



Informal Discussion by Members of Area North Committee

Wednesday 22nd June 2022

2.00 pm

**A virtual consultative meeting via
Zoom meeting software**

The following members are requested to attend this virtual consultation meeting:

Neil Bloomfield
Malcolm Cavill
Louise Clarke
Adam Dance

Mike Hewitson
Tim Kerley
Tiffany Osborne
Clare Paul

Crispin Raikes
Dean Ruddle
Mike Stanton
Gerard Tucker

There are no planning applications to consider this month.

Any members of the public wishing to address the virtual consultative meeting during either Public Question Time or regarding a Planning Application, need to email democracy@southsomerset.gov.uk by 9.00am on 21 June 2022.

The meeting will be streamed and viewable online at:

https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

For further information on the items to be discussed, please contact:
democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 14 June 2022.

Jane Portman, *Chief Executive Officer*

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

Information for the Public

In light of the coronavirus pandemic (COVID-19), Area North Committee will meet virtually via video-conferencing to consider reports. As of 7 May 2021 some interim arrangements are in place for committee meetings.

At the meeting of Full Council on 15 April 2021 it was agreed to make the following changes to the Council's Constitution:

- a) To continue to enable members to hold remote, virtual meetings using available technology;
- b) To amend Part 3 (Responsibility for Functions) of the Council's Constitution to allow those remote meetings to function as consultative bodies and delegate decisions, including Executive and Quasi-Judicial decisions, that would have been taken by those meetings if the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 had continued in force to the Chief Executive (or the relevant Director in the Chief Executive's absence) in consultation with those meetings and those members to whom the decision would otherwise have been delegated under Part 3 of the Constitution;
- c) The delegated authority given under (b) will expire on 31 July 2021 unless continued by a future decision of this Council;

For full details and to view the report please see -

<https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=137&MId=2981&Ver=4>

Further to the above, at the meeting of Full Council on 8 July 2021, it was agreed to extend the arrangements for a further 6 months to 8 January 2022. For full details and to view the report please see -

<https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=137&MId=3033&Ver=4>

Further to the above, at the meeting of Full Council on 16 December 2021, it was agreed to extend the arrangements for a further 6 months to 8 July 2022 for all meetings apart from Full Council - Full Council will be in person. For full details and to view the report please see -

<https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=137&MId=2991&Ver=4>

Area North Committee

Meetings of the Area North Committee are usually held monthly, at 2.00pm, on the fourth Wednesday of the month (unless advised otherwise. However during the coronavirus pandemic these meetings will be held remotely via Zoom.

Agendas and minutes of meetings are published on the council's website

<https://modgov.southsomerset.gov.uk/ieDocHome.aspx?bcr=1>

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for 'mod.gov' in the app store for your device, install, and select 'South Somerset' from the list of publishers, then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at meetings (held via Zoom)

Public question time

We recognise that these are challenging times but we still value the public's contribution to our virtual consultative meetings. If you would like to participate and contribute in the meeting, please join on-line through Zoom at: <https://zoom.us/join> You will need an internet connection to do this.

Please email democracy@southsomerset.gov.uk for the details to join the meeting.

The period allowed for participation in Public Question Time shall not exceed 15 minutes except with the consent of the Chairman and members of the Committee. Each individual speaker shall be restricted to a total of three minutes.

If you would like to address the virtual consultative meeting during either Public Question Time or regarding a Planning Application, please email democracy@southsomerset.gov.uk by 9.00am on Tuesday 21 June 2022. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Virtual meeting etiquette:

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will un-mute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of three minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

Planning applications

It is important that you register your request to speak at the virtual meeting by emailing democracy@southsomerset.gov.uk by 9.00am the day before the meeting. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Consideration of planning applications at this meeting will commence no earlier than the time stated at the front of the agenda and on the planning applications schedule. The public and representatives of parish/town councils will be invited to speak on the individual planning applications at the time they are considered.

Comments should be confined to additional information or issues, which have not been fully covered in the officer's report. Members of the public are asked to submit any additional documents to the planning officer at least 72 hours in advance and not to present them to the Committee on the day of the meeting. This will give the planning officer the opportunity to respond appropriately. Information from the public should not be tabled at the meeting. It should also be noted that, in the interests of fairness, the use of presentational aids (e.g. PowerPoint) by the applicant/agent or those making representations will not be permitted. However, the applicant/agent or those making representations are able to ask the planning officer to include photographs/images within the officer's presentation subject to them being received by the officer at least 72 hours prior to the meeting. No more than 5 photographs/images either supporting or against the application to be submitted. The planning officer will also need to be satisfied that the photographs are appropriate in terms of planning grounds.

At the committee chairman's discretion, members of the public are permitted to speak for up to three minutes each and where there are a number of persons wishing to speak they should be encouraged to choose one spokesperson to speak either for the applicant or on behalf of any supporters or objectors to the application. The total period allowed for such participation on each application shall not normally exceed 15 minutes.

The order of speaking on planning items will be:

- Town or Parish Council Spokesperson
- Objectors
- Supporters
- Applicant and/or Agent
- District Council Ward Member

If a member of the public wishes to speak at the virtual meeting they must email democracy@southsomerset.gov.uk by 9.00am on Tuesday 21 June 2022.

In exceptional circumstances, the Chairman of the Committee shall have discretion to vary the procedure set out to ensure fairness to all sides.

Recording and photography at council meetings

Recording of council meetings is permitted, however anyone wishing to do so should let the Chairperson of the meeting know prior to the start of the meeting. The recording should be overt and clearly visible to anyone at the meeting, but non-disruptive. If someone is recording the meeting, the Chairman will make an announcement at the beginning of the meeting.

Any member of the public has the right not to be recorded. If anyone making public representation does not wish to be recorded they must let the Chairperson know.

The full 'Policy on Audio/Visual Recording and Photography at Council Meetings' can be viewed online at:

<http://modgov.southsomerset.gov.uk/documents/s3327/Policy%20on%20the%20recording%20of%20council%20meetings.pdf>

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Informal Discussion by Members of Area North Committee

Wednesday 22 June 2022

Agenda

Preliminary Items

1. Minutes

To approve as a correct record the minutes of the previous meeting held on 23 March 2022. The draft minutes can be viewed at: <https://modgov.southsomerset.gov.uk/ieDocHome.aspx?bcr=1>

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.

Planning Applications Referred to the Regulation Committee

The following members of this Committee are also members of the Council's Regulation Committee:

Councillors Adam Dance and Dean Ruddle.

Where planning applications are referred by this Committee to the Regulation Committee for determination, Members of the Regulation Committee can participate and vote on these items at the Area Committee and at Regulation Committee. In these cases the Council's decision-making process is not complete until the application is determined by the Regulation Committee. Members of the Regulation Committee retain an open mind and will not finalise their position until the Regulation Committee. They will also consider the matter at Regulation Committee as Members of that Committee and not as representatives of the Area Committee.

4. Date of next meeting

Councillors are requested to note that the next Area North Committee meeting is scheduled to be held at 2.00pm on **Wednesday 27 July 2022**, with meeting arrangements to be confirmed nearer the date (but likely to be a virtual meeting using Zoom).

5. Public Question Time

6. Chairman's Announcements

7. Reports From Members

Items for Discussion

8. Community Grant - Upgrade to High Ham Parish Council's Play Area (Executive Decision) (Pages 7 - 13)

9. Making the Most of Martock (M3) - Update (Pages 14 - 18)

10. Area North Committee - Appointment of Members to Outside Organisations and Groups for 2022/2023 (Executive Decision) (Pages 19 - 21)

11. Scheme of Delegation - Development Control - Nomination of Substitutes for Chairman and Vice Chairman for 2022/23 (Area North) (Executive Decision) (Pages 22 - 23)

12. Area North Forward Plan (Pages 24 - 25)

13. Planning Appeals (for information) (Page 26)

Please note that members of the Area Committee will make a recommendation on the above reports. The decision will be taken by the Chief Executive.



Community Grant - Upgrade to High Ham Parish Council's Play Area (Executive Decision)

Strategic Director: Kirsty Larkins, Service Delivery
Service Manager: Tim Cook, Locality Manager
Lead Officer: Adrian Moore, Locality Officer
Contact Details: Adrian.moore@southsomerset.gov.uk

Purpose of the Report

Councillors are asked to consider the awarding of a grant of £11,000 towards the upgrade to High Ham Parish Council's play area at High Ham playing field for the benefit of local residents and the wider community in South Somerset.

Public Interest

Awarding grants is a key way that SSSC supports and helps to deliver community projects sponsored by Parishes and voluntary community organisations in the towns and villages across the district.

High Ham Parish Council has applied to the Area North community grants programme for financial assistance with the costs of upgrading the High Ham Parish Council's play area at High Ham playing field. The Locality Officer is submitting this report to enable the Area North Committee to make an informed decision about the application and has assessed the application.

Recommendation

That Area North Committee recommend to the Chief Executive that a grant of £11,000 be awarded to High Ham Parish Council towards the upgrade of the play area at High Ham playing field. The grant to be allocated from the Area North capital programme and subject to SSSC standard conditions for community grants (appendix A).

Application Details

| | |
|-----------------------------|--|
| Name of applicant: | High Ham Parish Council |
| Project: | Upgrade to High Ham Parish Council's play area at High Ham playing field |
| Total project cost: | £31,000 |
| Amount requested from SSSC: | £11,000 |
| % amount requested: | 35% |
| Application assessed by: | Adrian Moore |

Community Grants Assessment Score

The table below shows the grant scoring for this application. Applications must meet the minimum score of 22 to be considered for SSDC funding under Community Grants policies.

| Category | Max Score available | Officer assessment score |
|--------------------------------------|---------------------|--------------------------|
| A Supports Council Plan/Area Chapter | 1 | 1 |
| B Supports Equalities & Diversity | 1 | 1 |
| C Supports Environment Strategy | 3 | 1 |
| D Need for Project | 10 | 7 |
| E Capacity of Organisation | 15 | 12 |
| F Financial need | 7 | 5 |
| Total | 37 | 27 |

Background

The Parish Council at High Ham own the playing field and it is managed by the High Ham Playing Field Management Committee, which is a branch of the Parish Council. Their aim is to provide and maintain a public open space for recreation and sport.

The main climbing frame at High Ham Parish Council's play area at the playing field has slowly deteriorated over the last few years and has had to be removed for safety reasons. This essential item of play equipment needs to be replaced and upgraded to meet the needs of the local young children. The Parish Council would like to do this in 2022 in-line with commemorating the Queen's Platinum Jubilee year as a project to invest in the future of the village.

This play area facility is the only one in the village and extremely popular as it is directly adjacent to the BMX track and other available open space for ball play. The play area provides a safe and fun environment for children of all abilities in the village.

The Project

New safety surfacing and a new multiplay climbing frame with four towers, climbing net, bridges, talking tubes, slide and sliding pole.

This play tower has four towers and a variety of play activities resulting in longer play time and many benefits for health and well-being. The many access points all provide a different challenge, helping children to strengthen their muscles and coordination, as they will be eager to play with the many stimulating activities in the towers. The play panels provide opportunities to create fun and imaginative play themes that will extend the play. The talking tubes are a responsive element that will spark children's curiosities and will encourage imagination and social play. Many bridges and means

of exiting the play tower will support physical decision making. Sliding and gliding supports posture and balance, all important skills, and fun. The variety of play activities will encourage children to play together and will enrich and extend their play activities in active outdoor play that stimulates creativity and thinking.

It will provide the socially isolated community the opportunity for exercise, learning through play and create a social meeting point for children and young families.

Other play equipment companies were approached and following consultation in the local school, the children decided on the chosen design.

Local support / evidence of need

By upgrading and modernising the play equipment, it will help to encourage children to take part in physical activity and develop healthy habits and lifestyles. It will provide a fun focus for parents and children to play together and forge relationships with other local families.

The play equipment has been designed to be as inclusive as possible. This will allow children and adults of all abilities to interact and play together in a rich and engaging way.

The new play equipment will be promoted via local press and social media platforms, parish notice boards, plenty of signage and word of mouth.

Project costs

| Project costs – subject to revision | Cost £ |
|---|---------------|
| Supply and installation of Kompan Four Tower Unit PCM 400521 | 21,000 |
| 60m2 of Base Ground works to include dig out spoil or removal of turf, install compacted MOT Type 1 onto a geotextile weed suppressant membrane | 2,500 |
| Supply and install 70m2 at 50 mm of Autumn blend Tiger Mulch safer surfacing to an area of approved subbase | 4,500 |
| Removal of existing old climbing frame legs | 500 |
| Responsible disposal of existing surfacing and all spoil | 2,000 |
| Welfare unit | 500 |
| Total | 31,000 |

Funding plan

| Funding source | Secured or pending | Amount £ |
|---|---------------------------|-----------------|
| Parish Council | Secured | 5,000 |
| High Ham Playing Field Management Committee funds | Secured | 15,000 |
| SSSDC Community Grant | Pending | 11,000 |
| Total | | 31,000 |

Conclusion and Recommendation

It is recommended that a grant of £11,000 is awarded.

Financial Implications

The balance in the Area North Capital programme is £35,356. If the recommended grant of £11,000 is awarded, £24,356 will remain.

Grants are awarded subject to all other funding being secured before the commencement of the project and are on a % basis of the full project costs. Payment of the grant cannot exceed the grant award and is proportionally reduced if full project costs are under budget.

Council Plan Implications

Council Plan themes and Areas of focus for 2021/22

Focus 4 – Places where we live

To enable housing and communities to meet the existing and future needs of residents and employers, we will work to:

- Enable the delivery of good quality housing in appropriate places across all tenures, to meet community needs
- Maximise the provision of affordable housing
- Support rural communities and economies through delivery of affordable housing
- Prevent people losing their home and supporting people who are homeless to have a place they can call home
- Support communities to identify any housing need in their parish and support them to meet this demand, including supporting Community Land Trusts
- Support provision of housing for Life long independent living
- To deliver sustainable communities where people want to live and thrive
- Proactively identify adaptable housing and community solutions responding to the consequences of the Covid-19 pandemic
- Promote and encourage environmentally sustainable housing, including to protect the Somerset Levels and Moors when determining planning submissions following advice from Natural England.

Carbon Emissions and Climate Change Implications

None

Equality and Diversity Implications

| | |
|--|-----|
| <i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i> | Yes |
| <i>The Impact Relevance Check indicated that a full EIA was required?</i> | No |
| <i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix (Appendix B) to this report and provide a brief summary of its findings in the comments box below.</i> | |
| <i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i> | |
| Additional Comments | |
| The improvements to the existing play area aims to provide for children of all abilities in the local community. | |

Background Papers

None.

Standard conditions applying to all SSDC Community Grants

The applicant agrees to: -

- Notify SSDC if there is a material change to the information provided in the application.
- Start the project within six months of the grant offer and notify SSDC of any changes to the project or start date as soon as possible.
- Confirm that all other funding sources have been secured before starting the project, if these were not already in place at the time of the application.
Acknowledge SSDC assistance towards the project in any relevant publicity about the project (e.g. leaflets, posters, websites, and promotional materials) and on any permanent acknowledgement (e.g. plaques, signs etc.).
- Work in conjunction with SSDC officers to monitor and share the success of the project and the benefits to the community resulting from SSDC's contribution to the project.
- Provide a project update and/or supply before and after photos if requested
- Supply receipted invoices or receipts which provide evidence of the **full** cost of the project so that the grant can be released.
- Complete an evaluation survey when requested after the completion of the project.
- Note that they cannot apply for another community grant for the same project within a 3 year period of this award.

Standard conditions applying to buildings, facilities and equipment

- Establish and maintain a “sinking fund” to support future replacement of the building / facility / equipment as grant funding is only awarded on a one-off basis.
- Use the SSDC Building Control Service when buildings regulations are required.
- Incorporate disabled access and provide an access statement where relevant.

Additional conditions applying to Play & Facilities

- All play equipment considered for purchase will have passed an EN1176 test.
- All play equipment installed will have Impact Absorbing Surfacing (safety surfacing) installed to EN1177 standard.
- All play equipment installed will have a Post Installation Inspection completed by a fully trained person.
- Ensure that the play area is inspected and maintained in accordance with EN1176 or a successive standard
- Provide good quality signage to buildings and facilities.

Special conditions

None.

Equality Impact Relevance Check Form



The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required.

| | |
|---|--|
| What is the proposal? | |
| Name of the proposal | Upgrade to High Ham Parish Council's Play Area |
| Type of proposal (new or changed Strategy, policy, project, service or budget): | Project |
| Brief description of the proposal: | New Climbing frame and surfacing |
| Name of lead officer: | Adrian Moore |

You should consider whether the proposal has the potential to negatively impact on citizens or staff in the following ways:

- Access to or participation in a service,
- Levels of representation in our workforce, or
- Reducing quality of life (i.e. health, education, standard of living)

A negative impact is any change that could be considered detrimental. If a negative impact is imposed on any citizens or staff with protected characteristics, the Council has a legal duty to undertake a full Equality Impact Assessment.

| | |
|--|-----------|
| Could your proposal negatively impact citizens with protected characteristics? (This includes service users and the wider community) | NO |
| Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay) | NO |

| | |
|--|---|
| Is a full Equality Impact Assessment required? | NO |
| If Yes , Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form | |
| | |
| If No , Please set out your justification for why not. | |
| This item of play equipment and safety surfacing has been chosen to enable children and adults of all abilities to play and develop together. As this project is replacing one item of equipment the need to install specialist accessible equipment is not appropriate. A full EIA is not required. | |
| Service Director / Manager sign-off and date | Tim Cook - 10/06/22 |
| Equalities Officer sign-off and date | Dave Crisfield 10 th June 2022 |



Making the Most of Martock (M3) – Update

Strategic Director: Kirsty Larkins, Director, Service Delivery
Service Manager: Tim Cook, Locality Team Manager
Lead Officer: Tim Cook, Locality Team Manager
Contact Details: tim.cook@southsomerset.gov.uk or 01963 435088

Purpose of the Report

The purpose of the report is to update members on the current situation with M3 (Making the Most of Martock) and to provide an opportunity for members to discuss the future relationship with the local partnership.

(This report was discussed at the March meeting of Area North (Informal) where it was resolved to defer the report to the next meeting of Area North).

Public Interest

The M3 partnership was originally established in 2001 with support from SSDC. SSDC is currently a 'core member' of M3.

Recommendations

1. Members note the update on the work of the M3 partnership and the current partnership arrangements
2. Members consider whether it is still necessary or desirable for SSDC to continue to be a 'core member' of the partnership.
3. Members consider becoming an 'advisory member' of the M3 partnership.

Background

The Making the Most of Martock Community Partnership (M3CP) comprises a number of organisations that originally came together to deliver the Martock vision and the Local Community Plan. SSDC was involved in setting the organisation up and is a 'core partner' under the organisations constitution. Area North Committee (ANC) nominates a representative on an annual basis.

Members considered a report to outside bodies at the July meeting of ANC. Cllr Clarke currently represents SSDC on the partnership.

Making the Most of Martock (M3) – Purpose and Governance

The M3 Community Partnership comprises several organisations that have come together to enable delivery of the Martock Vision and community plan. Core members of the partnership are stated as:

- South Somerset District Council
- Martock Parish Council (Currently now an ‘advisory member’)
- Parochial Church Council
- Martock Christian Fellowship
- Martock School Governors
- Martock Business Forum
- Martock Community Group
- Martock Surgery
- Martock Fire & Rescue

Martock Parish Council withdrew as a core member in March 21 and now has a nominated representative attend meetings as an observer.

Somerset County Council was originally a core member and also withdrew from the partnership in 2021.

The aim of the partnership (as stated in the community plan 2018-23) is ‘to ensure that all of these organisations are working together in the most efficient and effective manner’.

M3 is established as a Community Interest Company (CIC) with three active Directors.

The partnership organises the following:-

- 'The Pinnacle' - the community magazine - which is printed quarterly with the proceeds from the advertising, and is delivered free to all the homes in Martock, Ash, East Lambrook, Kingsbury Episcopi and Long Load by a 40 strong group of kind volunteers. (previously published as The Leveller).
- Martock Online website (apart from the local democracy section) which provides news and information about community facilities, events and a directory of businesses in the local area.
- Martock Awards, to thank individuals who go the extra mile for our community

The partnership is responsible for producing and monitoring progress of the Martock Local Community Plan.

The 2018 – 23 plan continues the work of previous plans under five key themes.

- Connecting Martock
- Culture and the Environment
- Youth Provision

- Living Learning and Livelihoods
- Community Safety

An action plan sets out specific projects that are planned or already being taken forward.

SSDC as a Core Member

The focus of the work carried out by M3 is local to Martock. There are links between much of what is set out in the action plan and SSDC priorities. However, SSDC is not expected to be responsible for delivery of any elements of the plan.

It is not clear what the purpose or implications of being a 'core member' are for SSDC. Core membership status could convey or suggest responsibility for delivery. For many years, the contribution that SSDC has made has been to nominate a member of Area North Committee to attend M3 meetings. SSDC has not been asked to provide financial support or officer time in recent years.

Financial Implications

There are no direct financial implications related to this report.

Council Plan Implications

The work of M3 Community Partnership detailed in the report contributes broadly towards outcomes set out in the key areas of focus for Economy, Environment and Healthy, Self-Reliant Communities.

Carbon Emissions and Climate Change Implications

There are no implications for carbon emissions and climate change related to this report.

Equality and Diversity Implications

| | |
|---|-----|
| <i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i> | Yes |
| <i>The Impact Relevance Check indicated that a full EIA was required?</i> | No |
| <i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i> | |
| <i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i> | |
| Additional Comments | |
| The report provides an update on the work of the M3 partnership. The recommendations will not result in a reduction or loss of support or services to residents. It is considered that there is no equality impact as a direct result of this report. | |

Background Papers

- Appointment of Members to Outside Organisations and Groups – ANC Wednesday 14th July.
- Agenda and minutes of Area North (Informal) - 23 March 2022.

Equality Impact Relevance Check Form



The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required.

| What is the proposal? | |
|---|--|
| Name of the proposal | Making the Most of Martock M3 Update |
| Type of proposal (new or changed Strategy, policy, project, service or budget): | Review of membership of local partnership |
| Brief description of the proposal: | To provide an update on the work of the group and review membership. |
| Name of lead officer: | Tim Cook |

You should consider whether the proposal has the potential to negatively impact on citizens or staff in the following ways:

- Access to or participation in a service,
- Levels of representation in our workforce, or
- Reducing quality of life (i.e. health, education, standard of living)

A negative impact is any change that could be considered detrimental. If a negative impact is imposed on any citizens or staff with protected characteristics, the Council has a legal duty to undertake a full Equality Impact Assessment.

| | |
|--|-----------|
| Could your proposal negatively impact citizens with protected characteristics? (This includes service users and the wider community) | NO |
| Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay) | NO |

| | |
|--|--|
| Is a full Equality Impact Assessment required? | NO |
| If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form | |
| | |
| If No, Please set out your justification for why not. | |
| Purpose of the report is to clarify the role of SSDC in a local partnership and seek members views. The outcome of the report will not result in significant change or reduction in engagement or services. The decision required of members regarding SSDC membership of the Partnership will not have any negative impacts on people sharing Protected Characteristics therefore a full EIA is not required. | |
| Service Director / Manager sign-off and date | Tim Cook 15 th March 2022 |
| Equalities Officer sign-off and date | Dave Crisfield 15 th March 2022 |

Area North Committee – Appointment of Members to Outside Organisations and Groups for 2022/2023 (Executive Decision)

Specialist: Angela Cox, Specialist (Democratic Services)
Lead Officer: Becky Sanders, Case Officer (Strategy & Commissioning)
Contact Details: becky.sanders@southsomerset.gov.uk
Specialist: democracy@southsomerset.gov.uk

Purpose of the Report

As the Council has entered a new municipal year, the Committee is asked to review its appointments to outside organisations and working groups within Area North, having regard to the policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies (adopted by District Executive on 1st May 2014).

Recommendation

That Area North Committee consider appointing members to the outside organisations and groups for 2022/2023, as detailed in Appendix A.

Financial Implications

None for Area North Committee. Mileage claimed by councillors (across the district) attending meetings of outside bodies to which they are appointed is approximately £1,000 per annum and is within the existing budget for councillors travelling expenses. There may be a small saving resulting from any decision to reduce the number of SSDC appointed outside bodies, however, a number of councillors do not claim any mileage for their attendance at these meetings.

Council Plan Implications

Council Plan 2020 – 2024 – Council Values:

Getting things done - Empowering dedicated and flexible employees and elected members focussed on delivery.

Working collaboratively - Working with partners to enhance outcomes for our communities.

Carbon Emissions and Climate Change Implications

None.



Equality and Diversity Implications

Full consideration to equalities was given in producing the Policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies.

Background Papers

- Minute 184 (Agenda item 10), District Executive, 1 May 2014
- Minute 8, Area North Committee, 26 June 2019
- Minute 23, Area North Committee (Informal), 14 July 2021

Appendix A

Area North Outside Organisations and Groups – Appointments to be considered for 2022/2023

| Organisation / Group (Lead officer contact) | Number of Council Reps. (& existing rep). | Aims & Objectives | Frequency of Meetings | Existing status of representative |
|---|---|---|--------------------------|--------------------------------------|
| Somerset Levels and Moors Local Action Group Executive Board | 1 (Gerard Tucker) | To support the delivery of a local economic development programme for the Somerset Levels and Moors. More info at: http://levelsandmoors.somersetleader.org.uk/ | About 6 – 8 per year | Full Member |
| Langport Abattoir Liaison Group | 2 (at least 1 must be the ward member) (Clare Paul & Tiffany Osborne) | To provide a forum for liaison between the operating companies, the communities of Huish Episcopi and Langport and the local Authorities and other agencies responsible for the regulation of the site. | About 2 per year | Observer / consultative only |
| Martock Community Planning Partnership <i>(Note – there is a report regarding this organisation earlier on the agenda.)</i> | 1 (Louise Clarke) | To own the Martock Vision and monitor delivery of the Martock Local Community Plan. | Quarterly | Full Member |
| Huish Episcopi Leisure Centre Board | 2 (Tim Kerley & Crispin Raikes) | Management Company for Huish Episcopi Leisure Centre. | Approx. 5 | Full member |

Scheme of Delegation – Development Control – Nomination of Substitutes for Chairman and Vice Chairman for 2022/23 (Area North) (Executive Decision)

Director: Kirsty Larkins, Service Delivery
Lead Officer: John Hammond, Lead Specialist (Planning)
Contact Details: john.hammond@southsomerset.gov.uk
Director: Kirsty Larkins, Service Delivery

Purpose of the Report

As the Council has entered a new municipal year, the Committee is asked to review the appointment of two members to act as substitutes for the Chairman and Vice Chairman in the exercising of the Scheme of Delegation for planning and related applications. The previous member substitutes were Councillors Crispin Raikes (first substitute) and Dean Ruddle (second substitute).

Recommendation

That, in line with the Development Control Revised Scheme of Delegation, two members be nominated to act as substitutes for the Chairman and Vice Chairman to make decisions in the Chairman's and Vice Chairman's absence on whether an application should be considered by the Area Committee as requested by the Ward Member(s).

Background

The Council's scheme of delegation for Development Control delegates the determination of all applications for planning permission, the approval of reserved matters, the display of advertisements, works to trees with Tree Preservation Orders, listed building and conservation area consents, to the Lead Specialist (Planning) except in certain cases, one of which being the following:-

“A ward member makes a specific request for the application to be considered by the Area Committee and the request is agreed by the Area Chairman or, in their absence, the Vice Chairman in consultation with the Lead Specialist (Planning). (This request must be in writing and deal with the planning issues to ensure that the audit trail for making that decision is clear and unambiguous). In the absence of the Chairman and Vice Chairman there should be nominated substitutes to ensure that two other members would be available to make decisions. All assessments and decisions to be in writing.”



Financial Implications

None from this report.

Council Plan Implications

None from this report.

Carbon Emissions and Climate Change Implications

None from this report.

Equality and Diversity Implications

None from this report.

Background Papers

Minute 36, Council meeting of 21 July 2005

Minute 24, Area North Committee (Informal), 14 July 2021



Area North Committee - Forward Plan

Senior Lead Officer: Jill Byron, District Solicitor and Monitoring Officer
Officer: Becky Sanders, Case Officer (Strategy & Support Services)
Contact Details: democracy@southsomerset.gov.uk

Purpose of the Report

This report informs Members of the Area North Committee Forward Plan.

Public Interest

The forward plan sets out items and issues to be discussed over the coming few months. It is reviewed and updated each month, and included within the Area North Committee agenda, where members of the committee may endorse or request amendments.

Recommendation

Members are asked to note and comment upon the Area North Committee Forward Plan as attached, and to identify priorities for any further reports.

Area North Committee Forward Plan

Members of the public, councillors, service managers, and partners may also request an item be placed within the forward plan for a future meeting, by contacting the Agenda Co-ordinator.

Items marked *in italics* are not yet confirmed, due to the attendance of additional representatives.

To make the best use of the committee, the focus for topics should be on issues where local involvement and influence may be beneficial, and where local priorities and issues raised by the community are linked to SSDC and SCC corporate aims and objectives.

Further details on these items, or to suggest / request an agenda item for the Area North Committee, please contact one of the officers named above.

Background Papers: None

Area North Committee Forward Plan

Further details on these items, or to suggest / request an agenda item for the Area North Committee, please contact the Agenda Co-ordinator; at democracy@southsomerset.gov.uk

Items marked in italics are not yet confirmed.

| Meeting Date | Agenda Item | Background / Purpose | Lead Officer |
|---------------------|-------------------------|--|-------------------------|
| <i>TBC</i> | <i>Community Grants</i> | <i>To consider any requests for funding.</i> | <i>Locality Officer</i> |



Planning Appeals

Strategic Director: Kirsty Larkins, Service Delivery
Lead Specialist: John Hammond, Principal Planner
Contact Details: john.hammond@southsomerset.gov.uk

Purpose of the Report

To inform members of the appeals that have been lodged, decided upon or withdrawn.

Public Interest

The Area Chairmen have asked that a monthly report relating to the number of appeals received, decided upon or withdrawn be submitted to the Committee.

Recommendation

That members note the report.

Appeals Received

20/00437/FUL - Land OS 1449, Gore Lane, Pitney, Langport.
Change of use of land to Gypsy/Travellers site with a mobile home, day room and touring caravan with associated works.

Appeals Dismissed

None

Appeals Allowed

None.
