



Informal Discussion by Members of Area West Committee

Wednesday 20th July 2022

5.30 pm

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

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

Jason Baker
Mike Best
Ray Buckler
Dave Bulmer
Martin Carnell
Brian Hamilton

Ben Hodgson
Val Keitch
Jenny Kenton
Paul Maxwell
Tricia O'Brien
Sue Osborne

Robin Pailthorpe
Oliver Patrick
Garry Shortland
Martin Wale

There are no planning applications to consider this month.

Any members of the public wishing to address the virtual consultative meeting during Public Question Time need to email democracy@southsomerset.gov.uk by 9.00am on Tuesday 19th July 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 Monday 11th July 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 West 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>

Further to the above, at the meeting of Full Council on 16 June 2022, it was agreed to extend the arrangements to 21 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=3233&Ver=4>

Area West Committee

Meetings of the Area West Committee are usually held monthly, at 5.30pm, on the third 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

www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions

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 Public Question Time please email democracy@southsomerset.gov.uk by 9.00am on Tuesday 19th July 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.

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 West Committee

Wednesday 20 July 2022

Agenda

Preliminary Items

1. Minutes

To approve as a correct record the minutes of the previous meeting held on 15th June 2022. The draft minutes can be viewed at:

<https://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=426&Year=0>

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 Jason Baker, Paul Maxwell, Sue Osborne and Martin Wale.

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 meeting of the Area West Committee is scheduled to be held at 5.30pm on Wednesday 17th August 2022.

5. Public Question Time

6. Chairman's Announcements

Items for Discussion

7. **Grant to Chard Town Council towards The Guildhall Air Conditioning Project (Executive Decision)** (Pages 6 - 12)
8. **Grant to Broadway Parish Council towards Playing Field Redevelopment (Executive Decision)** (Pages 13 - 20)
9. **Area West Forward Plan** (Pages 21 - 22)

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.



Grant to Chard Town Council towards The Guildhall Air Conditioning Project (Executive Decision)

Strategic Director: Kirsty Larkins, Director of Service Delivery
Service Manager: Tim Cook, Locality Manager
Lead Officer: Nathan Turnbull, Locality Officer
Contact Details: Nathan.turnbull@southsomerset.gov.uk or 01935 462369

Purpose of the Report

Councillors are asked to consider the awarding of a grant of £5,000 towards Chard Towns Guildhall Air Conditioning Project.

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.

Chard Town Council has applied to the Area West community grants programme for financial assistance with the costs of installing air-conditioning in the Auditorium of the Guildhall. The Locality Officer is submitting this report to enable the Area West Committee to make an informed decision about the application and has assessed the application.

Recommendations

It is recommended that Councillors award a grant £5,000 the grant to be allocated from the Area West capital programme and subject to SSSC standard conditions for community grants (appendix A)

Application Details

Name of applicant:	Chard Town Council
Project:	install air-conditioning in the Auditorium of the Guildhall
Total project cost:	£25,400
Amount requested from SSSC:	£5,000
% amount requested	19.69
Application assessed by:	Nathan Turnbull

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	2
C Supports Environment Strategy	3	2
D Need for Project	10	8
E Capacity of Organisation	15	12
F Financial need	7	5
Total	37	30

Background

The Guildhall is a Grade II* Listed Building in the centre of the town that dates back to 1837 and was formerly the Corn Exchange. It is situated on the site of former municipal buildings and a market from the late 18th century. Much work has been carried out since this time with major renovations starting in 1998 and being completed and reopened in 2003 assistance.

The Guildhall complex is used primarily as a community building for a wide range of activities and in 2009 it became the permanent base for Chard Town Council. It is an important civic building and houses the Mayor's Parlour and Town Council offices.

Parish information

Parish*	Chard
Parish Population	13,074
No. of dwellings	6,066

*Taken from the 2011 census profile

The project

The project is to install air-conditioning in the Auditorium of the Guildhall to help control the room temperature, especially during warm periods, when there are large audiences in attendance. The Guildhall is of strategic importance to the Town. The Auditorium is the largest hireable space in the Guildhall and has been used for a range of events including theatrical productions, band nights, ceremonies and conferences. In recent times, it has also been used as a Covid testing station and vaccination centre.

Currently the Auditorium has a ventilation system that draws in outside air, which results in the inside temperature mirroring that outside, so it's cold in winter and



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warm/hot in summer. This can make it very uncomfortable for performers and audiences using the Auditorium. In the spirit of seeking to improve ventilation in public spaces to support/promote safer interaction, as well as our plans to offer more events in the Auditorium, a well-maintained air-conditioning system will provide an asset to this public space.

The Auditorium is also used in emergencies, such as flooding, when evacuations take place. With provision of air-conditioning, its use as an emergency centre can be extended to provide a place of comfort in heatwaves as well.

Local support / evidence of need

Users of the Auditorium from Chard and the surrounding areas, including performers, audiences and event attendees, will benefit from a fresher, more comfortable temperature-controlled environment, where air quality is regularly renewed and microscopic pollutants are reduced. The improved environment should also make the Auditorium a more attractive venue for hirers who run events and allow more flexibility, especially in the event of emergency situations.

Project costs

Project costs	Cost £
To supply and install 6 internal air conditioning units, pipes, cables & drainage with outside cooling units	£25,400
Total	£25,400

Funding plan

Funding source	Secured or pending	Amount £
Parish/Town Council	Secured	£6,297
Opening Up Safely & Reconnecting Communities Fund - Somerset County Council	Secured	£2,500
S106	Secured	£11,603
SSDC Community Grant	Pending	£5,000
Total		£25,400

Conclusion and Recommendation

It is recommended that a grant of £5,000 is awarded.

Financial Implications

The balance in the Area West Capital programme is £31,967.08. If the recommended grant of £5,000 is awarded, £26,967.08 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



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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

Environment – Priority 1

To accelerate action to adapt to and mitigate the effects of climate change which includes reducing the Carbon footprint of the authority and enhancing the natural environment.

To keep South Somerset clean, green and attractive and respond to the climate and ecological emergency we will work in partnership to:

- Continue the delivery of the Environment Strategy action plan, reducing our carbon emissions by 10% every year, to reach carbon neutrality by 2030
- Deliver schemes to enhance the quality of our local environment and its resilience to adapt to climate change
- Protect South Somerset's landscape and to seek to increase tree cover within our communities
- Deliver the County wide Climate Emergency Strategy
- Deliver low carbon transport options including walking, cycling and electric mobility across South Somerset
- Support the development of environmental and ecological aspects within local, parish and neighbourhood plans, promoting Nature Recovery Networks across the district

Economy and Covid-19 Recovery – Priority 3

To assist businesses to recover from the Covid-19 pandemic whilst supporting growth within the South Somerset economy in partnership with other organisations

- Support individuals and businesses through the pandemic, including response, recovery and growth initiatives (including any new grant schemes in the new financial year)
- Continue to deliver and prepare for Local Government Reorganisation transition, with other key stakeholders, the '8 point Enterprise, Innovation and Skills Action Plan'
- Work with commercial providers and public sector programmes to increase digital connectivity and associated skills throughout the district
- Enable and encourage businesses to become more environmentally sustainable (aligned to 2030 Climate Emergency commitments)
- Support the 'Bus Service Improvement Plan' particularly to promote Digital Demand Responsive Transport

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 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 Hall is fully accessible and provides a meeting space for a wide range of groups. Installation of an air conditioning system will not have any negative impacts on citizens sharing any Protected Characteristics but could deliver positive impacts by creating a more comfortable and usable public space.	

Background Papers

None



Standard conditions applying to all SSDC Community Grants

The applicant agrees to: -

- Notify SSSC 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 SSSC 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 SSSC 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 SSSC officers to monitor and share the success of the project and the benefits to the community resulting from SSSC'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 SSSC Building Control Service when buildings regulations are required.
- Incorporate disabled access and provide an access statement where relevant.

Special conditions

For example where an applicant has not provided all necessary information in the application and you are happy to wait for it eg access review; planning permissions. Or where some further encouragement could be given to do X or Y in future. Or to secure a definite outcome in the long term should the project fold, perhaps where land or buildings are concerned.

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	Chard Town Council
Type of proposal (new or changed Strategy, policy, project, service or budget):	project
Brief description of the proposal:	Project is to install air-conditioning in the Auditorium of the Guildhall
Name of lead officer:	Nathan Turnbull

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.	
The Hall is fully accesible, no impact on any of the Charaterstics	
Service Director / Manager sign-off and date	
Equalities Officer sign-off and date	

Grant to Broadway Parish Council towards Playing Field Redevelopment (Executive Decision)

Strategic Director: Kirsty Larkins, Director of Service Delivery
Service Manager: Tim Cook, Locality Manager
Lead Officer: Nathan Turnbull, Locality Officer
Contact Details: Nathan.turnbull@southsomerset.gov.uk or 01935 462369

Purpose of the Report

Councillors are asked to consider the awarding of a grant of £4,252 towards Broadway Playing Field Redevelopment.

Public Interest

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

Broadway Parish Council has applied to the Area West community grants programme for financial assistance with the costs of redeveloping the playing field play equipment. The Locality Officer is submitting this report to enable the Area West Committee to make an informed decision about the application and has assessed the application.

Recommendations

It is recommended that Councillors award a grant of £4,252, the grant to be allocated from the Area West capital programme and subject to SSDC standard conditions for community grants (appendix A).

Application Details

Name of applicant:	Broadway Parish Council
Project:	Broadway Playing Field Redevelopment
Total project cost:	£57,342
Amount requested from SSDC:	£4,252
% amount requested	7.42%
Application assessed by:	Nathan Turnbull



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	9
E Capacity of Organisation	15	12
F Financial need	7	6
Total	37	30

Background

Broadway Parish Council owns the freehold of the current playing field off Broadway Road adjacent to Neroche Primary School. The playing field was equipped over 25 years ago and most of the equipment is either past its useful life or has been dismantled for safety reasons. The Parish Council spends money each year responding to recommendations from independently conducted safety checks, but the situation has now reached a point where the field needs to be re-equipped with modern facilities. The field is used by local children, particularly after school and at weekends, and there is no other public open-access playing field in the village. Neroche Primary School does have play equipment, but this is available only during school time.

Parish information

Parish*	Broadway
Parish Population	740
No. of dwellings	328

*Taken from the 2011 census profile

The project

There are several elements to the project, only part of which is the subject of this application. They are as follows:

- Stage 1: Re-equipping the field and providing good access. This is the subject of the present application. It involves removing most of the existing equipment, installing the new equipment detailed in the quotation supplied by the preferred contractor and the provision of a graded path to provide wheelchair/pushchair access to the whole field.



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Stage 2: Ancillary works to renovate an existing play tower and child and infant swings and provide a metal display board at the entrance to the field.

Stage 3: Upgrading the public footpath which connects the playing field to Broadway Road to improve access, including by wheelchair/pushchair users.

Stages 2 and 3 will be undertaken after completion of the re-equipping of the field and do not form part of the application for Community Grant. They will be funded from Broadway Parish Council's reserves or by fund-raising.

New Equipment being installed include Viking swing, Swirl Roundabout, Cableway, Jumbo sit in springy, Ronnie rabbit sit in springy, Rope weaver crossing, Half log walk, Wobbly plank, Stepping post, also new fencing and posts plus new path.

Local support / evidence of need

The Parish Council has canvassed the views of parents and children with the cooperation of the Headteacher of Neroche Primary School, from which it is evident that they believe both that the current playing field is wholly inadequate and that the Parish Council's plans for re-equipping the field will meet children's needs for play and exercise. There is no other site in the village which is available to be used as a playing field. Neroche Primary School has 210 children from Reception to year 6, most of whom are from Broadway.

Project costs

Project costs	Cost £
Viking Swing - 2450mm(8') - 1 Bay Basket Seat : Safety Grass	£5,771.00
Swirl Roundabout : Black Eco-Fleck Wet Pour Into Grass	£15,426.68
Haze : Safety Grass	£9,061.50
30m All Steel Cableway c/w 1 No. Ramp : Safety Grass	£10,583.50
4Saw Seesaw : Safety Grass	£4,223.00
Jumbo - Sit-in Springy : Safety Grass	£1,860.50
Ronnie Rabbit - Sit-on Springy : Safety Grass	£1,720.50
Rope Weaver Crossing : Supply & Install Equipment Only	£976.00
Half Log Walk (5) : Supply & Install Equipment Only	£423.00
Wobbly Plank : Supply & Install Equipment Only	£1,268.00
Stepping Post : Supply & Install Equipment Only	£844.00
Supply and Installation of New Fencing & Gates	£12,030.00
New Pathway	£8,396.00
Post Installation Inspection	£695.00
Secure Storage on/off site	£385
Removals	£4,434.00
21.0% Discount	-£14,637.35
Standard Carriage	£2,277.67
Total	57,342.00

Funding source	Secured or pending	Amount £
Parish Council	Secured	£29,701
S106 & Capital	Pending	£23,389
SSDC Community Grant	Pending	£4,252
Total		£57,342

Conclusion and Recommendation

It is recommended that a grant of £4,252 is awarded.

Financial Implications

If the previous grant to Chard Town Council is awarded, the balance in the Area West Capital programme will be £26,967.08. If the recommended grant of £4,252 is awarded, £22,715.08 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 5 – Healthy, Self-reliant Communities

To enable healthy communities which are cohesive, sustainable and enjoy a high quality of life, we will:

- Embed social value into all processes and activities to ensure we maximise the support we give to our communities
- Work with partners to keep and help our residents feel safe in their homes and communities
- Work with partners to reduce the impact of social isolation and create a feeling of community
- Work with partners to support people improving their physical and mental health and wellbeing
- Enable quality cultural, leisure and sport activities
- Proactively support residents facing hardship
- Help tackle the causes of economic and social exclusion, poverty and low social mobility
- Support older people to live and age well by increase their independence, reducing loneliness, and improving financial security.

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:



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- 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 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	
<i>New play park equipment has been designed so that all ages and abilities can use the Equipment. The roundabout has no lips on it and provides a flat service that enable direct access on to the roundabout base. Nest swings are being installed which are great for all abilities as they enable people to sit or lay down in a various positions and more than one person can swing at once. In view of the provision of specialised accessible equipment the project delivers positive impacts for disabled children and their care givers therefore a full EIA is not required.</i>	



South Somerset
District Council

Background Papers
None

Appendix A

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.

Special conditions

For example where an applicant has not provided all necessary information in the application and you are happy to wait for it eg access review; planning permissions. Or where some further encouragement could be given to do X or Y in future. Or to secure a definite outcome in the long term should the project fold, perhaps where land or buildings are concerned.

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	Broadway Parish Council
Type of proposal (new or changed Strategy, policy, project, service or budget):	project
Brief description of the proposal:	Broadway Playing Field Redevelopment, new Playing equipment and Path
Name of lead officer:	Nathan Turnbull

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.	
New play park equipment has been designed so that all ages and abilities can use the Equipment. The roundabout has no lips on it and provides a flat service that enable direct access on to the roundabout base. Nest swings are being installed which are great for all abilities as they enable people to sit or lay down in a various positions and more than one person can swing at once. In view of the provision of specialised accessible equipment the project delivers positive impacts for disabled children and their care givers therefore a full EIA is not required.	
Service Director / Manager sign-off and date	
Equalities Officer sign-off and date	



Area West Committee Forward Plan

Strategic Director: Nicola Hix, Strategy & Support Services
Agenda Coordinator: Jo Morris, Case Officer (Strategy & Support Services)
Contact Details: jo.morris@southsomerset.gov.uk

Purpose of the Report

This report informs Members of the agreed Area West Committee Forward Plan.

Recommendations

Members are asked to:

- a. Comment upon and note the proposed Area West Forward Plan as attached;
- b. Identify priorities for further reports to be added to the Area West Forward Plan.

Area West Committee Forward Plan

The Forward Plan sets out items and issues to be discussed by the Area West Committee over the coming few months.

The Forward Plan will be reviewed and updated each month in consultation with the Chairman. It is included each month on the Area West Committee agenda and members may endorse or request amendments.

To make the best use of the Area 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 corporate aims and objectives.

Councillors, service managers, partners and members of the public may request that an item is placed within the forward plan for a future meeting by contacting the agenda co-ordinator.

Background Papers

None.

Notes

- (1) Items marked in italics are not yet confirmed.
- (2) Further details on these items, or to suggest / request an agenda item for the Area Committee, please contact the Agenda Co-ordinator; Jo Morris, 01935 462055 or e-mail jo.morris@southsomerset.gov.uk

Meeting Date	Agenda Item	Lead Officer(s) SSDC unless stated otherwise
<i>17th August 2022</i>	<i>This meeting will only be held if there are planning applications to consider.</i>	
<i>21st September 2022</i>	<i>Chard & Ilminster Flooding Reports</i>	<i>Jess Power, Lead Specialist – Strategic Planning</i>
<i>21st September 2022</i>	<i>Chard Eastern Development Area Eastern Relief Road Options</i>	<i>Peter Paddon, Acting Director Place & Recovery</i>
<i>21st September 2022</i>	<i>S106 Obligations</i>	<i>Tim Cook, Locality Team Manager</i>
<i>TBC</i>	<i>Historic Buildings at Risk</i>	<i>John Hammond, Lead Specialist Built Environment</i>
<i>TBC</i>	<i>Community Grants – to consider any requests for funding</i>	<i>Nathan Turnbull, Locality Officer</i>
<i>TBC</i>	<i>Parrett Trail Tunnel</i>	<i>TBC</i>