

South Somerset District Council

Minutes of a meeting of the **District Executive** held at the **Council Chamber, Brympton Way, YEOVIL, Somerset BA20 2HT** on **Tuesday 18 April 2017**.

(1.00 pm - 2.25 pm)

Present:

Councillor Ric Pallister (Chairman)

Carol Goodall	Peter Seib
Peter Gubbins	Angie Singleton
Jo Roundell Greene	Nick Weeks
Sylvia Seal	

Also Present:

Martin Woods	Sue Osborne
Jason Baker	Gina Seaton
Dave Bulmer	Sue Steele
Val Keitch	Linda Vijeh
Mike Lewis	

Officers:

Alex Parmley	Chief Executive
Ian Clarke	Director (Support Services)
Clare Pestell	Director (Commercial Services & Income Generation)
Paul Fitzgerald	Section 151 Officer
Catherine Hood	Finance Manager
David Chubb	Technology implementation Manager
Andrew Gillespie	Performance Manager
Jo Gale	Scrutiny Manager
Angela Cox	Democratic Services Manager

Note: All decisions were approved without dissent unless shown otherwise.

162. Apologies for Absence (Agenda Item 1)

Apologies for absence were received from Councillors Clare Aparicio Paul and Henry Hobhouse.

163. Declarations of Interest (Agenda Item 2)

There were no declarations of interest made.

164. Public Question Time (Agenda Item 3)

There were no members of the public present.

165. Chairman's Announcements (Agenda Item 4)

There were no announcements from the Chairman.

166. SSDC Council Action Plan 2017-18 (Agenda Item 5)

The Chairman introduced the report and advised that the new Council Plan focused on the Council's priority projects. He suggested that following the Members Workshop, that the words 'and income generation' be added to Priority 1 on the second page of the plan. He also noted that following discussion at the Scrutiny Committee, that Priorities 5 and 6 were broadly similar and it was suggested that Priority 6 be deleted.

Members discussed the merits of removing Priority 6 and adding additional wording to Priority 5 to cover the local housing element. It was proposed and seconded to add 'local housing and infrastructure' to Priority 5, however, on being put to the vote, the proposal was lost (voting: 3 in favour, 5 against).

The Chairman of the Scrutiny Committee provided a precis of the discussion which had taken place at their meeting earlier and the Chairman clarified the following points:-

- Area Working was likely to change under Transformation but it would not disappear.
- Although Yeovil and Chard regeneration was a priority in the Council Plan, the remaining market towns would not be overlooked.

At the conclusion of the debate, Members agreed to recommend that the Annual Action Plan 2017-18 be adopted by Full Council, with the removal of Priority 6 and the additional wording 'and income generation' to Priority 1

RESOLVED: That the District Executive recommends that Full Council adopts the Annual Action Plan 2017-18, as amended.

Reason: To endorse the SSDC Annual Action Plan and to recommend its adoption at Full Council on the 20th April 2017.

167. SSDC Transformation Project (Agenda Item 6)

The Chief Executive introduced the report and advised that the three main parts to note were the revised business case, structure and technology supplier. He drew members attention to a projection of the headline and revised business cases costs profiles comparison (graph circulated at the meeting) which demonstrated a faster return under the revised business case which should realise the required £4.7m savings.

In response to questions from the Scrutiny Committee, the Chief Executive and Chairman advised:-

- The funding allocated to redundancies was a reserve and not a budget. There were a number of staff over the age of 55 and the Council needed to plan for this risk as it would trigger the pension strain for them.

- The Transformation Programme was now more refined and there was more certainty that the contingencies detailed were a prudent provision.
- The proposed change to the management structure was driven by a late notification of an additional lump sum pension cost, and to preserve strategic capacity it was proposed to remove the post of Assistant Chief Executive and replace it with one Director
- There was currently a review of SSDC property being undertaken and some may be sold. SSDC had consistently produced budget underspends however, it was time to look at utilising reserves.
- The Transformation team were committed to providing quarterly reports to the Executive and a monthly report to Councillors.
- The base line for counting the number of employees was June 2016 and there were a number of vacant posts being held which would reduce the overall number of redundancies. However, because of the commercial income generation invest to earn, some areas of the Council would grow.

The Technology Implementation Manager advised that the proposed technology supplier, Civica, were operating live in Eastbourne, however, there had been some mobile connectivity issues in South Hams and West Devon where staff had to work off-line if there was a low broadband signal. It was likely that this could also occur in parts of South Somerset.

At the conclusion of the debate, Members agreed to propose the recommendations be adopted by Full Council.

RESOLVED: That District Executive recommend that Full Council agree to:-

- i. Approve the further revision to the senior leadership structure as set out in section 2 of this report;
- ii. Note the revised cost of the senior leadership structure which will produce a further saving of £30,134 per year on top of the £200,537 saving outlined in the report to Council in October 2016;
- iii. Agree the revised Business Case for Transformation and note the headline risks included in this report;
- iv. Agree the award of a contract to CIVICA UK LTD for a technology platform and services in support of the future model;
- v. Note the progress to date and the programme for delivering Transformation;
- vi. Agree the revised Transformation Programme governance arrangements as set out in section 3 and Appendix A of this report;
- vii. Approve that additional net savings of £539,800 be added to the Medium Term Financial Plan for 2018/19 and 2019/20;
- viii. Allocate a further £756,585 from capital receipts reserved within the capital programme for transformation;
- ix. Approve the use of Revenue Support Reserve for 2020/21 of

£1,508,000 to fund revenue once-off costs (£564,570) and contribute to Redundancy Reserve (£943,430);

- x. Approve the use of £231,270 of General Fund Balances to support the Redundancy Reserve;
- xi. Note that the Redundancy Reserve has a target of a further £1,100,000 to find through underspends and the MTFP;
- xii. Note that a further £400,000 in capital receipts that can be utilised for revenue spend remain to be found to fund the Transformation Programme.

Reason: To report on progress with the Transformation Programme and seek approval of the revised business case for the programme, the award of the technology partner contract and a revised senior structure.

168. Capital Programme 2017/18 to 2021/22 (Agenda Item 7)

The Portfolio Holder for Finance and Legal Services introduced the report and noted that the Capital Programme detailed the strategy to finance the projects detailed in the appendices. He noted that some of the figures in table 12 of the report were incorrect and an amended report would be circulated. One project: access for all footpaths within various open spaces had been removed but each individual proposal could come as a local priority scheme to an Area Committee.

In response to a question from the Scrutiny Committee, the Chief Executive confirmed that although £21.2 million of capital schemes had been identified over the following 5 years, they would need to go through a prioritising process on whether they would produce a community return rather than a commercial return.

At the conclusion of a short debate, Members confirmed the recommendations for approval by Full Council.

RESOLVED: That District Executive recommend that Full Council agree to:-

- a. approval of the revised Capital Programme as shown in Appendix A;
- b. approval of the new schemes to be included in the Capital Programme as shown in Appendix B;
- c. note the scoring of new capital schemes outlined in Appendix C;
- d. note the proposed funding of the Capital Programme as shown in paragraph 12;
- e. note the detailed Capital Investment appraisal forms for new schemes, as shown at Appendix D.

Reason: To seek approval for the Capital Programme for 2017/18 to 2021/22 that will be recommended to Full Council.

169. Date of Next Meeting (Agenda Item 8)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday, 11th May 2017 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m. (one week later than usual due to the County Elections).

(It was subsequently agreed to cancel this meeting due to the low number of reports to be discussed, therefore, the next meeting of the District Executive will take place on Thursday, 1st June 2017 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 1.00 p.m.)

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Chairman

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Date