



District Executive

Thursday 4th August 2022

9.30 am

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

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



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

The public and press are welcome to attend.

Any members of the public wishing to attend, or address the meeting at Public Question Time, are asked to email democracy@southsomerset.gov.uk by 9.00am on Wednesday 3rd August 2022

If you would like any further information on the items to be discussed, please contact democracy@southsomerset.gov.uk

This Agenda was issued on Wednesday 27 July 2022.

Jane Portman, *Chief Executive Officer*



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

District Executive Membership

Jason Baker
Mike Best
John Clark
Nicola Clark
Adam Dance
Sarah Dyke
Peter Gubbins
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.

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 at democracy@southsomerset.gov.uk

District Executive

Thursday 4 August 2022

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on Thursday 07 July 2022.

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. Natural Environment Presentation (Page 5)

7. Yeovil Crematorium Project - Request for Additional Funding from the Corporate Capital Contingency Budget (Pages 6 - 10)

8. Millers Garage Car Park Project, East Street, Crewkerne - Request for Additional Funding from the Corporate Capital Contingency Budget (Pages 11 - 14)

9. Yeovil Key Sites Change of Scope Request (Pages 15 - 19)

10. Yeovil Refresh Wyndham Street Public Realm Funding (Pages 20 - 24)

11. Placeholder Report - Potential request from Scrutiny Committee for re-consideration of an Executive Decision as a result of the Scrutiny Call-in procedure (Page 25)

12. District Executive Forward Plan (Pages 26 - 29)

13. Date of Next Meeting (Page 30)

14. Exclusion of Press and Public (Page 31)

15. Briefing on Local Government Reorganisation (Confidential) (Page 32)



Natural Environment Presentation

Executive Portfolio Holders: Sarah Dyke, Environment
Mike Best, Health and Wellbeing
Strategic Director: Kirsty Larkins, Service Delivery
Service Manager: Katy Menday, Leisure and Recreation Manager
Lead Officer: Katy Menday, Leisure and Recreation Manager
Contact Details: Katy.menday@southsomerset.gov.uk or 01935 462522

The Leisure and Recreation Manager and the Climate Change Case Officer will provide Members with a presentation about the Council's response to the ecological emergency, including key achievements of the Countryside and Environment Teams.

Copies of the presentation slides will be published in a separate supplement to this agenda.

Yeovil Crematorium Project Request for Additional Funding from the Corporate Capital Contingency Budget

Executive Portfolio Holder: Cllr Peter Gubbins, Yeovil Crematorium/Area South
Ward Member(s) Cllr Peter Seib, Cllr Barbara Appleby, Cllr Jeny Snell
SLT Leads: Nicola Hix, Director, Support Services and Strategy/
Jill Byron, Solicitor and Monitoring Officer
Service Manager: James Divall, Assistant Director, Strategy & Support Services
Lead Officer: Robert Orrett, Commercial Property Land and Development Manager
Contact Details: Robert.orratt@southsomerset.gov.uk or 01935 462075

Purpose of the Report

1. This report identifies revisions to scope supported by the Project Board to mitigate the impact of greater than anticipated inflation in construction costs and a request for additional funds from the corporate capital contingency to enable a robust basis for the Project Board to authorise officers to enter into the construction contract for this project. This follows a detailed process for the contractors tender to be updated to reflect the period of time since it was originally made, the pause having been triggered by the COVID-19 pandemic.

Forward Plan

2. This did not appear on the District Executive Forward Plan. The general situation was included in the report to District Executive in July titled Review of 2022/23 Capital Programme. The urgency is that the project is ready for contractual commitment and to proceed to site. Delay could lead to further inflationary cost increases and also to reduce the period for construction work before winter weather impacts with greater risk of project delays causing cost increases.

Public Interest

3. This report contains an update on the previously agreed proposals to refurbish and update Yeovil Crematorium to continue and improve upon the quality of the service offered to grieving families and mourners.

Recommendations

4. That the District Executive:
 - a. notes the updated position with this project and the support of the Project Board for the recommended approach.



South Somerset District Council

- b. notes that the total budget needs to be increased by £185,400, being shared 89/11% between SSDC and YWPC in accordance with the ownership shares.
- c. agrees to fund £165,000 from the Corporate Capital Contingency Fund towards the Yeovil Crematorium project as an addition to the budget approved by Full Council in February 2022.

Background

5. Yeovil Crematorium is the only crematorium facility in the immediate area and averages 1700 cremations a year. It supports a large geographic area. The crematorium is managed by SSDC on behalf of the Yeovil Crematorium and Cemetery Committee. The existing crematorium was built in 1970 and is now rather dated and lacking in capacity (for example, the existing chapel accommodates less than 100 mourners).
6. Project work has been progressed since 2017 to design and deliver refurbishment of the Crematorium by constructing a new chapel, a new waiting room (created from the existing chapel), a smaller secondary chapel and improved parking and other associated facilities, including replacement cremators. The construction project was in the final stages before commencement on site when the COVID-19 pandemic and lockdown started. It was deferred due to cost risk and operational pressures linked to the pandemic. Throughout the remainder of 2020 and the first half of 2021, the operational focus for the crematorium was meeting continuing needs for funerals in the area during the pandemic. This was often challenging for families and mourners coping with loss, and also for the staff at the crematorium.
7. South Somerset District Council (SSDC) owns an 89% interest in Yeovil Crematorium and Yeovil Without Parish Council (YWPC) owns an 11% interest.
8. A report to Full Council in February 2022 recommended that the total project budget was increased to £5.721m. This increase gave confidence to the contractor to commit the large amount of time to detailed repricing. The estimate of project cost inflation at that stage was made by council officers. The world and national inflation situation has worsened materially since that estimate was made and evidence prepared by independent construction industry analysts confirm the experience of rapidly accelerating costs.

The Current Position

9. Following the decision of Full Council to increase the budget to enable this project, as designed, to proceed, officers have liaised with the preferred contractor for them to carry out the large amount of detailed work to update their costings.
10. Current experience on all construction related projects is that this is a very difficult market for construction cost increases. The Building Cost Information Service of the Royal Institution of Chartered Surveyors has reported that materials costs have increased by 20% in the last 12 month period. The combined Brexit, COVID-19 and Ukraine situations leave extreme uncertainty around the continuing situation. The tender was costed in the latter part of 2019.



South Somerset District Council

11. The updated costing prepared by the contractor on the same project scope as previously produced and increase in cost of 27% - well above the approved increase in budget. Omissions from the scope have been identified by officers comprise omission of the works to Offices/Toilets [Phase 4B] and demolition of Chapel of Remembrance. The costed impact of these omissions reduces the impact considerably but leaves a budget pressure of about £160,000. There is also a need for additional external professional team services to conclude matters prior to entering into the contract and due to adjustment to the intended contractual approach during the works.

Contingency and Additional Budget

12. This project budget as previously approved had a larger contingency percentage than typical for construction projects. This was partly because of the wider project scope which also includes a separate major sub-project to replace the cremators, but also because refurbishment and extension works are more difficult to estimate than new build.
13. It is reasonable now not to carry contingency on the Cremator replacement element of the overall project, as matters such as the possible replacement of the base have been avoided. This gives some scope to reduce the contingency which can thus assist with the cost pressure. The Project Board has noted that in the current climate, and with the long period over which the construction will continue (22 months), the contractor will not commit on a basis of a fixed price contract so there will be exposure to evidenced cost increases during the contract period. For that reason, the Project Board consider that the must remain a minimum contingency at this stage equating to 12% of the construction cost. The recommendation also allows for additional professional fee budget.
14. The assessment to meet the expectations set by the Project Board is that the amount to be requested from the Corporate Capital Contingency Fund is £165,000 as an addition to total previously approved budget of £5.721m.

Commentary

15. The importance of the Crematorium to residents in the area, the significant need for the extension and refurbishment, and the continuing commitment to the scheme design were all generally supported by Members when the February 2022 report was considered by Full Council.
16. The costing has moved on from an estimate to actual contractor pricing. This is a considerable increase in certainty.
17. The addition of £165,000 to the overall budget equates to an increase of 2.9%. The business case. This will enable the contingency to be maintained at 12% of the construction cost. The business case is only marginally impacted and remains stronger than when the August 2019 budget was assessed.
18. YWPC will have considered at their 20 July 2022 meeting an addition to their contribution of £20,400. This recognises the 89/11% ownership shares of SSDC and YWPC. Support from YWPC will be on the basis that the funds continue to be met either from existing reserve or to be met from future profits with cashflow in the meantime met by SSDC.
19. The total increase in budget will be £185,400 to be shared 89/11% between SSDC and YWPC.

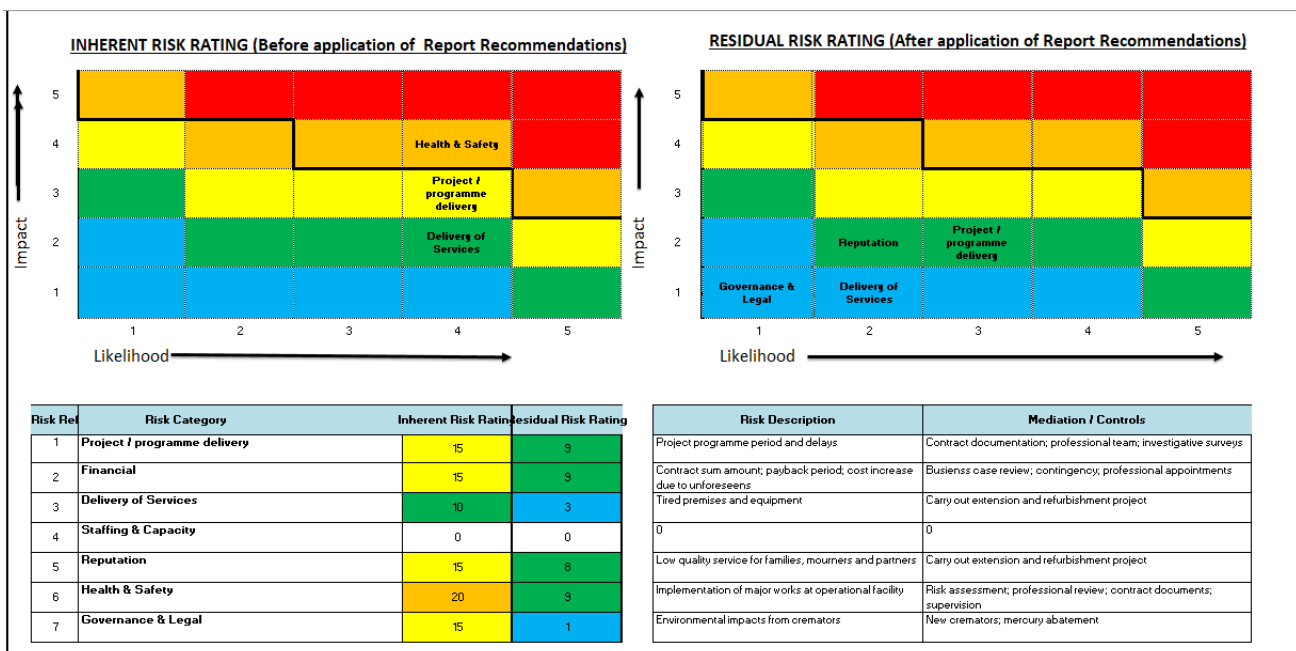
Financial Implications

20. The detail of tender updates remains commercially sensitive at this stage of the project. The maximum overall budget approved as part of the Capital Programme in February 2022 was £5.721m. The increase in construction costs has been greater than the estimated amount that was factored into that budget. The costings now are more certain being derived from actual contractor pricing and are expected to form the basis of the contract sum.
21. There will still be inflation risk exposure on this project as the contractor is unwilling to enter into a fully fixed price contract in the current environment of higher inflation. The costs will be certain as to current pricing levels but future price increases during the construction period will have impact on the cost.
22. The Board has identified a minimum contingency sum of 12% as being prudently required in the circumstances. The combination of identified omissions from scope and the additional budget recommended by this report achieve slightly better than that.

Legal implications (if any) and details of Statutory Powers

23. This project is identified as requiring sign-off by Somerset County Council within the Section 24 Directive and General Consents protocol, otherwise this report is a change of scope and budget which forms part of the standard budget management processes of the council.

Risk Matrix



Council Plan Implications

24. This project contributes positively across most Council Plan themes – Protecting Core Services, Economy, Environment, Healthy, Self-reliant communities.

Carbon Emissions and Climate Change Implications

25. Replacement cremators will significantly improve environmental performance from this facility, most notably by including mercury abatement but also confidently achieving specialised environment performance standards. The refurbishment works will reduce the carbon consumption of the facility.

Equality and Diversity Implications

26. An equality relevance check has been undertaken on this proposal and there are no adverse implications.

Privacy Impact Assessment

27. There are no adverse personal data implications to this report.

Background Papers

June 2017 – District Executive	Refurbishment and Development of Yeovil Crematorium (Confidential)
June 2017 – Full Council	Refurbishment and Development of Yeovil Crematorium (Confidential)
December 2017 – Scrutiny Committee	Update Report on Progress with the Scheme to Develop and Refurbish Yeovil Crematorium
August 2019 – Full Council	Update on the Refurbishment and Development of Yeovil Crematorium (Confidential)
February 2022 – Full Council	Options to refurbish Yeovil Crematorium

Millers Garage Car Park Project, East Street, Crewkerne Request for Additional Funding from the Corporate Capital Contingency Budget

Executive Portfolio Holder: Cllr John Clark, Economic Development
Ward Member(s) Cllr Mike Best, Cllr Ben Hodgson, Cllr Robin Pailthorpe
SLT Lead: Jill Byron, Solicitor and Monitoring Officer
Service Manager: Robert Orrett, Commercial Property, Land and
Development Manager
Contact Details: Robert.orratt@southsomerset.gov.uk or 01935 462075

Purpose of the Report

1. This report identifies the impact of inflation in construction costs on the forecast cost of this project and a request for additional funds from the corporate capital contingency.

Forward Plan

2. This did not appear on the District Executive Forward Plan. The general situation was included in the report to District Executive in July titled Review of 2022/23 Capital Programme. Members have indicated their wish to see this project proceed promptly and the aim is to complete before the end of March 2023. The percentage increase in estimated budget means it is not justifiable to commit project spending without confirmation of the additional funds.

Public Interest

3. This report contains an update on previously agreed proposals to construct a new long-stay car park near Crewkerne town centre on land owned by SSDC.

Recommendations

4. That the District Executive:
 - a. notes the updated position with this project and the estimate of the project cost.
 - b. notes the increase in the total budget for this project to £413,000.
 - c. agrees to fund £203,000 from the Corporate Capital Contingency Fund towards the Millers Garage Car Park Project as an addition to the budget approved by Full Council in February 2022.

Background



South Somerset District Council

5. SSDC purchased a parcel of land known as Millers Garage, Crewkerne in late 2014 for £225,000 with the aim of delivering additional long-stay car parking near the town centre, responding to a study of parking needs.
6. The car park has been designed to the stage required to apply for planning permission. The proposal was granted planning permission in August 2019 (18/00754/FUL). Enough of the implementation work has already been carried out for the development to be considered as having commenced for planning purposes. This has been confirmed by the planning officer.
7. Following purchase, time was spent exploring the potential to amend the development approach so that the land acquired by SSDC could help unlock the adjoining parcel in separate ownership. This has not been taken forwards.
8. The approved capital budget for 2022-23 includes £210,000 for this project. The current design will need to be developed by a consulting engineer to technical design, specification and tender package prior offering the package out for a tender process, contractor selection and construction.
9. The budget cost had been assessed a number of years ago and capital budget allocated to that. While possibilities were being explored, the capital budget was carried forward to successive years. The same amount was approved in the capital budget for 2022-23 and is not sufficient to complete the project.

The Current Position

10. The budget for this project has been reviewed and updated by officers. The officer team does not have the detailed data to achieve a high level of reliability. However, actual construction costs for a directly equivalent project, which was subject to competitive tendering in September 2020, have been taken as the basis. Using this base cost, 35% increase has been allowed for inflation to update the costs with additional provisions for various elements which were not included in the other project. Allowance has been made for 7.5% contingency and 12.5% professional fees.

Additional Budget

11. The updated costs assessment produces a total revised budget of £413,000. This is £203,000 above the amount allocated in the capital budget for 2022-23. This is the basis for the request for additional funds from the corporate capital contingency. Without the additional funds, the project cannot be delivered.
12. As the design is only developed to the stage for planning application at present, there is no opportunity for omissions while still meeting the overall objectives.

Commentary

13. The costing has been updated to the best ability of the officer team. As is typical of the evolution of construction projects, there remain two identifiable steps before a definitive cost would be known. The first is the production of detailed technical design and specification, with any necessary site investigations that may be required. The second is



South Somerset District Council

the tendering process with the aim of producing a fixed price at which a contractor will commit to a construction contract to deliver the project. There are normally still variables at that stage. These may be in the form of provisional sums for items that cannot be fully quantified or other areas where the client retain the risk, such as unforeseen ground conditions, pockets of contamination or exceptional weather events. The contingency will remain in place and is expected to be sufficient to cover those.

14. The project scale is relatively small and should require an actual construction period of around three months. It is considered reasonable to expect fixed price tenders for these works.

Financial Implications

15. The review of the budget for this project continues to be by the SSDC officer project team. It is therefore a lower degree of certainty than would exist at tender stage in the project.
16. Expectations are that cost inflation will continue to be relatively high for the foreseeable future. Accordingly, if there are material project delays those are likely to lead to further cost increases.
17. The increase in total budget is nearly doubling the amount approved in the Capital Programme in February 2022. This does involve a significant share of the total Corporate Capital Contingency Fund.

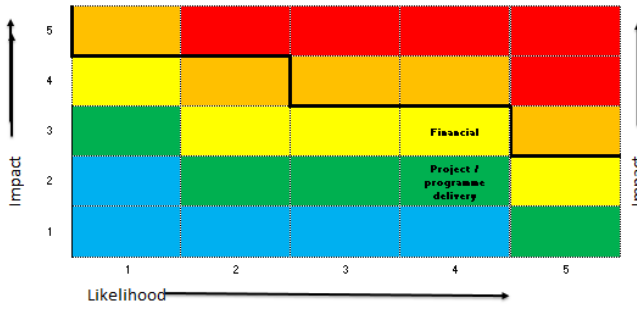
Legal implications (if any) and details of Statutory Powers

18. This project is identified as requiring sign-off by Somerset County Council within the Section 24 Directive and General Consents protocol, otherwise this report is a change of scope and budget which forms part of the standard budget management processes of the council.

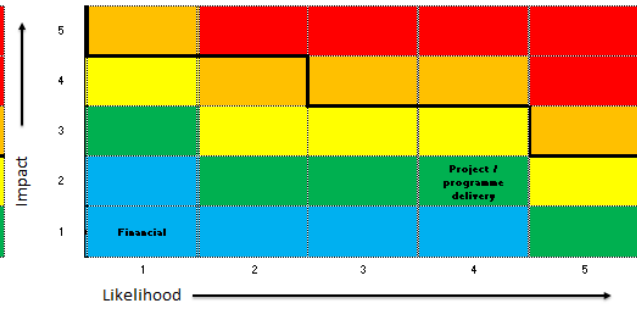
Risk Matrix



INHERENT RISK RATING (Before application of Report Recommendations)



RESIDUAL RISK RATING (After application of Report Recommendations)



Risk Ref	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	10	10
2	Financial	15	1
3	Delivery of Services	0	0
4	Staffing & Capacity	0	0
5	Reputation	0	0
6	Health & Safety	0	0
7	Governance & Legal	0	0

Risk Description	Mediation / Controls
Design, tendering and construction of new car park - programme and project risks including delays, unforeseen work and construction quality	Under the Alternative Development Proposal, the construction project delivery and risk associated with that will be the responsibility of a third party. However, the non-financial risks remain essentially the same
Cost increase risk around Pckge of construction delivery	Under the Alternative Development Proposal, the construction project delivery and risk associated with that will be the responsibility of a third party. SSDC will be fully sheltered from the cost risks
0	0
0	0
0	0
0	0
0	0
0	0

Council Plan Implications

19. This project contributes positively across the Council Plan themes – Protecting Core Services, Economy, Environment, Self-reliant communities.

Carbon Emissions and Climate Change Implications

20. There will be no impact on Carbon Emissions and Climate Change Implications if the recommendation is approved.

Equality and Diversity Implications

21. An equality relevance check has been undertaken on this proposal and there are no adverse implications.

Privacy Impact Assessment

22. There are no adverse personal data implications to this report.

Background Papers

January 2015 – District Executive	Notification of an Urgent Executive Decision - Acquisition of the Former Millers Garage Site, Crewkerne
9 June 2022 – District Executive (withdrawn from Agenda on 9 June 2022)	Millers Garage Car Park, Crewkerne

Yeovil Key Sites Change of Scope Request

Executive Portfolio Holder:	Cllr Peter Gubbins, Yeovil Refresh
Strategic Director:	Jan Gamon, Director of Place and Recovery
Service Manager:	Natalie Fortt, Regeneration Programme Manager
Lead Officer:	Ian Timms, Yeovil Refresh Project Manager
Contact Details:	ian.timms@southsomerset.gov.uk or 01935 462961

Purpose of the Report

1. The report is advising District Executive of a potential change of scope to the delivery of the development aspects of the Future High Streets Fund (FHSF). The report outlines a process of discussion with the Department of Levelling Up, Housing and Communities (DLUHC) to support a formal change request relating to the project.
2. The report outlines the process to date, possible solution and potential outcomes relating to the delivery of the FHSF in Yeovil.
3. If agreed by District Executive, a request will be submitted to DLUHC which aims to secure existing allocations of FHSF and access further funds to unlock a portfolio of residential developments in Yeovil Town Centre.

Forward Plan

4. This report appeared on the District Executive Forward Plan for consideration in August 2022.

Public Interest

5. The report outlines a potential change of project scope relating to the Yeovil Key sites which, if successful, would secure the current FHSF funding that has been awarded to the council to deliver specific parts of the Yeovil Refresh project.

Recommendations

6. That District Executive endorse the proposal that officers submit a formal scope change request to DLUHC in relation to the FHSF in Yeovil.

Background

7. The aim of the FHSF is to renew and reshape town centres and high streets in a way that drives growth, improves experience and ensures future sustainability. The fund assessed bids based on a Benefit Cost ratio (BCR) with heavy weighting given to those projects that would be securing jobs and creating new homes.



South Somerset District Council

8. The council secured £9.757m from the FHSF. An Memorandum of Understanding (MOU) was signed with MHCLG (now DLUHC) which led to the payment of the full year's allocation for 21/22, which amounts to £4.873m.
9. As members will be aware the FHSF grant supports a number of projects and the bid contained a mix of private/public co-funding which is required in order to secure the full funds. Unfortunately, the projects which attracted private co-funding have been negatively impacted by the pandemic and/or are now undeliverable in the timescale necessary for the FHSF.
10. The Financing the Yeovil Refresh Report to District Executive in February 2022, highlighted the risk that if these development sites did not progress quickly enough then the BCR of the project would be impacted to such a degree that the full FHSF would be at risk. Further work has since showed that the BCR of the project would drop from 4.25 to below 1 without these development sites. The threshold for FHSF bids is a central BCR of 2.

Current Position

11. Since the report in February, officers have been in discussion with DLUHC liaison officers seeking to identify possible opportunities to deliver alternative development projects that would realise the necessary benefits for the Town Centre and help to retain the grant funding already received.
12. The team has also worked with planning colleagues to produce a set of smaller deliverable development sites within Yeovil town centre which can be grouped together to create sufficient gross benefits to maintain the BCR. Work to recalculate the BCR in light of this new proposal is underway and will be ready in time to be reported verbally at the meeting. The proposed approach recommends using FHSF funding to facilitate these stalled developments through addressing phosphate levy costs in order to enable construction to occur and new homes to be delivered.
13. This report seeks District Executive endorsement for officers to submit this proposal formally to DLUHC for consideration through the FHSF project adjustment process.
14. If the proposal is successful, officers will continue to work with owners of buildings/land to progress their sites and work with planning colleagues to address the required phosphate mitigation measures.

Financial Implications

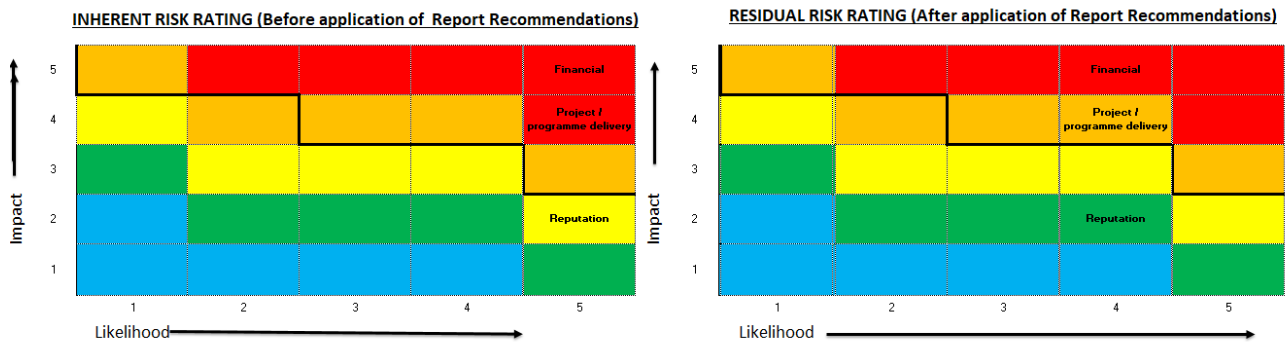
15. There is a risk that the FHSF grant would need to be repaid if the Benefit Cost Ratio (BCR) does not meet the required rate of 2. In addition, if District Executive agree to officers formally submitting a revised proposal to DLUHC, there is no guarantee that a proposal with a BCR rating above 2 would be accepted.
16. Both scenarios would require a repayment of the FHSF grant received to date of £4.873m.
17. However, in February 2022 Full Council approved the creation of an earmarked reserve of £4.784m to mitigate the risk if the grant funding were required to be repaid and the Public Realm works needed to be funded fully by SSDC.

18. This would mean there are no additional financial implications, but a change in the source of funding for an element of the project would be seen.

Legal implications and details of Statutory Powers

19. If this approach was approved appropriate legal agreements would be required. We would also need to explore implications of funding developments in this way to ensure all appropriate action was taken by SSDC to comply with relevant legislative provisions.

Risk Matrix



Risk Ref	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	21	20
2	Financial	25	24
3	Delivery of Services	0	0
4	Staffing & Capacity	0	0
5	Reputation	11	10
6	Health & Safety	0	0
7	Governance & Legal	0	0

Risk Description	Mediation / Controls
Unable to deliver the development workstream of the Yeovil Refresh	Submit a project adjustment form to DLLHC
Required to pay back FHSF grant	Submit a project adjustment form to DLLHC
0	0
0	0
The council has to return the FHSF grant	Submit a project adjustment form to DLLHC
0	0
0	0

Council Plan Implications

20. The Yeovil Refresh is a council plan priority for 2022/23. The retention of FHSF to support the overall strategic goals of the Refresh is therefore important in supporting delivery of the plan.

Carbon Emissions and Climate Change Implications

21. This report seeks relates to a change of approach in tackling project delivery. Carbon Emissions and climate change considerations will be a key element of any developments which become part of the programme. The proposal itself involves offsetting phosphate costs to developers to enable development. This will enable the full delivery of phosphate mitigation measures associated with each of this portfolio of developments.

Equality and Diversity Implications

22. Equality and diversity has been considered in all of the projects at design and construction phases. This will continue to be applied but is not directly applicable to this report content.

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	No
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below. – Attached</i>	
Additional Comments	
None	

Privacy Impact Assessment

23. There are no identified impacts in this area of assessment related to this report.

Background Papers

24. Financing the Yeovil Refresh Report, District Executive February 2022

Equality Impact Relevance Check Form



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

What is the proposal?	
Name of the proposal	Possible scope change- Yeovil Refresh Developments
Type of proposal (new or changed Strategy, policy, project, service or budget):	Changed policy
Brief description of the proposal:	Use FHSF to stimulate small developments in Yeovil not proposed Major ones
Name of lead officer:	Ian Timms

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

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

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

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

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
This proposes a change in approach to delivering benefits associated with secured Future High Streets Funding. It's an "in principle" decision so has no direct impacts. If approved the developments themselves cause effects but this is a collateral impact and appropriate action would be needed at that time.	
Service Director / Manager sign-off and date	Natalie Fortt 14/07/22
Equalities Officer sign-off and date	Dave Crisfield 20 th July 2022

Yeovil Refresh Wyndham Street Public Realm Funding

Executive Portfolio Holder:	Cllr Peter Gubbins, Yeovil Refresh Cllr Peter Seib, Finance, Legal and Democratic Services
Strategic Director:	Peter Paddon, Acting Director of Place and Recovery
Service Manager:	Natalie Fortt, Regeneration Programme Manager
Lead Officer:	Ian Timms, Yeovil Refresh Project Manager
Contact Details:	ian.timms@southsomerset.gov.uk or 01935 462961

Purpose of the Report

1. The report is seeking an allocation of funding from the corporate capital contingency fund to enable the delivery of regenerative improvements in the Wyndham Street Area of Yeovil. The section of street is identified by the Yeovil Refresh public realm workstream as an area in need of regeneration.
2. This request follows the change of scope report to District Executive in June 2022. The agreed change of scope allowed reallocation of the existing Wyndham Street funding to other public realm projects creating a need to either identify further funding for this section or remove it from the workstream. District Executive requested that a report be brought back to the committee to consider the options for potential further funding.

Forward Plan

3. This report appeared on the District Executive Forward Plan as a follow up to the report to committee in June 2022.

Public Interest

4. The report seeks an allocation of £0.891m from the corporate capital contingency fund to deliver public realm improvements in the Wyndham Street area. This will enable completion of all planned public realm sections associated with the Yeovil Refresh.

Recommendations

5. That District Executive agree:
 - a) to allocate up to £0.891m from the corporate capital contingency fund to the delivery of public realm improvements in the Wyndham Street Area, Yeovil.
 - b) a budget increase of £0.891m making the revised Yeovil Refresh budget £22.729m.

Background



6. The Yeovil Refresh was adopted in late 2018 following a detailed consultation programme. It seeks to regenerate Yeovil Town centre through four key theme areas which together create a comprehensive strategic approach to town centre improvement.
7. The Public Realm aspect of the project aims to deliver improvements including: the introduction of street trees and planting, improved drainage, decluttering of streets, reduction of the conflict between pedestrians and vehicles, reduction of through traffic and improvement of air quality.
8. This report deals with a request to allocate funding to the final public realm project within Yeovil town centre. This is the area of streets around Wyndham Street in the eastern part of the town centre. The approval of the request would enable completion of all planned improvements to the public realm sections originally envisaged by the Yeovil Refresh Project. The plans in this area would make improvements covering; the eastern end of Middle Street, Newton Road, a section of Wyndham Street and Sherborne Road to its junction with Reckleford.

Allocation of funding request

9. The construction of Yeovil public realm is split into a number of different sections which have all been subject to tendering using the SSDC Public Realm Framework.
10. The construction of the street sections is split as follows:
 1. Westminster Street South Phase 1 – Contract in place
 2. Westminster Street North Phase 2 – Contract in place
 3. Triangle and Wine Street – Contract in place
 4. Middle Street, High Street and Borough – Contract in place
 5. Wyndham Street area – Tender prices submitted
11. In June 2022, it was agreed that the existing public realm budget would be utilized to deliver sections 1-4 outlined above. Officers were also instructed to consider the funding options for section 5, which forms the basis of this report.
12. The pre tender estimations calculated in October last year, suggested that the costs of the works would likely be £0.769m. The tenders have since been received and the current market value of the works, following negotiations, is £0.849. There remains the inevitable risk of unknown underground services which can cause delays and subsequent costs and the issue of increasing inflationary pressures. Therefore, the request includes a sum of 5% to replace the project contingency that was transferred to fund section 4 of the public realm, as part of the previous scope change report in June 2022.
13. This therefore creates a total request of up to £0.891m from the capital contingency fund.
14. The negotiated price for this contract has been held by the tenderer pending a decision by District Executive. If this decision is not able to be made in August members should be aware that the likely outcome would be that costs would elevate in any future contract tendering process.

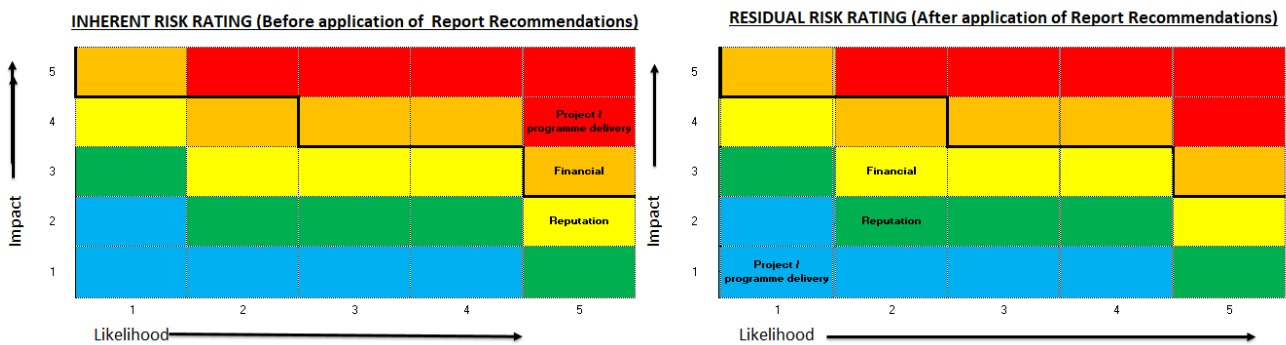
Financial Implications

15. The current approved capital budget for the Yeovil Refresh is £21.838m, the budget includes £0.350m of S106 contributions. This report requests a budget increase of £0.891m making the revised budget £22.729m. The requested increase of £0.891m is to be allocated from the corporate capital contingency fund.
16. The corporate capital contingency fund of £4m was approved by Full Council in February 2022 as part of the 2022/23 capital programme. Therefore, the approval of the £0.891m from the contingency fund does not result in additional financial implications to the Council.

Legal implications and details of Statutory Powers

17. There are no specific issues identified within this report. This report is a request to allocate agreed contingency funds to a specific project which requires approval by District Executive. This is part of the standard budget management processes of the council.

Risk Matrix



Risk Ref	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	21	1
2	Financial	16	13
3	Delivery of Services	0	0
4	Staffing & Capacity	0	0
5	Reputation	11	8
6	Health & Safety	0	0
7	Governance & Legal	0	0

Risk Description	Mediation / Controls
Unable to deliver Wyndham Street Public Realm Improvements	Increase funding through use of corporate contingency
Insufficient budget to deliver part of the project	Increase funding through use of corporate contingency
0	0
0	0
Unable to fully complete a corporate priority	Increase funding through use of corporate contingency
0	0
0	0

Council Plan Implications

18. The Yeovil Refresh is a Council Plan priority for 2022/23. If committee agree the recommendation, it would enable delivery of the remaining public realm section within that priority.

Carbon Emissions and Climate Change Implications

19. This report seeks allocation of funds to deliver improvements. Carbon Emissions and climate change has been taken into account in design of the public realm including the promotion of



active travel and an increase in street trees and areas of planting. This is included within this proposed area.

Equality and Diversity Implications

20. Equality and diversity has been considered in all of the projects at design and construction phases. This will continue to be applied but is not directly applicable to this report content.

<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	No
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below. – Attached</i>	
Additional Comments	
None	

Privacy Impact Assessment

21. There are no identified impacts in this area of assessment related to this report.

Background Papers

22. Yeovil Refresh Change of Scope Report District Executive - June 2022

Equality Impact Relevance Check Form



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

What is the proposal?	
Name of the proposal	Funding allocation Wyndham Street, Public Realm
Type of proposal (new or changed Strategy, policy, project, service or budget):	Budget allocation via Regen Reserve
Brief description of the proposal:	Allocation of funds to deliver Wyndham Street Area improvements.
Name of lead officer:	Ian Timms

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

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

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

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

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
This is a change of budget priority. This is a change of focus of finances. All of the areas of public realm have considered Equality Impacts and where needed carried out EIA mitigation works e.g. Blue badge parking. This report does not impact or change any of that work.	
Service Director / Manager sign-off and date	Natalie Fortt 14/07/22
Equalities Officer sign-off and date	Dave Crisfield 20 th July 2022



Placeholder Report – Potential request from Scrutiny Committee for re-consideration of an Executive Decision as a result of the Scrutiny Call-in procedure

Chairman: Cllr Gerard Tucker, Chairman of Scrutiny Committee
Lead Officer: Stephanie Gold, Specialist (Scrutiny & Member Development)
Contact Details: stephanie.gold@southsomerset.gov.uk

Following a call-in request made by two members of the Scrutiny Committee, and on behalf of the Wincanton ward members, Scrutiny Committee will revisit agenda item 11 'Wincanton Regeneration Scheme: Change of Scope", which was approved at the meeting of the District Executive on 7th July 2022. (Informal Consultative Meeting)

The concerns and views of the Scrutiny Committee and ward members will be reported to the responsible Portfolio Holder(s) and officer(s) and if Scrutiny Committee agree, the item will be returned to the District Executive for reconsideration on 4th August 2022 and a further report will follow.

This is the link to the Scrutiny Committee agenda:-

[Agenda for Scrutiny Committee on Tuesday 2nd August 2022, 10.30 am \(southsomerset.gov.uk\)](#)



District Executive Forward Plan

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

Purpose of the Report

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.

Public Interest

2. 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.

Recommendations

3. That District Executive recommend that the Chief Executive agree to:
 - a) approve the updated Executive Forward Plan for publication as attached at Appendix A

Executive Forward Plan

4. 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.

Consultation Database

5. The Council has agreed a protocol for processing consultation documents received by the Council. This requires consultation documents received to be logged. There are no current consultations.

Background Papers

6. None.

Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
Sept 2022	Phosphates Update	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	District Executive
Sept 2022	Economic Development Celebratory Report	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Joe Walsh, Specialist (Economic Development)	District Executive
Sept 2022	Revenue Budget Quarter 1 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
Sept 2022	Capital Budget Quarter 1 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
Sept 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Kate Arscott, Specialist (Strategic Planning)	District Executive
Sept 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
October 2022	Strategy and future deliverance of Community Infrastructure Levy (CIL) and Section 106 funding	Portfolio Holder - Protecting Core Services	Director Service Delivery	Tim Cook, Locality Team Manager	District Executive
October 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
December 2022	Revenue Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
December 2022	Capital Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
December 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Brendan Downes, Lead Specialist Procurement, Performance and Change	District Executive
December 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
TBC	Update on the delivery of the Economic Development Strategy and funding delivery	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Peter Paddon, Acting Director (Place and Recovery)	District Executive
TBC	External Audit Value For Money (VFM) Audit	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council



Date of Next Meeting

Members are asked to note that the next meeting of the District Executive will take place on **Thursday, 1st September 2022** commencing at 9.30 a.m. in the Council Chamber, SSDC Council Offices, Brympton Way, Yeovil BA20 2HT.

Members and the public will also be able to join the meeting via Zoom and view the meeting on YouTube.

Exclusion of Press and Public

The District Executive is asked to agree that the following Agenda item 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.

Briefing on Local Government Reorganisation (Confidential)

Executive Portfolio Holder:	Val Keitch, Strategy and Housing
Chief Executive:	Jane Portman
Strategic Director:	Jan Gamon, Place and Recovery
Lead Officer:	Jan Gamon, Director – Place and Recovery
Contact Details:	Jan.gamon@southsomerset.gov.uk or 01935 462095

The Chief Executive and Director for Place and Recovery will provide Members with a verbal update on any matters relating to the future of Local Government in Somerset.