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## District Executive

**Thursday 3rd October 2019**

**9.30 am**

**Council Chamber, Council Offices,  
Brympton Way, Yeovil, BA20 2HT**

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



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Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please contact the Democratic Services Specialist on 01935 462148 or [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk)

This Agenda was issued on Wednesday 25 September 2019.

**Alex Parmley**, *Chief Executive Officer*



This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk) and via the mod.gov app

# District Executive Membership

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

## Information for the Public

The District Executive co-ordinates the policy objectives of the Council and gives the Area Committees strategic direction. It carries out all of the local authority's functions which are not the responsibility of any other part of the Council. It delegates some of its responsibilities to Area Committees, officers and individual portfolio holders within limits set by the Council's Constitution. When major decisions are to be discussed or made, these are published in the Executive Forward Plan in so far as they can be anticipated.

Members of the Public are able to:-

- attend meetings of the Council and its committees such as Area Committees, District Executive, except where, for example, personal or confidential matters are being discussed;
- speak at Area Committees, District Executive and Council meetings;
- see reports and background papers, and any record of decisions made by the Council and Executive;
- find out, from the Executive Forward Plan, what major decisions are to be decided by the District Executive.

Meetings of the District Executive are held monthly at 9.30 a.m. on the first Thursday of the month in the Council Offices, Brympton Way.

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site - [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk).

The Council's Constitution is also on the web site and available for inspection in Council offices. The Council's corporate priorities which guide the work and decisions of the Executive are set out below.

Questions, statements or comments from members of the public are welcome at the beginning of each meeting of the Council. If a member of the public wishes to speak they should advise the committee administrator and complete one of the public participation slips setting out their name and the matter they wish to speak about. Each individual speaker shall be restricted to a total of three minutes. Answers to questions may be provided at the meeting itself or a written reply will be sent subsequently, as appropriate. Matters raised during the public question session will not be debated by the Committee at that meeting.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

# District Executive

**Thursday 3 October 2019**

## Agenda

### 1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 5<sup>th</sup> September 2019.

### 2. Apologies for Absence

### 3. Declarations of Interest

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

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

### 4. Public Question Time

### 5. Chairman's Announcements

#### Items for Discussion

### 6. Adoption of the South Somerset Environment Strategy (Pages 5 - 24)

### 7. Heart of the South West Joint Committee Governance Review Report (Pages 25 - 32)

### 8. Community Capital Grant Request to the Parochial Church Council of All Saints Church, Isle Brewers (Pages 33 - 38)

### 9. Adoption of the International Holocaust Remembrance Alliance definition of Anti-Semitism (Pages 39 - 42)

### 10. District Executive Forward Plan (Pages 43 - 47)

### 11. Date of Next Meeting (Page 48)

### 12. Exclusion of Press and Public (Page 49)

- 13. Wincanton Town Centre Strategy Governance and Finance (Confidential)** (Pages 50 - 55)
- 14. The Future Management of the Council's Leisure Facilities (Confidential)** (Pages 56 - 68)

# Agenda Item 6

## Environment Strategy

*Executive Portfolio Holder:* Val Keitch, Leader of Council, Strategy and Housing  
*Strategic Director:* Clare Pestell, Strategic Director – Commercial Services  
*Lead Officer:* Jan Gamon – Lead Specialist Strategic Planning  
*Contact Details:* Jan.gamon@southsomerset.gov.uk or 01935 462095  
Chereen Scott – Specialist Strategic Planning

## Purpose of the Report

1. To invite Members to agree the content of the draft Environment Strategy and make recommendation to Full Council for adoption.

## Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 3<sup>rd</sup> October 2019.

## Public Interest

3. The Environment Strategy sets out the Council's ambition to be an exemplar local authority in both caring for, and enhancing, our environment. Adapting to and mitigating the effects of climate change means changing the way we do things. The Environment Strategy outlines the first phase of our commitments and future direction of travel for the Council.

## Recommendations

That District Executive recommend that Council:-

- Agree and approve the new Environment Strategy for adoption
- Note the identified intermediate actions and next steps

## Background

4. In May 2019, a Full Council resolution was agreed to develop a Strategy that sets ambitious targets to protect the environment and ecology; to reduce Carbon Emissions; and for a) South Somerset District and b) the Council to become carbon neutral. The Council agreed to deliver this Strategy by the autumn.

## Delivering our Vision

5. The objective of the Environment Strategy is to help us achieve our aim of caring for and enhancing our natural environment and to adapt and mitigate the effects of climate change.
6. The Strategy identifies four priority outcomes and how we will deliver our aims. The four priority outcomes are:
  - To reduce our reliance on fossil fuels
  - To reduce emissions
  - To minimise waste and increase recycling;
  - To offset carbon emissions
7. The Strategy sets out our plan to tackle climate change in two clear pathways. One of these is for our own estate and operations and what actions we can take to become carbon neutral; the

second looks at our responsibilities in respect of the wider geography that comprises the South Somerset District.

8. The Strategy identifies a series of actions and targets that are achievable in the short-term. It sets out 26 short-term-tactical actions for change across our own organisation and land holding in a 1-2 year timeframe. In addition, 18 commitments set out how we will support activities which we cannot deliver directly, but which we can enable through others or support others to deliver. The strategy also details how we will develop our longer term plans.

### **Strategy Development**

9. The strategy's development has been led by our Environment Community of Practice (CoP) which comprises internal experts and those with strategic and /or operational responsibility in the areas identified.
10. We have also drawn heavily on the views of a sample of various stakeholders, from within South Somerset and beyond, with whom we have engaged fairly extensively. This includes community engagement activities with:
  - expert local interest and action groups
  - local primary schools
  - Parish and Town Councils
  - elected council Members
  - staff employed by South Somerset District Council.
11. The purpose of this initial engagement activity was to hear what stakeholders feel the key environmental issues are and how we might address these.

### **Developing our Longer Term Plans**

12. The Council has recognised a climate emergency and, in doing so, acknowledges that there is a need to act now to tackle carbon emissions and become carbon neutral. However, we need to balance the need to act, with the necessity to be accountable for the way in which we prioritise the allocation of funds.
13. The Environment Strategy outlines the first phase of our commitments and future direction of travel for the Council, but it is by no means the end of work. The strategy acknowledges that this is only the beginning of the journey and further work is required to develop the optimum portfolio of activity in the future, ensuring a thorough assessment of return on investment (either monetary or environmental or other benefits) and the opportunity cost of the financial commitment has been completed.
14. The strategy identifies some of the possible interventions which will require far more detailed business cases to be put together, and appropriate assessment made. We have identified appropriate expertise from outside the organisation to support this. The consultant will also provide expertise to establish an appropriate baseline and benchmark framework to measure continuous environmental improvement.

### **Somerset County Wide Climate Emergency Strategy**

15. This Strategy precedes a Somerset-wide Climate Emergency Strategy that is currently being developed by a partnership of all Somerset Local Authorities to tackle climate change. South Somerset, through both staff and elected member participation, is fully engaged with the development of that strategy and our expectation is that the County and South Somerset strategies will be aligned.

## **Next Steps - Developing a Detailed Delivery Plan**

16. Once the Strategy is adopted, a detailed delivery plan will need to be developed along with the next phase of commitments. This will effectively become an Action Plan that sits below this overarching Environment Strategy once approved, detailing what, how and when we will deliver our Priority Outcomes and Vision.
17. The delivery plan will be informed by wider engagement with our communities that is being undertaken later this year as part of evidence gathering for the development of the county-wide strategy. In addition, the Strategy will be presented as part of the agenda for this autumn's Annual Parish Meetings, which are events held for Parish and Town Councils to hear more about and discuss local services and topical issues. We are keen to work closely with our communities to realise our shared ambitions around tackling climate change.
18. The pace of change related to climate change and policy direction is fast and the strategy will therefore be fully reviewed in two years to ensure that our ambitions and actions are aligned to emerging national and global policy and to identify the next tranche of activities.

## **Financial Implications**

19. A sum of money has been identified in order to support our future delivery plans, but it is important that we know where to prioritise our efforts. This requires a stage beyond assessment criteria, to understanding the opportunity cost of pursuing one outcome over another and to understand the full life cycle of any decision we make, and some of the possible interventions will require far more detailed business cases to be put together.

## **Council Plan Implications**

20. Our current Council Plan (2019-20) identifies the environment as one of our five key areas of focus. It specifically details that 'we wish to be a leading Council in developing and adopting a Green Agenda to promote sustainable environment, economy and communities'

## **Carbon Emissions and Climate Change Implications**

21. This strategy seeks to help us achieve our aim of caring for and enhancing our natural environment and to adapt and mitigate the effects of climate change. The Strategy has a specific action to adopt appropriate measurement systems for tracking our reduction in emissions and increased capacity for offsetting and publish our progress.

## **Equality and Diversity Implications**

22. An Equality Impact Assessment relevance check was completed (see Appendix 1) and it is determined that a full Equality Impact Assessment is not required at this stage, but may be required once we develop specific actions.

## **Privacy Impact Assessment**

23. A Data Protection Impact Assessment is being undertaken to ascertain any impacts.

## **Background Papers**

SSDC Full Council Minutes, May 2019

## **South Somerset Environment Strategy October 2019**

### **Our Vision for South Somerset:**

'we wish to be a leading Council in developing and adopting a Green Agenda to promote sustainable environment, economy and communities'  
(South Somerset Council Plan 2019/20)



# 1. Context and Background

## 1.1 Context

During 2018 and 2019, many Councils in the UK and Governments around the world responded to public calls to take strong and rapid mitigation measures to reduce carbon emissions and have declared climate emergencies. Many of these declarations are often accompanied by a commitment to accelerate action to achieve carbon neutrality and to adapt to and mitigate the effects of climate change and extreme weather.

In May 2019 South Somerset District Council formally recognised a climate and ecological emergency through Full Council and agreed to

*'develop a strategy by the Full Council meeting in the Autumn of 2019, that sets ambitious targets to protect the environment and ecology; to reduce Carbon Emissions; and for a) South Somerset District and b) the Council to become carbon neutral'.*

We are now working in partnership across Somerset to tackle climate change as the neighbouring authorities of Mendip, Sedgemoor, Somerset West and Taunton and Somerset County Council all made similar declarations. Mindful that a county-wide strategy is emerging, and that many issues are best tackled together, this South Somerset strategy is just one element of a much broader programme of change. We identify here action which we will take locally; but these actions will sit within a much larger plan and align with it.

## 1.2 Why do we need an Environment Strategy?

The release of greenhouse gases into the atmosphere from human activity is changing the world's climate and the planet is warming up. 17 of the 18 warmest years ever measured took place in the 21<sup>st</sup> century and in the last 30 years each decade has been hotter than any previous one on record. <sup>1</sup> Rising global temperatures in the long-term will create more extreme and unpredictable weather changes, rising sea levels, severe flooding and reduced water availability, all of which pose significant risk to human health, wildlife and ecosystems.

The extent of climate change depends on how successfully we, locally, nationally and globally reduce greenhouse gas emissions to limit temperature rises.

The Paris Climate Change Agreement (2015) is an international framework that aims to avoid the most devastating effects of climate change by cutting carbon emissions and has set to limit temperature rises to 2°C above pre-industrialisation levels with an aspiration of 1.5°C. The Paris Agreement was ratified by the UK in 2016 and as of May 2019, 194 states and the European Union had signed the Agreement. <sup>2</sup>

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<sup>1</sup> <https://www.gov.uk/guidance/climate-change-explained#history>

<sup>2</sup> [https://en.wikipedia.org/wiki/Paris\\_Agreement](https://en.wikipedia.org/wiki/Paris_Agreement)

The UK Climate Change Act 2008 sets a statutory target to reduce greenhouse gas emissions by at least 80% compared to 1990 levels by 2050. In 2019 the UK government amended the Climate Change Act and set a *legally binding target to achieve net zero greenhouse gas emissions from across the UK economy by 2050*.<sup>3</sup>

In 2018 the Intergovernmental Panel on Climate Change (IPCC) reported on the impacts of global warming of 1.5 °C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty.<sup>4</sup> This report highlighted the stark risks and impacts of half a degree difference of warming targets for the world (between 1.5-2°C).

All Local Authorities have a "biodiversity duty" under the Natural Environment and Rural Communities Act 2006. The Government's 25 Year Environment Plan, A Green Future (2018), pledges that this will be the first generation to leave the environment in a better state than we found it, and pass on to the next generation a natural environment protected and enhanced for the future.

## 2. Our Current Commitment

Our current Council Plan identifies the environment as one of our five key areas of focus. We are committed to keeping the beautiful district of South Somerset clean, green, attractive and sustainable. Our expert teams already undertake a huge amount of work to ensure that we honour this pledge and below we give examples of some of the work we currently, and will continue to, do:

### Waste, Recycling and Resource Management

- Recycle More: from June 2020 the types of items that can be collected at kerbside will be expanded to include plastic tubs, pots and trays
- From Spring 2020, none of the waste collected at kerbside in South Somerset will go to landfill; instead it will be used to generate clean energy
- Over 90% of all recycling in South Somerset stays in the UK and the Somerset Waste Partnership (SWP) led the way in providing transparent information about what happens to waste collected for recycling
- Recycling of waste from house clearances is used to help residents furnish homes
- We recycle machinery parts and waste oil used at our Lufton depot and collected from flytipping
- The new cremators at Yeovil Crematorium are designed such that the emissions from mercury fillings will be captured by abatement plant, along with particulate and other emissions
- Any broken bikes or bike parts found abandoned are collected and passed on to a company which recycles bikes for rural communities
- We use only Forest Stewardship Council (FSC)-certified timber wherever possible

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<sup>3</sup> <https://www.gov.uk/guidance/climate-change-explained#history>

<sup>4</sup> <https://www.ipcc.ch/sr15/>

- Rainwater is harvested to water plants at our nursery
- We have installed a composting toilet at Chard Reservoir
- Across our offices we are 'Digital by Default' and discourage unnecessary printing

## **Natural Environment**

- We are proud of our heritage in creating award-winning open spaces – we have been awarded 3 Green Flag Awards at Country Parks and local Nature Reserves – and will continue to work to this standard
- Natural green spaces are managed to a five-year plan, these include habitat management, biodiversity enhancement, species specific targets and invasive species control
- We engage the community to manage our countryside sites and run active conservation volunteer schemes
- We plant an average of c.500 trees each year at our countryside sites
- We run educational programmes and events at our countryside sites
- We encourage biodiversity in our verges and public open spaces through the use of wildflowers and diverse floral planting, which benefits pollinators
- We have submitted a bid to the Urban Challenge Tree Fund to plant 2,500 in Yeovil in phase 2 of the fund

## **Built Environment**

- Our adopted Local Plan encourages sustainability and energy assessment for new planning applications / encourages new build to be low or zero carbon
- We are currently exploring options to bring forward key housing sites and associated infrastructure and consider how solutions might use energy sourced at point through air/ground heat source pumps, solar or other means
- We consider green infrastructure in all larger scale projects e.g. Yeovil refresh, through contributions to public open space on- and off-site
- We are working with Highways to deliver a cycle path on the Eastern side of Yeovil
- We have an air quality action plan for Yeovil
- We secure the planting of new trees and shrubs where appropriate, whenever we grant a planning consent

## **Energy and Renewables**

- We are investing £750,000 in the Yeovil Crematorium to ensure compliance with environmental standards
- During 2018/19 we developed one of the largest UK Battery Energy Storage System facilities (25MW) to support Western Power Distribution and the National Grid to use clean, renewable energy across the region. This facility will also reduce currently wasted power generated through solar and wind throughout the UK and store it for use at peak times
- We have photovoltaics on several SSDC-owned buildings to generate electricity
- We have installed an air source heat pump at Ninesprings for reduced energy usage

## **Travel and Transport**

- We are currently accessing Highways England funding to install three rapid electric car chargers at strategic points which are easily accessible from the A303 in South Somerset. These will be at Wincanton, Ilchester and Ilminster
- We operate a cycle to work scheme
- We are working in partnership with the transport authority (Somerset County Council) to develop and cycling and walking infrastructure plan for Yeovil
- We are developing an Access Plan for Chard to encourage walking and cycling as part of the Chard Regeneration Programme
- The Council Plan 2019/20 identifies a priority for South Somerset to be to assess options to improve community transport provision. We are activating this project from October 2019
- We operate agile working, allowing staff to work from a location that is convenient to them, to minimise unnecessary travel

### **3. SSDC's Future Commitment**

We have developed our plans to tackle climate change in two clear pathways. One of these is to consider our own estate and operations and what actions we can take to become carbon neutral. The second is to consider our responsibilities in respect of the wider geography that comprises the South Somerset District.

SSDC's ambition is to be an exemplar local authority in both caring for, and enhancing, our environment. Adapting to and mitigating the effects of climate change means changing the way we do things. This encompasses looking to ourselves and our own operations, taking direct action wherever possible, enabling or supporting others where appropriate and lobbying government for action where we need change that can only be effected at national level.

We have recognised a climate emergency and, in doing so, we acknowledge that there is a need to act now to tackle carbon emissions and become carbon neutral. However, we need to balance the need to act, with the necessity to be accountable for the way in which we prioritise the allocation of funds. We will make bold decisions where there is robust evidence that these deliver the right outcomes for our residents, businesses and communities, but we will not commit public money before a thorough assessment of return on investment (either monetary or environmental or other benefits) and the opportunity cost of the financial commitment has been completed.

We recognise that the pace of change related to climate change and policy direction is fast and the strategy will therefore be fully reviewed in two years to ensure that our ambitions and actions are aligned to emerging national and global policy and to identify the next tranche of activities.

### 3.1 Ecology and Biodiversity

We recognise the need for a considered and robust approach to nature conservation across the district. At consultation sessions for this strategy it became clear that our residents want to be reassured that this is a high level priority, whether that be on our own land or that of others.

The South Somerset landscape is wonderfully diverse; from the protected landscapes of the Areas of Outstanding Natural Beauty (AONBs) in the west and east, to the wetlands of the Somerset Levels further north and distinct heritage monuments like Cadbury Castle and Hamdon hillfort further south. Overall it is of high quality. There is a wealth of wildlife habitats largely integrated to the rolling lowland agricultural landscape. Large parts of the district's countryside are protected by national and international designation (4,968 Ha of AONB, 3,390 Ha of Sites of Special Scientific Interest across 39 sites, 3 National Nature Reserves including Ramsar and Special Protection Areas sites on the Somerset Levels and Moors) together with a greater array of locally declared wildlife sites (5 Local Nature Reserves and 2 Country Parks).

Our Countryside team manages 290 Ha of the Authority's own land, as natural greenspaces for people and nature. The award winning parks and greenspaces retain conservation management principles at their core and the work of rangers and volunteers is to five year land management plans. Hedgerows are laid, dry stone walls repaired, woodlands managed and hazel coppices actively attended. Priority habitats like traditional hay meadows support skylark populations and a new species specific approach to margin management is designed to attract the rare shrill carder bumblebee. Reed beds have been expanded at Chard and marginal plantings on water courses are implemented to improve water quality and enhance the habitats for wildlife. Through the delivery plan of this Strategy the experience of the countryside team will be shared through new public education and engagement programmes.

Existing formal education provision for schools and groups will continue, with curriculum linked sessions available across the key stages. By building capacity in the Countryside and Environment Services teams, groups and communities will benefit from sessions covering a range of practical subjects from gardening for wildlife, tree planting and creating pollinator corridors. The networks of skilled volunteers, who play a pivotal role in habitat management across sites, will continue to be supported, enabling tasks from practical woodland management to species surveying to be completed. Records supplied to the Somerset Environmental Records Centre (SERC) will help inform and drive the strategies of the County ecological team and Local Nature Partnership (LNP).

We recognise the importance of protecting the existing tree stock of the district; from street trees, woodlands, hedgerows and veteran specimen trees. With South Somerset having below the county and national average for woodland tree cover, tree planting on our own estate will become a priority for us. We will also enable communities to deliver their own planting projects in their parishes through the provision of locally relevant guidance documents and factsheets providing the key elements and attributes needed to grow a successful project. The importance of creating green networks and corridors will feature in the 2020 Open Spaces Strategy and we will strive to reduce fragmentation and isolation of species through the provision of new networks where possible on our land.

We will work with the County ecological team and Local Nature Partnership to ensure the principles of nature recovery networks are understood at a local level and can be translated into action on the ground. By supporting the County Pollinator Action Plan through actions across our own estate and through influencing the management of others, where we can, it is hoped that tangible and lasting differences can be delivered. By feeding into the Local Nature Partnership and supporting its work we hope to enable cross sectional leadership on environmental issues that deliver powerful results.

Visitors choose to come to South Somerset to spend time in the high quality natural environment. Walking on the extensive rights of way network and regional trails, cycling the lanes and droves, visiting traditional craftspeople like willow weavers and cider makers is all dependent on a high quality, well managed and sustainable natural environment. This value is recognised through our Tourism and Economic Development teams and by starting the work to calculate the value of this natural capital we will be better placed to review our position to protect and improve our natural capital. Ensuring that South Somerset truly recognises the value of the natural environment for the health and wellbeing of our residents, visitors and also to the economy.

For nature conservation to be truly effective each resident and community must be enabled to make a difference in their garden or parish. This grass roots effort must be linked into county and regional nature networks that will bring the biggest and most powerful outcomes for ecosystems. We recognise that we have a central role to play supporting and enabling our human communities at a local level, whilst staying connected to the bigger picture, with our local and national partners.

#### **4. The Scope of the Strategy**

As a result of needing to undertake thorough assessments for some activities, this strategy could only ever outline the first phase of our commitments; more will follow. Our focus now is on delivering those actions which we know will deliver a positive impact and where we have the greatest control to take action.

We have followed a number of themes in exploring what we already do, what we currently know and what we might do to reduce our net carbon emissions. Under each theme we have given consideration to what we might do around our own estate to improve environmental performance and what we might do across the wider geography of Somerset to achieve the outcomes and Vision that we committed to. The themes identified include:

- Waste, Recycling and Resource Management
- Natural Environment
- Built Environment
- Energy Consumption and Renewables
- Travel and Transport
- Awareness, Engagement and Behaviour Change

This strategy precedes a Somerset-wide strategy that is currently being developed by a partnership of all Somerset Local Authorities to tackle climate change. South Somerset, through both officer and elected member participation, is fully engaged with the development of that strategy and our expectation is that the County and South Somerset strategies will be aligned. There are three themes which are consciously absent from the South Somerset strategy. This is because they are better tackled at county level, where the likelihood of meaningful engagement with some key stakeholders is improved and where the implementation of solutions is more achievable. These are:

- Flood Water and Adaptation to Heatwave and Drought  
NB. It should be noted that we already plan for extreme weather events at South Somerset specifically through our business continuity planning
- Farming and Food
- Health and Wellbeing

## 5. What do we already know?

We have access to national data (Source: 2017 BEIS Local Authority Emissions dataset) on the level of carbon emissions within South Somerset, split by domestic, industrial and transport emissions. This is a reliable source and will permit us to track progress; however, there is a considerable time lag in the data becoming available and it excludes emission from airports and motorways. In South Somerset, 42% of our carbon emissions emanate from transport, compared with 33% from Domestic activities and 25% from industrial.

Over the last ten years annual car mileage has been falling nationally, from an average of 8,300 in 2009 to 7,600 in 2018; a reduction of 8.4%. The percentage reduction has been far more marked in diesel vehicles (19.7%) but, as these form the minority of car types on the road, the overall numbers do not reflect this. We do not have data for Somerset, or even for the South West for most measures; however, we do know that the average annual mileage in the South West is slightly below the national average at 7,292. This may reflect the age profile of the South West, which means that a smaller proportion of the population is of working age.

We know that Somerset County Council has had to reduce subsidies for bus routes, which has resulted in a decrease in bus use since 2010. Many rural communities have now been left with no choice but to cling to the car and we need to offer viable, attractive alternatives to persuade our residents to give up their car or use it for fewer journeys.

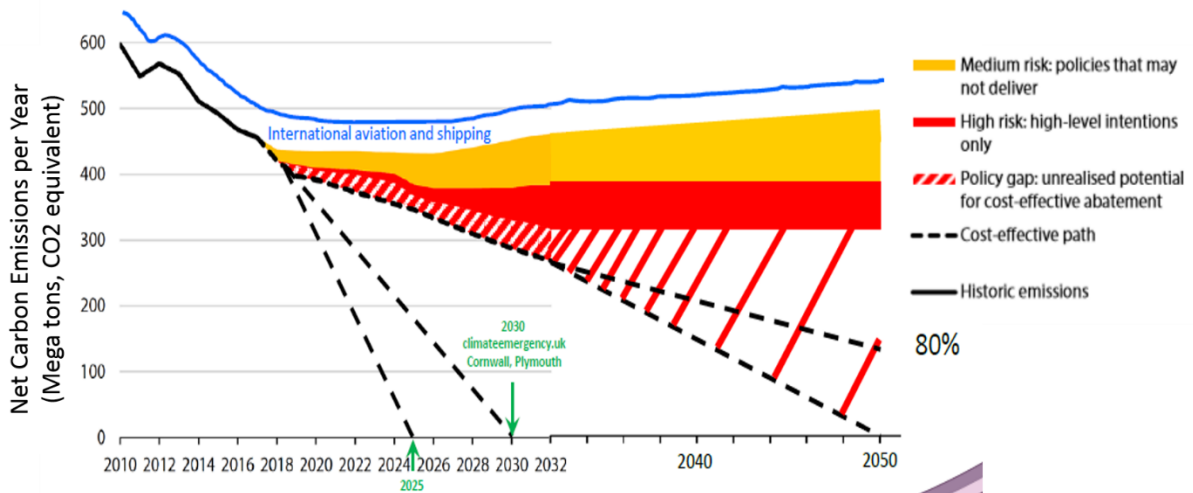
In South Somerset, our tree canopy is 4% district-wide and 18% in Yeovil; this compares with 2.6% across the County of Somerset. We know that our current tree stock is able to sequester (net annual removal of CO<sub>2</sub>) only a very small proportion of kilotons of carbon emitted; the tree canopy across the county of Somerset is sufficient only to absorb domestic emissions from one district (Sedgemoor). We will need to undertake further work to calculate more precise levels of offset achieved through increased tree canopy in our districts

We capture air quality data from a number of locations across South Somerset. Air quality across the district is currently good, although NO2 is high on some of Yeovil’s arterial routes and we experience sporadic rises in ozone across the district linked to weather conditions. We do not currently capture the carbon footprint of our own operations, so a benchmarking measure will need to be taken during this financial year to allow us to track our performance.

The chart below shows net emissions of CO2 for the whole of the UK. The red dashed line indicates the policy gap between the high-risk policies and projections to reduce emissions by 80% from the 1990 baseline or to net zero by 2050.

**Given the scale and rate of change required, it will be impossible for us to reach our targets of carbon neutrality within the county by 2030 without significant and immediate policy changes in central government coupled with individuals and businesses making major behavioural changes.**

Chart 1: The Scale of the Challenge



Whilst this means that major action from Central Government is required, we have identified some actions that we can take locally as described later. However, this evidences the need to lobby central government for increased policy, funding or powers for Local Authorities.

## 6. Progress to date

This work has been led by our own Environment Community of Practice, which comprises our internal experts and those with strategic and/or operational responsibility for each of the areas outlined above. In shaping next steps, we have also drawn heavily on the views of various stakeholders, from within South Somerset and beyond, with whom we have engaged fairly extensively. This includes community engagement activities with:

- expert local interest and action groups
- local primary schools
- Parish and Town Councils
- elected South Somerset District Council Members
- officers employed by South Somerset District Council



The purpose of this initial engagement activity was to hear what stakeholders feel the key environmental issues are and how we might address these. We plan wider engagement with our communities in the near future, and further engagement and consultation with stakeholders following adoption of this strategy, to help inform a more detailed delivery plan and shape the next phase of commitments. This will effectively become an Action Plan that sits below this overarching Environment Strategy once approved, detailing what, how and when we will deliver our Priority Outcomes (see below) and Vision.

**National Policy Development:** Whilst there is much that local authorities can do, either themselves or in partnership with others, there are some outcomes that can only be brought about by national policy change.

**National Planning and Policy Framework:** we need a shift in national planning policy to give local authorities the ability to demand higher environmental standards of developers, such as increased energy efficiency standards, installing electric charging points, solar panels, rain/grey water harvesting solutions. On adoption of this strategy, Elected Members of the Council plan to activate a campaign, through appropriate channels such as the Local Government Association, to persuade government to change Policy.

**Public transport:** this is arguably the biggest barrier to achieving reduction in carbon emissions. Somerset County Council, as the transport authority, is responsible for provision of bus routes across Somerset. Somerset has a low density, highly dispersed population and this makes providing a meaningful bus service extremely expensive. However, the paucity of bus provision means that we are largely a car dependent population. We need additional funding if public transport provision is to be improved or alternative solutions found, permitting people to desist from car use.

**Electric vehicle infrastructure:** whilst we are developing plans locally for enhancing electric vehicle infrastructure, we believe that a national, evidence-led approach to determining likely volume, demand, type and location of chargers and associated funding to support roll out, is essential to prevent poorly planned, reactive provision emerging.

**Local Grid:** we look to central government and Western Power/Scottish and Southern Electricity to deliver improvements to the Local Grid to permit us to harness energy produced locally for local use

## **7. Priority Outcomes**

Although we already undertake numerous activities that underpin our aim of caring for and enhancing our natural environment, we acknowledge that we could do more to achieve our goal of carbon neutrality.

**By 2030 we commit to achieving a significant reduction, in the order of 80%, in our carbon emissions. Our ambition is to be carbon neutral across our own operations and land holdings by 2030 at the latest, and ideally by 2023, so any residual carbon emissions will need to be offset.**

**We will also work to achieve a significant reduction in emissions and improve sequestration rates across the geography of South Somerset, through direct action, by supporting the communities of South Somerset to meet their ambitions and through the way we do things; ensuring that working towards carbon neutrality is a thread which runs through all of our decision-making.**

**We will contribute fully to the work of the county-wide Climate Change Group and by working to address issues collaboratively which have county-wide implications, to achieve our county-wide targets.**

**1. We will Reduce our Reliance on Fossil Fuels; by**

- reducing our energy consumption
- harnessing natural resources, for example by harvesting rain and grey water
- switching to renewable sources of energy
- raising expectations of developers, through our Local Plan policies
- making sustainable procurement choices,
- investigating in additional green energy investments

**2. We will Reduce Emissions; by**

- reducing our business mileage
- decreasing reliance on the car
- facilitating the growth of electric vehicles for both personal and operational use
- reducing the level of particulates in the district
- facilitating non-motor vehicle modes of transport

**3. We will Minimise Waste and Increase Recycling;**

- we need to generate less waste, and encourage the use of sustainable alternatives to single-use plastics and other single use items
- we will encourage reuse and recycling and savings in the use of natural resources
- we will explore opportunities to improve our existing housing stock and ensure that new homes are built with recycling in mind

**4. We will Offset carbon emissions; by**

- increasing our tree canopy through the combined efforts of SSDC, parish and town councils, volunteers and residents
- protect existing hedgerows and tree canopy from the effects of development and reviewing our policy on tree preservation
- protecting existing wetland, marsh and bog and encouraging additional vegetation planting in rivers and ponds
- increasing biodiversity across our own land holdings

- working with local food producers to accelerate the production of environmentally friendly food stuff
- minimising the environmental impact of food production
- investing in offset where we are not able to deliver it ourselves; i.e. as a last resort

## 8. How will we deliver our aims?

Together with our stakeholders, we explored numerous activities that we might take in order to meet these commitments. Some of these merit far more detailed investigation, but what we heard during our engagement events was a desire for us to make a start, to commit to a series of actions/targets that *are* achievable in the short-term and to focus initially on our own estate.

As a result, Section 8.1 below identifies a number of short-term, tactical actions which we believe we can deliver by March 2021 across our own estate, with the majority of these deliverable even earlier, by March 2020. In addition, there are a number of actions which we will put in place immediately for the benefit of the wider South Somerset District.

### 8.1 Interventions for Implementation in 1-2 year time frame

			<b>By When</b>
Over-arching	1	Have benchmarked the carbon footprint of SSDC's operations, working in partnership with the Carbon Trust and set ambitious targets for carbon neutrality	Dec' 2019
	2	Have adopted a measurement system for tracking our reduction in emissions and increased capacity for offsetting and publish our progress	April 2020
	3	Develop a procurement strategy which attaches social value to carbon reduction, either through reducing emissions or offsetting, using the National Scheme for assessing Themes, Output and Measures (TOMs)	Mar' 2020
	4	Develop a detailed and specific marketing and communications plan, that delivers bespoke materials to and for our communities and visitors. Examples might include: <ul style="list-style-type: none"> <li>• water refill points, an eco-business tool kit, green travel and vehicle pollution, householder how to be "green" tool kits, providing information on how communities can make a difference, tree planting tool kits for parishes and communities from "how to" guides and grant funding assistance, preventing water pollution, encouraging use of smart meters, tool kits for schools focusing on the educational benefits of managing for wildlife in their grounds, access to grants and how to run green clubs, calculating your carbon footprint and how to offset it and grant funding opportunities.</li> </ul>	Mar' 2020

		Shifts in behaviour will only be achieved if the right information is provided in a timely and accessible fashion, by providing high quality marketing materials that tap into national agendas and high profile campaigns and which are also locally engaging.	
Reduce our reliance on Fossil Fuels	5	Commit to sourcing our energy from renewables and give notice on our current contract if necessary	Oct' 2019
	6	Fully energise our 25 MW Battery Energy Storage System (BESS) facility	Mar' 2020
	7	Add a further 5 MW capacity into our BESS facility	Mar' 2021
	8	Capture rain/grey water for watering at Yeovil Recreation Ground	Mar' 2020
	9	Wessex Water will be installing two water bottle refill units in Yeovil town centre. We will investigate the feasibility of installing a further unit at the Yeovil Recreation Ground	Mar' 2020
	10	Provide support, alongside partners, for communities to access existing funding around renewable energy, including the newly launch National Lottery Community Fund, which aims to help people and communities to take the lead in tackling the climate emergency	Apr' 2020
Reduce Emissions	11	All staff have the technology and training to facilitate agile working, thereby reducing our business mileage	Dec' 2019
	12	We will investigate piloting a scheme to monitor NO <sub>2</sub> at key traffic congestion sites, using Diffusion tubes, married with a campaign to encourage drivers to switch off their engines, with the aim of reducing NO <sub>2</sub> .	Mar' 2020
	13	Develop a green travel plan for each of SSDC's operational sites	Dec' 2020
	14	Audit our cycle network to provide evidence to inform future decision-making and improve cycling infrastructure. Complete the development of a cycling and walking infrastructure plan for Yeovil as part of the Yeovil Refresh	Dec' 2020
	15	Audit community transport across the district and consider the feasibility of improvements/make recommendations	June 2020
	16	Propose revision of Local Plan policies for inclusion at the next stage of the Local Plan Review. These to include: <ul style="list-style-type: none"> <li>• Require improvements on carbon emissions for new buildings: <ul style="list-style-type: none"> <li>○ 19% reduction on regulated carbon emissions (relative to Part L of Building Regulations 2013) through improvements to the building fabric</li> <li>○ A further 10% reduction on regulated carbon emissions through carbon sequestration by tree planting and/or on-site renewable energy systems</li> <li>○ Long term aim for zero carbon buildings</li> <li>○ Ability to pay into a fund to offset carbon emissions – the fund to be used on projects identified by SSDC</li> </ul> </li> </ul>	June 2020

		<ul style="list-style-type: none"> <li>Require electric vehicle charging points for new dwellings with parking spaces and set standards for installation of charging points in parking spaces for non-residential development (aligning with new Government consultation standards)</li> <li>Require the protection of important environmental features (landscape/biodiversity) in policy, to include all water bodies; i.e. streams, wet ditches, rivers, ponds and wetlands/marsh</li> <li>Ensuring that new homes are built with recycling and waste in mind</li> </ul>	
	17	Monitor developers to ensure they are meeting the energy standards they have committed to	Dec' 2020
Minimise Waste, Recycle More	18	Target the removal of all drinks for sale in plastic bottles in our canteen, entertainment venues and vending machines; where no alternative exists then ensure recycling facilities for those plastics exist at each site	Dec' 2019
	19	Collect paper, card, plastic, cans, glass and food across all of our key sites, including at our entertainment venues, and ensure that whatever waste remains does not go to landfill	Mar' 2020
	20	Review the provision and location of public waste bins	Mar' 2020
Offset	21	Use SSDC-owned land to draw down carbon through planting of 1,000 trees and investigate investment opportunities through the Woodland Carbon Fund	Dec' 2020
	22	Protect existing wetland, wet meadows, marsh and bogs and encourage additional planting of water vegetation in rivers and ponds	
	23	Review our policy on tree and hedgerow preservation, to include tree replacement standards	Dec' 2019
	24	Develop and adopt an Open Spaces Strategy which outlines our future direction in respect of conservation management and appropriate tree planting, alongside the need also to be meeting our residents' needs for play and leisure	Dec' 2019
	25	Progress enhanced mapping to inform Nature Recovery Networks	Mar' 2020
	26	Investigate natural capital schemes and consider approaches to enable SSDC to adopt a system that benefits habitats, wildlife and people	June 2020

## 8.2 Enabling Change through Others

There are activities which we cannot deliver directly, but which we can enable through others or support others to deliver. We also commit to:

- 1 Work with groups and individuals across the district to develop a tree planting network, invite the Woodland Trust and Forestry Commission to share funding opportunities and build a volunteer group to carry out planting

- 2 Work with Parish and Town Councils and County Highways to increase tree canopy
- 3 Support local food markets and local food production
- 4 Improve access to water refill points
- 5 Promote SWPs 'Recycle More' and 'Slim my Waste' campaigns
- 6 Discuss existing actions individual businesses are taking (with at least 100 businesses through key account scheme) on the key strategy themes – Reduce reliance on fossil fuels/Reduce emissions/Minimise waste.
- 7 Support the development of a county-wide Air Quality Strategy
- 8 Support the delivery of the county-wide Pollinator Strategy
- 9 Encourage developers to design around existing hedgerows, increase tree canopy and include exemplar features for biodiversity
- 10 Encourage developers to use sustainable materials
- 11 Support the growth of community allotments
- 12 Work with Somerset Local Nature Partnership to ensure Nature Recovery Networks are linked in at country and regional scale
- 13 Signposting business community to Government/Local Enterprise Partnership and other environment schemes
- 14 Producing information on how businesses can help themselves to be greener and reduce their carbon footprint
- 15 List funding opportunities on the Economic Development webpage as and when they become available
- 16 Clarify the government offer/regional/Local Enterprise Partnership/possibly even still EU
- 17 Seeking best practice and sharing with local business
- 18 Map out and celebrate existing 'green' businesses

### **8.3 Developing our Longer-Term Plans**

Following on from adoption of this strategy we envisage continuing to develop this work in earnest through the Environment Community of Practice (CoP) and engage industry experts when appropriate. The CoP comprises officers from across the Council with expertise in the areas identified.

Before taking steps beyond the immediate interventions identified above, we will need to develop key criteria for decision-making, such as emissions saved, financial cost/investment, revenue opportunity, carbon offset, biodiversity gains, social or health benefits.

Furthermore, on the assumption that we will not have the resources to undertake everything that is desirable, we will also need to know where to prioritise our efforts. This requires a stage beyond assessment criteria, to understanding the opportunity cost of pursuing one outcome over another and to understand the full life cycle of any decision we make. We need a clear strategy for developing the optimum portfolio of activity.

Some of the possible interventions which will require far more detailed business cases to be put together, and appropriate assessment made are:

1. All Existing Building/Housing Stock: this falls into two areas. The first is around investigating options for bringing existing buildings back into use. The second is to

explore in detail what the implications would be of retro-fitting existing housing stock in the area with improved insulation, solar panels etc., or of making grants available to homeowners to do the same

2. New Housing Stock: we will need to agree our policy on new builds; for example, how will we balance our desire for zero carbon new homes with the need to deliver homes per se? Is there an acceptable compromise, where is this?  
In the light of our existing priority projects around accelerating housing growth, how could the provision of energy from renewable sources and green infrastructure more generally be baked into our plans, especially if we were to build and retain our own stock
3. We certainly need to develop an electric vehicle infrastructure plan and could consider a green infrastructure plan  
Once the Open Spaces Strategy is adopted, we should be in a better position to identify appropriate sites for additional tree planting and develop a detailed plan to achieve this. We will also investigate the use of treddes in place of hedges to increase carbon offset
4. We will look for examples of and opportunities for clean business growth across the District in accordance with the Local Industrial Strategy and related funding, including Government's proposed Shared Prosperity Fund (SPF) Research
5. We should investigate opportunities for enhancing the natural beauty of South Somerset for green tourism
6. We will develop an environmental management system
7. We will continue to look for additional green energy investment opportunities, with business cases being developed to assure rigour in assessment of the RO

# 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	Environment Strategy
Type of proposal (new or changed Strategy, policy, project, service or budget):	New Strategy
Brief description of the proposal:	Develop a new Strategy for SSDC that delivers specified ambitions
Name of lead officer:	Chereen Scott

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)	<b>NO</b>
Could your proposal negatively impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)	<b>NO</b>

<b>Is a full Equality Impact Assessment required?</b>	<b>NO</b>
<b>If Yes,</b> Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
<b>If No,</b> Please set out your justification for why not.	
Whilst the strategy outlines a number of short-term actions within a 1-2 year time frame, having discussed this with the Equalities lead it is considered that the measures as proposed are highly unlikely to have a negative impact on anyone from the protected characteristics. However, where actions are likely to be subject to a significant change or further development, or where associated strategies are required, then these can be reviewed and checked for equality implications individually.	
Service Director / Manager sign-off and date	Jan Gamon 17th September 2019
Equalities Officer sign-off and date	Dave Crisfield 17 <sup>th</sup> September 2019



# Agenda Item 7

**Leaders**

for the Heart of the South West

## **HOTSW JOINT COMMITTEE GOVERNANCE REVIEW REPORT**

Lead Officer: Pat Flaherty, Chief Executive, Somerset County Council

Author: Julian Gale, Strategic Manager – Partnerships Governance

Contact Details: 01823 359500

### **1. Summary**

- 1.1. This report provides an update for the Constituent Authorities on the Joint Committee's governance arrangements and budgetary position for 2019/20. The report contains recommendations for amendments to the Committee's Arrangements document following the governance review.

### **2. Recommendations**

#### **2.1. South Somerset District Council is recommended to:**

- a. **approve the amendments (shown in red) to the HOTSW Joint Committee's list of functions in the Arrangements document – Appendix A attached – and to note the updated budget position for 2019/20.**
- b. **note the appointment of Somerset County Council as the Administering Authority to the Joint Committee.**

### **3. Reasons for recommendations**

- 3.1 In recent months the Joint Committee has reviewed and updated its governance arrangements in the light of experience since its establishment in early 2018 and in response to changing Government policy and local circumstances. Some changes are required to the Committee's Arrangements document as a result and these need to be formally agreed by the Constituent Authorities. It is essential that the Joint Committee remains: fit for purpose, represents a sustainable way of working into the future; and delivers value for the resources committed to it by the Constituent Authorities.

### **4. Background**

#### **4.1 Review of the role and functions of the Joint Committee**

- 4.1.1 The Constituent Authorities have previously agreed one addition to the list of delegated functions by giving the Joint Committee the function of agreeing the local authorities' input into the development of the HoSW Local Industrial Strategy (LIS).

- 4.1.2 In addition to the above policy development, the need to review the governance arrangements arose from:

- Changes in Government policy away from large devolution 'deals' to a more targeted dialogue on key themes of relevance to the local authorities and partners, eg, housing. The Joint Committee's influencing role has become increasingly important as recognised by Ministers, local MPs and Government officials. The ambition remains to draw down additional functions, powers and funding from Government.

- The evolution of the Joint Committee's role from agreeing policy (the HotSW Productivity Strategy) to overseeing delivery of the Strategy alongside the LEP.
- The developing relationships with other key local partnerships to ensure that there are appropriate reporting lines, ie, HotSW LEP Joint Scrutiny Committee, Peninsula Transport Board, Great South West, HotSW Local Transport Board.

**4.1.3** Accordingly, the Committee has refined its focus into the following areas:

- Strategic policy development
- Influencing Government / key agencies to achieve direct intervention, support, funding and powers
- Designing and delivering strategic HotSW responses to 'Government' offers
- Designing and delivering public sector reform where this will deliver improved productivity, eg in health and education
- Delivering at scale –(beyond what individual councils can achieve)
- Oversight of the Delivery Plan – working with the HotSW LEP to ensure delivery of the HotSW Productivity Strategy.

It is not proposed at this stage to request the delegation of further functions from the Constituent Authorities to the Joint Committee.

These refinements to the focus of the Committee have been reflected in amendments to the list of functions contained in the Joint Committee's 'Arrangements' document – see Appendix A attached.

**4.1.4** The subject matter focus for the Joint Committee will fall into the following areas of the Delivery Plan:

- Housing – including bid(s) for strategic housing deal(s) designed, submitted and agreed resulting in additional investment into HotSW
- Major Route Corridor Study agreed and completed
- Agreed HotSW LIS which meets our transformational objectives
- Successful engagement plan with MPs / Ministers
- Successful operational phase of the Brexit work in collaboration with Government
- Preparation for / response to offers of public sector reform to improve productivity
- Agreement and submission of Coastal Communities proposal to Government seeking additional Government support for our coastal communities
- Development of the JC's investment framework required to deliver the Productivity Strategy within a new national funding environment.
- Enable the partners to prepare for and respond to opportunities arising from the Comprehensive Spending Review and the Shared Prosperity Fund.

## **4.2 Joint Committee Political Arrangements**

**4.2.1** The Committee has agreed to change its meeting arrangements to achieve a better balance between formal decision-making meetings (fewer) and more opportunities for informal engagement and challenge sessions.

In addition, two informal engagement sessions will be arranged per annum to engage relevant Portfolio Holders and Directors on Joint Committee business.

## **4.3 Joint Committee Management Support Arrangements**

**4.3.1** Comprehensive management support arrangements have been in place to support the partnership (and latterly the Joint Committee) since 2015. These have been recently reviewed and refined. To minimise direct support costs impacting on the Committee's budget, most of the officer resource is provided by the Constituent Authorities on an 'in-kind' voluntary basis. In addition, Somerset County Council was appointed as the Administering Authority to the Joint Committee to support and run the Joint Committee

and its meetings. SCC has been paid for undertaking this role from the Joint Committee budget. Other direct budget contributions towards the Committee support costs have been allocated to refund those Constituent Authorities who have provided officer resources for project management capacity and administrative support to the Brexit Resilience and Opportunities Group.

#### **4.3.2** The diagram in Appendix B shows the revised management support arrangements of the Joint Committee.

The revised arrangements provide for:

- A Chief Executive's Executive Group to lead the work of the Joint Committee and to include theme leads from the Delivery Plan. The membership of this Group is set out in Appendix B.
- Use of existing Devon and Somerset Chief Executives' and Leaders' meetings to support the work of the Committee;
- 1 x joint meeting per annum of the Devon and Somerset Chief Executives.
- Better alignment of the Joint Committee's support arrangements with the LEP.
- A Policy and Technical Officer Group of senior policy officers to focus on: delivery of the Delivery Plan; monitoring progress/measuring performance; and drafting responses to national policy changes.
- A dedicated and resourced programme management function, (funded from the Joint Committee's budget) to manage Joint Committee business on behalf of the Chief Executive's Executive Group and in addition to the Administering Authority role. This arrangement was initially agreed for 6 months (April to Oct 2019) pending a review of the work load.

#### **4.4 Appointment of Administering Authority**

At the time of the establishment of the Joint Committee, the Constituent Authorities agreed to appoint Somerset County Council as the Administering Authority for the Joint Committee for a two-year period from 22 January 2018. With this appointment coming to an end early in the new year the HotSW Chief Executives' Executive Group has considered an appointment for the next two year period (as required by the Joint Committee's 'Arrangements' document).

The detail of the Administering Authority role is set out in the Joint Committee's Arrangements document but in summary it includes:

- Running the Joint Committee business and meetings;
- Administering the Joint Committee's budget;
- Responsibility for the Committee's communications and engagement plan including maintaining the Joint Committee's website.

The view of the HotSW Chief Executives' Executive Group is that Somerset County Council has done an excellent job of supporting the Committee and their recommendation is to reappoint the County Council to the Administering Authority role for a further two year period from 23 January 2020 to 22 January 2022. The Joint Committee will consider this recommendation at its meeting on the 27<sup>th</sup> September and it is likely to be agreed. In anticipation of this approval, South Somerset District Council is recommended to agree to the reappointment of Somerset County Council as the Administering Authority to the Joint Committee for the period from 22 January 2020 to 21 January 2022.

Note: The Joint Committee have agreed a budget allocation of £20,000 to the Council appointed as the Administering Authority.'

#### **4.5 Joint Committee Budget Position**

- 4.5.1** The Joint Committee remains completely reliant on the Constituent Authorities for its budget and there are no obvious sources of additional funding to support running costs or delivery of its work programme.

The Joint Committee budget as at the end of March 2019 was as follows:

Constituent Authorities	Contributions – 18/19 £	Expenditure – 18/19 £
County Council x2	10,500	40,000 – Administering Authority costs (including staffing, venue hire, publicity costs) 16,346 – Brexit admin support costs 9,750 – Housing audit 5,000 – Housing conference 8,759 – Transport consultancy 660 – Portfolio-holder event costs
Unitaries x 2	4,000	
Districts / National Park Authorities x 15	1,400	
Underspend carried forward from Devolution Budget	66,838	
<b>Total</b>	<b>116,838</b>	
		80513 36,325 (carry forward to 2019/20)

- 4.5.2** The Joint Committee budget covers the costs of running the Committee and the work programme. Contribution levels for each council tier are based on population levels. The Committee agreed earlier this year that a larger annual budget was likely to be required to fund work programme priorities in future years and approved ‘in principle’ to seek the agreement of the Constituent Authorities to double the 2018/19 core contributions as a one-year arrangement so giving maximum contributions in 2019/20 of:

County Council - £21,000

Unitary Council - £8,000

District Council / National Park Authorities – £2,800

For 2019/20 the Constituent Authorities have been invoiced for 50% of the amounts stated above. A second invoice was to be sent to each Constituent Authority for the other 50% in the autumn if the budget proved to be insufficient to fund the work required in 2019/20 and only if fully costed work programme proposals were available to justify the request.

The overall budget position for 2019/20 is detailed in the table in 4.5.3. There are no plans to invoice the Constituent Authorities for the second budget contribution for 2019/ 20 because of the need to take stock of the direction of the Committee’s work programme following the recent elections and delays in progressing discussions with Government as a result of Brexit. As it stands the contributions collected from the Constituent Authorities (£48,600) together with the underspend carried forward from 2018/19 (£36,326) totalling £84,926 is sufficient to cover the planned and anticipated costs for 2019/20 of £60k. A key unknown aspect of the work programme is the preparations for Brexit and the budget impacts of any work which the Committee may wish to commission. This will be kept under review in the coming months as the position becomes clearer.

**4.5.3**

<b>Income</b>	<b>£ (,000)</b>
Constituent Authority contributions	48,600 - committed 48,600 – in principle
2018/19 underspend	36,326
<b>Total</b>	<b>133.5 (of which 48.6k is in principle)</b>

<b>Expenditure</b>	<b>£ ,000</b>
Administering Authority Programme Office	20 – committed (for the year) 10 – committed (April to Sept)

Brexit Resilience and Opportunities Group – officer support costs	(Oct to March 2020 tbc but estimated at £10k) 10 – in principle (April to Sept) (Oct onwards tbc but estimated at up to £10k)
Housing Task Force	Tbc
Growth Corridor Work	Tbc
MP/ Ministerial engagement	Tbc
Brexit work programme	Tbc
Coastal Communities proposal	Tbc
<u>Total</u>	£60k (including anticipated commitments detailed above)

**4.5.4** Further discussions are planned as to how to establish a financially stable Joint Committee budget for future years as a pre-requisite to preparing a budget proposal for 2020/21 for submission to the Constituent Authorities.

## **5. Equalities Implications**

**5.1** There are no equalities implications associated with the recommendations.

## **6. Other Implications**

### **6.1** Legal:

The review of the role and functions of the Joint Committee have taken account of the legal framework within which the Joint Committee operates.

### **6.2** Financial:

As stated in the report.

### **6.3** HR

As stated in the report.

### **6.4** Risk

The key risk to the Constituent Authorities is a Committee without a clear role and functions and with unsustainable support arrangements which threaten the security and operation of the model. If the Committee cannot be sustained into the future then the momentum already achieved with Government will be at risk and the opportunity to realise additional funds, powers and responsibilities from Government for the benefit of the HotSW will be severely compromised. This in turn would compromise the ability to deliver the Productivity Strategy.

### **6.5** Other Implications: Health and Well-being; Health and Safety; Sustainability; Community Safety; Privacy

No implications.

## **7. Background papers**

**7.1** Link below to the HotSW Joint Committee Arrangements document as agreed by all of the Constituent Authorities



Annex A Heart of the  
South West Joint Con

Link below to the HotSW Joint Committee Inter-Authority Agreement as agreed by all of  
the Constituent Authorities



Annex A Heart of the  
South West Joint Con

**Note:** For sight of individual background papers please contact the report author.

## APPENDIX A

### EXTRACT FROM THE JOINT COMMITTEE'S ARRANGEMENTS DOCUMENT

#### 2. Joint Committee Functions:

2.1 The only delegated functions of the Joint Committee relate to:

- (a) the approval of the HotSW Productivity Strategy; and
- (b) the development and endorsement of the HotSW Local Industrial Strategy (LIS) (noting that final approval of the HotSW LIS rests with the HotSW Local Enterprise Partnership (LEP) and the Government.

All other matters referred to in 2.3 below are 'referred' matters where the Joint Committee will make recommendations to the Constituent Authority or Authorities for decision. Additional delegated or referred functions may be proposed for the Joint Committee in the future by the Joint Committee or any of the Constituent Authorities but shall only be agreed if approved by all of the Constituent Authorities.

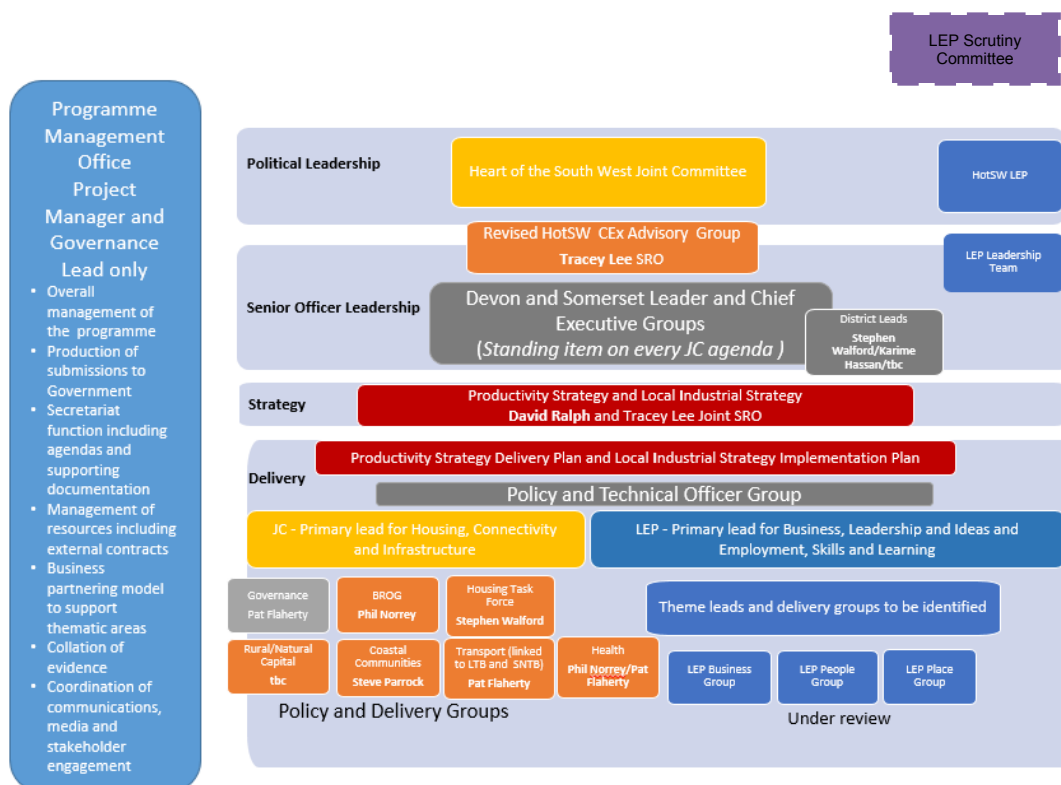
2.2 The principle of subsidiarity will apply to the relationship between the Joint Committee, the Constituent Authorities and local Sub-Regional Partnerships with decisions being made at the most local and appropriate level on all matters to do with the delivery of the Productivity Strategy and in relation to the other functions of the Joint Committee.

2.3 The Joint Committee shall:

- (a) Develop and agree the HotSW Productivity Plan in collaboration with the LEP.
- (b) Maintain oversight of the HotSW Delivery Plan = working alongside and in collaboration with the LEP using each other's strengths and roles to ensure delivery of the HotSW Productivity Strategy.
- (c) Continue discussions /negotiations with the Government and Government agencies to achieve direct intervention, support, funding and powers to the benefit of the HotSW and assist with the delivery of the Productivity Plan and the LIS, working with the LEP.
- (d) Continue discussions / negotiations with the Government / relevant agencies to secure delivery of the Government's strategic infrastructure commitments, eg, strategic road and rail transport improvements.
- (e) Design and deliver the strategic HotSW response to 'Government' offers and respond to Government calls for evidence if appropriate.
- (f) Design and deliver public sector reform where this will deliver improved productivity to the HotSW, eg health, education.
- (g) Deliver at scale (beyond what individual councils can achieve).
- (h) Work with the LEP to identify and deliver adjustments to the LEP's democratic accountability and to assist the organisation to comply with the revised (November 2016) LEP Assurance Framework. This includes endorsing the LEP's assurance framework on behalf of the Constituent Authorities as and when required. However, this is subject to the Framework being formally approved by the LEP's Administering Authority.
- (i) Ensure that adequate resources (including staff and funding) are allocated by the Constituent Authorities to enable the objectives in (a) to (e) above to be delivered.

## APPENDIX B

### HotSW Joint Committee Support Structure



### Chief Executives' Executive Group Membership and Roles

Theme/Role	Lead	Body
HotSW Leaders SRO	Tracey Lee	JC (PCC)
Productivity Strategy SRO	Tracey Lee/David Ralph	JC (PCC)/LEP
LIS SRO	David Ralph/Tracey Lee	LEP/JC (PCC)
BROG	Phil Norrey	JC (DCC)
Governance lead	Pat Flaherty	JC (SCC)
Housing lead	Stephen Walford	JC (MDDC)
Transport lead	Pat Flaherty	JC (SCC)
Coastal Communities lead	Steve Parrock	JC (TC)
District Council Leads X 3	Stephen Walford (Devon - Rural) Karime Hassan (Devon - City/Urban) Stuart Brown (Somerset)	JC (MDDC/ECC/MDC)
Rural/Natural Capital lead	Kevin Bishop	JC (DNP)
Health theme	Via Phil Norrey and Pat Flaherty in the short term	JC (DCC/SCC)



# Agenda Item 8

## **Community Capital Grant Request to the Parochial Church Council of All Saints Church, Isle Brewers**

*Executive Portfolio Holder:* Adam Dance, Chairman of Area North  
*Director:* Martin Woods, Director of Service Delivery  
*Manager / Lead Specialist:* Tim Cook, Locality Manager  
*Lead Officer:* Adrian Moore, Locality Officer  
*Contact Details:* [adrian.moore@southsomerset.gov.uk](mailto:adrian.moore@southsomerset.gov.uk) or 01935 462409

### **Purpose of the Report**

1. Councillors are asked to consider the awarding of a capital grant of £35,000 towards creating a community space within the recently restored historical building of All Saints Church, Isle Brewers for the use of the Village of Isle Brewers and surrounding communities that currently lack a suitable facility.

### **Public Interest**

2. 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.
3. The Parochial Church Council of All Saints Church, Isle Brewers has applied to the Area North community grants programme for financial assistance with the costs of creating a multifunctional usable community space within the restored church building of All Saints Church, Isle Brewers TA3 6QN. The application has been assessed by the Locality Officer who is submitting this report to enable the Area North Committee to make an informed decision about the application.

### **Recommendation**

4. That Area North Committee endorse the awarding of a grant, and recommend to District Executive that a grant of £35,000 be awarded to The Parochial Church Council of All Saints Church towards an ambitious £169,000 project to create a multifunctional usable community space within the restored All Saints Church building. The grant to be allocated from the Area North capital programme and subject to SSDC standard conditions for community grants (Appendix A).

*Note - Within the District Council's scheme of delegation, capital projects seeking up to £12,500 are considered by Area Committees but District Executive is the decision making body for amounts over £12,500.*

### **Application Details**

Name of applicant:	Parochial Church Council of All Saints Church, Isle Brewers
Project:	Create a multifunctional usable community space within the restored church building of All Saints Church, Isle Brewers TA3 6QN
Total project cost:	£169,000 plus VAT
Amount requested from SSDC:	£35,000
Application assessed by:	Adrian Moore, Locality Officer

## Capital Grant Assessment Score

5. The table below shows the grant scoring for this application. When assessed, projects which score above 22 points are eligible for SSDC support under the current Districtwide policy.

Category	Actual score	Maximum score possible
A Eligibility	Yes	Y/N
B Equalities Impact	5	7
C Need for project	5	5
D Capacity of organisation	13	15
E Financial need	6	7
F Innovation	3	3
<b>Total</b>	<b>32</b>	<b>37</b>

## Background

6. Isle Brewers is a small village on the edge of the Somerset levels. There is no parish council but a very active village committee. The parish church of All Saints in Isle Brewers was built in 1861. The original Church of All Saints stood near the Domesday Mill. Four years ago a meeting was held in Hambridge Village Hall to discuss the future of the Church building due to its structural deterioration and subsequent danger to all users. A recommendation to close the church and let it deteriorate to the mercy of the elements was made. As the only public building left in the village of Isle Brewers, a dedicated band of villagers did not accept the recommendation and set about planning for its restoration with the ambition, if funding could be found, of including a community space within the design.
7. The church has a small congregation and the village badly needs a usable community space with modern facilities for the whole community to be able to use all year round. The idea is to combine both user groups and capture the operational synergies all under one roof.
8. The structural building restoration part of the project is already well underway with the whole church currently covered in scaffolding with a false roof and entirely wrapped to keep out the elements. When complete this will remove Isle Brewers Church from the 'At Risk Register'.

## Parish information

Parish*	Isle Brewers
Parish Population	150
No. of dwellings	100

\*Taken from the 2011 census profile

## The project

9. The combined cost of restoration of the church building and the community space, inc VAT, stands at a total of **£627,624**.

The community space element of the overall project is **£169,000**.

Heritage Lottery Funding of **£69,000** is already secured for the community space project.

The current shortfall in funding the community space element of the project is **£99,836**.

10. An application has recently been submitted to the Lottery Community Fund for **£65,000** and Isle Brewers have been informed that they are already through to the last 20% of applicants and should find out if they are successful by the end of September 2019.
11. The request to SSDC is to consider providing a grant to cover the **£35,000** shortfall to enable this project to be successfully completed.
12. The community space project will include: Supervising architect design fees, structural engineering fees, preliminary costs, contingency, a new water supply, drainage, wood treatment, new ventilation, a mezzanine intermediate floor and associated staircase, secondary double glazing, accessible toilet, kitchen goods, fitted servery, engineered insulated oak flooring, heat exchangers heating system, light emitting diode (LED) lighting, decoration, audio visual equipment and a disabled access ramp.

#### **Local support / evidence of need**

13. There is a real need for a community space in Isle Brewers. Whilst the Village history can be traced back to the Domesday Book, the only public building is the church. Since the public house closed over 50 years ago, it has never had a place for villagers to gather for social occasions. It is two miles to the nearest bus stop and there has not been a shop in the village since the post office closed 24 years ago. As the South Somerset census details reveal, the average age of the population is much higher than the national average as 46% of the population are 60 years plus. Tackling rural loneliness amongst the elderly, particularly in the winter months, is a primary objective of this community space project.
14. A very similar project has already been delivered in South Somerset at The Anglican Church of St Peter in the village South Barrow in Area East. The Isle Brewers committee have undertaken extensive research investigating the restoration of their church and developing their community space project and were greatly inspired by the project at South Barrow. It led Isle Brewers to employ the architect South Barrow used so that they can enjoy the same expertise, attention to detail and outcomes. SSDC Area East Committee financially supported the South Barrow church community space project through a Community Grant.
15. Two years ago, with a purpose built community centre in mind, a rare opportunity arose for the Parish to buy a 1.9 acre field opposite the Church from the Duchy. This was funded by the Village Trust, local donations and the Duchy accepting the Parish's under bid as a higher bid had been lodged with them. The field will now provide car parking for the new community space within the restored church as well as additional space for young people in the village and Summer Fetes and fairs, etc.

#### **Project Costs**

<b>Project Costs</b>
Supervising Architect Design Fees
Structural Engineering Fees
Preliminary Costs
Contingency
Water Supply
Drainage
Wood Treatment
Ventilation
Mezzanine Intermediate Floor and Associated Staircase
Secondary Double Glazing
Accessible Toilet
Kitchen Goods
Fitted Servery
Engineered Insulated Oak Flooring
Heat Exchangers Heating System
LED lighting
Decoration
Audio Visual Equipment
Disabled Access Ramp
<b>Total £169,000</b>

**Funding plan**

<b>Funding Source</b>	<b>Secured or Pending</b>	<b>Amount £</b>
National Lottery Community Fund	Pending	£65,000
South Somerset District Council	Pending	£35,000
Heritage Lottery Funding	Secured	£69,000
<b>Total</b>		<b>£169,000</b>

**Conclusion and Recommendation**

16. It is recommended that a grant of £35,000 is awarded

**Financial implications**

- 17. Within the District Council’s scheme of delegation, capital projects seeking up to £12,500 are considered by Area Committees but District Executive is the decision making body for amounts over £12,500.
- 18. Area North Committee is being asked to endorse this funding request for £35,000 ahead of it being referred to District Executive for a decision.
- 19. There is an unallocated balance of £154,102 in the Area North Capital Reserve. If the recommended grant of £35,000 is awarded it will leave an unallocated balance of £119,102 remaining.

20. 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**

**Health and Communities - To build healthy, self-reliant, active communities by:**

- Supporting communities so that they can identify their needs and develop local solutions
- Target support to areas of need
- Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities

### **Carbon Emissions and Climate Change Implications**

21. The selection of efficient low energy items and effective insulation techniques will collectively help increase energy efficiency and ultimately reduce the carbon footprint related to the running of this community space and building. Modern items and construction techniques include: Heat Exchangers, LED lighting, Insulated wood flooring, Secondary double-glazing, Modern kitchen appliances.

### **Equality and Diversity Implications**

22. The project aims to provide for people across all age and interest groups in the local community.

### **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.

#### 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.

# Agenda Item 9

## **Adoption of the International Holocaust Remembrance Alliance definition of Anti-Semitism**

*Executive Portfolio Holder:* Cllr. Val Keitch, Strategy and Housing  
*Director:* Netta Meadows, Director Strategy and Support Services  
*Service Manager:* Jan Gamon, Lead Specialist - Strategic Planning  
*Lead Officer:* Dave Crisfield, Specialist – Strategic Planning  
*Contact Details:* david.crisfield@southsomerset.gov.uk or 01935 462240

### **Purpose of the Report**

1. To seek member agreement of the adoption of the International Holocaust Remembrance Alliance definition of Anti-Semitism and to request referral to Full Council for adoption.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of October 2019.

### **Public Interest**

3. As a measure that supports the Council's obligations under the Equality Act 2010, and its responsibilities under the Public Sector Equality Duty, adoption of the IHRA definition of anti-Semitism contributes to the council's approach to promoting equality and meeting its equality duties to the public, customers, contractors/suppliers and staff.

### **Recommendation**

4. That the District Executive recommend to Full Council the adoption of the International Holocaust Remembrance Alliance definition of Anti-Semitism along with the accompanying illustrative examples.

### **Background**

#### **5. The definition**

The International Holocaust Remembrance Alliance (IHRA), founded in 1998, is an inter-governmental body that unites governments and experts to strengthen, advance and promote Holocaust education, research and remembrance and to uphold the commitments to the 2000 Stockholm Declaration.

The United Kingdom has been member of the IHRA since it was founded in 1998.

On 26 May 2016 in Bucharest, the Plenary of the International Holocaust Remembrance Alliance (IHRA) adopted the following non-legally binding working definition of antisemitism along with supporting examples that may serve as illustrations:

*“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”*

*“Manifestations of anti-Semitism might include the targeting of the state of Israel, conceived as a Jewish collectivity. However, criticism of Israel similar to that levelled against any other country cannot be*

*regarded as anti-Semitic. Antisemitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong.” It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits.”*

*The IHRA definition specifies eleven ‘contemporary examples of antisemitism’ in public life, the media, schools, the workplace, and in the religious sphere which could, taking into account the overall context, include but are not limited to:*

- 1. Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.*
- 2. Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as a collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.*
- 3. Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.*
- 4. Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).*
- 5. Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.*
- 6. Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.*
- 7. Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavour.*
- 8. Applying double standards by requiring of it a behaviour not expected or demanded of any other democratic nation.*
- 9. Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.*
- 10. Drawing comparisons of contemporary Israeli policy to that of the Nazis.*
- 11. Holding Jews collectively responsible for actions of the state of Israel*

## **British Government and Local Government position**

- 6.** In December 2016 the British Government adopted the IHRA definition and the then Home Secretary Sajid Javid wrote to all council Leaders in January 2017 requesting that the definition be adopted at a local authority level.

To date, circa 200 local authorities in the UK have adopted the definition.

## **Current Climate**

- 7.** A record number of anti-Semitic incidents were recorded in the UK for the first six months of 2019 by the Community Security Trust. There were 892 reported incidents between January and June 2019, a 10% increase on the same period of 2018 – which also had a record high. The number of violent anti-Semitic assaults rose from 62 in the first half of 2018 to 85 in the same period of 2019. There were 38 incidents of damage and desecration of Jewish property; 710 of abusive behaviour, including verbal abuse, graffiti, abuse via social media and one-off cases of hate mail; 49 direct threats; and 10 cases of mass-mailed leaflets or emails. Sixty-two public figures became targets, as well as 102 Jewish community organisations, events and commercial premises.

In addition to the increasing number of incidents of anti-Semitism we have also seen high profile cases of alleged institutional anti-Semitism such as the controversy surrounding the national Labour Party.



Within this context, therefore, adoption of the IHRA definition by SSDC would be a timely act and provide a clear message to the council's customers and stakeholders of its position regarding anti-Semitism.

### Legal Status

8. Whilst the IHRA definition of Anti-Semitism is not legally binding its adoption will support the Council's obligations under the Equality Act 2010, and its responsibilities under the Public Sector Equality Duty, to demonstrate due regard and to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not

The IHRA definition serves, therefore, as a complementary measure that addresses equalities issues though seeking to deepen the understanding of anti-Semitism.

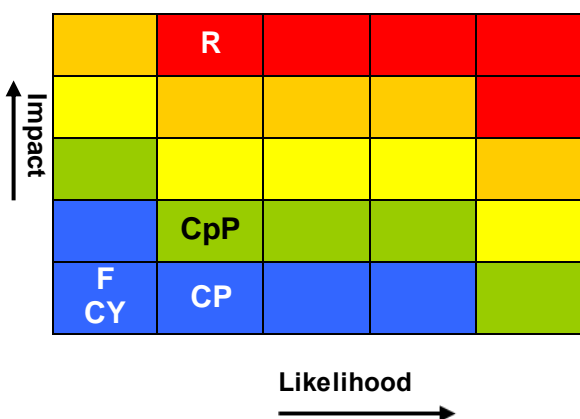
However, this proposal does not constitute a law. South Somerset like the rest of Britain, is built on free speech. Therefore the council would always uphold the rights of citizens to engage in reasoned debate. Therefore, non-anti-Semitic criticism of the policies of the government of Israel is entirely legitimate, as is the case with any country's government. The right to express such criticism is not restricted by this proposal.

### Financial Implications

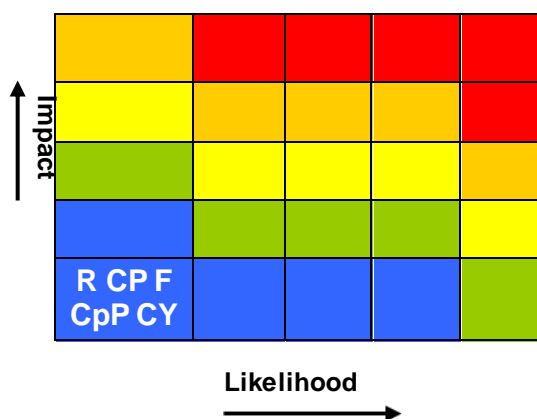
9. There are no financial implications in respect of this report.

### Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



### Key

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

## **Council Plan Implications**

10. Adoption of the IHRA definition of Anti-Semitism would be wholly consistent with, and complement the Council's Equality and Diversity Policy, which in turn is fully aligned to all six Values that underpin the 2016-21 Council Plan i.e.

- Putting the customer first when developing plans and services
- Supporting people and communities, enabling them to help themselves
- Being open, transparent and with greater accessibility to those that need to use council services
- Working with partners to improve services, efficiencies, resilience and influence
- Embracing innovation and improved technology to improve customer service and access
- Empowering a confident, flexible workforce

## **Carbon Emissions and Climate Change Implications**

11. Consideration has been given to climate change implications and there is no foreseeable impact.

## **Equality and Diversity Implications**

12. An Equality Impact Relevance Check Form was completed for this proposal which indicates that adopting the IHRA definition is unlikely to disproportionately disadvantage any protected characteristic, and does not directly prevent the promotion of understanding between different groups.

If members support the report's recommendation this will add value to our existing commitment to Equality and Diversity and help contribute to the council's compliance with the Equality Act 2010 and Public Sector Equality Duty, particularly in relation those that come under the Religion and Belief Protected Characteristic.

## **Privacy Impact Assessment**

13. No implications

## **Background Papers**

None

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# Agenda Item 10

## **District Executive Forward Plan**

*Executive Portfolio Holder:* Val Keitch, Leader, Housing and Strategy  
*Director:* Netta Meadows, Strategy and Support Services  
*Lead Officer:* Angela Cox, Democratic Services Specialist  
*Contact Details:* angela.cox@southsomerset.gov.uk or (01935) 462148

### **1. Purpose of the Report**

1.1 This report informs Members of the current Executive Forward Plan, provides information on Portfolio Holder decisions and on consultation documents received by the Council that have been logged on the consultation database.

### **2. Public Interest**

2.1 The District Executive Forward Plan lists the reports due to be discussed and decisions due to be made by the Committee within the next few months. The Consultation Database is a list of topics which the Council's view is currently being consulted upon by various outside organisations.

### **3. Recommendations**

3.1 The District Executive is asked to:-

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

### **4. Executive Forward Plan**

4.1 The latest Forward Plan is attached at Appendix A. The timings given for reports to come forward are indicative only, and occasionally may be re scheduled and new items added as new circumstances arise.

### **5. Consultation Database**

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

### **6. Background Papers**

6.1 None.

## Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
November 2019	Service Delivery Recovery Plan	Portfolio Holder - Protecting Core Services	Director Service Delivery	Martin Woods, Director (Service Delivery)	District Executive
November 2019	Capital & Revenue Budget monitoring reports for Quarter 2	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Nicola Hix, Lead Specialist (Finance)	District Executive
November 2019	Quarterly Corporate Performance Report	Portfolio Holder - Strategy & Housing	Director Strategy and Support Services	Cath Temple, Specialist (Performance)	District Executive
November 2019	Adoption of Public Realm Design Guide Yeovil town centre as Supplementary Planning Document	Portfolio Holder - Area South including Yeovil Refresh	Director Service Delivery	Ian Timms, Yeovil Refresh Project Manager	District Executive
November 2019	Policy for Awarding Private Sector Housing Grants/Loans and other Financial Assistance	Portfolio Holder - Protecting Core Services	Director Service Delivery	Vicki Dawson, Lead Specialist (Environmental Health)	District Executive
December 2019	Commercial Asset Update Report	Portfolio Holder - Economic Development including Commercial Strategy	Director Commercial Services & Income Generation	Robert Orrett, Commercial Property Manager	District Executive
December 2019	Homelessness and Rough Sleepers Strategy	Portfolio Holder - Strategy & Housing	Director Strategy and Support Services	Leisa Kelly, Specialist (Strategic Planning)	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
December 2019	Future funding of CASS, SPARK and Access for All	Portfolio Holder - Health & Well-Being	Director Strategy and Support Services	David Crisfield, Third Sector and Equalities Co-ordinator	District Executive
December 2019	Draft 2020/21 Budget Update	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Paul Fitzgerald, Section 151 Officer	District Executive
January 2020	Somerset Waste Partnership Annual Report and Draft Business Plan 2020 - 2024	Portfolio Holder - Environment	Director Commercial Services & Income Generation	Chris Cooper, Environment Services Manager	District Executive
February 2020	Capital & Revenue Budget monitoring reports for Quarter 3	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Nicola Hix, Lead Specialist (Finance)	District Executive
February 2020	Quarterly Corporate Performance Report	Portfolio Holder - Strategy & Housing	Director Strategy and Support Services	Cath Temple, Specialist (Performance)	District Executive
February 2020	2020/21 Revenue and Capital Budget	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Paul Fitzgerald, Section 151 Officer	District Executive
February 2020					South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
February 2020 February 2020	2020/21 Capital Strategy	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Paul Fitzgerald, Section 151 Officer	District Executive South Somerset District Council
February 2020 February 2020	2020/21 Investment Strategy	Portfolio Holder - Finance, Legal & Democratic Services	Director Strategy and Support Services	Paul Fitzgerald, Section 151 Officer	District Executive South Somerset District Council
February 2020 February 2020	Council Plan 2020/21	Portfolio Holder - Strategy & Housing	Director Strategy and Support Services	Jan Gamon, Lead Specialist (Strategic Planning)	District Executive South Somerset District Council
TBC	Leisure Contracts	Portfolio Holder - Health & Well-Being	Director Service Delivery	Lynda Pincombe, Specialist (Strategic Planning)	District Executive
TBC	Dualling of A303 from Sparkford to Ilchester	Portfolio Holder - Protecting Core Services	Director Strategy and Support Services	Specialist (Strategic Planning)	District Executive

## APPENDIX B - Current Consultations – October 2019

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p><b>Review of local authority financial reporting and external audit: call for views</b></p> <p>This call for views, for Sir Tony Redmond’s review of local authority financial reporting and external audit, invites views, information and evidence on, in particular:</p> <ul style="list-style-type: none"> <li>• definitions of audit and its users</li> <li>• the expectation gap</li> <li>• audit and wider assurance</li> <li>• the governance framework</li> <li>• audit product and quality</li> <li>• auditor reporting</li> <li>• how local authorities respond to audit findings</li> <li>• the financial reporting framework</li> </ul> <p>The call for views is aimed at anyone with a direct or indirect interest in local authority audit and financial reporting.</p> <p><a href="https://www.gov.uk/government/consultations/review-of-local-authority-financial-reporting-and-external-audit-call-for-views?utm_source=7e939a7b-b522-4603-bdca-04f31d3f917f&amp;utm_medium=email&amp;utm_campaign=govuk-notifications&amp;utm_content=daily">https://www.gov.uk/government/consultations/review-of-local-authority-financial-reporting-and-external-audit-call-for-views?utm_source=7e939a7b-b522-4603-bdca-04f31d3f917f&amp;utm_medium=email&amp;utm_campaign=govuk-notifications&amp;utm_content=daily</a></p>	Finance and Legal Services	Director – Strategy and Support Services	Officers in consultation with Portfolio Holder	Section 151 Officer	22 November 2019

# Agenda Item 11

## **Date of Next Meeting**

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 7<sup>th</sup> November 2019** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.



# Agenda Item 12

## **Exclusion of Press and Public**

The Committee is asked to agree that the following item (agenda items 13 and 14) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

# Agenda Item 13

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

# Agenda Item 14

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted