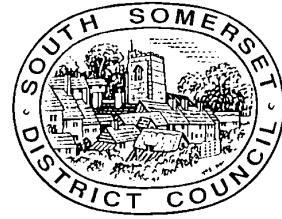


South Somerset District Council

Notice of Meeting



Area West Committee

Making a difference where it counts

Wednesday 20th September 2017

5.30 pm

**The Guildhall,
Fore Street,
Chard,
TA20 1PP**

(Disabled access and a hearing loop are available at this meeting venue)



The following members are requested to attend this meeting:

Jason Baker
Marcus Barrett
Mike Best
Amanda Broom
Dave Bulmer
Carol Goodall

Val Keitch
Jenny Kenton
Paul Maxwell
Sue Osborne
Ric Pallister
Garry Shortland

Angie Singleton
Andrew Turpin
Linda Vijeh
Martin Wale

Please note: There are no planning applications.

For further information on the items to be discussed, please contact the Democratic Services Officer on 01935 462055 or democracy@southsomerset.gov.uk

This Agenda was issued on Monday 11 September 2017.

Ian Clarke, *Director (Support Services)*

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



Information for the Public

The council has a well-established area committee system and through four area committees seeks to strengthen links between the Council and its local communities, allowing planning and other local issues to be decided at a local level (planning recommendations outside council policy are referred to the district wide Regulation Committee).

Decisions made by area committees, which include financial or policy implications are generally classed as executive decisions. Where these financial or policy decisions have a significant impact on council budgets or the local community, agendas will record these decisions as “key decisions”. The council’s Executive Forward Plan can be viewed online for details of executive/key decisions which are scheduled to be taken in the coming months. Non-executive decisions taken by area committees include planning, and other quasi-judicial decisions.

At area committee meetings members of the public are able to:

- attend and make verbal or written representations, except where, for example, personal or confidential matters are being discussed;
- at the area committee chairman’s discretion, members of the public are permitted to speak for up to up to three minutes on agenda items; and
- see agenda reports

Meetings of the Area West Committee are held monthly, usually at 5.30pm, on the third Wednesday of the month (except December) in village halls throughout Area West (unless specified otherwise).

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 committees

Public question time

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

Planning applications

There are no planning applications.

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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Area West Committee

Wednesday 20 September 2017

Agenda

Preliminary Items

- 1. To approve as a correct record the Minutes of the Previous Meeting held on 16th August 2017**
- 2. Apologies for Absence**
- 3. Declarations of Interest**

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the agenda for this meeting.

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

Planning Applications Referred to the Regulation Committee

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

Councillors Mike Best, Angie Singleton 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 and Venue for Next Meeting**

Councillors are requested to note that the next Area West Committee meeting is scheduled to be held on Wednesday 18th October 2017 at the Guildhall, Chard.

- 5. Public Question Time**

This is a chance to ask questions, make comments and raise matters of concern.

Parish/Town Councils may also wish to use this opportunity to ask for the District Council's support on any matter of particular concern to their Parish/Town.

Anyone wishing to raise matters in relation to items on the agenda may do so at the time the item is considered.

6. Chairman's Announcements

Items for Discussion

- 7. Community Offices Update 2016/17** (Pages 6 - 15)
- 8. Area West Committee - Forward Plan** (Pages 16 - 18)
- 9. Planning Appeals** (Page 19)

Please note that the decisions taken by Area Committees may be called in for scrutiny by the Council's Scrutiny Committee prior to implementation.

This does not apply to decisions taken on planning applications.

Agenda Item 7

Community Offices Update 2016/17

Director: Ian Clarke, Support Services
Assistant Director: Helen Rutter, Communities Lead
Lead Officer: Lisa Davis, Community Office Support Manager
Contact Details: lisa.davis@southsomerset.gov.uk 01935 462746

Purpose of the Report

- To update Area West Committee on the footfall/enquiry figures across the district for the period April 2016 through to the end of March 2017.
- To highlight the low and continuously declining, core service footfall in Ilminster and request approval to implement changes to the provision of face to face contact in this area with effect from 2 January 2018.

Recommendation

- Members are asked to note and comment on the contents of this report.
- To continue to provide face to face services in an alternative way to best suit customer demand and withdraw from Ilminster Community Office.

Background

The community offices are located in Petters House, Yeovil, Crewkerne, Chard, Ilminster, Langport and Wincanton and are managed by the Community Office Support Manager and Deputy Community Office Support Manager. There are 13 (9.5FTE) Community Support Assistants (CSA) across the team who provide customer access to services at the six Community offices. They also provide vital project and administrative support to the Area Development Teams.

The main SSDC services that customers visit our offices for are:

Housing and Council Tax Benefits	Receipt, verification and scanning of applications forms and evidence, general advice and guidance
Council Tax	Advice and guidance on moving in/out of area, discounts and exemptions and instalment plans, processing of payments (debit cards)
Homefinder (online social housing service)	Help with accessing the Homefinder service and weekly bidding process
Waste and Recycling	Advice on collection days, missed collection reports, ordering of new/replacement bins, garden waste payments
StreetScene	Report litter, fly tipping, dead animals, discarded needles, dangerous and stray dogs, dog fouling and graffiti
Community Protection	Report pest problems (rats, wasps, insects)
Horticulture	Report problems with shrub / tree / hedge maintenance
Planning/Building Control	Hand out application forms, view applications online
Community Safety	Recording incidents

Not all offices have exactly the same facilities either due to location or number of customers.

- Cash machines are available in Petters House and Chard.
- There is free public computer access in Petters House, Chard, Crewkerne & Wincanton allowing customers to access online services through self-service or assisted self-service.
- Free phone access to SSDC services in Petters House, Chard & Wincanton

- All offices are co-located with other authorities/agencies.
- All front offices have a hearing loop.
- All offices are fully accessible, except for Ilminster where it hasn't been possible to fully adapt.

The community offices provide a face to face service and enables customers to receive advice and assistance to many SSDC services, as well as the ability to refer or signpost to other agencies where necessary. They ensure vulnerable members of the community and those who find it difficult or unable to contact the council by other means are able to fully access our services.

As well as the community offices, increasingly customers will access SSDC services over the phone and/or via the SSDC website. The number of services available online is increasing.

All Community Support Assistants are trained to deal with the wide range of front office enquiries and are able to cover any community office ensuring that full opening hours are maintained across the district. Generally there is only one member of staff on the front desk, but back up support is provided in the busier offices (Petters & Chard) to help reduce customer waiting time.

The Community Support team have access to the online referral system which enables them to refer customers as appropriate to the Welfare Benefits team and outside agencies such as CAB, SSVCA. There is a weekly surgery held by the Welfare Benefits team in the Crewkerne Community office and the Welfare Benefits Advisors provide support and advice to many of the visitors to the front office. They work closely with the Community Support team to raise awareness of the benefits that people may be entitled to. During 2016 - 17 the team made around 160 Welfare benefit referrals.

The team also have the ability to support the Contact Centre by answering calls from the area offices in order to help reduce call waiting times during busier periods.

Highlights

- The Chard front office saw a total of 7,776 customers and visitors in 2016 -17. A reduction of 18% from the previous year with a 12% reduction for core services (Housing Benefit, Council Tax, Housing & Homelessness and Refuse & Recycling).
- The Crewkerne office saw a total of 6,313 customers and visitors in 2016 -17. A reduction of 7% from the previous year with an 11% reduction for core services
- The Ilminster office saw a total of 1,046 customers and visitors in 2016 -17. A reduction of 1% from the previous year with a 13% reduction for core services
- Across the Community Offices the overall footfall has reduced by 11% with core service footfall reducing by 13% from the previous year.
- Web transactions have increased by 10% from the previous year. It should be noted that this is a lower increase compared to last year but during 2015-16 there was a large increase in the number of web services made available.
- It should be noted that the offices at Petters House, Chard & Wincanton have their own bookable meeting rooms and visitors for meetings are included as part of the reception duties footfall and therefore part of the overall footfall figures.
- During 2016 - 17 there were 3,018 benefit application forms received by SSDC, this is a reduction of 11.8% from 2015 – 16. Of this number 29% of applications were received online, compared to 20% in 2015 -16.

- The Benefits team have enhanced the on-line provision of their forms and receipt of evidence and customers are encouraged to apply for Housing Benefit online rather than being issued with a paper form.
- Universal Credit was fully rolled out across South Somerset in April 2017; this means that anyone of working age who has a rent liability no longer claims housing benefit from the Council. Instead they claim Universal Credit from DWP who from June 1st will notify us of anyone claiming that has a liability for Council Tax. The Community Support Assistants are assisting customers who are digitally challenged with online Universal Credit claims in the community offices at Petters House, Chard and Wincanton.
- Cash machine transactions have reduced in Petters (7,511 transactions – a decrease of around 1,400 from the previous year) in Chard (5,809 transactions – a decrease of around 700 from the previous year). Transactions at Brympton Way cash machine for 2016-17 were 2,879, which is an increase of around 400 from the previous year. The number of customers paying their Council Tax by Direct debit has increased with approximately 69% of bills now being paid by Direct Debit (this is a 4% increase from last year).

Customer satisfaction

Our annual customer satisfaction survey was completed in March 2017

Customer age group analysis

16-29	18%
30-44	26%
45-59	24%
60-74	24%
75+	7%

The team once again received a 99% satisfaction score of Good or Very Good relating to the overall service received

97% of customers rated the waiting time before being seen as Good or Very Good

99.6% rated the knowledge of the staff as Good or Very Good

98% of customers said that the CSA had been able to provide the information or help that was needed with the other 2% of customers being referred to another agency.

Comments received from customers on help provided and the service office included:

“Service was excellent”

“Very helpful people”

“Could open on Saturday mornings”

“I think on the budget SSDC have it is as good as it gets”

“Customer service was great”

“I think the service is as good as it gets and always a pleasure visiting the office”

“Longer opening hours”

Customers were also asked why they had chosen to call at the office rather than using another office, phone us or use our website

64% of customers said the office was near to their home, 3% did not have access to a computer or website access on their phone and 8% said they found it easier to communicate face to face due to speech, hearing or language problems

33% of customers have used the SSDC website in the past and 23% said they have not used the website because they have no internet access

73% prefer to visit the community office

Comments received from customers on why they use the offices:

"I prefer to come to the office, despite not having any of the access difficulties"

"Easier face to face as they can tell you what's what and help"

"I like contact in person"

"Required to provide documents"

"Had to bring in proof"

Key facts relating to Ilminster

- Ilminster Community office is open 7.5 hours per week (9.30am – 12pm Monday, Tuesday and Thursday).
- The total footfall at Ilminster during 2016-17 was 1,046, only 3.5% of the overall footfall into the community offices. 701 of these customers accessed a core service.
- Around 10,000 (33%) customers visiting the Community Offices came in for benefits help, queries, or to provide additional information/evidence in support of their benefit applications. Only 3.8% of the total benefits queries were dealt with at Ilminster.
- 266 (25%) of the enquiries dealt with at Ilminster during 2016-17 related to the receipt of benefits evidence, an additional 52 (5%) customers were assisted with benefits claims/evidence.
- The full rollout of Universal Credit in April 2017 has resulted in a reduction in receipt of benefits evidence. During the period April – July 2017 there has been a 25% reduction in the receipt of benefits evidence at Ilminster compared with the same period last year.
- It should be noted that although there was only a 1% reduction in footfall last year there are many repeat visitors to the community offices, although we do not have detailed information of these we are aware that many customers visit Ilminster to access repeat transactions ie. monthly payment of Council Tax.
- During a three week period in July/August 2017 additional information was recorded relating to the visitors to the Ilminster Community office, in particular relating to where they live and service required.

Total no. of visitors over the three week period

Number of SSDC related visitors	33 (average 3.7 per day)
Number of Non-SSDC related visitors	6
Total no of visitors	39

Visitor information requesting SSDC services only

Location	Regular user	New user	Service required	Priority Group - Older People, Carers, the Disabled and people from different racial/ethnic backgrounds
Ilminster	19	9	14 x benefit, 7 x council tax, 2 x electoral roll, 2 x general information, 2 x housing, 1 planning	13 x older, 2 x needing additional support, 1 x English not their first language
Buckland St Mary	0	1	Council tax	None
Fivehead	0	1	Benefit	1 x older
Shepton Beachamp	1	1	1 x Benefit, 1 x Housing	1 x disabled
Ilton	0	1	Council tax	None

12 out of 33 of the visitors during the three week period said that they would be unable to access the service via another method, 7 of these stated that the reason for this was either no transport or no access to the internet with 5 stating they prefer face to face contact. 11 of these customers fell into the above Priority Group.

Proposal for customer service delivery in Ilminster

In the coming months the Council's Transformation programme will focus on the needs and preferences of customers that use the network of community offices. In the meantime we will continue to work with other SSDC services to ensure that we are fully aware of any changes and that the Community Support Assistants have the knowledge and access to the systems to provide the most efficient and effective front facing service.

With an increase in digital access there is a continuing need to support customers to access services online and raise awareness of alternative methods to access information and services to ensure that service provided best meets the needs of the customer.

The continuing low footfall at Ilminster Community office means that it would seem an appropriate time to look at the face to face provision in this area. The current business model is no longer feasible and this is an opportunity to continue to provide a service by alternative methods and ascertain valuable information to inform the transformation programme going forward. It is also worth noting that Ilminster Community Office does not fully meet access requirements.

Recommendation:

- Over a three month lead in period withdraw from Ilminster Community Office and focus on encouraging and supporting customers to access services online and raise awareness of alternative methods to access information and services to ensure that the service provided best meets the needs of the customer

- During the three month period liaise with other SSDC departments and the Transformation team to flag up and resolve customer issues raised and review outcomes
- During the three month period review alternative suitable venues to meet with customers within Ilminster for example Library, Doctors surgeries. This also gives us an opportunity to forge working relationships with other authorities/organisations.
- Following the three month period we would offer appointment based surgeries/visits as appropriate for those customers requiring further assistance – i.e. customers who are unable to conduct SSDC business by any other means or access another office.

This proposal has been endorsed by Senior Leadership Team as a good way of testing various aspects of service delivery through transformation.

Community Support staff will continue to:

- assist and encourage customers to move over to digital services where possible
- assist and run an appointment based service for vulnerable customers who are unable to access SSDC services by any other means
- promote digital by default campaigns – ie uploading benefit/Council Tax evidence, online benefit/Council Tax applications, paying Council Tax by direct debit
- provide additional project support to the Area Development teams

To enable the appointment based surgeries to take place one off costs of up to £75 (for a wi-fi enabled tablet) or up to £500 (for a 3G enabled tablet) would be incurred. If 3G enabled tablets were purchased there would be an additional monthly cost of up to £15 per month for each device.

Financial Implications

There would be no new budgetary implications. Costs will be covered within the existing budget.

Council Plan Implications

Focus on Health and Communities. Continue to provide Welfare Benefits support and advice to tackle poverty for our vulnerable residents.

Carbon Emissions & Climate Change Implications

Reduce carbon emissions by increasing awareness of local offices and use of alternative methods of contact i.e. online transactions

Equality and Diversity Implications

All front desk services are accessible, except our Ilminster office, which can only be improved if alternative suitable premises can be found.

Equality Analysis Assessments have been completed for Ilminster Community Offices – please see Appendix A

Background Papers: *Community Office Update 2016*

Appendix A – Equality Analysis Assessment

SSDC Equality Analysis Template (2017)

Page 1: What is Equality Analysis?

Q1. Q1.1 Please describe the change that is the subject of this EqA i.e. the introduction of a new, or significant change to an existing, policy strategy, service or function .

Cease customer face to face services through the current Community Office in Ilminster.

Page 2: EQUALITY ANALYSIS (EA)

Q2. Q2.1 What information have you used to analyse the effects on equality, particularly in relation to protected groups?

Recorded footfall for previous years shows continual decrease in footfall at across all Community offices. It also provides details of days & times that customers visit the offices.
Customer Satisfaction detailed analysis for offices concerned (March 17).
Local availability of public pc's
Other methods of customers being able to contact the council to conduct business - ie phone, website online services
Information detailing trend and increase/shift to online transactions
Local bus routes
Availability of staff to provide bookable surgeries on an as needed basis for residents unable to travel to another location
Local knowledge
Design of building/access
Universal Credit

Over a 3 week period customers who visited the Ilminster Community Office were asked specifically about the effects of accessing services by alternative methods.

Q3. Q2.2 What has this information told you about the potential effect on equality, particularly in relation to the protected groups?

Ilminster Community Office showed a total service footfall decrease of 13% in 16/17 from 15/16. However, Housing & Homelessness increased from 68 to 104 enquiries.

None of the customers surveyed in Ilminster considered themselves as having a disability.

Everyone who visited the office lived locally - therefore closure of Ilminster office would mean travel to another office or accessing services in a different format - ie phones or website. To access the next nearest face to face office would mean travel to Chard (6 miles). Ilminster to Chard has a daily bus service. The majority of customers had previously contacted the council by phone. Ilminster has a local Library where there is free access to the website and wifi.

The majority of customers visiting Ilminster were in the 60-74 age bracket. All were of English/Welsh/Scottish/Northern Irish origin. Although these customers stated that they would prefer to visit the office as opposed to not having internet access or that they found the website difficult to use, the majority had previously contacted the council by phone.

Caring responsibilities related to either none or for children under 18.

From the face to face interviews 18 users fell within the following Protected Characteristics

- Older People,
- Disabled/Carers and
- People of different race/ethnicity

11 of these users stated that they would have difficulty accessing services via alternate means and 9 of these customers indicated they are regular users of the Ilminster Community Office.

Q4. Q2.3 The Equality Act Aims to: Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity Foster good relations With these three aims in mind, what is your assessment of the likely impact of the policy, strategy, service or function on the following?:

	Likely to benefit (Positive Impact)	Likely to disadvantage (Negative Impact)	No specific impact
People from different age groups		X	
Men or women			X
Women who are pregnant or have recently given birth			X
People who have undergone, are proposing or are undergoing gender reassignment			X
People with disabilities or carers		X	
People from different religions, belief or faith (including those with no belief)			X
People of different race or ethnicity		X	
People who are lesbian, gay or bisexual			X
Marriage/Civil Partnership			X
People who are serving or have served in the armed forces and their families* (* this group is not protected by the Equality Act but are still potentially vulnerable or at risk of exclusion)			X

Q5. Q2.4 Where you have indicated a Positive or Negative Impact in Q2.3, please describe in more detail what the specific Impacts are. □

Ilminster Office does not currently have disabled access.
Visitors to Ilminster fall into the older people, carers, young parents category and therefore may be vulnerable to changes
Not all of the older population have access to ICT or are comfortable using ICT with many not having their own transport.
Closure of Ilminster will mean them travelling a distance of 6 miles by bus or lift basis.
Customers prefer face-to-face services with some finding it difficult to use the phone service due to language issues.

Of the 11 users from Protected Characteristic groups that said they would have difficulty accessing services via alternate means; 5 indicated the problem was either no transport or internet access and 6 stated they prefer face to face access.

Q6. Q2.5 What actions will be, or have been taken to either mitigate any negative impacts or create a positive impact as identified in Q4?

Access to SSDC services are available via the phone or online through self service forms
Housing & Benefit evidence can also be uploaded via the website/smartphones/tablet devices
Long lead in time for closure to allow assistance and awareness of digital services - aim to encourage more customers to use online services in line with Digital by Default / transformation.
Dedicated member of staff to assist customers to self serve
Bookable surgeries at convenient location with access point
Identifying local computer/digital training opportunities for customers
Monitor impact and access / revisit

The negative impacts indicated by the 11 users from Protected Characteristic groups who were surveyed can be mitigated through solutions agreed with relevant council services such offering appointments in other community venues (e.g. GP surgeries) or home visits.

Q7. Q2.6 If there is a need to review the EqA, when do you propose to do this?

* 01/04/2018

Q8. Q2.7 How will you monitor the impact that the decision or policy has had on protected groups?

Number of appointments required
Customer satisfaction survey - looking for reasons they are visiting the offices
Footfall increase in other Community Offices
Complaints
Information relating to online transactions

Page 3: Quality Check / Approval Log

Q9. Q3.1 Date and name of Officer Completing the EqA

* 06/06/2017

Name of Officer Completing the EqA and Date Completed
Lisa Davis/Debbie Haines

Q10. Q3.2 Date and name of the Line Manager/Senior Manager approving the EqA

* -

Name of the Line Manager approving the EqA
Helen Rutter

Q11. Q3.3 Date and Name of the Equality Coordinator signing off the EA

* -

Name of the Equality Coordinator
David Crisfield

Q12. Q3.4 Any Comments

No Response

Agenda Item 8

Area West Committee - Forward Plan

Communities Lead: Helen Rutter, Communities Lead
Service Manager: Tim Cook, Area Development Lead (East/West)
Agenda Co-ordinator: Jo Morris, Democratic Services Officer , Legal & Democratic Services
Contact Details: jo.morris@southsomerset.gov.uk or 01935 462055

Purpose of the Report

This report informs members of the proposed Area West Committee Forward Plan.

Recommendation

Members are asked to:-

- (1) comment upon and note the proposed Area West Committee Forward Plan as attached.
- (2) identify priorities for further reports to be added to the Area West Committee Forward Plan.

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
- (3) Standing items include:
 - (a) Chairman's announcements
 - (b) Public Question Time

Meeting Date	Agenda Item	Background / Purpose	Lead Officer(s) SSDC unless stated otherwise
18 th October 2017	<i>One Public Estate Programme</i>	<i>Update report on the One Public Estate Programme</i>	<i>Nena Beric, Project Manager</i>
18 th October 2017	Countryside Service Update Report	Service update report	Katy Menday, Countryside Manager
18 th October 2017	Historic Buildings at Risk	Confidential report to update members on current Historic Buildings at Risk cases in Area West.	Greg Venn, Conservation Officer
18 th October 2017	Area West – Reports from Members on Outside Bodies - Ilminster Forum – Cllr Carol Goodall	To introduce reports from members appointed to outside bodies in Area West.	Helen Rutter, Communities Lead
15 th November 2017	<i>Crewkerne Leisure Management (Aqua Centre)</i>	<i>Reports from members on Outside Organisations</i>	<i>Cllr. Angie Singleton</i>
15 th November 2017	<i>Environmental Health Update Report</i>	<i>Service update report</i>	<i>Alasdair Bell, Environmental Health Manager</i>
15 th November 2017	<i>Highways Update Report</i>	<i>To update members on the highways maintenance work carried out by the County Highway Authority.</i>	<i>Mike Fear, Assistant Highway Service Manager, Somerset County Council</i>
15 th November 2017	<i>Update on the Warmer Chard Project</i>	<i>The Area West Committee approved a grant of up to £7,260 to the Centre for Sustainable Energy to deliver the Warmer Chard project from the Area West Community Grants budget in August 2016.</i>	<i>Dylan Martlew, Neighbourhood Development Officer</i>
6 th December 2017	S106 Obligations	Update Report	Neil Waddleton, S106 Monitoring Officer

Meeting Date	Agenda Item	Background / Purpose	Lead Officer(s) SSDC unless stated otherwise
6 th December 2017	<i>Blackdown Hills Area of Outstanding Natural Beauty (AONB)</i>	<i>Progress Report</i>	<i>Tim Cook, Community Development Officer Cllr. Martin Wale</i>
6 th December 2017	Half Year progress of the Area Development Programme	Progress Report	Helen Rutter, Communities Lead
6 th December 2017	<i>Chard Regeneration Scheme</i>	<i>Progress Report</i>	<i>Timothy Douglas, CRS Project Manager</i>
6 th December 2017	<i>Crewkerne & District Museum</i>	<i>Reports from members on outside organisations</i>	<i>Cllr. Marcus Barrett</i>
17 th January 2018	<i>Avon & Somerset Policing Update</i>	<i>Report on activities on neighbourhood policing and partnership working to reduce crime and fear of crime.</i>	<i>Sgt. Rob Jameson</i>
17 th January 2018	<i>Chard & District Museum</i>	<i>Reports from members on Outside Organisations</i>	<i>Cllr. Amanda Broom</i>
21 st February 2018	<i>Ile Youth Centre Management Committee</i>	<i>Reports from members on outside organisations</i>	<i>Cllr. Val Keitch</i>
21 st February 2018	<i>Making It Local Executive Group</i>	<i>Reports from members on outside organisations</i>	<i>Cllr. Martin Wale</i>
21 st March 2018	<i>A Better Crewkerne & District (ABCD)</i>	<i>Reports from members on outside organisations</i>	<i>Cllr. Mike Best</i>
21 st March 2018	<i>Meeting House Arts Centre, Ilminster</i>	<i>Reports from members on outside organisations</i>	<i>Cllr. Carol Goodall</i>

Agenda Item 9

Planning Appeals

Director: Martin Woods (Service Delivery)
Service Manager: David Norris, Development Manager
Lead Officer: David Norris, Development Manager
Contact Details: david.norris@southsomerset.gov.uk or 01935 462382

Purpose of the Report

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

Recommendation

That the report be noted.

Background

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.

Report Detail

Appeals Received

16/03209/OUT – Land Off Longstrings Lane, Broadshard Road, Crewkerne, Somerset (Officer decision)
The erection of 4 No. dwellings (outline)

Background Papers

Appeal decision notice attached.
