tips received however some tickets passed to other agencies i.e. SWP to clear due to their contents and this handover to collection time created a delay. The most time it was taken to clear for those over 5 days was 7 days

2022/23 Capital Budget Monitoring Report for the Period Ending 30th September 2022 and Revised Estimates for 2022/23

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT Lead Karen Watling, Chief Finance Officer
Report Lead James Griffin, Regeneration and Capital Finance Specialist
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Purpose of the Report

1. The purpose of this report is to provide District Executive with the current spending against the Council's approved Capital Budget and the forecast position at year end ("outturn"), to explain estimated variations against budget, and to propose Revised Estimates to Full Council for the remainder of this financial year. This report should be read alongside the Revenue Budget Monitoring Report also on District Executive's agenda.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of December 2022.

Public Interest

3. Capital expenditure is expenditure on assets such as land, property, ICT equipment, and the refurbishment of existing assets that will prolong the useful life of the asset (such as replacing a roof). Lending to third parties is also capital expenditure in many cases.

Recommendations

4. That District Executive:
 - a) Notes the expenditure on the capital programme as at the end of quarter two given in Table One.
 - b) Notes the amount remaining the Corporate Capital Contingency Budget, given in Table Four.
 - c) Recommends to Full Council the Revised Estimates for the 2022/23 capital budget of £28.801m which incorporates:
 - The slippage in the Capital Programme given in Table Two.



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- The addition of five S106 funded projects totalling £0.095m as set out in paragraphs 48.
- A decrease to the Disabled Facilities Grants budget of £0.136m as explained in paragraph 41.
- The proposed pausing and removal of budgets for uncommitted projects listed in Appendix B totalling £1.840m.
- The removal of remaining unspent budget amounts for completed projects totalling £0.050m listed in Appendix B.
- The establishment of an earmarked reserve, of £0.413m, to be funded by usable capital receipts already received to fund the capital required for building a car park at Millers Garage if the approach agreed by District Executive at its meeting in October 2022 does not materialise.
- The inclusion of a new budget programme to be called “Capital works budget for investment property”. This will replace the separate budgets identified in the capital programme for individual commercial properties and does not require any new budget additions - just an amalgamation of current approved budgets into one programme line within slippage being taken into account in the overall reprofiling proposals.
- Approves the splitting out and the renaming of the historic budget for the ‘Westlands building improvements’ budget of £0.552m with £0.452m moving to the ‘Westlands Events Hall Boiler Replacement and Improvements’ and £0.100m moving to the ‘Westlands Sports Hall Roof Repairs’.
- Approves the virement of £0.424m from Decarbonisation of Operational Buildings - Phase 2 to Westlands Events Hall Boiler Replacement and Improvements Budget.
- Approves the refinancing of the 2022/23 revised capital programme as set out in Table Nine.

Background

5. Full Council approves the capital budget in February each year. Monitoring of the agreed programme has been delegated to District Executive and is undertaken on a quarterly basis. District Executive can agree to vire money from the Corporate Capital Contingency Budget to existing approved projects if required. In urgent cases, the Chief Executive Officer has delegated authority, in consultation with the s151 Officer, to vire amounts from the Corporate Capital Contingency Budget into the schemes previously approved by Full Council in the capital programme.
6. Full Council approves any in-year increases to the capital budget unless the proposed project delivers a corporate priority and/or is an emergency decision. In

such circumstances District Executive, under delegation, can approve an increase in the capital budget as long as the increase does not total more than 5% of useable reserves in any one year. Any new capital commitments (i.e contracts) over £1m may need approval by Somerset County Council's S151 Officer or Executive under the S24 Direction, depending on whether the commitment has already been given a general up-front consent by the Executive or not.

Quarter Two Capital Budget Position for 2022/23

7. The year-end forecast position as reported at quarter one, was £50.680m. This report proposes that a Revised Budget is agreed for this budget year of £28,801m which is a reduction of £21,879m (or 43%). A summary of the proposed changes is shown in Table One.
8. Most of the proposed reduction is due to reprofiling (slippage) of budget into the next and future financial years. This is detailed in Table Two.
9. The Capital Programme for this budget year and beyond is shown in detail in Appendix A and in summary form, by service area, in Table Three.
10. The remaining unallocated balance in the Corporate Capital Contingency budget of £1.654m is shown in Table Four.
11. The Quarter Two spend is summarised in Table Five by service area.

**Table One: Revised 2022/23 Capital Programme Budget
(excluding any virements between approved budgets)**

	£000s
Agreed capital budget as at Quarter One	50,680
Proposals made in this report:	
- Increase in Area Committees' budget for five S106 Funded Projects listed in Table Eight	95
- Decrease - Disabled Facilities Grants – Total approved over remaining grant held	(136)
- Removal of Uncommitted Projects that are paused for delivery this year - listed in Appendix B	(1,840)
- Removal of unused budget on completed Projects listed in Appendix B	(50)
- Reprofiling (Slippage) of Projects identified in Table Two into future years	(19,948)
Subtotal	(21,879)
Revised 2022/23 Capital Programme Budget	28,801

Table Two; Detail of reprofiled project budgets

Project	Q1 Approved Budget 2022/23 £000's	Q2 Slippage 2022/23 £000's	Q2 Changes 2022/23 £000's	Revised Budget 2022/23 £000's	Future Spend 2023- 26 £000's	Total Budget £000's
Ham Hill	56	(56)		-	1,624	1,624
Chard Reservoir Dam	21	(9)		12	9	21
Car Park Improvement Works	94	(53)		41	53	94
Decarbonisation of Operational Buildings - Phase 1	2,722	(302)		2,420	302	2,722
Refurb & accessibility improvements to public toilets at Ham Hill & Yeovil Recreation Centre	80	(25)		55	25	80
Rowan Way Embankment Landslip	50	(40)		10	40	50
Lufton Depot Surfacing and Drainage Works	65	(26)		39	26	65
Gas Control System – Birchfield	90	(44)		46	394	440
Disabled Facilities Grants	2,948	(1,091)	(136)	1,721	1,091	2,812
Castle Cary and Ansford various projects	100	(100)		-	100	100
Wyndham Park Play Area Equipment	72	(71)		1	71	72
Yeovil Rec Flagship Play Area	15	(15)		-	15	15
Yeovil Country Park Play Area	220	(217)		3	217	220
Yeovil Crematorium Refurbishment	2,493	(1,408)		1,085	3,367	4,452
Caryford Community Hall	21	(21)		-	21	21
Chard Regeneration	1,841	(1,267)		574	1,700	2,274
Yeovil Refresh	18,256	(13,142)	891	6,005	13,472	19,477
Octagon Redevelopment	1,947	(889)		1,058	27,148	28,206
Wincanton Regeneration	620	(58)		562	1,537	2,099
Affordable Housing - Passivhaus South Petherton	1,200	(190)		1,010	190	1,200
Leisure Centre Capital Works	3,947	(384)		3,563	384	3,947
Capital works budget for investment property	1,090	(800)	52	542	1,703	2,245
Slippage of agreed Corporate Capital Contingency approved to date in 2022/23	2,560	260	(1,166)	1,654	-	1,654
Total	40,508	(19,948)	(359)	20,401	53,489	73,890

Table Three; Summary of revised 2022/23 capital budget position and future years' estimates (Corporate Capital Contingency included in Service Area where applicable).

Service Area	Approved Q1 Budget 2022/23 £000's	Budget Updates 2022/23 £000's	Revised Budget 2022/23 £000's	Future spend 2023-26 £000's	Total Budget £000's	Actuals to Date 2022/23 £000's
Commercial Services & Income Generation	12,982	(3,925)	9,057	8,760	17,817	1,985
Service Delivery	4,429	(1,749)	2,680	1,914	4,594	602
Place	24,850	(14,655)	10,195	44,048	54,243	1,533
Support Services, Strategy & Commissioning	5,386	(739)	4,647	583	5,230	169
Area Committees	473	95	568	0	568	(15)
Subtotal	48,120	(20,973)	27,147	55,306	82,452	4,274
Corporate Capital Contingency	2,560	(906)	1,654	0	1,654	-
Total	50,680	(21,879)	28,801	55,306	84,106	4,274

Table Four; 2022/23 Corporate Capital Contingency Budget amount remaining as at end of October 2022

Detail	Approvals 2022/23 £000's
Corporate Capital Contingency Opening Balance	4,000
Decarbonisation of Operational Buildings – May 22 DX Report	(350)
Leisure Centre Capital Works – May 22 DX Report	(665)
Wincanton Regeneration Public Realm – July 22 DX Report	(260)
Yeovil Crematorium Refurbishment – August 22 DX Report	(165)
Yeovil Refresh – August 22 DX Report	(891)
Millers Garage – August 22 DX Report	(203)
Yeovil Small Business Centre Roof Renewal – made under Chief Executive delegation as emergency works	(20)
Wincanton Regeneration Public Realm – September 22 DX Report – return of amount back to Corporate Capital Contingency Budget	260
Sherwood Road, Bromsgrove (Commercial Investments) SLT	(52)
Subtotal of Corporate Capital Contingency Drawdowns	(2,346)
Corporate Capital Contingency amount remaining	1,654

Table Five; Summary of spend from Quarter One to Quarter Two.

Service Area	Q1 Actuals	Q2 Actuals
	2022/23 £000's	2022/23 £000's
Commercial Services & Income Generation	2,320	1,985
Service Delivery	(64)	602
Place	272	1,533
Support Services, Strategy & Commissioning	(385)	169
Area Committees	50	(15)
Total	2,193	4,274



12. Expenditure as at the end of Quarter Two was £4,274, which represents 15% of the revised capital programme budget for 2022/23.

Summary of progress on Key Capital Projects (budgets over £1m)

13. The projects in table six below make up 74% of this revised capital programme budget and over the next four years these projects make up 85% of the total capital programme.

Table Six: Key capital projects - Quarter 1 Budget Position and future years' estimates

Service Area/Project	Approved Budget	Budget Changes	Revised Budget	Future Budget	Total Budget	In year Actuals	In year Percentage Complete	In Year Budget Left to spend
	2022/23 £000's	2022/23 £000's	2022/23 £000's	2023-26 £000's	£000's	2022/23 £000's	2022/23 £000's	2022/23 £000's
Commercial Services & Income Generation								
Yeovil Crematorium Refurbishment	2,493	(1,408)	1,085	3,367	4,452	106	10%	(979)
Huish Park Land Acquisition	2,605	-	2,605	-	2,605	2,530	97%	(75)
Decarbonisation of Operational Buildings - Phase 2	1,484	(1470)	14	947	961	4	29%	(10)
Decarbonisation of Operational Buildings (PSDS)	2,722	(302)	2,420	302	2,722	1,111	46%	(1,305)
Regeneration & Place								
Yeovil Refresh	18,256	(12,251)	6,005	13,472	19,477	735	12%	(5,270)
Wincanton Regeneration	620	(58)	562	1,537	2,099	13	2%	(549)
Octagon Redevelopment	1,947	(889)	1,058	27,148	28,206	458	43%	(600)
Chard Regeneration	1,841	(1,267)	574	1,700	2,274	242	42%	(332)
Affordable Housing	1,986	(190)	1,796	190	1,986	-	0%	(1,733)
Service Delivery								
Disabled Facilities Grants	2,948	(1,227)	1,721	1,091	2,812	573	33%	(1,148)
Support Services, Strategy & Commissioning								
Leisure Centre Capital Works	3,947	(384)	3,563	384	3,947	46	1%	(3,517)
Total	40,849	(19,446)	21,403	50,138	71,541	5,818	27%	(15,518)

Commercial Services & Income Generation

14. **Yeovil Crematorium Refurbishment** – The revised budget for 2022/23 is £1,085m with an actual to the end of September 22 of £0.106m.

15. The project includes the cremator replacement, which is almost complete, and a construction element which has not yet commenced.



16. Within the last quarter the works have progressed with the installation of the electrical and data cables that are needed to install the replacement cremators.
17. **Huish Park Land Acquisition** - The total budget for 2022/23 is £2.605m with an actual spend to the end of September 2022 of £2.530m. This land acquisition has been completed. The remaining budget is to fund the remaining legal costs related to the purchase of the land.
18. Moving forward this project will no longer be reported directly in Table Six given it is now complete, however it will still appear in Appendix A.
19. **Decarbonisation of Operational Buildings (PSDS) – Phase 1**- The revised budget for 2022/23 is £2.420m with an actual spend to the end of September 2022 of £1.111m.
20. The PSDS final designs are still under review with works due to commence on both sites in November. Scottish and Southern Electricity Networks have confirmed their lead time regarding final commissioning, which may go into the next financial year.
21. This will not stop 95% of the works completing however the budget has been reprofiled from 2022/23 and into 2023/24 by £0.302m to allow for this. The delay will not increase the costs however there are still risks attached to the project and we are awaiting Salix, our grant funding administrator, to confirm the amount of PSDS grant we can use.
22. **Decarbonisation of Operational Buildings - Phase 2** – The total budget for 2022/23 was £1.484m but this project is proposed to be paused as it is not deliverable within the next four months. £0.424m of the agreed budget to be repurposed to fund Westlands Events Hall Boiler Replacement and Improvements, with the balance of £0.947m to be reprofiled to 2023/24.

Regeneration and Place

23. **Yeovil Refresh Refurbishment** – The revised budget for 2022/23 is £6.005m with an actual spend to the end of September 2022 of £0.735m. The programme of works for this project is scheduled to be completed in 2024.
24. District Executive on the 4th of August 2022 was asked to allocate up to £0.891m from the Corporate Capital Contingency fund to the delivery of public realm improvements in the Wyndham Street Area, Yeovil.
25. Due to delays to public realms works and the redevelopment aspects of the Future Highstreet Fund being reviewed the budget has been reprofiled from 2022/23 into 2023/24 by £13.142m.
26. The major risks continue to be the inflationary pressure on the construction industry and the potential loss of FHSF (Future High Streets Funding) grant. We



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continue to monitor the contracts closely to identify any potential savings that could help to mitigate the rising cost of materials. We are also submitting a change request to DLUHC, which if successful, would help to secure the funding.

27. **Wincanton Regeneration** –The total budget for 2022/23 is £0.562m with an actual spend to the end of September 2022 of £0.013m.
28. District Executive agreed in September 2022 to remove the previous increase to the Public Realm budget of £0.260m and return this to the Corporate Capital Contingency Budget following the approved change in scope.
29. Due to the change in scope, to focus on reusing empty buildings in the town centre, the 2022/23 budget has been reprofiled by £0.058m into 2023/24.
30. **Octagon Redevelopment** – The total budget for 2022/23 is £1.058m with an actual spend to the end of September 2022 of £0.458m. If the Final Business Case is approved, the project is expected to be completed in 2025.
31. During quarter two the stage 3 design was finalised, and the report was issued early in quarter 2 to the project team.
32. Due to the value engineering exercise being carried out this has resulted in a delay in the programme and therefore £0.889m of the 2022/23 budget has been reprofiled into 2023/24.
33. Key milestones for the remainder of 2022/23:
 - Design cost control through a value engineering process.
 - Finalise the funding position through regular dialog with grant funders.
 - Consider the RIBA stage 4 report and decision to tender made by SSDC and SCC Executive.
 - Issue tender documentation.
 - The Final Business Case will be coming forward in 2023/2024.
34. **Chard Regeneration** - The total budget for 2022/23 is £0.574m with an actual spend to the end of September 2022 of £0.242m. The two elements relate to Chard HSHAZ (High Street Heritage Action Zone) and Boden Mill site regeneration.
35. Regarding HSHAZ, 95% of the Public Realm works have been delivered, however there have been several delays in getting materials onsite, along with the availability of utility contractors and weather conditions. However, contractors are now on site working through the remaining items.
36. The Building Repair & Shop Front Improvement Grant Scheme launched in January 22. A few properties are now almost ready to proceed with their grant applications, with an estimated total value of £0.150m.



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37. Progress is being made to find a sustainable use for the Boden Mill site and an interested party has submitted a PID (Project Initiation Document) for external funding. The demolition of Building 11 is the subject of a live planning application.
38. Slippage of £1.267m into 2023/24 due to the project team exploring potential Boden Mill Site Regeneration schemes.
39. **Affordable Housing** – The total budget for 2022/23 is £1.796m with no costs being incurred to the end of September 2022. There are 4 main areas of spend in the coming year that have been or are currently waiting on various conditions being met.
 - Passivhaus South Petherton - planning application expected to be determined in the coming months. If planning permission is approved, then £1.200m of funding will be allocated towards the development. It is anticipated the likely spend in year will be £1.010m and therefore £0.190m has been reprofiled into 2023/24. This will be confirmed in Q3.
 - North St Crewkerne - had to wait for adverse ground conditions to settle to allow construction of Phase 2 to commence. The developer is set to start back on site in October. The remaining £0.026m of funding will be paid on Practical Completion, this is anticipated to be in 2022/23.
 - Acacia Lodge – the planning application was refused at the Area South Committee in August 22, £0.390m is still anticipated to be required in 2022/23
 - Chard Working Men's Club – it is anticipated that in 2022/23 that the £0.054m will be paid upon site completion.

SERVICE DELIVERY

40. **Disabled Facilities Grants** - The revised budget for 2022/23 is £1.721m with an actual spend to the end of September 2022 of £0.573m. This is an ongoing project funded by Central Government's Better Care Fund and will continue to be live until such time Central Government ends this scheme.
41. The 2022/23 budget is over the available approved grant value and has been reduced by £0.136m to align it to the grant value.
42. £1.091m of the 2022/23 budget as been reprofiled into 2023/24 for several reasons including covid, contractor availability and referral rate, we have not spent the full allocation of Better Care money for the last few years. Work is in progress to address this and demand for DFGs continues to be high.
43. There is an SLA (Service Level Agreement) in place with Somerset Independence Plus to help address the resource and contractor availability problem. They are also engaged in helping SSDC align procedures and processes for Somerset Council which should help aid a smoother transition.



44. **Leisure Centre Capital Works** - The revised budget for 2022/23 is £3.563m with an actual spend to the end of September 2022 of £0.46m. Works are expected to be completed in March 2023; this is behind schedule due to the knock-on effects caused by the delay to the start of the PSDS decarbonisation works which were due to be completed in March 2022.
45. Due to retention requirements £0.384m of the 2022/23 budget has been reprofiled into future years, £0.331m in 2023/24 and £0.054m in 2024/25.
46. These works consist of introducing new gym equipment into the leisure centres alongside remodelling of the internal lay outs of the centres to increase exercise studio space and improve customer experience with the essential M&E replacements and upgrades that are required with the works being carried out.

Area Committees and Area Funding

47. In Q2 there have been five projects that have now been completed and returned their remaining budget. There are also four additional projects that have been identified in Q2. These will be funded from the Unallocated Budgets for the Area Committees set out in Table Seven. These Unallocated budgets were approved in the February 2022 Budget Report and therefore have no impact on the overall capital programme total.

Table Seven: Area Committee Additions and Unallocated Budgets for 2022/23

Area / Project	Forecast 2022/23 £000's
Area North	
Q1 Unallocated Budget	48
- Long Sutton Cricket Club	0
- Petherton Arts Trust	1
- Landmark Langport, Ridgway Hall heating upgrade	0
- Norton Sub Hamdon play area	(12)
- High Ham Play Installation	9
Q2 Remaining Unallocated Budget	27
Area South	
Q1 Unallocated Budget	132
Yeovil to Ilchester Multiuser Pathway-Feasibility	2
Q2 Remaining Unallocated Budget	134
Area East	
Q1 Unallocated Budget	42
Yarlington Village Hall	(13)
Q2 Remaining Unallocated Budget	29
Area West	
Q1 Unallocated Budget	32
Guildhall air conditioning	(5)
Broadway play area	(4)
Q2 Remaining Unallocated Budget	23

48. Five additional projects have been identified in Q2 that will be funded by Section 106 contributions. Table Eight below shows the breakdown of the 5 projects that have been awarded.

Table Eight: S106 Additions for 2022/23

Area / Project	Forecast 2022/23 £000's
Area North	
- Curry Rivel Village Hall - Heating project	47
Sub-Total	47
Area East	
- Kingsdon Playing Field - Play area equipment	12
- Keinton Mandeville Changing Rm - Changing Room improvements	18
- Wincanton Sports Ground - Sports ground improvements	6
Sub-Total	36
Area West	
- The Guildhall Chard - Air conditioning project	12
Sub-Total	12
Total	95

Financing of the Capital Programme

Table Nine: Financing of the Capital Programme

Funding Stream	Q1 Approved 2022/23 £000's	Q2 Updates 2022/23 £000's	Q2 Revised 2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	Funding Stream Total £000's
Grants & Contributions	19,779	(11,180)	8,599	18,123	3,846	325	30,893
S106 Contributions	(217)	169	(48)	172	400	400	524
Usable Capital Receipts	1,827	(109)	1,718	1,576	-	-	3,294
Cremator Replacement Reserve	549	(549)	-	-	-	-	-
Capital Fund Reserve	1,975	(1,945)	-	-	-	-	-
Regeneration Reserve	1,108	(1,108)	-	-	-	-	-
Other Reserves	618	(618)	-	-	-	-	-
CIL Funding	1,335	-	1,335	-	-	-	1,335
Use of Loan Repayment	1,438	-	1,438	2,691	2,804	2,817	9,750
Commercial Property Risk Reserve	1,042	(1,042)	-	-	-	-	-
Prudential Borrowing	21,225	(5,467)	15,759	19,375	4,479	(2,520)	37,093
Yearly Total	50,680	(21,879)	28,801	41,937	11,129	1,022	82,889



49. We are proposing a refinancing of the capital programme for this financial year for the following reasons:

- Alleviating Somerset Council's budget position in 2023/24: The new authority's implementation Executive has requested that all 5 Councils consider whether they can protect revenue resources when financing their capital budget programmes. We are proposing therefore that £4.644m of such revenue reserves are therefore not used to finance this year's capital expenditure (Cremator Replacement Reserve, Capital Fund Reserve, Regeneration Reserve, and Commercial Property Risk Reserve).
- All the other funding changes from the Quarter One position shown in the above table arise from the reprofiling and slippage of forecast year end expenditure and the pausing and removal of projects detailed in Appendix B.

50. The net changes in refinancing mean that for this year the amount of borrowing required has reduced by £5.467m, resulting in savings to the revenue budget of £0.137m. The overall borrowing need however passes onto the new Somerset Council.

Q2 Projects - Appendix A	Q1	Q2	2022/23	2023/24	2024/25	2025/26	Total Budget
	Revised Est 2022/23 £000s	Updates 2022/23 £000s	Revised Est 2022/23 £000s	Est Spend 2023/24 £000s	Est Spend 2024/25 £000s	Est Spend 2025/26 £000s	
COMMERCIAL SERVICES & INCOME GENERATION							
Westlands Sports Hall Roof Repairs	-	100	100	-	-	-	100
Westlands Events Hall Boiler Replacement and Improvements	552	424	976	-	-	-	976
Fleetmaster Replacement - Fleet Management Software	21	-	57	-	-	-	57
Ham Hill	56	-	56	-	1,170	260	1,624
Riverside Park Planting Scheme	6	-	6	-	6	-	6
Works to Chard Reservoir Dam & Outlets	3	-	3	-	-	-	3
Chard Reservoir Dam	21	-	9	12	9	-	21
Yeovil Rec - J O'Donnell Pavilion upgrade	4	-	4	-	-	-	4
Huish Park Land Acquisition	2,605	-	2,605	-	-	-	2,605
Capital works budget for investment property	1,090	342	342	1,615	288	-	2,245
Millers Garage	210	-	210	-	-	-	210
Car Park Improvement Works	94	53	41	53	-	-	94
West Hendford Car Park Crime Reduction Improvements	33	-	33	-	-	-	33
Enhancement to SSC Bldgs	30	-	30	-	-	-	30
Capital Works to Council Portfolio	-	-	-	0.18	-	-	0.18
Decarbonisation of Operational Buildings - Phase 1	2,722	302	2,420	302	-	-	2,722
Decarbonisation of Operational Buildings - Phase 2	1,484	1,470	14	947	-	-	961
Digital Upgrade of Yeovil Town Centre CCTV Cameras	65	-	65	-	-	-	65
Birchfield Leachate Pumping Station	-	-	-	0.17	-	-	0.17
Yeovil Small Business Centre Roof Renewal	65	20	85	-	-	-	85
Chard Business Park, Roadway Adoption	125	-	125	-	-	-	125
Demolition of Public Conveniences, West Street, Crewkerne	1	-	1	-	-	-	1
Refurbishment and accessibility improvements to public toilets at Ham Hill and Yeovil Recreation Centre	80	25	55	25	-	-	80
Turners Barn Lane Changing Rooms Demolition	30	-	30	-	-	-	30
Yeovil Bus Station Toilet Refurbishment	50	-	50	-	-	-	50
Innovation Centre Automatic Door Replacement	17	-	17	-	-	-	17
Westlands Fire Alarm	37	-	37	-	-	-	37
Footbridge Assessment & Works	40	-	40	-	-	-	40
Rowan Way Embankment Landslip	50	40	10	40	-	-	50
Luffton Depot Surfacing and Drainage Works	65	26	39	26	-	-	65
DELETTI EV Charger Project	250	-	250	-	-	-	250
Yeovil Crematorium Refurbishment	2,493	1,408	1,085	3,367	-	-	4,452
Gas Control System - Birchfield	90	44	46	394	-	-	440
Environmental Services Fleet Vehicles Street Scene	35	-	35	-	-	-	35
Environmental Services Fleet Vehicles Arborescence & Operations	264	-	264	-	-	-	264
Environmental Services Fleet Vehicles Horticulture	172	-	172	-	-	-	172
Environmental Services Fleet Vehicles Workshop & MOT	55	-	55	-	-	-	55
Environmental Services Fleet Vehicles Nursery and Luffton Depot	30	-	30	-	-	-	30
Total for Commercial Services & Income Generation	12,982	2,835	9,857	8,018	548	195	17,816
Service Delivery							
Disabled Facilities Grants	2,948	1,227	1,721	1,091	-	-	2,812
Careline Product Development	16	-	16	-	-	-	16
Empty Property Grants	61	23	28	-	-	-	28
Home Repairs Assistance 2021-22	20	27	47	-	-	-	47
HMO Grants	60	19	41	-	-	-	41
Barnabus House	22	-	22	-	-	-	22
Grant for Youth Facilities	5	-	5	-	-	-	5
West Coker Pavilion and Play Projects	1	-	1	-	-	-	1
Castle Cary and Anstford various projects	100	-	100	-	-	-	100
Wyndham Park Play Area Equipment	72	71	1	71	-	-	72
Jarman Way, Chard - Play Area Equipment	-	-	-	0.10	-	-	0.10
Ilminster Recreation Ground	13	-	13	-	-	-	13
Old Keyways Play Area, Langport	13	-	13	-	-	-	13
Yeovil Rec Flagship Play Area	15	15	-	15	-	-	15
Grant to Milborne Port Rec	99	-	99	-	-	-	99
Langport Memorial Ground New Changing Facilities	4	-	4	-	-	-	4
Renewal of Skate Park provision in Area South	240	-	240	-	-	-	240
Huish Episcopi Swimming Pool	71	71	-	-	-	-	71
Yeovil Country Park Play Area	220	217	3	217	-	-	220
Holyrood Sports Hall	3	-	3	-	-	-	3
Ilminster Cricket Club, Pavilion, New nets, Pitch improvements	35	-	35	-	-	-	35
Cayford Community Hall	21	21	-	21	-	-	21
South Petherton Cricket Club	5	-	5	-	-	-	5
Wyndham Park Community Facilities	-	-	-	-	-	400	400
Home Farm, Somerton	298	-	298	-	-	-	298
Green Homes Grant L&D	-	-	-	0.22	-	-	0.22
Jocelyn Park Play area	-	-	-	0.05	-	-	0.05
Cricket Ground Water St Martock	-	-	-	0.40	-	-	0.40
ST Johns Yeovil Play Area Equipment	-	-	-	0.23	-	-	0.23
Subtotal for Service Delivery	4,429	1,749	2,680	1,514	-	400	4,594
Place							
Chard Regeneration	1,841	1,267	574	1,700	-	-	2,274
Yeovil Refresh	18,256	12,251	6,005	13,472	-	-	19,477
Octagon Redevelopment	1,847	889	1,058	16,192	10,528	428	28,266
Wincanton Regeneration	620	58	562	1,537	-	-	2,099
Affordable Housing - North Street, Crewkerne	260	-	260	-	-	-	260
Affordable Housing - 4 Properties Chard Working Mens Club (Stonewater)	54	-	54	-	-	-	54
Affordable Housing - The Link Day Centre	-	-	-	0.47	-	-	0.47
Affordable Housing - Unallocated	1,263	190	1,073	190	-	-	1,263
Affordable Housing - Bought not Built Allocation	-	-	-	409	-	-	409
Market Towns Vision	200	-	200	-	-	-	200
Subtotal for Place	24,850	14,655	10,195	33,092	10,528	428	54,243
SUPPORT SERVICES, STRATEGY & COMMISSIONING							
Leisure Centre Capital Works	3,847	384	3,563	331	54	-	3,947
Luffton Road Pedestrian & Cycle Way, Yeovil	379	-	379	-	-	-	379
Luffton 2000, Yeovil - All Phases	214	199	15	199	-	-	214
Loan to Somerset Waste Partnership for Vehicles	527	-	527	-	-	-	527
ES Upgrade	25	25	1	-	-	-	1
Firewalls & Security (Civic Upgrade)	11	-	11	-	-	-	11
ICT Replacement	28	-	28	-	-	-	28
Digital Capital Reserve Programme	34	-	34	-	-	-	34
Data Centre Network Switch Stack	100	100	-	-	-	-	100
Digital Capital Reserve Programme 2022/23	100	-	100	-	-	-	100
Meeting Room AV Upgrade	20	-	20	-	-	-	20
Subtotal for Support Services, Strategy & Commissioning	5,386	739	4,647	530	54	-	5,230
AREA COMMITTEES							
AREA NORTH							
Support of Economic Vitality in Area North (Signage for marketing programme)	3	-	3	-	-	-	3
Langport Transport Group	6	-	6	-	-	-	6
Long Sutton Cricket Club	1	0	1	-	-	-	1
Stoke Sub Hamdon Parish Council - Youth and Family Centre	17	-	17	-	-	-	17
South Petherton Bowls Club	2	-	2	-	-	-	2
Petherton Arts Trust	10	1	9	-	-	-	9
Kirkham Street Community Trust	13	-	13	-	-	-	13
Muchelney Church All Ability Accessible Toilet	13	-	13	-	-	-	13
Unallocated Budget North	48	20	27	-	-	-	27
Landmark, Langport, Ridgeway Hall heating upgrade	3	0	3	-	-	-	3
Norton Sub Hamdon play area	-	12	12	-	-	-	12
Curry Rivel Village Hall	47	47	-	-	-	-	47
High Ham Play Installation	9	9	-	-	-	-	9
AREA SOUTH							
Yeovil to Ilchester Multi User Pathway-Feasibility	2	2	-	-	-	-	2
West Coker Commemoration Fund (WCCF)	1	-	1	-	-	-	1
Unallocated Budget South	132	2	134	-	-	-	134
East Coker Paddock Path Renewal	4	-	4	-	-	-	4
AREA EAST							
Wincanton-Pedestrian/Cycle Link Common Lane	5	-	5	-	-	-	5
Retail Support Initiative Schemes	1	-	1	-	-	-	1
Parish Infrastructure Fund	4	-	4	-	-	-	4
Bruton Town Council - Weather Resistant Path	4	-	4	-	-	-	4
Wincanton Memorial Hall Toilet Facilities	6	-	6	-	-	-	6
Unallocated Budget East	42	13	29	-	-	-	29
Yarlington Village Hall	13	13	13	-	-	-	13
Jubilee Park Playground Project	13	0	12	-	-	-	12
Brewham Village Hall Restoration Project	11	-	11	-	-	-	11
Kingsdon Playing Field	-	12	12	-	-	-	12
Keinton Mandeville Changing Rm	-	18	18	-	-	-	18
Wincanton Sports Ground	-	6	6	-	-	-	6
AREA WEST							
Chard Town Centre Gateway and Seating Area	52	-	52	-	-	-	52
Horton Parish Council Playing Field Project	8	-	8	-	-	-	8
North Perrott Cricket Club	0	-	0	-	-	-	0
Hinton St George Pre-School Appeal	6	-	6	-	-	-	6
Combe St Nicholas Primary School Running Track	0	-	0	-	-	-	0
The Guildhall Chard	9	12	12	-	-	-	12
Unallocated Budget West	32	9	23	-	-	-	23
Guildhall air conditioning	5	5	-	-	-	-	5
Broadway play area	13	4	4	-	-	-	4
Ark at Egwood Indoor Activity Space	13	-	13	-	-	-	13
East Chiltonock Parish Council - Play Area Upgrade	6	-	6	-	-	-	6
Ilminster Sports Club - New Play Area	13	-	13	-	-	-	13
Merriott Village Hall - Kitchen Refurbishment	5	-	5	-	-	-	5
Subtotal for Area Committees	473	95	568	-	-	-	568
CORPORATE							
Capital Contingency	2,560	906	1,654	-	-	-	1,654
CORPORATE	2,560	906	1,654	-	-	-	1,654
Total Gross Capital Programme	50,680	20,789	28,801	43,154	11,129	1,023	84,106

Q2 Capital Programme Completed Projects - Budgets Removed 2022/23	2022/23 £000's	Comments
Yeovil Rec - J O'Donnell Pavilion upgrade	- 4	SLT Removal of project - Funded from contingency if required.
Demolition of Public Conveniences, West Street, Crewkerne	- 1	Project Complete, proposed removal of the budget.
Empty Property Grants	- 33	Vire £0.027 from Empty Property Grants to cover short fall. (need more from VD) -£6k Remove from the Capital Programme
Home Repairs Assistance 2021-22	- 27	Vire £0.027 from Empty Property Grants to cover short fall. (need more from VD)
HMO Grants	- 19	Remove from the Capital Programme
Meeting Room AV Upgrade	- 20	Project Complete, proposed removal of the budget.
Total	- 50	

Q2 Capital Programme Paused / Completed Projects 2022/23	2022/23 Variance £000s	Comments
Riverside Park Planting Scheme	- 6	Covid 19 has continued to cause delays to project work at Riverside Park due to lack of volunteers on site and visitor pressure increasing the workload for the rangers. Currently in planting season so work will continue. Update Oct 2022; No commitments on this planting scheme as ranger team has been short staffed for 3 months therefore ground preparations have not been made and no materials ordered.
Millers Garage	- 413	Removed from the Capital Programme. An ear marked reserve has been set up fund the project if needed in the future.
Enhancement to SSDC Bldgs	- 30	Recommended not to proceed and the budget to be removed from the Capital Programme.
Decarbonisation of Operational Buildings - Phase 2	- 947	This links to phase 1 of the programme which is focusing on the leisure sites with the aim of having the heating and other works completed by March 23 to make use of the grant funding available. A second phase was approved for 2022/23 but a major part of that budget is now reserved for phase 1. Only parts of phase 2 programme can now be met. First priority is to retain budget for Westlands boiler replacement. Delivery timing slippage. Other than getting operationally critical plant renewed this could be scaled back as the whole Decarb programme will need to re-established.
Environmental Services Fleet Vehicles Street Scene	- 35	Smart Bin Software (enables efficiency reducing need for vehicles). Paused and on hold due to SSDC digital capacity to deliver this project.
Huish Episcopi Swimming Pool	- 71	Completed , budget to be removed from the Capital Programme. Completed , budget to be removed from the Capital Programme.
Holyrood Sports Hall	- 3	Final payment made on this 23/7/2020. If there is further money remaining I would suggest that this is reallocated to offset some of the capital expenditure on the Chard Pool. It would have been strategic leisure obligations and therefore could be used for this purpose in my opinion, You might need Jackie Hamblin to confirm this.
Lufton 2000, Yeovil - All Phases	- 199	If the sale proceeds this sum may no longer be required.
E5 Upgrade	- 25	The upgrade of the financial system was completed in July, the outstanding items of the upgrade which are V1 Capture will not be implemented so balance of budget can be taken.
Firewalls & Security (Civica Upgrade)	- 11	Completed , budget to be removed from the Capital Programme.
Data Centre Network Switch Stack	- 100	Funding to replace current switch stacks at end of life. The switch stacks provide connectivity between on-premise systems, internet and cloud based systems. Addresses potential security vulnerabilities. The future of the data centre is unclear and dependant on strategic LGR decisions. Until we know the future of the SSDC data centre we should pause spend.
Total of Projects Paused for Delivery in 2022/23	- 1,840	

2022/23 Revenue Budget Monitoring Report for the Period Ending 30 September 2022 and Revised Estimates for 2022/23

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT Lead: Karen Watling, Chief Finance Officer
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Martin Hone, Senior Project Accountant - Finance
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Purpose of the Report

1. The purpose of this report is to provide District Executive with the current forecast of spending and income against the Council's approved Revenue Budget for the financial year ("outturn"), to explain estimated variations against budget, and to propose Revised Estimates to Full Council for the 2022/23 revenue budget including proposals to balance the budget. This report should be read alongside the Capital Budget Monitoring Report also on District Executive's agenda.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1 December 2022.

Public Interest

3. Maintaining the financial health and resilience of the organisation is important to ensure the ongoing delivery of priority services within our community. The Council also has a legal obligation to set and maintain a balanced revenue budget position.

Recommendations

4. That the District Executive:
 - a. Notes the cost pressures being forecast against the approved 2022/23 revenue budget as set out in Table One.
 - b. Notes the measures being proposed by Senior Leadership Team to fund these cost pressures to bring the budget to a balanced position as set out in Table Two.
 - c. Notes the forecast year-end reserves position shown in Appendix A.
 - d. Agrees the virement of £140k from salaries Commercial Property Staffing Underspend to Commercial Property – Contract Agreed with Somerset County Council in May 2022 for support on managing the facilities management of SSDC occupied buildings.



- e. Recommends to Council the Revised Estimates for 2022/23 which assume that the funding proposals (as set out in Table Two of this report) and the proposals set out in the Capital Budget Monitoring Report (also on this Executive Committee's agenda) are approved. The Revised Estimates are given in Table Three and analysed between service areas in Table Four.
- f. Recommends to Council the use of £66,950 from the Medium-Term Financial Plan Reserve to address in-year budget pressures.

Background

5. The 2022/23 original net budget of £19.714m was approved by Council in February 2022. This represents the financial plans that the Executive manages, under their delegated authority and in accordance with the Financial Procedure Rules. All the Council's income and expenditure has a responsible budget holder.
6. The first quarter's budget monitoring report advised District Executive that there were budget pressures totalling an estimated £1.6m arising from the National Pay Award, increasing interest rates, increasing cost of living pressures, and a projected overspend in the commercial property budget. The report further advised that the situation would be updated at quarter two and that the Senior Leadership Team would make proposals to deliver a balanced outturn by year-end.
7. The projected position has significantly changed since that initial forecast was reported at Quarter 1, and now requires Revised Estimates to be approved by Full Council as required by the Scheme of Delegation and Financial Procedure Rules.

Summary of the Current Financial Position and Forecast Outturn

8. The normal process of budget monitoring involving budget holders and finance specialists has been enhanced for this quarter to include deep dive reviews by finance and management on focused areas of the budget. This has resulted in us being able to better identify areas of the budget which are under pressure and require budget increases and areas where savings can be made and/or alternative sources of finance can be applied. This work has also included an in-depth review of the capital programme, the outcomes of which are detailed in the Capital Budget Monitoring Report on this District Executive's agenda. The proposals contained within that separate report impact significantly on the financing charges revenue budget hence it is important that Members are aware of the linkage between the two reports. Table One of this report shows the impact on the forecast outturn for 2022/23 and Table Two shows how the recommended mitigating actions delivers the budget to the target agreed by Council in February 2022.
9. Changes primarily relating to the rapid change in economic conditions since the Original Approved Budget was agreed in February 2022 mean that the Council faces increased cost pressures in several areas of the budget (shown in Table One). These total £3.023m. A detailed explanation of each is given in relevant paragraphs later in the report. Members should note that the forecasts are the



South Somerset District Council

gross costs of these pressures. They are not netted-off against potential additional income or other mitigating factors. These are set out in Table Two. For instance, there are additional anticipated costs in Commercial Property shown in Table One that are partially offset by the recharging of some of these extra costs to tenants.

10. Senior Leadership Team is proposing that the budget pressures are funded through a mixture of measures comprising of forecast savings, use of specific earmarked reserves, changes to the capital programme (resulting in savings in financing charges), and other measures as shown in Table Two below.

Table One: Identified cost pressures

Budget Area	£	Comments	Paragraph
Property Services Budget	1,030,000	Gross increases in rent payable, service charges, insurance costs, consultants' fees & provision of facilities management services from Somerset County Council	Para 21 and Table 5
Pay Award and Members Allowances	725,530	Cost of agreed pay award above Feb 2022 Budget assumptions on full establishment & indicative increase in Members' Allowances	Paras 14 to 18
Fuel & Utility Costs	194,000	Inflation on costs above Feb 2022 Budget assumptions	Para 19
Financing Charges	1,134,200	Gross increase in costs arising from rapid rise in interest rates along with MRP cost increases and assuming Feb 2022 approved Capital Budget is wholly spent	Paras 28 to 36 & Q2 Capital Budget Monitoring Report
Somerset Waste Partnership	79,000	Increase in cost for container purchase and delivery - SSDC's share	Paras 24 to 25
TOTAL	3,162,730		

Table Two: Proposed Funding measures

Proposed measure	£	Comments	Paragraph
Pay Award savings Assumption	-60,000	Given current vacancy rate assumption that all the Pay Award will not be needed	Para 16
Staff Turnover savings assumption	-100,000	Given current vacancy rate assumption that there will be a budget underspend	Para 16
Investment Income	-92,000	Increase in income from Treasury Management Pooled investments	Para 37
Yeovil Innovation Centre	-55,000	Additional rental income	Para 21
Operational Property Income	-106,000	Additional rental income	Para 21
Mileage Allowances	-76,000	Underspend of £60k to date, projection assumes trend continues.	Para 22
Financing Charges	-137,270	Impact of removal of capital projects from the programme and slippage into 2023/24.	Para 33



Proposed measure	£	Comments	Paragraph
IT Budgets	-150,000	Savings from hardware and software maintenance with additional hardware and software running up to LGR being financed by Capital Budget. Savings in equipment, tools and materials budget	Para 23
Commercial Property	-1,013,430	Additional rental income and adding in service charges income budget line	Para 21
Somerset Waste Partnership	-713,000	SSDC's share of underspends and additional income on recycling credits	Paras 24 to 26
Savings in the Employees budget	-541,000	These represent savings made to date	Para 17
Other smaller proposed savings	-52,080	£28k savings in virtual meetings budget, £24k saving in Finance consultancy	Para 23
Use of earmarked Reserves	-66,950		Para 49
TOTAL	-3,162,730		

11. The net budget forecast outturn before the application of the MTFP support fund is shown in table three by type of expenditure and income. Table four shows the same information by service area.

Table Three: Revised Expenditure and Income analysis

	Approved Original Budget	Revised Estimate	Change
<u>Expenditure</u>			
Employees	£21,857,650	£21,853,080	(£4,570)
Premises	£3,457,660	£4,338,660	£881,000
Transport	£815,420	£739,420	(£76,000)
Supplies & Services	£9,718,550	£9,794,050	£75,500
Third Party Payments	£18,780,850	£18,286,850	(£494,000)
Housing Benefits payments	£27,348,150	£27,348,150	£0
Capital Financing	£1,219,280	£2,170,730	£951,450
Revenue Reserve transfers	(£1,296,780)	(£1,296,780)	£0
	£81,900,780	£83,234,160	£1,333,380
<u>Income</u>			
Government grants	(£38,619,920)	(£38,619,920)	£0
Other grants and contributions	(£1,159,240)	(£1,159,240)	£0
Sales	(£2,182,830)	(£2,182,830)	£0
Fees and charges	(£17,738,690)	(£18,913,120)	(£1,174,430)
Investment income	(£2,485,780)	(£2,577,780)	(£92,000)
Gen Govt Grants & LA Taxation	£0	£0	
	(£62,186,460)	(£63,452,890)	(£1,266,430)
Net Budget	£19,714,320	£19,781,270	£66,950

Table Four: Revised Estimates by Directorate

	Approved Original Budget	Revised Estimate	Change
<u>Directorate</u>			
Chief Executive	£1,949,580	£1,948,570	(£1,010)
Commercial Services	£2,736,700	£2,089,270	(£647,430)
Place & Recovery	£532,200	£499,610	(£32,590)
Strategy & Support Services	£10,292,500	£11,151,850	£859,350
Service Delivery	£4,203,340	£4,091,970	(£111,370)
Net Budget	£19,714,320	£19,781,270	£66,950

12. The budget is analysed by categories of expenditure and income and written explanations of each are given in the paragraphs that follow.
13. The year-to-date net spend position of £6.22m suggests an underspend of some £3.5m against the profiled year to date budget, however whilst there is significant underspending in the staffing budget of some £1.2m the rest of the variance to-date is a result of cash flow and timing differences which do not impact on the forecast year-end position.

Analysis of Expenditure and Income budget areas

Employees

14. **National Pay Award:** The 2022/23 pay award has recently been agreed by the employers and unions and comprises the following:
- With effect from 1 April 2022, an increase of £1,925 on all NJC pay points 1 and above
 - With effect from 1 April 2022, an increase of 4.04 per cent on all allowances (*as listed in the 2021 NJC pay agreement circular dated 28 February 2022*)
 - With effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement
 - With effect from 1 April 2023, the deletion of pay point 1 from the NJC pay spine.
15. The impact on the Council's budget, assuming a full staff establishment, is an additional £0.696m over and above what was agreed at Council in February 2022.
16. It may be that this increase will be mitigated to some extent by the Council's vacancy rate which is expected to increase as Vesting Day for the new authority approaches. Based on the current vacancy rate of 17% an assumption has been made that £60k of the forecast increase will not be incurred in 2022/23. Recruitment is underway in several areas, in compliance with the LGR agreed

staffing protocol, and Senior Leadership Team does not recommend that these recruitments should be halted.

17. A review of underspending already achieved-to-date suggests that £541k can be taken out of the employee's budget: £281k in Service Delivery, £55k in Strategy & Support, and £205k in Commercial Services. We have also assumed a modest (£100k) underspend at the year-end due to vacancies not being filled.
18. **Members Allowances:** The forecast increase in Members' allowances of £29,100 above the budget agreed in February 2022 assumes an increase of 5.60%. This figure has not yet been finalised.

Premises and property services

19. **Utility Bill increases:** At this stage the full effect of the utility price increases is difficult to forecast to year-end, especially since we are not yet in the coldest winter months. These budgets will therefore be monitored closely in the coming months. The current cost pressure of £0.194m (see Table One) is based on the most up-to-date information available the time of writing.
20. **Property Services:** A deep dive review has identified that certain budgets associated with holding the commercial property portfolio are not in line with actual spend or have historically not been included in the approved base budget. As a result, there is currently a forecast year end gross cost pressure of £1.030m as detailed in Table Five below.
21. Members are advised that some of these additional costs *i.e.* service charges (£0.295m) and Insurance premiums (£0.05m) can be recharged to Tenants. In addition, the deep dive review has confirmed additional commercial rent income from rent renewals, lease re-gearing and 'grossing up' of £668k. After including these items, the overall net budget position for property services is an underspend of £123k.

Table Five: Net budget impact in property services budgets

Cost / Income Item	£000	Comments
Rents Payable	370	Rents payable on leasehold assets within the Council's property portfolio & agents fees
Property Management	140	Contract agreed with Somerset County Council in May 2022 for the provision of facilities management services in respect of SSDC occupied buildings (see Recommendation D)
Service Charges	295	Service charge costs for properties with multiple tenancies
Insurance Premiums	50	Insurance premiums have increased above the level anticipated in the original budget
Consultancy Fees	175	Largely reflects the recoverable expenditure on management costs (e.g., lease renewals) and dilapidation payments
SUB TOTAL	1,030	



LESS:		
Recharges to tenants	-345	Service charges and insurance premiums.
Property Management Staffing Underspend	-140	Underspend on employee budgets (vacant posts), this will cover the cost of the contract agreed with SCC agreed in May 2022 (see Recommendation D).
Additional Commercial Rent	-668	Additional income from portfolios, rent renewals, lease regear and 'grossing up'
SUB TOTAL	-1,153	
NET POSITION	-123	

Transport

22. The underspend on staff mileage allowances to the end of September is £60k. The forecast underspend to year-end of £76k (see Table Two) anticipates an increase in claims over the second part of the year but that the revised budget can be reduced by £76k.

Supplies and Services

23. This category of expenditure covers a wide range of costs. Specific savings proposals are being proposed for:
- Democratic Services: £28k arising from an underspend on the budget for virtual meetings.
 - IT Budgets: £150k comprising: £70k on the maintenance of hardware and software; £65k due to most requirements for additional hardware and software running up to LGR being financed by Capital funds; and, as a result, a £15k budget for equipment, tools and materials that is no longer required.
 - Finance costs: £24k in consultancy and publications budgets.

Third Party Payments

24. **Somerset Waste Partnership (SWP) Forecast Outturn:** Overall, the end of October (Month 7) position shows that the SWP budget is forecast to be underspent by £3.101m. This represents 6.3% of the original budget. The savings expected can be explained further as follows:
- Recycle More now fully rolled out and savings and savings forecast of £2.759m (SCC: £1.100m and Districts £1.659m).
 - Savings on Covid-19 costs in Districts of £0.320m.
 - Savings on year-end accruals for the County Council Disposal contract (£0.290m), net of additional costs of timber disposal at HWRC sites (£0.263m).



25. The SSDC share of the forecast outturn surplus as calculated by the Somerset Waste Partnership (SWP) is set out in Table Six below:

Table Six: SSDC’s share of cost increases and savings from SWP

	Cost Pressure/ (Saving) £000
Collection Costs	(465)
Recycling Credits	(153)
Covid-19	(93)
Other Savings	(2)
Additional Cost Pressure of Container Purchase and Delivery	79
NET SAVING ON CURRENT BUDGET	(634)

26. The year end forecast for other items included in this category is anticipated to be on budget and therefore no Revised Estimates are proposed in this area. The current position as at quarter 2 shows an overspend, against the profiled budget but this is mainly a timing issue related to Council Tax Rebate payments. In total, the Council has received £9.3m funding for these payments and to date has a spend of £8.4m.

Housing Benefit payments

27. At this stage the budget is showing an underspend caused by timing issues, the forecast year end position is in line with the current budget and therefore no adjustments to estimates are proposed for this area.

Capital financing costs

28. **Impact of increases in Interest Rates:** Since the budget was set in February 2022 the Bank of England have increased interest rates at each of their meetings as set out in Table Seven. The base rate in February 2022 was 0.5% with the budget assumption of the rate rising to 1% during this financial year (as advised by our Treasury Management advisers Arlingclose). At the time the Council set its budget for 2022/23 its assumptions for inflation and interest rates were based on best market forecasts provided by the Council’s external advisors. Since then a number of unforeseen factors (e.g., war in eastern Europe, economic disruption and loss of market confidence) have led to increased costs of supplies and services as well as explaining the rapid rise in the Base Rate.

Table Seven: Increases in Bank of England Base Rate

Date of increase	Increase	Base rate
17 March 2022	0.25%	0.75%
5 May 2022	0.25%	1.00%
16 June 2022	0.25%	1.25%
4 August 2022	0.50%	1.75%
22 September 2022	0.50%	2.25%
3 November 2022	0.75%	3.00%

29. The Bank of England's Monetary Policy Committee (MPC) sets the Bank Base Rate in order to influence the national economy to meet the government's 2% inflation target. At its meeting on 3 November 2022, the MPC voted by a majority of 7–2 to increase Bank Rate by 0.75 percentage points, to 3%. CPI inflation is currently 11.1% in October 2022.
30. In the MPC's central projection, CPI inflation starts to fall back from early next year as previous increases in energy prices drop out of the annual comparison. CPI inflation is projected to fall sharply to some way below the 2% target in two years' time, and further below the target in three years' time.
31. The impact of the increase in the bank rate affects both the council's interest payable on debt and the interest income it receives on its investments. In terms of interest payable, this is dependent on the level of current and future external debt of the council. This in turn depends largely on the amount of expenditure incurred on the capital budget that is planned to be funded from borrowing.
32. If the currently agreed capital budget of £51m were to spend by year end, the cost pressure arising from the increase in interest rates would be some £0.682m on top of the current financing charges budget of £1.125m.
33. However, if the proposals that are made in the Q2 capital budget monitoring report are approved, regarding the removal of capital budgets that are no longer needed, or for projects that are proposed to be paused, as well as the slippage of current year budgets to future years, a reduction to this cost pressure of £0.137m can be made.
34. **Increase in MRP costs and brokerage fees:** An increase in MRP (Minimum Revenue Provision) costs of £357k and debt brokerage fees (£46k) is required. The MRP increase is required due to the proposed refinancing of the capital programme and minor amendments in the useful life assumptions required to calculate the costs.
35. **Alleviating Somerset Council's budget position in 2023/24:** The new authority's implementation Executive has requested that all 5 Councils consider whether they can protect revenue resources when financing their capital budget programmes.

36. The Q2 capital budget monitoring report elsewhere on the agenda proposes that £4.664m of revenue earmarked revenue reserves originally intended to fund 2022/23 capital expenditure are retained and replaced by long term borrowing (this adds an extra £50k to the capital financing charges budget for this financial year).
37. **Treasury Management Pooled Investments**: An increase in income of £92k by year end is forecast to arise from the Council's Treasury Management investments.

Government Grants

38. There is a year-to-date budget variance of £1.1m for Housing Benefits Subsidy that the Council receives towards the Housing Benefit payments. The subsidy is paid based on an estimate of the value of payments that will be made during the year and is paid over to the Council in monthly instalments. Any shortfall in income received during the year will be recouped at the end of the financial year once the final claim is submitted. The expectation is that the budget for Housing Benefit Administration will be as agreed in the original 2022/23 budget.

Other grants and contributions

39. Income received from other grants and contributions is currently on budget. The variance is the result of this timing issue and in most cases the income due was received in October.

Sales and rental income

40. There is currently a small surplus shown in sales income of £42k, and the forecast sales income is broadly in line with the budget.
41. Additional rental income outside of the commercial property portfolio of £161k will be added into the Revised Estimates comprising an increase for renting out part of Brympton Way (£106k) and increases at the Yeovil Innovation Centre (£55k).

Budget Virements

42. District Executive has delegated authority to approve virements between activities/services/projects within the overall approved net budget total and have further delegated this authority as set out in the table below which is included in section 3.4 of the Financial Procedure Rules.

Authoriser	Limit	Finance advice required from
Budget Holder	£25,000	Specialist – Finance
SLT Member	£50,000	Lead Specialist Finance
Portfolio Holder	£100,000	S151 Officer
District Executive	Greater than £100,000	S151 Officer



43. There are no virements greater than £100,000 requiring District Executive approval in the period July to September 2022. Recommendation D of this report asks District Executive to agree the virement of £140k from the salaries budget in Commercial Services to the third party payments budget in the same directorate. This is in respect of the contract for the provision of facilities management services agreed with Somerset County Council in May 2022.

Council Tax Support and Council Tax

44. The Council Tax Support Scheme (CTS) provides for discounted tax charges to households with lower incomes. The Authority has set an estimate for 2022/23 of £10.918m within the Council Tax Base for annual CTS discounts, and total of £10.224m has been allocated as at the 30 September 2022. The cost of the CTS is allocated through the Council Tax Collection Fund and is shared between the preceptors in proportion to their relative shares of council tax due for the year (SSDC share is 14.13% for 2022/23).
45. The Hardship Scheme is in place for extreme circumstances with a budget of £36,600 for the year. By the end of September 2022, SSDC had processed 44 successful requests and the amount awarded was £18,882.
46. The in-year collection rate for Council Tax for this time period is 54.79% for 2022/23 compared to 54.12% for the same period last year. At the end of September 2022, the total of £16.807m outstanding debt relating to previous years had been reduced by £2.8m.

Non-Domestic Rates

47. The in-year collection rate for Non-Domestic Rates for this time period is 55.24% for 2022/23 compared to 49.45% for the same period last year. At the end of September 2022, the total of £7.089m outstanding debt relating to previous years had been reduced by £2.097m.
48. Non-Domestic Rates income that the Council collects is distributed between Central Government, SSDC, Somerset County Council and the Fire and Rescue Authority under the Business Rates Retention funding system. The shares for 2022/23 are Central Government 50%, SSDC 40%, SCC 9%, Fire 1%.

Reserves Position

49. Recommendation f. of this report asks District Executive to recommend to Council the use of £66,950 from the Medium-Term Financial Plan Support Reserve to address in-year budget pressures. This is effectively a balancing item at Q2 to deliver a balanced outturn at year end.
50. Details regarding the earmarked and General Fund Balance position are given in appendix A.

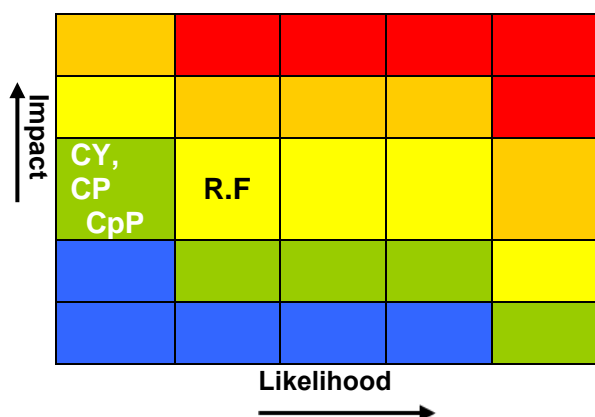
Financial Risks

51. As part of budget monitoring, and revised budget setting, an assessment of financial risks needs to be made. This assessment is detailed in Table 8 below with an update from the responsible officer.

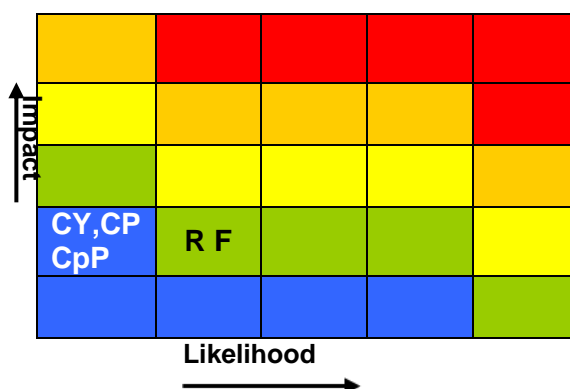
Table Eight: Financial Risks

Current Risk	Responsible Officer	Officer's Update
Interest Rates	Chief Finance Officer	Interest rates are anticipated to continue to increase for the remaining part of the financial year as explained in this budget monitoring report. A rise in interest rates increases the cost of borrowing but a positive impact will be seen on the return on the Council's investments. But the former is larger than the latter. Proposals made in the Q2 Capital Budget Monitoring report, if approved, will reduce the impact of the rising rates on the revenue budget. Proposals have recently been received by the CFO from Arlingclose in consultation with Somerset County Council proposing options to mitigate this risk. These will be reviewed as soon as possible.
Cost of living and inflation	Senior Leadership Team	Senior Leadership Team will continue to assess the impact of the cost-of-living crisis on budgets and services. Leisure Contract – the sharp increase in utility costs (combined with an increase in national minimum and living wage and consumables), is presenting a significant new financial pressure for our leisure operator which may in turn impact negatively on the Authority's leisure budgets over time. The Council's operator is proactively taking steps to manage the impact on the South Somerset contract and is in the process of undertaking a financial modelling exercise to review management fee projections. Any new financial implications arising will be reported at a later date, but members should note the potential budgetary risk. Nationally the leisure sector is under immense strain given the current economic climate. Some operators are already running facilities on reduced opening hours or have taken other measures such as reducing pool temperature to help manage costs so that facilities can remain open. Therefore this risk is not peculiar to the South Somerset contract.
Business Rate Income	Director-Service Delivery	The collection rate is up 5.79% compared to the same period in the previous year quarter 2. This is a volatile measure affected by the timing of summonses and payments made by large businesses. There is an increased risk of collection in a time of adverse economic conditions but that has not been evidenced thus far in 2022/23.
The Council Tax Support Scheme	Director-Service Delivery	The original budget for 2022/23 is £10.918m and a total of £10.224m has been awarded as at 30 September 2022. If costs exceed the assumption in the Council Tax Base this risks a deficit in the Collection Fund to be paid in subsequent years in proportion to preceptors' totals.
Housing Benefit Subsidy	Director-Service Delivery	Current predictions are for the housing benefit subsidy to be on budget at the year-end, but the outcome will not be confirmed until the subsidy claim is externally audited in autumn 2023.

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

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

Council Plan Implications

52. The budget is closely linked to the Council Plan, maintaining financial resilience and effective resource planning is important to enable the Council to continue to fund its priorities for the local community.

Carbon Emissions and Climate Change Implications

53. There are no implications currently in approving this report.

Equality and Diversity Implications

54. When the budget was set any growth or savings made included an assessment of the impact on equalities as part of that exercise.

Privacy Impact Assessment

55. There is no personal information included in this report.

Background Papers

56. Budget Setting reports to Full Council in February 2022.

Appendix A

Reserves	Balance as at 01/04/2022 £'000	Transfers		Forecast balance as at 31/03/2023 £'000	Reason for transfers
		To £'000	From £'000		
Capital					
Usable Capital Receipts	(5,035)	(570)	2,131	(3,474)	To fund capital expenditure in 2022/23 (£1.718m) and to set up earmarked reserve for Millers Garage (£413k). £2m is earmarked in 2023/24 as a funding source for the Octagon Theatre redevelopment as agreed by Full Council in December 2021.
Internal Borrowing Reserve (Vehicle Purchases)	(149)	0	149	0	Using to fund 2022/23 capital expenditure
Capital Reserve Balance	(5,184)	(570)	2,280	(3,474)	
Revenue					
Regeneration Fund	(3,243)	(1,093)	1,095	(3,241)	Pooling Gains arising from SSDC being in the Somerset Business Rates Pool are transferred into the Fund. Transfers out are to fund the revenue costs and some of the capital costs of the Regeneration Programme. An amount of £1.108m to fund the capital programme has been switched to borrowing as per the Q2 capital budget report recommendations.
Capital Reserve	(151)	(1,666)	1,666	(151)	As this is a revenue reserve we are not using it to fund the 2022/23 capital budget as per the proposal in Q2 capital monitoring report
Cremator Replacement Capital Reserve	(549)	0	0	(549)	This will not be used to fund capital expenditure, borrowing will be undertaken as per the recommendations in the Q2 capital budget monitoring report.
IT Replacement Reserve	(10)	0	10	0	This will be used in 2022/23 to part fund the relevant projects within the 2022/23 approved capital programme
Ticket Levy Reserve	(252)	(38)	94	(196)	Ticket levies to reserve movement. This is available for Octagon projects (revenue or capital)
Commercial Investment Risk Reserve	(6,719)	0	2,000	(4,719)	£2m of the balance has been transferred into the General Fund Balance in 2022/23 as per Full Council approval in December 2021. It is proposed that works on investment properties will be funded from external borrowing instead of this earmarked reserve, see Q2 capital budget monitoring report.
Sports Facilities Reserve	(10)	0	0	(10)	
Yeovil Athletic Track Repairs Fund	(216)	(19)	10	(225)	This reserve is needed for funding capital in 2024/25 and beyond.
Artificial Grass Pitch Reserve	(177)	(15)	4	(188)	This reserve is needed for funding capital in 2024/25 and beyond. £4k required in year for Hockey Infrastructure.
YIC Maintenance Reserve	(60)	(20)	8	(72)	
Somerset LGR Reserve	0	(1,234)	1,000	(234)	The reserve is to fund staffing pressures arising from LGR in 2022/23, to date £538k has been approved by SLT under delegation. It is assumed that the balance on the reserve will be spent by year end. The £234k for 2023/24 relates to SSDC's contribution to the overall LGR implementation programme.
Medium Term Financial Plan Support Fund	(8,862)	0	2,686	(6,176)	Expenditure funded by the reserve includes: £1,234k into the LGR reserve, £900k for Leisure contract, £350k transfer to Treasury to manage interest rate risk, £71k for the Kick Start Project and £64k for a Planning Policy A303 project. £67k to fund the in year 2022/23 budget gap.
Area Committee Reserves	(113)	0	0	(113)	
Election Reserve	(254)	(40)	0	(294)	Budgeted annual contribution to reserve
Waste Reserve	(100)	0	100	0	
Community Initiatives Reserve	(382)	0	382	(0)	This has been transferred to 2022/23 revenue budget for use to fund the Somerset Families Programme.
Treasury Management Reserve	(750)	(350)	0	(1,100)	There will be £350k transferred from the Medium Term Financial Plan Support Fund in 2022/23 to manage interest rate risk.
Revenue Grants Reserve	(399)	0	106	(293)	Funding of Localities projects in year (£12k) and funding of the MTIG project £31k.
Revenues and Benefits Reserve	(1,240)	0	713	(527)	Funding for transitional resources less new burdens grant received transferred to reserve
Business Support Scheme (Flooding)	(82)	0	38	(44)	Transfer to fund the cost associated with the River Parrett trail
Community Housing Fund	(18)	0	18	0	Used to fund spend in Community Housing budgets in 22/23.
Community Safety Reserve	(25)	0	25	0	Used to fund spend on the Public Space Protection Orders & Safe Space Project
Housing & Homelessness Reserve	(537)	0	318	(219)	Funding of temporary staff in 2022/23.
Spatial Policy Reserve	(141)	(68)	132	(77)	Transfer of Neighbourhood Planning Grant into reserve, less funding for planning post.
Climate Change Fund	(266)	0	204	(62)	Funding of staff involved in this climate change initiative.
Community Resilience Reserve	(91)	0	72	(19)	Social mobility project.
Business Rates S31 Grants Collection Fund	(6,513)	0	3,310	(3,203)	This reserve holds the S31 grant provided by Government to compensate the Council for the reduced business rates income following the introduction of Retail Discount Relief in 2020/21. The transfer from reserves offsets the forecast NNDR deficit in the 2021/22 accounts. The transfer to reserves is S31 grant received in 2021/22 that will be used to offset any future year deficits. £3m of the balance will be used in 2022/23.
MRP Reserve	(444)	0	0	(444)	Transfer to reserve to cover potential additional MRP
Revenue Reserves Balance	(31,606)	(4,543)	13,991	(22,158)	
General Fund Balance	(6,556)	(2,000)	0	(8,556)	Increase in reserve by transfer from Commercial Risk reserve as agreed by December 21 Full Council



District Executive Forward Plan

Executive Portfolio Holder: Val Keitch, Leader, Strategy
Strategic Director: Jill Byron, Monitoring Officer
Lead Officer: Angela Cox, Democratic Services Specialist
Contact Details: angela.cox@southsomerset.gov.uk or (01935) 462148

Purpose of the Report

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.

Public Interest

2. 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.

Recommendations

3. That District Executive agree to:
 - a) approve the updated Executive Forward Plan for publication as attached at Appendix A
 - b) note the contents of the Consultation Database as shown at Appendix B.

Executive Forward Plan

4. 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.

Consultation Database

5. The Council has agreed a protocol for processing consultation documents received by the Council. This requires consultation documents received to be logged and the current consultation documents are attached at Appendix B.

Background Papers

6. None.

SSDC Executive Forward Plan – December 2022

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
15 December 2022	Economic Development Celebratory Report	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Joe Walsh, Specialist (Economic Development)	South Somerset District Council
15 Dec 2022	Capital Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
15 Dec 2022	Revenue Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
15 December 2022	Local Government Ombudsman Annual Statement	Portfolio Holder - Finance, Legal & Democratic Services	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council
15 December 2022	Update on Section 106 funding	Portfolio Holder - Protecting Core Services	Director Service Delivery	Kirsty Larkins, Director (Service Delivery)	South Somerset District Council
15 December 2022	2022/23 Treasury Management mid-year treasury performance and strategy update	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Paul Matravers, Lead Specialist (Finance)	South Somerset District Council
05 January 2023	Octagon Theatre - Permission to tender	Portfolio Holder - Health & Well-Being	Director Place and Recovery	Natalie Fortt, Regeneration Programme Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
05 January 2023	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
19 January 2023	Opium Power Ltd Presentation	Portfolio Holder - Economic Development including Commercial Strategy	Monitoring Officer	Jason Dobson, Director of Opium Power Ltd	South Somerset District Council
19 January 2023	Presentation on the Kickstart Scheme	Portfolio Holder - Strategy	Director Service Delivery	Trevor Green, Case Officer, Service Delivery	South Somerset District Council
02 March 2023	Revenue Budget Quarter 3 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
02 March 2023	Capital Budget Quarter 3 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
02 March 2023	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Kate Arscott, Specialist (Strategic Planning)	District Executive
02 March 2023	Wincanton Regeneration Update	Portfolio Holder - Area East & Environment	Director Place and Recovery	Natalie Fortt, Regeneration Programme Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
02 March 2023	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
TBC	External Audit Value For Money (VFM) Audit	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council

APPENDIX B - Current Consultations – December 2022

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>The Building Safety Levy: consultation</p> <p>This consultation seeks views on the design and implementation of the Building Safety Levy (the Levy). The Levy will be paid by developers and charged on new residential buildings requiring building control approval in England, for the purpose of meeting building safety expenditure.</p> <p>The levy was announced in February 2021 and will ensure the taxpayer and leaseholders do not pay for the necessary remediation of building safety defects.</p> <p>The Building Safety Levy: consultation - GOV.UK (www.gov.uk)</p>	<p>Protecting Core Services</p>	<p>Kirsty Larkins Director of Service Delivery</p>	<p>Officers in consultation with Portfolio Holder</p>	<p>Julian Cleal, Building Control Manager</p>	<p>07 February 2023</p>

2023



Date of Next Meeting

Members are asked to note that the next meeting of the District Executive will take place on **Thursday, 05 January 2023** commencing at 9.30 a.m. in the Council Chamber, SSDC Council Offices, Brympton Way, Yeovil BA20 2HT.

Members and the public will also be able to join the meeting via Zoom and view the meeting on YouTube.



Exclusion of Press and Public

The District Executive is asked to agree that the following Agenda item 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.

Briefing on Local Government Reorganisation (Confidential)

Executive Portfolio Holder: Val Keitch, Strategy
Chief Executive: Jane Portman
Strategic Director: Jan Gamon, Place and Recovery
Lead Officer: Jan Gamon, Director – Place and Recovery
Contact Details: Jan.gamon@southsomerset.gov.uk or 01935 462095

The Chief Executive and Director for Place and Recovery will provide Members with a verbal update on any matters relating to the future of Local Government in Somerset.