



District Executive (Informal)

Thursday 12th May 2022

9.30 am

**Virtual Meeting
using Zoom meeting software**

The following members are requested to attend the meeting:

Jason Baker
Mike Best
John Clark
Adam Dance
Sarah Dyke

Peter Gubbins
Henry Hobhouse
Val Keitch
Tony Lock
Peter Seib

Any members of the public wishing to address the meeting at Public Question Time need to email democracy@southsomerset.gov.uk by 9.00am on Wednesday 11 May 2022.

The meeting will be viewable online at:

https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

For further information on the items to be discussed, please contact democracy@southsomerset.gov.uk

This Agenda was issued on Wednesday 4 May 2022.

Jane Portman,
Chief Executive

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

Information for the Public

In light of the coronavirus pandemic (COVID-19), District Executive Committee will meet virtually via video-conferencing to consider reports. As of 7 May 2021 some interim arrangements are in place for committee meetings.

At the meeting of Full Council on 15 April 2021 it was agreed to make the following changes to the Council's Constitution:

- a) To continue to enable members to hold remote, virtual meetings using available technology;
- b) To amend Part 3 (Responsibility for Functions) of the Council's Constitution to allow those remote meetings to function as consultative bodies and delegate decisions, including Executive and Quasi-Judicial decisions, that would have been taken by those meetings if the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 had continued in force to the Chief Executive (or the relevant Director in the Chief Executive's absence) in consultation with those meetings and those members to whom the decision would otherwise have been delegated under Part 3 of the Constitution;
- c) The delegated authority given under (b) will expire on 31 July 2021 unless continued by a future decision of this Council;

For full details and to view the report please see -

<https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=137&MId=2981&Ver=4>

Further to the above, at the meeting of Full Council on 8 July 2021, it was agreed to extend the arrangements for a further 6 months to 8 January 2022, and at the Council meeting of 16 December 2021, a further extension to 8 July 2022 was agreed.

For full details and to view the reports please see -

<https://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=137&Year=0>

District Executive

Meetings of the District Executive are usually held monthly, at 9.30am, on the first Thursday of the month (unless advised otherwise).

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.

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site: <http://modgov.southsomerset.gov.uk/ieDocHome.aspx?bcr=1>

Agendas and minutes can also be viewed via the modern.gov app (free) available for iPads and Android devices. Search for 'modern.gov' in the app store for your device, install, and select 'South Somerset' from the list of publishers, then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at meetings (held via Zoom)

Public question time

We recognise that these are challenging times but we still value the public's contribution to our virtual meetings. If you would like to participate and contribute in the meeting, please join on-line through Zoom at: <https://zoom.us/join> You will need an internet connection to do this.

Please email democracy@southsomerset.gov.uk for the details to join the meeting.

If you would like to view the meeting without participating, please see: https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

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

If you would like to address the meeting at Public Question Time, please email democracy@southsomerset.gov.uk by 9.00am on Wednesday 11 May 2022. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

Virtual meeting etiquette:

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will un-mute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of three minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

District Executive (Informal)

Thursday 12 May 2022

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 07 April 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. **Extension to existing Dog Control Public Space Protection Order (PSPO)** (Pages 6 - 17)
7. **Covid Recovery & Renewal Strategy annual progress report** (Pages 18 - 40)
8. **Leisure Facility Capital and Decarbonisation Programmes - Consideration of additional funding** (Pages 41 - 57)
9. **Achievements of the South Somerset Families Project** (Pages 58 - 69)
10. **Equalities Progress Report** (Pages 70 - 114)
11. **Quarterly Corporate Performance Report** (Pages 115 - 140)
12. **District Executive Forward Plan** (Pages 141 - 146)

13. Date of Next Meeting (Page 147)

14. Exclusion of Press and Public (Page 148)

15. Briefing on Local Government Reorganisation (Confidential) (Page 149)



Public Space Protection Orders: Yeovil

Executive Portfolio Holder:	Councillor Sarah Dyke, Environment
Strategic Director:	Kirsty Larkins, Service Delivery
Service Manager:	Victoria Dawson, Lead Specialist - Environment
Lead Officer:	Paul Huntington, Specialist Environmental Health
Contact Details:	Paul.huntington@southsomerset.gov.uk or 01935 462532

Purpose of the Report

1. For members to agree to the approval of a time extension to two existing Public Space Protection Orders; one for dog fouling and dogs on leads across the district and one for dog exclusion at the fenced area at Yeovil Country Park

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 12th May 2022.

Public Interest

3. The report is about extending three public space protection order (PSPO) regarding:-
 - Dog fouling
 - Failure to comply with a request from an authorised officer to put and keep their dog on a lead
 - Exclude dogs from designated land around the pond and play area at Yeovil Country Park.

Recommendations

4. That District Executive recommend that the Chief Executive agrees to the time extension of two existing Public Space Protection Orders in Yeovil as set out in Annex 1 and Annex 2.

Background

5. In November 2010 Full Council considered a report on the introduction of three Dog Control Orders (DCO) under part six of The Clean Neighbourhoods and Environment Act 2005 (CNEA). The DCOs were modelled on (but extended) the provisions of the Dogs (Fouling of Land) Act 1996. The CNEA gave powers to the Council to deal with dog fouling and other dog control matters across the District. The Dog Control Orders were agreed and introduced in May 2011.



South Somerset District Council

6. The DCOs allowed Council Officers to take action against persons who do not clear up after their dogs if they have fouled on any designated land. This is usually done by way of a fixed penalty notice. Officers will patrol known hot spots to help prevent problems arising and most people are now aware that allowing dogs to foul is an offence. In addition the DCOs allowed our enforcement officers to require dog owners to put their dog on a lead if they feel it is necessary for keeping the dog under control. The area around Yeovil Country Park is also designated as a dog exclusion area.
7. In March 2014, the Anti-Social Behaviour Crime and Policing Act 2014 (The Act) was introduced. This Act introduced a range of new powers to deal with anti-social behaviour. One of the new provisions introduced was the ability to use Public Space Protection Orders (PSPO). These are intended to deal with a particular problem in a particular area and to ensure that the majority of the public can use and enjoy public spaces safe from anti-social behaviour.
8. The Act also repealed the ability to make Dog Control Orders and required that where any existed, and were still required, that they be replaced by a PSPO.
9. In order to introduce a PSPO the Council must be satisfied that three tests are met, namely;
 - a) the behaviour to be restricted is having, or is likely to have, a detrimental effect on the quality of life of those in the locality
 - b) the behaviour is continuing or persistent, and
 - c) the behaviour is unreasonable
10. Whilst the vast majority of dog owners are responsible and clear up after their dogs, there remain a minority who disregard the law. Whilst it is acknowledged that enforcement of the provisions is difficult, if the PSPOs did not exist at all it would send out the wrong message that we do not take this kind of irresponsible and anti-social behaviour seriously, and the situation would gradually deteriorate.
11. It is recognised that allowing people and dogs to socialise together can be rewarding for all, however, it is also known that where dogs are not under proper control this can be alarming and intimidating for both adults and children. We receive 50 to 100 complaint a year regarding dog behaviour that has caused such alarm or distress, again providing evidence that this order is still required. The ability to require dogs to be put on a leads allows a targeted approach to tackle individuals who allow their dogs to run out of control, without impacting on the vast majority of responsible dog owners.
12. With regard to the exclusion area at Yeovil Country Park this has allowed safe management of a particularly sensitive area of the site. Wildfowl on the lake area have been able to flourish, with greatly reduced numbers of dog attacks. With dogs excluded the issue of fouling is almost removed, and definitely greatly reduced, thus enabling safe and clean access for people with young children, and those visitors using wheeled mobility vehicles and wheel chairs that visit this particular area of site. There are alternative routes around the exclusion area and it is believed a continued exclusion area is justified.

Consultation

13. Other than publishing the extension, no consultation is required for the extension.

Offences

14. Non-compliance with the requirements of a PSPO is an offence. The penalty, on conviction in a Magistrates Court, for committing an offence is a maximum fine of level 3 on the standard scale (currently £1000). The opportunity to pay a fixed penalty notice can be offered as an alternative to prosecution. The fixed penalty notice for DCO offences is currently set at £80, reduced to £50 if paid within 10 days. The statutory maximum amount that a fixed penalty can be set at, for an offence of contravening the PSPOs, is £100. It is proposed to leave the penalty at £80 reduced to £50 for early payment, as this is believed to be proportionate and reasonable.

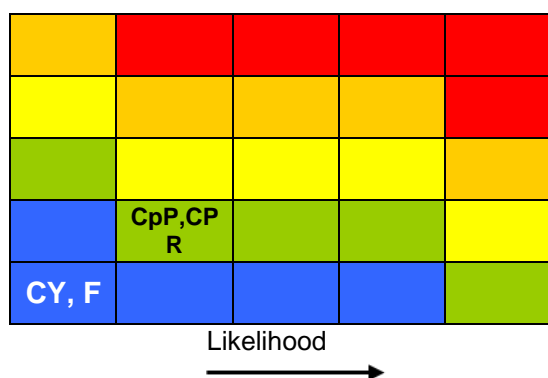
Financial Implications

15. As the enforcement of the PSPOs would not change, there are no financial implications to the Council.

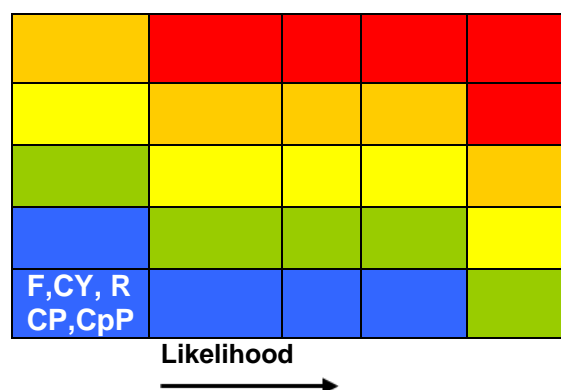
Risk Matrix

16. The risk matrix shows risk relating to the Corporate Plan headings.

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

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



Council Plan Implications

17. The proposals in this report support the Council's Aims :

- To protect and enhance the quality of our environment

It also supports the Council's priorities to:

- Maintain Country parks and open spaces to promote good mental and physical health
- Keep streets and neighbourhoods clean and attractive

Carbon Emissions and Climate Change Implications

18. There are no carbon emission or climate change implications with regard to this recommendation.

Equality and Diversity Implications

19. An equality impact assessment has been completed. This is attached at Annex 3.

Data Protection Impact Assessment

20. No privacy implications have been identified.

Background Papers

- Annex 1: The Fouling of Land by Dogs, and Dogs on Leads by Direction Public Spaces Protection Order
- Annex 2: The Dogs Exclusion (Land at the fenced lower lake area at Ninesprings in Yeovil Country Park) Public Spaces Protection Order
- Annex 3: Equality impact assessment

The Anti-social Behaviour, Crime and Policing Act 2014: Section 60

Extension of Public Spaces Protection Order

South Somerset District Council – The Fouling of Land by Dogs, and Dogs on Leads by Direction
Public Spaces Protection Order

South Somerset District Council in exercise of its powers under Section 60 and 72 of the Anti-social Behaviour, Crime and Policing Act 2014 (“the Act”) hereby extend the following order:-

THIS ORDER is made by South Somerset District Council (“the Council) because the Council is satisfied on reasonable grounds that;

- activities carried on or likely to be carried on in a public place have had or are likely to have a detrimental effect on the quality of life of those in the locality
- the effect or likely effect of the activities is or is likely to be, of a persistent or continuing nature,
- the effect or likely effect of the activities is or is likely to be, such as to make the activities unreasonable, and
- justifies the restrictions imposed by the notice

The Public Open Space to which this order applies is all public places (areas the public or any section of the public on payment or otherwise, have access to as of right or by virtue of express or implied permission) in the administrative area of South Somerset and is referred to as (“the restricted area”), but does not include private Land (to which the public may have access).

This Order comes into force on x.

The Requirement

1. Dog Fouling

If a dog defecates at any time in the restricted area the person who is in charge of the dog at that time shall remove the faeces from the restricted area forthwith, unless he has reasonable excuse for failing to do so or the owner, occupier or other person or authority having control of the restricted area has consented (generally or specifically) to his failing to do so.

Nothing in this requirement applies to a person who –

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Has a disability which affects his mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects. In respect of a dog trained by a prescribed charity and upon which he relies for assistance.

For the purposes of this requirement –

- a) A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dogs;
- b) Placing the faeces in a receptacle on the land which is provided for the purposes, or for the disposal of waste, shall be a sufficient removal from the land;
- c) Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces;
- d) 'Prescribed Charity' means a charity listed as a member to Assistance Dogs UK (registered charity no 1119538)

Reasons for requirement 1

To protect the general public from the health risks dog fouling poses and the detrimental affect the proliferation of excessive dog fouling has on the restricted area.

2. Dogs on Leads by order

A person in charge of a dog shall at any time within the restricted area comply with a direction given to him by an authorised officer of the council, a police officer or police community support officer (PCSO) to put and keep the dog on a lead unless;

- a) he has reasonable excuse to fail to do so; or
- b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so;

An authorised officer (an employee of the authority who is authorised in writing by the Authority for the purposes of giving directions under this order), police officer or PCSO may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or any other animal.

Reason for requirement 2

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog.

Duration of Order

This order shall remain in force for a period of three years unless extended under section 60 of the Act 2014

Appeal

An interested person may apply to the High Court to question the validity of this order on the ground that the local authority did not have power to make the order or that it has not complied with a requirement of the Act. An Appeal must be made within 6 weeks of the date on which the order is made.

Dated

The Common Seal of etc

For Information

Offences – s67 of the Act

- 1) It is an offence for a person without reasonable excuse-
 - a) to do anything that the person is prohibited from doing by a public spaces protection order, or
 - b) to fail to comply with a requirement to which the person is subject under a public spaces protection order.
- 2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.
- 3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

Fixed Penalty – s68 of the Act

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence by not complying with a requirement of this order. You will have 14 days to pay the fixed penalty of £80, reduced to £50 if paid within 10 days. If you pay the fixed penalty within the 14 days you will not be prosecuted.

The Anti-social Behaviour, Crime and Policing Act 2014: Section 60

Extension of Public Spaces Protection Order

South Somerset District Council – The Dogs Exclusion (Land at the fenced lower lake area at Ninesprings in Yeovil Country Park) Public Spaces Protection Order

South Somerset District Council in exercise of its powers under Section 60 and 72 of the Anti-social Behaviour, Crime and Policing Act 2014 (“the Act”) hereby make the following order:-

THIS ORDER is made by South Somerset District Council (“the Council) because the Council is satisfied on reasonable grounds that;

- activities carried on or likely to be carried on in a public place have had or are likely to have a detrimental effect on the quality of life of those in the locality
- the effect or likely effect of the activities is or is likely to be, of a persistent or continuing nature,
- the effect or likely effect of the activities is or is likely to be, such as to make the activities unreasonable, and
- justifies the restrictions imposed by the notice

The Public Open Space to which this order applies is the fenced lower lake area at Nine Springs, in Yeovil Country Park in the administrative area of South Somerset and is referred to as (“the restricted area”) as shown edged black on the attached plan.

This Order comes into force on

The Requirement

1. No Dogs in the restricted area

A person in charge of a dog shall not take it onto or permit it to enter or to remain on, any land to which this Order applies – unless

- a) He has a reasonable excuse for doing so; or
- b) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his doing so.

Nothing in this requirement applies to a person who –

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Is deaf, in respect of a dog trained by Hearing Dogs for Deaf People (registered charity number 293358) and upon which he relies for assistance; or
- c) Has a disability which affects his mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a prescribed charity and upon which he relies for assistance. In this requirement ‘Prescribed Charity’ means a charity listed as a member to Assistance Dogs UK (registered charity no 1119538)

For the purposes of this requirement

- a) A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog;

Reasons for requirement 1

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog

2. Dogs on Leads by order

A person in charge of a dog shall at any time within the restricted area comply with a direction given to him by an authorised officer of the council, a police officer or police community support officer (PCSO) to put and keep the dog on a lead unless;

- a) he has reasonable excuse to fail to do so; or
- b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so;

An authorised officer (an employee of the authority who is authorised in writing by the Authority for the purposes of giving directions under this order), police officer or PCSO may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or any other animal.

Reason for requirement 2

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog.

Duration of Order

This order shall remain in force for a period of three years unless extended under section 60 of the Act 2014

Appeal

An interested person may apply to the High Court to question the validity of this order on the ground that the local authority did not have power to make the order or that it has not complied with a requirement of the Act. An Appeal must be made within 6 weeks of the date on which the order is made.

Dated

The Common Seal of etc

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Lead Specialist - Environmental Health

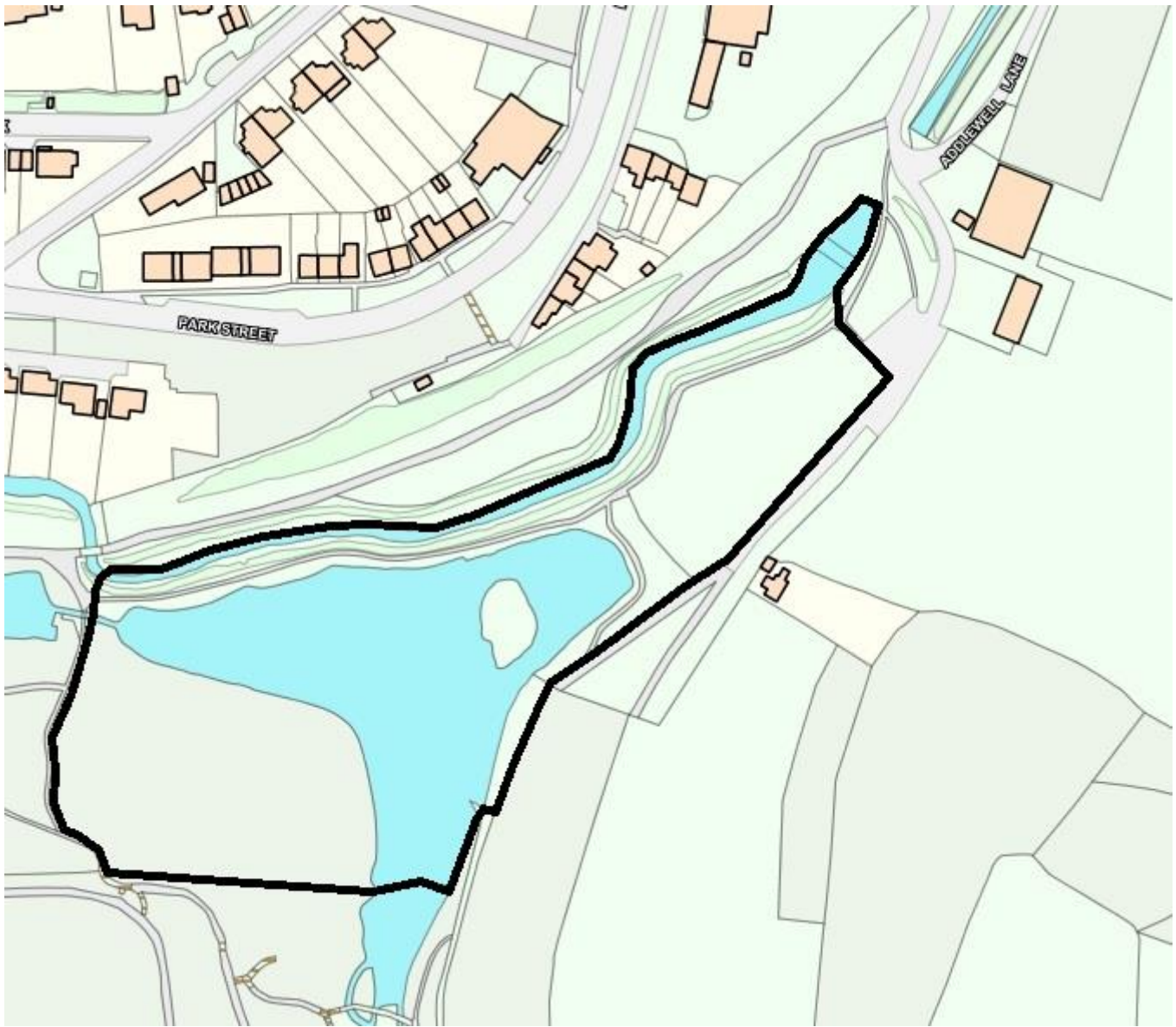
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 - b) to fail to comply with a requirement to which the person is subject under a public spaces protection order.
- 2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.
- 3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

Fixed Penalty – s68 of the Act

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence by not complying with a requirement of this order. You will have 14 days to pay the fixed penalty of £80, £50 if paid within 10 days. If you pay the fixed penalty within the 14 days you will not be prosecuted.



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	Extension of Public Spaces Protection Order
Type of proposal (new or changed Strategy, policy, project, service or budget):	Policy
Brief description of the proposal:	Prohibit some dog related activity re fouling, dogs on leads an area ban
Name of lead officer:	Paul Huntington

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

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

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

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

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
The PSPO specially exempt individuals with disabilities from the requirements	
Service Director / Manager sign-off and date	Vicki Dawson 18/02/2020
Equalities Officer sign-off and date	Dave Crisfield 18/02/2020

COVID Recovery and Renewal Strategy: Year 1 progress report

Executive Portfolio Holder: Val Keitch, Council Leader, Strategy and Housing
Director: Peter Paddon, Acting Director of Place & Recovery
Specialist: Joe Walsh, Specialist Economic Development
Contact Details: Peter.paddon@southsomerset.gov.uk or 01935 462462
Joe.walsh@southsomerset.gov.uk

Purpose of the Report

1. To provide District Executive with the Year 1 progress report regarding delivery of the Recovery and Renewal Strategy and agree an authorisation process of spend within the approved recovery budget.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 12th May 2022.

Public Interest

3. South Somerset District Council (SSDC) produced a Recovery and Renewal Strategy that was approved by District Executive on 1st April 2021, which set the next steps in rebuilding from the Coronavirus pandemic (COVID19). It contained the recovery and renewal vision and ambition objectives based on eleven steps, covering the environment, economy, community, places and protecting core services. It is important that we provide information on the extent to which we are delivering the priorities identified to provide assurance that we are on track and can receive any recommendations about possible improvements.

Recommendations

4. That District Executive recommends that the Chief Executive:
 - a) Notes the good progress made within the first year of delivery (Appendix 1).
 - b) Delegates authority to the Director/Acting Director of Place and Recovery, in consultation with the Portfolio Holder for Economic Development, to approve spend within the approved recovery budget.

Background

5. The SSDC Recovery and Renewal Strategy contains eleven key objectives. Each of these has been adopted by one of SSDC's Communities of Practice (CoPs), as set out in the Recovery and Renewal Strategy for:



South Somerset District Council

- Economy
- Healthy, self-reliant communities
- Environment
- Places where we live
- Protecting core services

6. As agreed at District Executive in December 2021, a new Recovery Board has not been established however officers continue to have interactions and involvement within the groups identified within Appendix 3. Officers continue to ensure that these groups align with the objectives outlined within SSDC's Recovery and Renewal Strategy

Report Detail

7. The attached summary table (included within Appendix 1) demonstrates that good progress is being made with ten of the eleven step objectives on target (green RAG rating) with planned activity to stay on target in the next six months.
8. 'Improving our customer journey' is the only area that is rated amber rather than green within the RAG status. This is due largely to the issues faced when recruiting new members of staff and the ongoing impacts of Covid 19. Interventions have been put in place to mitigate the associated risks. These include recruiting a Business Analyst to support the streamlining of the customer journey, accelerating the use of technology to allow for remote appointments and additional training to existing staff members to allow them to support with more complex tasks such as the recovery of Council Tax.

Covid 19 Response Update:

9. The Omicron Covid wave that peaked during November-February brought fresh challenges and SSDC responded accordingly. The figures listed below, include the impacts of the Omicron variant.
10. **Test & Trace isolation payments** – We have paid £989,000.00 in isolation payments (= 3075 awards). The scheme is set to close on 6th April 2022 however, isolation ceased 23rd February 2022 so only late applications can be accepted now.

Household Support Grants - £406,413 distributed.

Private Sector Tenant Support - 3 Payments made to tenants in arrears totalling £8,939.92. A further 8 tenants with arrears totalling £8,266 have sought assistance and is work in progress.

Food Banks - £24,000 grant awarded to 11 South Somerset Food Banks.

Accommodating Rough Sleepers –As of 11th March 2022, 16 Rough Sleepers in Covid Accommodation. Total spend equating to £43,239.

Covid 19 Business Grants – All Government led Covid 19 business grant schemes are now closed and final payments made before the deadline of 31 March 2022. This financial year, SSDC have administered over £12m in grant support to businesses. This has been through the Restart Scheme, Restart Discretionary Grant (ARG) Revitalisation Grant



South Somerset

District Council

(ARG), Omicron Hospitality and Leisure Grant and the Omicron Discretionary Grant (ARG). Support has been given to over 1200 businesses, with many benefiting from more than one grant.

The Covid 19 Additional Relief Fund provides eligible businesses with a business rates relief. The relief is available to reduce chargeable amounts in respect of 2021/22. This is a discretionary scheme and it is for the Local Authority to decide how much relief is provided and to what sector(s). SSDC have been allocated just over £3m. Work is ongoing to determine which businesses will be eligible and to implement the scheme.

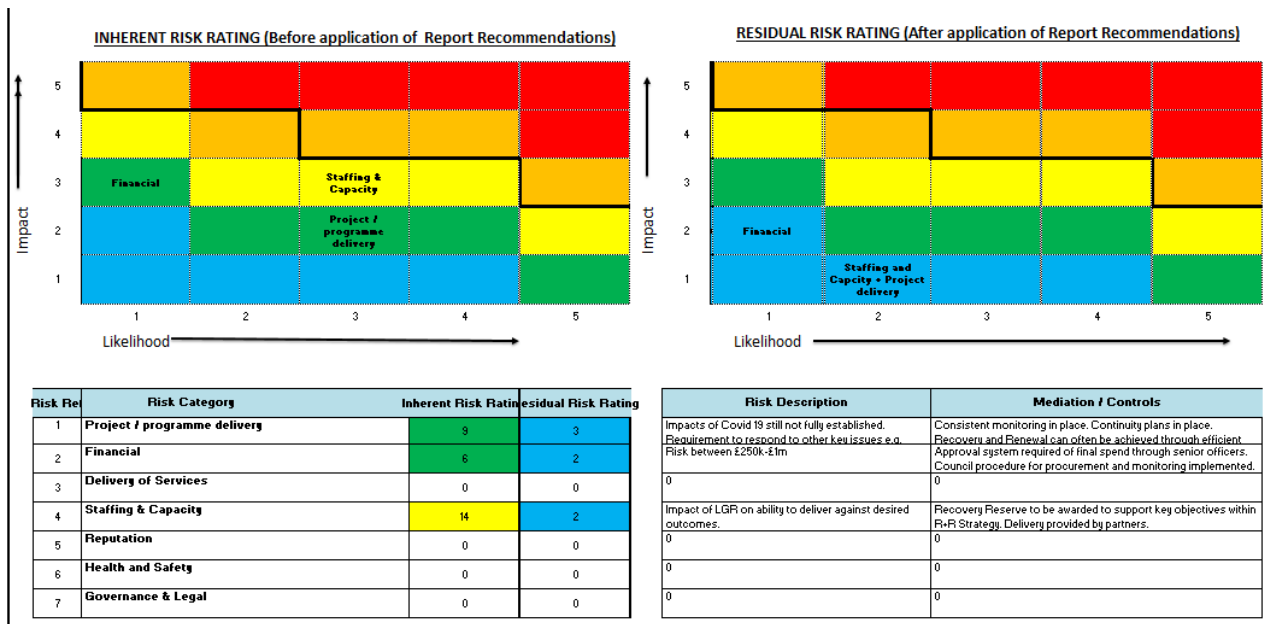
Financial Implications

- A recovery budget of £464,140 from reserves was approved by District Executive on 1st April 2021. In order to accelerate delivery, whilst maintaining a robust governance, it is recommended within this report that the spend of this budget is delegated to the Director of Place and Recovery, in consultation with the Portfolio Holder for Economic Development.
- A list of proposed projects and associated spend is available in Appendix 2.

Legal implications and details of Statutory Powers

- There are no legal implications that relate directly to this report.

Risk Matrix



14. The Recovery and Renewal Plan aligns with the Council Plan, Annual Action Plan 2021/22 and 2022/23.

Carbon Emissions and Climate Change Implications

15. Step 1 of the Recovery and Renewal Plan objectives is to Promote Decarbonisation and Nature Recovery and this is being delivered.

Equality and Diversity Implications

16. As this report is for noting only and does not require a member decision, neither an Equality Impact Relevance Check or full Equality Impact Assessment is required.

Privacy Impact Assessment

17. There are no material implications on personal privacy.

Background Papers

18. The District Executive Report for the Recovery and Renewal Strategy, including the Strategy itself plus Equality Impact and minutes are available at <https://modgov.southsomerset.gov.uk/ieListDocuments.aspx?CId=136&MId=2856>
19. The District Executive Report for COVID Recovery and Renewal Strategy: six months' progress report
<https://modgov.southsomerset.gov.uk/documents/s38286/8%20Covid%20Recovery%20and%20Renewal%20Strategy%20Progress%20Dec%202021.pdf>

Appendices

- Appendix 1: Recovery and Renewal Strategy: Year 1 progress summary
- Appendix 2: Recovery reserve budget proposed projects and associated spend
- Appendix 3: Summary of key recovery related groups with objectives

Appendix 1: Recovery and Renewal Strategy: Annual Review Year 1 April 2021-March 2022

Recovery and Renewal objectives - our 11 steps						
RAG						
Red – Behind schedule – recovery action required						
Amber – Some progress but attention required (situation manageable)						
Green – On target						
Blue - Complete						
	Objective	Lead Officer	Action taken in Year 1 (summary) April 2021-March 2022	RAGB	Direction of travel Year 2 (April 2022-September 2022) next steps (summary)	RAGB
1	Promote decarbonisation and nature recovery: Tackle the climate and ecological emergencies and improve air quality across South Somerset	Vicki Dawson – Katy Menday (Environment COP)	<ul style="list-style-type: none"> Reported on 2020/21 carbon footprint and 6% reduction. Launched a new South Somerset environment website E-scooter trial extended in Yeovil No Mow trials successfully delivered and environment champion seminar arranged to encourage participation in 2022. New wildflower seed giveaway launched to parishes in Feb 2022 Annual air quality status report completed and submitted to DEFRA Monthly Get Sussed delivered Play audit commissioned to inform play and youth standards LAD (Local Authority Delivery Scheme) Residential Park home energy improvements project complete Successful capital bid (property) for decarbonisation works to SSDC estate Successful tree planting programmes across own estate and within community Launched biodiversity advice pack to the parishes Concession agreement for Deletti EV work signed along with some leases Revised action plan agreed for 22/23 		<ul style="list-style-type: none"> Completion of leases due to be signed for Deletti EV charging project Ongoing delivery of PSDS (Public Sector Decarbonisation Scheme) on leisure sites Roll out of SSDC decarbonisation works through capital funding Environment Strategy action plan delivery underway Wildflower seed giveaway training and planting continuing with communities LAD2 engagement with SW energy Hub continuing Environment Champion 	

					engagement programme continues	
2	Good work for all: We aim to help all South Somerset residents into good work. We will support our residents with access to training and further learning to help establish pathways into good jobs	Peter Paddon – Joe Walsh (Economy COP)	<ul style="list-style-type: none"> • Employment Hub funding secured from DWP and Hub Co-ordinator appointed. • Employment Hub (Opportunities Hubs) opened and operating in Yeovil, Chard and Wincanton over 70 individuals have received support. • Provided intense support to Oscar Mayer resulting in 700 individuals receiving employment and skills support. • Redundancy Taskforce with over 20 external organisations facilitated, all now offering tailored support to individuals across South Somerset • Promotion of existing schemes to individuals. • Best practice 'Redundancy Employment and Skills guide' produced and distributed • Involvement in County and LEP wide initiatives that assess employment shortages and new training provisions established to enable career transitions. Particularly through the successful Community Renewal Fund projects. • Worked with Yeovil College to offer advice / opinions on local skills requirement. • Launched the Next Gen network for young individuals in South Somerset and beyond • Continued involvement in the South Somerset Supported Employment forum 		<ul style="list-style-type: none"> • Continue to utilise a partnership approach to redundancy support • Continue to work in partnership to promote existing and emerging skills provisions, for example new programmes that Yeovil College have been awarded to deliver • Continue to deliver skills objectives highlighted within the Enterprise, Skills and Innovation Plan • Where appropriate support on the delivery of Community Renewal Fund projects linked with employment and skills • To host a jobs fair in partnership with JCP / DWP / Seetec Pluss and other organisations in Yeovil. 	
3	Rebuilding more inclusive communities and economy: By 2025, all	David Crisfield (Communities COP)	<ul style="list-style-type: none"> • Spark Somerset 22/23 core funding agreed by DX including 5% inflationary uplift • Spark Core funding for 23/24 guaranteed by LGR Programme Board 		<ul style="list-style-type: none"> • Continue to monitor Spark contract and offer support as required. 	

	<p>South Somerset residents will have more opportunities to be involved in community life, ensuring they can volunteer and participate in dynamic community networks.</p>		<ul style="list-style-type: none"> • Covid Outbreak Management Fund grant of £24,000 awarded to Spark to support rural recovery work. • Faith New Deal bid submitted to Department of Levelling Up, Housing and Communities. • Area Community Grants budgets spent in 2021/22. Budgets for 2022/23 confirmed. • Innovation grant provided to YMCA for piloting new forms of promoting and delivering social action with young people. 		<ul style="list-style-type: none"> • Review results from YMCA social action and identify learning and future potential funders. • Focus on promotion of Area Community Grants in the first part of 2022/23 and review in September to assess end of year position and future arrangements. • Identify key social mobility actions to take forward. 	
4	<p>Improving our customer journey (SSDC): By 2023, we want a two-way relationship with customers to create and deliver the best services as efficiently as possible. We want our customers to be able to access, the right information to help themselves and the right service at the right time</p>	<p>Jessica Power + Marie Collins (Protecting Core Services COP)</p>	<ul style="list-style-type: none"> • Good continued focus on new online self-serve online options. Work complete on Licensing, Payments, Planning enforcement. • Technical issues with payments and Civica have reduced but remained an issue in pockets for the call centre. Working closely with digital services to investigate and resolve. • Recruitment is still proving more challenging at present. This is becoming our highest risk area. A permanent indeed advert is now in place to maintain a steady flow of CVs to keep warm. • We are still seeing a rise in complex cases off the back of Covid. Including a surge in mental health and financial hardship related issues. We have a good ongoing partnership working with Citizens Advice. • Focus has commenced on Council Tax (CT) recovery with additional support measures for customers including breathing space and additional trained resource within the Connect team. 		<ul style="list-style-type: none"> • New grade 5 Business Analyst post now in place within the Connect team to push further channel shift improvements and further streamline the customer journey. • Ongoing work with Support Services IT to mirror Contact us with Connect 360 to allow a more efficient customer journey to the right department and reduce un-necessary duplication through Customer Connect. Further 360 scripts that help the team to deal 	

					<p>with calls to be produced to support the team training and reduce pressure.</p> <ul style="list-style-type: none">• Virtual face to face appointments for customers via a teams app on tablets is now signed off and is currently being implemented. Initially to support housing calls within Connect but also to be extended to Tourism and our external partnership working in time to effectively support vulnerable people more timely and effectively.• The covid section on our website is being updated to support the financial impact currently being felt across our district off the back of covid and fuel prices.• Call wait times and average wait times have reduced and measures are being put in place within Connect to work in a different way to further support the call wait time reduction.	
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					<ul style="list-style-type: none"> • A team within Connect have been trained to support the case team with recovery of Council tax. 	
5	<p>A robust economic safety net: For South Somerset to have a strong performing economy achieving higher value jobs, greater inward investment and increased innovation by 2023.</p>	<p>Peter Paddon – Joe Walsh (Economy COP)</p>	<ul style="list-style-type: none"> • Administered grant support to over 1,400 businesses worth over £12m in addition to the grant funded provided in previous stages on the pandemic. Included within the £12m of grant support was the full utilisation of Additional Restrictions Grant funding. • Agreement from the Place Leadership Group and other key organisations to work in partnership to deliver economic growth in the area. • Consultants appointed to produce an Enterprise, Innovation and Skills Action Plan to be delivered by the above. • Enterprise, Innovation and Skills Action Plan produced and general agreement sought from PLG. • Business support promoted through social media, newsletters, events. • Initiatives such as M-Hub, Crewkerne Business Group, Yeovil Chamber supported through attendance and steering group membership. • Contributed to the assessment of carbon reduction grants, and supported / promoted initiatives that had environmental benefits to businesses. • Launched the Somerset Catalyst Programme Phase 2 through the Community Renewal Fund • Worked in partnership with SCC + Somerset Districts to appoint the HotSW LEP to provide a bespoke Inward Investment service for Somerset. Funded through the Business Rates Retention Pilot. • Consultants appointed to further develop the Enterprise, Innovation and Skills action plan to become bid ready for future funding opportunities 		<ul style="list-style-type: none"> • Continue to work in partnership with the Place Leadership Group and other organisations to deliver the Enterprise, Skills and Innovation Plan. • Continue to support and promote existing business support provisions • Review and act upon the UK Shared Prosperity Fund guidance once released (anticipated in April 2022) • To work closely with the HoTSW LEP to deliver inward investment in South Somerset 	

6	<p>Promoting health and well-being: South Somerset residents will have access to physical and social health & well-being activities, events and support programmes so that the people of South Somerset feel more positive about their health and well-being as well as supported in places where they live, learn, work and play.</p>	David Crisfield (Communities COP)	<ul style="list-style-type: none"> • Countryside ranger team delivered 30 public events across countryside sites during summer holidays with over 1900 participants as part of <i>Summer of Play</i> initiative. • Opened a new community space at Yeovil Recreation Centre alongside a café to improve community networking at the site. Community space well received and used by a range of groups including weekly Alzheimer’s Society support group, new parents group, exercise classes, Martock carers group, SASP, YMCA and a range of other providers and organisations • As restrictions have allowed in final quarter forest school and group sessions have restarted – Community Heritage officer has provided a series of free sessions to MIND and Yeovil4families at countryside sites in Yeovil, Ham Hill and Chard. • New visitsouthsomerset.com website launched to showcase the district; includes explore pages for countryside sites with a range of events and free downloadable guides and activity sheets. • Despite some pauses in volunteering, some 2,000 countryside volunteer days donated across the sites. Volunteering opportunities broadened to provide a greater range of times and types of session. • Funding support provided to Love Yeovil to run a range of town centre-based positive events to encourage access to wellbeing activities. • Funding, venue and officer support for the Yeovil multicultural event held in August 2021. • Covid Outbreak Management Fund grants totalling £89,300 provided to MIND, Yeovil Community Church, Balsam Centre, Citizens Advice South Somerset and 11 x Food Banks for services contributing to people’s physical and mental wellbeing. • £164,150 of Community Resilience Funding provided to Freedom Leisure, Somerset Families Programme, MIND, Citizens Advice South Somerset, CAP, Westfield 	<ul style="list-style-type: none"> • Continue to provide free sessions to Yeovil4Families with a particular focus on Chard. • Deliver a free children trail leaflet for Chard reservoir and market to local families. • Deliver Green Grants scheme in Yeovil – offering free drop in wildlife sessions at Yeovil Country Park. • Deliver a diverse range of countryside events – including some free events – across the natural greenspaces. • Work with sports clubs & coaches to develop holiday activities at Yeovil Recreation Centre. • Progress the Ham Hill Heritage Fund project to set up a Volunteer Hub and recruit a new member of grant-funded staff to deliver engagement and volunteer opportunities. 	
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			<p>Community Association and joint District Council Better Lives project for services contributing to people's physical and mental wellbeing.</p> <ul style="list-style-type: none"> • Majority of walks have re-established post Covid. Clearer idea of underserved areas. • Freedom Leisure draft active communities development plan produced and supported with £10K COMF grant 		<ul style="list-style-type: none"> • Review the learning from Love Yeovil positive events & wellbeing activities and identify future funding opportunities. • Outcomes report on the impact of the COMF funding provided, by Dec 22. • Outcomes report on the impact of the CRF funding provided, by Dec 22. • Funding for health Walks secured from Public Health for 2022/23. Work with SASP, Freedom Leisure and others to promote health walks in identified underserved areas. <p>Agree final draft of Freedom Leisure Active Communities Development Plan and delivery and spend of COMF grant.</p>
7	<p>Tackling inequalities: By 2023, develop a new Community Strategy with our voluntary sector</p>	<p>David Crisfield (Communities COP)</p>	<ul style="list-style-type: none"> • Freedom Leisure draft active communities' development plan produced. • Additional support for CASS to expand access to information & advice via out of hours and remote access. 		<ul style="list-style-type: none"> • Review with CASS the reach and impact of expanded access to information & advice.

	partners to build on the assets and strengths that exist in all South Somerset communities to coherently address the causes and consequences of economic, social and health inequalities.		<ul style="list-style-type: none"> • South Somerset Families Programme to support vulnerable families is funded and now fully operational in Chard, Wincanton and Western Yeovil. • Christians Against Poverty provided with £15,000 CRF grant to expand their service into smaller communities e.g. Crewkerne. 		<ul style="list-style-type: none"> • Review impact of outcomes of the CAP CRF funding. • Ensure core funding for the South Somerset Families Programme is secured for 2022/23 and an evaluation framework agreed and delivered.
8	Increasing digital access: Every South Somerset resident and business will have good connectivity, basic digital skills and access to a device or support they need to be online by 2026.	Peter Paddon – Joe Walsh (Economy COP)	<ul style="list-style-type: none"> • Workshops convened with Members to increase their knowledge on available schemes speakers included; Connecting Devon and Somerset, Wessex Internet, Jurassic Fibre and Konnect Wifi • Broadband Directory published and distributed across South Somerset to include information on available providers who are actively building networks within the district • Advice provided to businesses and residents through online meetings, emails and SSDC's website • Connecting Devon and Somerset programmes promoted through Economic Development E-Newsletter and SSDC's Social Media channels. Programmes include: <ul style="list-style-type: none"> ○ Phase 2 of superfast programme ○ Mobile Boost Scheme (boosting mobile coverage) ○ Relevant voucher schemes (including the national Gigabit Voucher Scheme) • A 'South Somerset Get Digital' event was organised and hosted. Over 40 individuals attended and it was open to members of the public and Councillors. Presentations included: Connecting Devon and Somerset, Wessex Internet, Jurassic Fibre, Konnect Wifi, Spark Somerset, 		<ul style="list-style-type: none"> • Update and distribute the Digital Connectivity Directory • Continue to meet with broadband providers and Connecting Devon and Somerset to shape delivery within South Somerset • Continue to promote schemes that increase access to mobile networks • Promote Digital Skills opportunities within South Somerset including Yeovil College new programmes, Digital Skills Partnership and Growth Hub schemes

			Yeovil College and the Heart of the South West Digital Skills Partnership.		
9	Support the development and enhance the future prospects of our young people: By 2025, all more vulnerable young people can access proactive support and personal development activities. Also in place will be structured opportunities for young people to develop their confidence and skills in leading innovative social action across the District.	David Crisfield (Communities COP) Peter Paddon – Joe Walsh (Economy COP)	<ul style="list-style-type: none"> • Additional financial support provided to Somerset Mind to provide low-level support and social activities for young people and young adults in Yeovil, Chard and Castle Cary. • Support provided to the YMCA to expand their summer programmes and to pilot new ways of promoting social action with young people and young adults. • A bid was submitted to the Community Renewal Fund to focus on social mobility. Unfortunately, this was unsuccessful. Funding from the Recovery Reserve will allow us to progress with particular aspects of this submission and deliver social mobility opportunities within the area. • Physical activity and self-defence programme targeting girls and young women in disadvantaged areas commissioned from SASP (Somerset Activity & Sports Partnership). • Funding secured for innovative young adults resilience work. 		<ul style="list-style-type: none"> • Actively link Somerset Mind provided low-level support and social activities for young people and young adults to DWP funded job clubs. • Review YMCA social action pilots to capture learning and identify funding opportunities. • Review outcomes of the SASP commissioned physical activity and self-defence programme for girls and young women. • Provide grant of £26,000 from Community Resilience Fund to Youth Providers in targeted areas of Yeovil. • Outcomes report on the impact of the CRF youth funding provided, by Dec 22.
10	Healthy food, healthy activities: By 2023 a	David Crisfield (Communities COP)	<ul style="list-style-type: none"> • The 12-month countywide Food Pantry project has now been rolled out with a full time project manager seconded from Somerset West and Taunton Council and funding to support up to 4 new Pantries per District. 		<ul style="list-style-type: none"> • Continue to keep watching brief on the resilience of our Food Banks and respond to

	structured local approach and programme of activities are in place to ensure greater and secure access to healthy food, access to active green spaces (including growing spaces) and the promotion of tailored physical activity opportunities.		<ul style="list-style-type: none"> • A Pantry Scheme has been established independently at the Westfield Community Centre in Yeovil and there is a group working towards establishing a Food Pantry and co locating the existing Food Bank, in Chard. There is also a new community food project akin to a Food Pantry that has been set up in Castle Cary by Cary Cares. • Grants totalling £24k awarded to 11 South Somerset Food Banks • Somerset Community Food was established as an independent charity in 2021. This supports existing and new Food Growing and Cooking Projects across the county with access to support training and resources. South Somerset has approximately 12 local projects whose details can be accessed via the Food Projects map https://www.somersetcommunityfood.org.uk/projects/map 		<p>any emerging issues created by the impacts of rising energy, fuel and food costs, rising inflation and the increase in NI.</p> <ul style="list-style-type: none"> • Food Resilience issues will continue to be planned and monitored on a regular basis by the Food Resilience Working Group • Will continue to work with the Food Pantry project to help identify and support new potential Food Pantry projects in South Somerset. 	
11	High streets for all: Deliver our ambitious Yeovil, Chard and Wincanton regeneration programmes, enhance our public spaces and create new exciting new uses for underused high street buildings	Natalie Fortt Peter Paddon – Joe Walsh (Economy COP)	<ul style="list-style-type: none"> • Continued to work with Town Councils, the County Council, Police and other key stakeholders to ensure the safe re-opening of high streets within our Market Towns. • Welcome Back Fund fully distributed and spent in partnership with Town Councils • Between April 2021-March 2022 £138,000 of Market Town Investment Group funding was invested into the market town centres and environment projects which was match funded by the Town Councils equating to projects of over £278,000 delivered. 		To progress additional MTIG projects and ensure committed funding is spent in the required timescales.	
			Yeovil Refresh		Yeovil Refresh	

in our key market towns.	<ul style="list-style-type: none"> • Started on site on Westminster Street and Wine Street public realm works. • Completed procurement and tender process for Wayfinding System. • Commenced procurement for Middle Street West, Middle Street East, Borough and High Street sections of the public realm improvements. • Commenced design of Wyndham Street Area and tender issued. • Consulted on the designs for phase 2 of the Walking and Cycling package. 		<ul style="list-style-type: none"> • Commence on site public realm improvements at the Triangle • Produce a Town Centre Initiative Strategy • Appoint contractor for remaining public realm works 	
	<p>Chard Regeneration</p> <ul style="list-style-type: none"> • The Chard Leisure Centre is complete and opened on November 8th. The leisure centre includes a swimming pool, gym and exercise studios and café and soft play area. • Commenced construction of the public realm areas in the town centre. • Appointed accredited conservation architect and launched the Building Repair Grant scheme. • Shopfront Design Guide adopted as Supplementary Planning Document (SPD) 		<p>Chard Regeneration</p> <ul style="list-style-type: none"> • Completion of public realm works including the Easter Gateway • Building Repair Grants awarded • Increase community and cultural engagement 	
	<p>Wincanton Regeneration</p> <ul style="list-style-type: none"> • Finalised RIBA 3 designs for three public realm areas and progress to RIBA stage 4 for submission to Stage 2 Highway Safety Audit. • Secured necessary legal agreements and Traffic Regulation Orders. • Public Realm works invitation to tender issued for three areas of; Market Place, Central High Street and Carrington Way • Increased promotion of the Events and Activities Grant fund with ten events awarded grant funding. 		<p>Wincanton Regeneration</p> <ul style="list-style-type: none"> • Award Public Realm contract and start works • Launch Building Improvement Grant Scheme • Submit to Government Levelling Up Fund application to include Wincanton Co-working • Further promotion of the Events and Activities Grant fund 	

Appendix 2: Recovery reserve budget proposed projects and associated spend

AAP= Annual Action Plan 2022/23

R+R= Recovery and Renewal Strategy

Community Resilience Fund Contingency Budget		
Project Title	Priority	Funding
Better Lives	AAP – Priority 2 R+R – Objective 2	£10,000
CASS Young Adults Programme	AAP – Priority 2 R+R – Objective 2	£38,000
Somerset Families Additional Delivery	AAP – Priority 2 R+R – Objective 2	£16,000
Gateway – People in crisis drop in	AAP – Priority 2 R+R – Objective 2	£37,150
Total from recovery reserve		£101,150

Project Title	Priority	Funding
Social Mobility Study Phase 1 (to provide recommendations)	AAP – Priority 2+3 R+R 1,2,3,5,6,7,8	Up to £25,000
Social Mobility Study Phase 2 (to implement recommendations)	AAP – Priority 2+3 R+R 1,2,3,5,6,7,8	£100,000
Social Mobility Pilot Young person enhancement	AAP – Priority 2+3 R+R 1,2,3,5,6,7,8	£30,000 SCC £55,000
Levelling Up Fund / Shared Prosperity Fund – Getting bid ready	AAP – Priority 2+3 R+R 5	Up to £50,000
Digital Connectivity Inclusion Programme	AAP – Priority 3 R+R 8	£35,000
YIC Innovation Support	AAP Priority 3 R+R 2,3+5	Up to £30,000
Entrepreneurial activity within schools	AAP- Priority 3 R+R 2	Up to £25,000
South Somerset Next Gen Group – seed funding / flexible budget	AAP – Priority 3 R+R – Objective 2+3	£5,000
YIC Discretionary Innovation Budget	AAP – Priority 3 R+R 3+5	£5,000
Total from recovery reserve		£330,000

Spend already committed:

Project Title	Priority	Funding
Enterprise, Innovation and Skills	AAP – Priority 3 R+R 5	£15,000 SSDC £10,000 Yeovil College
Summer of Play 2021		£2,671.57
Wincanton TC Event		£2,500
Total from recovery reserve		£20,171.27

Total Spend: £451,321.27

Project Overview

Community Resilience Fund Contingency Budget	
Project Title	Project Overview
Better Lives	A service improvement project of the four Districts looking at provision for most vulnerable residents' incl. homeless and with acute substance issues etc. feeds into Health & Wellbeing Board and future Somerset Homeless Strategy. Outcome: To improve the lives of homeless people across the county with complex additional needs such as addictions. Outputs: TBC All funding to be spent and activity delivered by April 2023.
CASS Young Adults Programme	To support the provision of new and expanded advice to lower-income households and particularly young adults facing specific financial and housing related challenges due to the consequences of the Covid pandemic. Outcome: Meet the advice needs of disadvantaged young adults affected by the impacts of COVID19 Outputs: Approximately 200 'new' individuals to receive support. All funding to be spent and activity delivered by April 2023.
Somerset Families Programme Evaluation	Additional Delivery. Outputs: NA All funding to be spent and activity delivered by April 2023.
Gateway – People in crisis drop in	Non-wage and ½ salary costs of the provision of drop-in space on Wednesday and Fridays and expanding into the weekend to provide emergency support for the most marginalised. Wednesday provision is in partnership with NHS. Outcome: Reduce the number of vulnerable adults reaching the point of crisis. Outputs: TBC All funding to be spent and activity delivered by April 2023.

Project Title	Project Overview
Social Mobility Study Phase 1 (to provide recommendations)	To commission a report that provides data and recommendations to address issues associated with social mobility opportunities locally. This may also inform applications to the UK Shared Prosperity Fund (see info below). Outcome: <ol style="list-style-type: none"> 1. To provide an evidence-based understanding of the specific factors contributing to poor social mobility in South Somerset 2. To inform a better coordinated and impactful approach to addressing issues of poverty and low social mobility in South Somerset Outputs: As above. All funding to be spent and activity delivered by April 2023 (successful projects may continue longer term).
Social Mobility Study Phase 2 (to implement recommendations)	To implement recommendations from the Phase 1 report. Outcome: To address social mobility challenges in South Somerset. Outputs: To be confirmed within report recommendations. Projects will commence in Summer 2022 and may run past April 2023 depending on the recommendations. The majority of activity will take place between now and March 2023.
Social Mobility Pilot Young person enhancement	This project will help address the school performance, skills, pay and wellbeing missions of the Government's Levelling UP agenda and contribute to the ambitions aspiration of the new Somerset Council to be better at tackling inequality including addressing social mobility. Outcome:

Project Title	Project Overview
	<ol style="list-style-type: none"> 1. To raise the aspirations of, and opportunities for, young people who are currently identified as at risk of poor social mobility, further exacerbated by the impacts of Covid. 2. To improve the educational attainment of young people who are predicted not to achieve grade 5 or above in English & Maths GCSE. 3. To improve the life chances and employment prospects of young people who would otherwise be economically disadvantaged as a consequence of poor social mobility. <p>Outputs: 2 schools engaged and associated students (King Arthur’s, Ansford Academy) TBC – further work required and contract developed. All funding to be spent and activity delivered by April 2023.</p>
<p>Levelling Up Fund / UK shared Prosperity Fund – Getting bid ready</p>	<p>To employ consultants to support with future funding opportunities e.g Levelling Up, UK Shared Prosperity etc. This will enable Officers to continue to focus on agreed action plans.</p> <p><u>UK Shared Prosperity Fund – more details available in the Spring</u></p> <p>The UK Shared Prosperity Fund will support the UK Government’s wider commitment to level up all parts of the UK by delivering on each of the four parts of Levelling Up:</p> <ul style="list-style-type: none"> • Boost productivity, pay, jobs and living standards, especially in those places where they are lagging. • Spread opportunities and improve public services, especially in those places where they are weakest. • Restore a sense of community, local pride and belonging, especially in those places where they have been lost. • Empower local leaders and communities, especially in those places lacking local agency <p><u>Levelling Up Fund – more details available ‘soon’</u></p> <p>The first round of the Fund was focused on three infrastructure themes:</p> <ul style="list-style-type: none"> • Transport investments including (but not limited to) public transport, active travel, bridge repairs, bus priority lanes, local road improvements and major structural maintenance, and accessibility improvements. We are requesting proposals for high-impact small, medium and by exception larger local transport schemes to reduce carbon emissions, improve air quality, cut congestion, support economic growth and improve the experience of transport users. • Regeneration and town centre investment, building on the Towns Fund framework to upgrade eyesore buildings and dated infrastructure, acquire and regenerate brownfield sites, invest in secure community infrastructure and crime reduction, and bring public services and safe community spaces into town and city centres. • Cultural investment maintaining, regenerating, or creatively repurposing museums, galleries, visitor attractions (and associated green spaces) and heritage assets as well as creating new community-owned spaces to support the arts and serve as cultural spaces <p>It is envisaged that the second round of funding will follow similar themes.</p>

Project Title	Project Overview
	<p>Outcome: Increased chance of success for applications into the above funds and subsequent outcomes associated with the above.</p> <p>Outputs: TBC within the applications.</p> <p>All funding to be spent and activity delivered by April 2023 (successful projects may continue longer term).</p>
Digital Connectivity Inclusion Programme	<p>To commission a partner to deliver marketing, promotions, facilitation and activity linked to digital inclusion and digital infrastructure. Including taking advantage of the Government’s Gigabit Broadband Voucher scheme and ensuring South Somerset communities are applying and receiving vouchers.</p> <p>Outcome: Increased digital connectivity / infrastructure and associated digital skills.</p> <p>Outputs: Each Gigabit Voucher claimed equates to £1500-£3500 worth of investment. Outputs will be agreed within the tender. All Parish Councils where the area does not have SFB will have the opportunity to receive expert advice and facilitation.</p> <p>All funding to be spent and activity delivered by April 2023.</p>
YIC Innovation Support	<p>To explore the opportunity of the YIC being included within a broader business support scheme that SCC are commissioning for iAero, Somerset Energy Innovation Centre and the (when developed) Taunton Digital Innovation Centre.</p> <p>Outcome: To enable SMEs to access a flexible package of specialist research, development and innovation support tailored to their specific business needs. This may include areas such as intellectual property, knowledge transfer, product commercialisation and certification and supplier accreditation.</p> <p>Outputs: To be explored and agreed in line with SCC</p>
Entrepreneurial activity within schools. E.g Young Enterprise	<p>To commission a programme of activity that encourages entrepreneurship and innovation within schools.</p> <p>Outcome:</p> <p>In 2020, the Entrepreneurs Network produced a report ‘Educating Future Founders’ identifying the need to integrate entrepreneurship within education from an early age. Within the executive summary there are 6 points that are particularly relevant to this commission and ultimately we are seeking to address. These include:</p> <ul style="list-style-type: none"> • There is an untapped opportunity to promote economic growth and reduce unemployment by expanding access to entrepreneurship education to secondary school students • Entrepreneurial skills are valued by employers and entrepreneurship education programmes aimed at secondary school students have been shown to reduce the risk that a young person will become unemployed later in life. • Skills developed through entrepreneurship education such as financial literacy, business awareness, and an entrepreneurial mind-set are becoming ever more relevant as gig economy platforms lead to increased levels of self-employment. • Entrepreneurship education has traditionally taken place at universities, but there is strong evidence that earlier interventions can develop non-cognitive skills that are key to entrepreneurial success, such as creativity, persistence, and communication.

Project Title	Project Overview
	<ul style="list-style-type: none"> • In South Somerset, the transition to higher-education participation is low. As a result, expanding access to entrepreneurship education in schools will enable more of the next generation to benefit. • Short interventions lasting as little as six hours aimed at secondary-level pupils can have long-lasting impacts on entrepreneurial traits and intentions. <p>Outputs:</p> <ul style="list-style-type: none"> • TBA
<p>South Somerset Next Gen Group – seed funding / flexible budget</p>	<p>To provide seed funding to enhance the newly formed Next Gen network that has been established in the last few months. In the first two sessions, young individuals have identified the below priorities. The Next Gen group is a method of retaining young, talented individuals, by offering a social and professional platform for them to develop careers within South Somerset. Funding will be used for; room hire, hospitality, events, keynote speakers etc.</p> <ol style="list-style-type: none"> 1. Desire to network with other young individuals within South Somerset both professionally and socially 2. Upskill and facilitate career development / career enhancement opportunities 3. Better physical spaces; leisure, culture, housing, town centres, nightlife etc. 4. Better public transport infrastructure 5. More events and social activities (and better communication of what is already happening) <p>Outcome: To directly support the above outcomes of 1,2 and 5. Ultimately, this will lead to increased aspirations for local young people, increased commitment to staying locally, increased opportunities for career development and the provision of ‘life skills’ that are not available after leaving education (mortgage workshops, pension workshops, interview skills etc).</p> <p>Outputs: To target 50 individuals to be actively involved with the network, monthly events (social and professional). All funding to be spent and activity delivered by April 2023.</p>
<p>YIC Discretionary Innovation Budget</p>	<p>To create a hospitality budget that will enable a programme of business support events to be delivered at the YIC. Business Support organisations usually have the budget and access to expert speakers however are unable to fund room hire / refreshments.</p> <p>Outcome: Increased innovation activity within the centre including more events and training courses. Leading to higher levels of business growth.</p> <p>Outputs: Monthly Yeovil Chamber Business Circle Meetings approximately 12 business per month. Manufacturing networking supply chain event 30/40 businesses Further activity to be scoped through the year including events in partnership with the FSB, Barclays Eagle Labs, Digital Somerset, Somerset Inward Investment, Manufacturing Hub etc. All funding to be spent and activity delivered by April 2023.</p>

Appendix 3 – Summary of key recovery related groups with objectives.

Group	Overview	Recovery Objective
South Somerset Redundancy Task Force	Initially established to respond to the news of Oscar Mayer in Chard making 800+ individuals redundant. The task force has now developed to support all redundancies across South Somerset and will be important when delivering the Employment and Skills Hub.	2 – Good work for all 5 – A robust economic safety net
Somerset Unemployment Support Group	Somerset wide group that was launched as an information sharing group, to ensure that SCC + Districts + external partners were working together to respond to unemployment and skills challenges. The group meets regularly, with external support organisations attending, providing updates and sharing Somerset based support schemes.	2 – Good work for all 5 – A robust economic safety net
South Somerset's Place Leadership Group	The PLG brings key businesses and organisations together to share an ambition of growth and innovation within the area. The group first met in December 2019. Although the group's focus is driving growth within the area, it also considers the impacts of Covid 19 and what is required to transition from recovery to growth	2 – Good work for all 3 - Rebuilding more inclusive communities and economy 5 – A robust economic safety net 9 - Support the development and enhance the future prospects of our young people
Somerset Multi-Agency Co-ordination Recovery Group	Established to drive a County wide holistic approach to recovery from the Covid-19 pandemic. A cross cutting group that co-ordinates and supports the widespread recovery activity of the Covid-19 cells on behalf of partners. Standing	All

Group	Overview	Recovery Objective
	representatives include all Somerset local authorities, Public Health, the Clinical Commissioning Group, Civil Contingencies Unit and other bodies are invited where appropriate.	
Yeovil, Chard and Wincanton Regeneration Boards	Each regeneration programme has an established project board.	11 High streets for all
Market Towns Investment Group	The Market Towns Investment Group (MTIG) is a partnership of SSDC, Town Councils and local regeneration groups established to promote strategic investment in South Somerset Market Towns and surrounding villages.	11 High streets for all
Community Resilience Partnership	<p>Successor to the Covid19 Vulnerable People and Community Resilience and Brokerage cells.</p> <p>Purpose is the delivery of key cross system/ cross county activities that continue to promote and enhance community resilience through successful partnership working / collaboration with partners across the Somerset system.</p>	<p>3 - Rebuilding more inclusive communities and economy</p> <p>6 - Promoting health and wellbeing</p> <p>7 - Tackling inequalities</p> <p>9 - Support the development and enhance the future prospects of our young people</p> <p>10 - Healthy food, healthy activities</p>
Somerset Growth Board	In place, ensure that the momentum of the Somerset Growth and Recovery Plan is sustained and that the plan is well integrated with the economic agendas of the Local Enterprise Partnership and other key partners.	<p>2 – Good work for all</p> <p>5 – A robust economic safety net</p> <p>9 - Support the development and enhance the future prospects of our young people</p>
General Council Meetings – including Scrutiny, District Executive and Full Council	Statutory meetings held by South Somerset District Council. Many of which review internal processes and improvements.	4 - Improving our customer journey (SSDC)

Group	Overview	Recovery Objective
SSDC Communities of Practice (CoPs) for Economy, Environment, Communities, Places and Protecting Core Services (PCS).	Set Recovery and Renewal delivery plans and review and monitor progress, also aligned to SSDC's Council Plan, Annual Action Plan 2021/22.	All.
Gypsy, Roma and Traveller (GRT) Working Group	<p>Joint public sector group that reports to the Homelessness Reduction Board.</p> <ul style="list-style-type: none"> • To ensure that all partner agencies understand the needs of the GRT communities, through consultation and communication, including the settled communities, • To ensure that the recommendations included within the GTAA (Gypsy and Traveller Accommodation Assessment) and other adopted recommendations relating to GRT communities, are progressed. • To ensure that any relevant new legislation or emerging good practice guidance relating to GRT communities, are reported to the relevant committees and implemented as required. • To improve understanding across all partner agencies of the specific needs of these communities 	7 - Tackling inequalities

Leisure Facility Capital and Decarbonisation Programmes – Consideration of additional funding

Executive Portfolio Holder:	Cllr Sarah Dyke, Environment, Cllr Mike Best, Health and Wellbeing, Cllr Peter Seib, Finance and Legal
Strategic Directors:	Kirsty Larkins, Service Delivery, Nicola Hix, Strategy and Support Services
Service Manager:	Sharon Jones, Assistant Director, Service Delivery, Brendan Downes, Lead Specialist, Procurement
Lead Officers:	Lynda Pincombe, Procurement Specialist, Karen Watling, Chief Finance Officer
Contact Details:	Lynda.pincombe@southsomerset.gov.uk or 01935 462614

Purpose of the Report

1. To update members on the delivery of two capital projects to ensure the Council's built leisure estate is fit for purpose for the next 14 years. Both projects will significantly reduce carbon emissions at Goldenstones, Wincanton Sports Centre and Westlands Sport and Fitness Centre in line with Corporate Objectives.
2. To request an increase in the capital budget in order to complete delivery of both programmes by end of 2022.
3. To seek approval to fund the increase required from additional grant income received and a virement from the Council's approved Corporate Capital Contingency Budget.

Forward Plan

4. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 12th May 2022.

Public Interest

5. The contract for the operation of the Council's indoor leisure facilities in Yeovil and Wincanton and Chard was awarded to Wealden Leisure Limited (Trading as Freedom Leisure) for 15 years from 1st April 2021 until 31st March 2036.
6. As part of the contract award, the Council approved capital funding to enable Freedom Leisure to manage facility improvements at the Yeovil and Wincanton sites. Improvements include; increased studio provision, enhance gym facilities, improved reception space and catering, expansion of gym, new equipment along with significant works to upgrade or replace mechanical and electrical systems to maintain the facilities in good working order and reduce carbon emissions from the facilities in line with the Council's Environment Strategy and Council Plan objectives.



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7. Under the leisure contract, the Council receives a significant and increasing annual management fee income from the contractor from year three of the contract (which is financial year 2023/24).
8. This report seeks additional budget approval to cover a shortfall, largely arising from inflationary increases in tendered prices from subcontractors' quotes, to deliver the environmental improvement works.

Recommendations

9. That District Executive recommends that the Chief Executive:-
 - a) Agree an increase to the capital budget for the two projects of £1,646,468, using its delegated authority under part 3 of the Constitution (section 4.1) – as set out in paragraph 36 of this report. This would bring the combined total for both projects from £6,295,000 to £7,941,468 as shown in Table 2.
 - b) Agree a virement of £1,015,495 from the approved Corporate Capital Contingency budget (currently standing at £4m) into these two project budgets. District Executive can vire any budget amount over £100k from one individual budget to another as long as there is no overall impact on the total budget agreed by Council (Financial Procedure Rule 2.3 (h)).
 - c) Note that £630,973 of the increase proposed is eligible to be funded from PSDS grant the Council has already received and has not included in its capital-funding budget.
 - d) Agree to delay the PSDS works at Wincanton Sports Centre and accept the consequential funding implications as explained in paragraph 38.
 - e) Note that the Chief Finance Officer will seek agreement to approve these proposals with the other S151 Officers within the Somerset councils as required under the Finance and Assets Protocol.

Background

Public Sector Decarbonisation Capital Project – Leisure Sites

10. The Council approved capital expenditure of £2.8m in February 2021 for decarbonisation works but has been awarded up to £3.993m of Public Sector Decarbonisation Scheme (PSDS) funding. While a total of £3.993m is available, all schemes have to be signed off by the Government's delivery partner, Salix Finance to ensure they meet strict grant criteria. Any money not spent by end June 2022 will have to be returned.
11. It was originally envisaged that this funding would be used to reduce carbon emissions at 10 sites, but the scope has been reduced to the three leisure sites, as these will deliver the greatest reduction in carbon emissions. It was clear last autumn that the risk of continuing with the Council's original delivery partner was too great given the constrained grant deadlines, wide project scope, volatile market and significant financial risk of having



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to fund a wide portfolio of schemes if not complete by the original grant deadline of 31st March 2022 (now extended to 30th June 2022).

12. The Council's Property team will seek to pick up the majority of works not covered by PSDS grant via the Phase 2 Decarbonisation Programme (capital approved by the Council in February 22). These proposals will be delivered over a more manageable timescale.

Leisure Centre Improvements Capital Project

13. The Council approved £3.495m capital in April 2021 for centre remodelling and energy efficiency/partial decarbonisation works, and essential mechanical and electrical replacements proposed by Freedom Leisure in their contract tender submission. Just under £1million of this budget was originally earmarked for decarbonisation and energy efficiency measures.
14. The PSDS grant has enabled the scope of decarbonisation works at the leisure sites to be broadened in order to fully decarbonise Goldenstones and Wincanton Leisure Centres which Freedom Leisure fully supports, although some of the decarbonisation measures will not be covered by the PSDS grant. Consequently, the two capital projects have now become interlinked and delivery of both elements is being managed by Freedom Leisure but steered via a joint project board. The amended project scope has caused significant delay to Freedom's original capital improvement schemes which has had an impact on the Leisure Capital budget due to factors such as increased design costs and cost inflation. Freedom Leisure could reasonably have expected to be in contract for the leisure capital works by August 2021 with delivery fully complete by end March 2022.
15. The delivery of the leisure capital project is fundamental to Freedom Leisure delivering on their 15 year contract business plan set out within confidential appendices to District Executive and Full Council on 15th April 2021. A significant reduction in scope would therefore potentially reduce the amount of management fee income Somerset Council (the new council) would receive from Freedom Leisure.

Report Detail

Reason for budget shortfall position

16. Table 1 below shows the budget shortfall position in respect of both projects as of 31st April 2022 following tender returns. Both will cost more to deliver than anticipated due current market conditions.
17. It is possible that Value Engineering could further reduce the expected cost of delivering the leisure capital works, but this is unlikely to be significant.
18. PSDS grant funding is available to cover all expected PSDS costs incurred up to the end of June 2022. Any aspect of PSDS work delivered after this date (excluding commissioning and equipment expected but not delivered by this date) would not be eligible for PSDS funding and would therefore have to be funded by the Council if District Executive agreed to continue with the PSDS project at the three leisure sites.



Table One – Current shortfall in the approved 2022/23 capital budget

	PSDS	Leisure Capital	Combined figures
Approved capital budget	£2,800,000	*£3,495,000	£6,295,000
Increase to fund best case tender returns	£980,973	£630,495	£1,611,468
Contingency to cover latent defects	£0	£35,000	£35,000
Capital Budget needed to complete	£3,780,973	£4,160,495	£7,941,468
Shortfall in Budget	£980,973	£665,495	£1,646,468

*Contingency funding for contract compensation events or late project delivery of £95,950 has been included

PSDS Project

19. The expected cost of delivering the full scope of works now exceeds the approved budget by nearly £980,973.
20. Mechanical and Electrical is a particularly volatile sector at this time, due in no small part to pressures placed on it by PSDS demands. Inflated steel prices also contribute to the additional higher than expected costs. Market indices do not predict a reduction in relevant supply costs in the short term.
21. In addition, £300k of the increase arises from the costs of the contractors delivering at an accelerated rate (overtime and weekend working) to meet the grant deadline.
22. The project manager and SSSC officers believe that the majority of the decarbonisation works can be delivered within budget by the end of June 2022 in line with grant conditions. However, it should be noted that there is still a risk of not meeting the grant deadline as there is now no buffer within the delivery programme for slippage and no further scope for project acceleration.
23. The project board continue to press for an extension on the use of the grant funding until September in order to minimize the financial risk to the Council and to allow civil engineering works required adjacent to King Arthurs School, Wincanton, to take place during school holidays when there would be minimal impact for the school during the GCSE exam period. However, at present it should be assumed that a further extension will not be granted by Salix Finance/ The Department for Business, Energy and Industrial Strategy (BEIS).
24. If there is no movement on the grant deadline, it is proposed that the contractors will deliver all disruptive works and the labour elements at Wincanton after June, while the school is either closed or exams are finished. We have therefore taken a prudent approach and assumed that if District Executive agrees to this proposal PSDS grant is unlikely to be used in funding this element of the programme and that this would be a cost to the Council (see Financial Implications section of the report).
25. The PSDS contractors also estimate that a small amount of insulation works may also not be complete at Goldenstones by end of June but this has been taken into account in the financial implications.

Leisure Capital Budget

26. The expected cost of delivering the full scope of works now exceeds the approved budget by nearly £700,000. Around 80% of the increase above pre-tender estimate is in respect of Energy/Capital Mechanical and Electrical (M&E) particularly at Goldenstones and Wincanton for lighting works and air handling units.
27. In addition to the funding shortfall arising from the tender prices received, there may be additional capital costs, which are identified in the project risk register, that the Council would need to fund if they were realised (largely related to concealed defects). It is proposed that District Executive includes a contingency sum of £35k in the budget increase sought. This amount represents 10% of the total value of possible risks identified in the Project Risk register. This would be in addition to the £95k contingency already in the agreed capital budget, which has been approved to help mitigate any costs arising from late delivery of the programme.

Options available to the District Executive

28. **Option 1** - Freedom Leisure's project management believe further savings can be found through value engineering to reduce a small proportion of the expected shortfall. This would involve removing any elements of the project that did not have any impact on the delivery of Freedom Leisure's business plan, measures such as refurbishment of some M&E items rather than complete replacement.
29. Had there not been significant delay to this project caused by the Council's PSDS project, Freedom Leisure would have picked up the excess capital costs. Therefore under this option it would be proposed that the shortfall in budget would need to be funded by the Council.
30. **Option 2** – Freedom Leisure could retender the leisure capital works and this may bring the works back in under budget. However, this would cause further delay to the delivery of their business plan (around 12 weeks), and there is no guarantee that a better price could be achieved given the current unpredictable market conditions. It is also becoming urgent that works proceed so that aging gym equipment at Wincanton in particular can be replaced and provide the offer that customers expect from a modern leisure centre.
31. The Building Cost Information Service (BCIS) have forecast a 6.9% increase in construction/capital equipment costs across 2022, therefore a delay of one quarter could create an approx. 1.7% or c£60k price rise, which would offset any perceived benefit of tendering. Additionally, given the current market, the project cost consultants have advised of a low success rate in terms of identifying tenderers of sufficient quality who are willing to go on a tender list for this type of complex refurbishment project therefore this option is considered high risk.
32. **Option 3** – the Council could choose not to provide further funding for the leisure capital scheme and Freedom Leisure would have to deliver what they could within the existing approved budget. At present it has not be determined what elements would have to



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come out, but it is anticipated that such a reduction would significantly hamper their ability to deliver their business plan and this in turn is likely to have an adverse impact on the new Council's revenue budget for the next 13 years. The precise impact can only be determined once it is clear what would need to be removed from the project, but it is anticipated that this could result in a reduced return to the Council in years 3-15 of the contract in the order of £197k pa. This figure takes into account expected income reduction and additional costs for repairs & maintenance.

33. Freedom Leisure has already looked at the impact of removing elements from each scheme but it has concluded that this approach could deliver three fairly poor schemes. Therefore, if this option is selected, Freedom Leisure's preference would be to significantly scale back the planned improvements at Wincanton Sports Centre. The proposed scheme would be replaced with a very limited redecoration programme, essential M&E works and replacement of the fitness equipment. The planned improvements to the reception, catering offer, fitness suite, and creation of a new dedicated spin studio would be lost.

Financial Implications

Capital Budget

Table Two – Capital budget requirements and proposed financing

	PSDS	Leisure Capital	Combined figures
Approved capital budget	£2,800,000	£3,495,000	£6,295,000
Increase to fund best case tender returns	£980,973	£630,495	£1,611,468
Contingency to cover latent defects	£0	£35,000	£35,000
Proposed capital budget	£3,780,973	£4,160,495	£7,941,468
To be funded:			
- PSDS grant	-£3,430,973	£0	-£3,430,973
- Prudential Borrowing	-£350,000	-£4,160,495	-£4,510,495
Total	-£3,780,973	-£4,160,495	-£7,941,468

District Executive Approvals needed	PSDS	Leisure Capital	Combined figures
Approved capital budget (Council 28/02/22)	£2,800,000	£3,495,000	£6,295,000
Increase budget (to be funded by PSDS grant)	£630,973	£0	£630,973
Virement of capital contingency budget	£350,000	£665,495	£1,015,495
Proposed capital budget	£3,780,973	£4,160,495	£7,941,468

34. If the recommendations of this report are agreed, the overall capital budget will increase by £1,646,468 from that agreed by Council at its meeting on 28/02/2022, from £6,295,000 to £7,941,468.
35. There remains the risk that expenditure maybe higher than that shown in Table Two relating primarily to slippage on the programme and latent defects. A contingency amount of £130k is included within the proposed budgets shown in Table Two for these.



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36. District Executive has delegated authority, under part 3 of the Constitution (section 4.1), to increase the capital budget if the decision is urgent, is required to deliver the agreed corporate plan, and if the increase is less than 5% of useable reserves. The decision also has to be reported to Council in the Annual Budget and MTFP report and to Audit Committee in the Annual Outturn Report. The proposals meet the delegation conditions as follows:
- The Chief Finance Officer can confirm that the increase in budget sought is less than 5% of useable reserves.
 - The two projects are key elements in delivering priority 1 in our Corporate Annual Action Plan, namely: to accelerate action to adapt to and mitigate the effects of climate change which includes reducing the Carbon footprint of the authority and enhancing the natural environment.
 - The decision is urgent, as there is a need to agree the tenders received and to get into contract in order to deliver as much of the PSDS project by the grant deadline. In addition, any delay may increase the tender prices already received given the current inflationary market.
 - The decision is also urgent in order to agree that the Council is prepared to accept the risk of funding any agreed expenditure not spent before the grant deadline. The S151 Officer was required to give such assurance to Salix Finance on the 28th April 2022 as part of the grant conditions. This assurance was given in consultation with the relevant Portfolio Holders and the Senior Leadership Team. The rationale for giving this assurance is:
 - That this is a key agreed corporate project.
 - It is vital to meet grant conditions to continue to secure the funding awarded, particularly since much of the eligible expenditure for grant funding is already committed.
 - The financial risks are currently assessed as being relatively low (currently at £350k arising from delaying the Wincanton works).
 - Any further increases in the budget required are able to be funded from the corporate capital contingency budget without any unbudgeted consequences (see below).

Funding of the Capital Budget

37. It is currently estimated that £3,430,973 (or 43%) of the capital expenditure will be funded from PSDS grant funding with the remainder being funded through prudential borrowing.
38. The full grant awarded to the council is £3,993,000 but it is unlikely we can spend or commission the full amount before the grant deadline. In addition, if District Executive agrees to delay the works at Wincanton then SSDC will not be able to use PSDS grant for this element of the programme (£350k including Goldenstones) unless the grant



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deadline is extended. Table Two assumes that these schemes will not spend by the grant deadline and will therefore need to be funded by SSDC from prudential borrowing.

39. If the grant deadline were to be extended until the end of September then unallocated PSDS grant (of £1.193m) could be used to cover some of the energy works currently expected to be funded by SSDC through prudential borrowing.
40. It is proposed that District Executive agrees to vire £1,015,495 from the corporate capital contingency budget (approved by Council at £4m) into these capital projects, as shown in Table Two above. This amount is 25% of the contingency budget, which would leave £2,984,505 remaining for possible requests later in the year for other projects in the agreed capital programme.
41. The prudential borrowing required to fund the corporate capital contingency budget is already included in the Council's overall capital funding plan approved by Council in February 2022

Revenue Budget Implications

42. The capital expenditure and funding proposals described in the above paragraphs will not, at this point in time, have an additional impact on the Council's approved revenue budget as the financing costs of funding the overall corporate capital contingency budget through prudential borrowing have already been included in the agreed 2022/23 revenue budget.
43. As explained elsewhere in the report, there remains the risk that not all of the eligible expenditure we have assumed will be grant funded will be spend by the grant deadline. If this happens then the increase in expenditure would be a further call on the corporate capital contingency budget or would need to be funded via an increase in prudential borrowing, with the consequential increased financing costs charged to the revenue budget.
44. As at the date of writing this report, £1,059,440 of the eligible expenditure for PSDS grant funding (of £3.993m) is spent and £2,338,868, or 68%, is contractually committed.
45. The financing charges arising from borrowing to fund the corporate capital contingency fund have been included in the revenue budget with the assumption that the Bank of England Bank Rate is 1%. At its meeting ending on 4 May 2022, the Monetary Policy Committee (MPC) voted by a majority of 6-3 to increase the Bank Rate by 0.25 percentage points, to 1%. Those members in the minority preferred to increase the Bank Rate by 0.5 percentage points, to 1.25%. The markets and financial commentators expect further increases during this year.
46. Any further rise in the Base Rate may require additional revenue budget to set aside a provision for this increase. The situation is complicated however by Local Government Reorganisation, the fact that any increased need to borrow is often initially met by use of available cash resources (internal borrowing) rather than by entering into external loan agreements, and the need to take a longer-term approach to financing borrowing needs (indebtedness) than just the one year remaining for SSDC as a separate organisation.



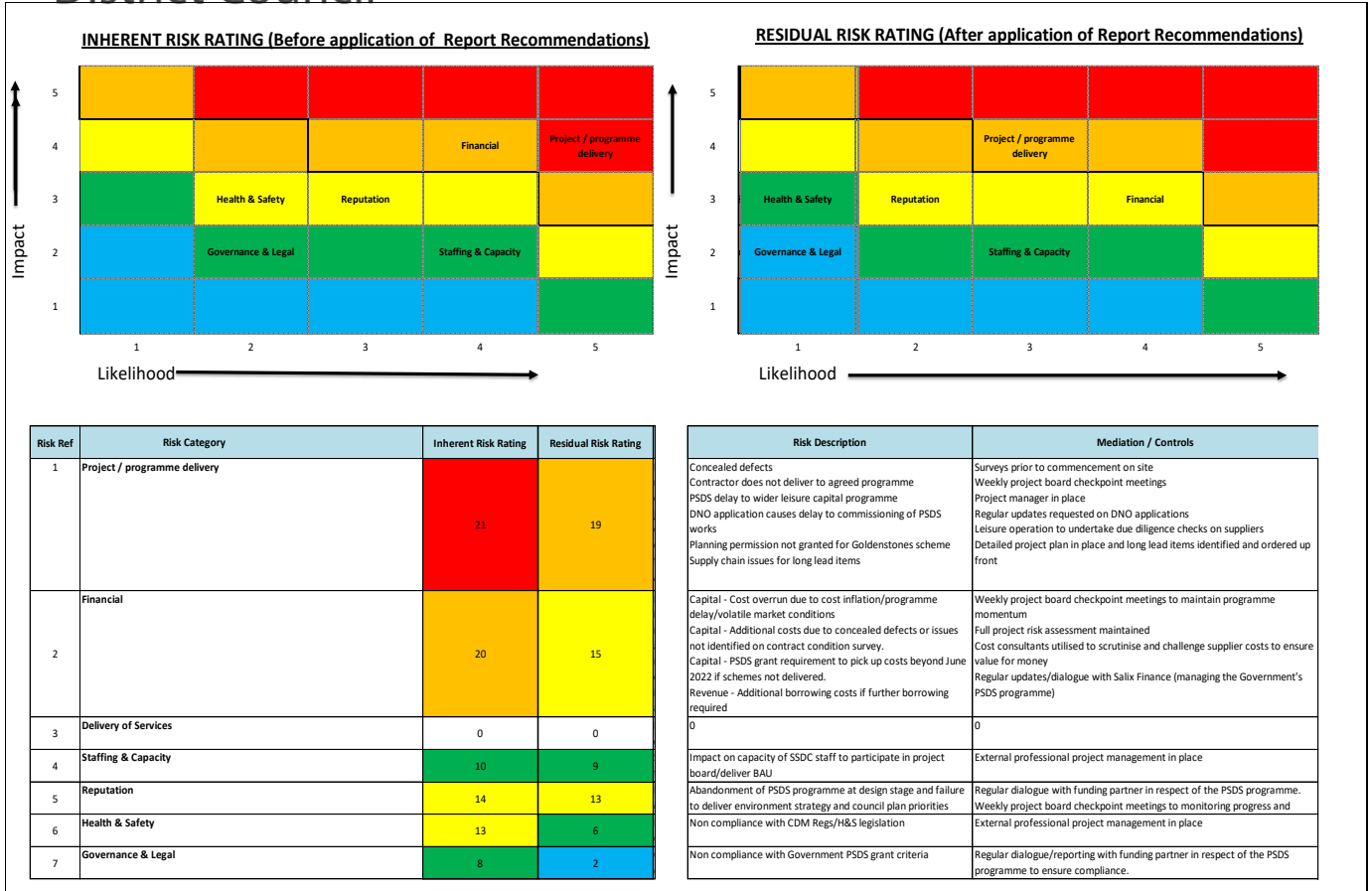
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47. Ultimately, the financing of the indebtedness arising from this project, as with all other projects in SSDC's capital programme that require Prudential Borrowing, will be a decision taken by the new Somerset Council as part of its first Treasury Management Strategy. This means it is difficult for the SSDC Chief Finance Officer to be explicit about any revenue budget impact that may arise from any further increase in Base Rate above the 1% provided for in SSDC's 2022/23 budget (and the 1.25% included in the indicative 2023/24 estimates).
48. District Executive has the option, as set out in paragraph 31, option C, to cap the Leisure Capital Improvement Budget to the amount already approved by Council: this would decrease the need to borrow (indebtedness) that would transfer from SSDC to the new Somerset Council.
49. However District Executive needs to note that if it does not agree to proceed with increasing the Leisure Capital Improvement Budget, Somerset Council is at risk of a reduced management fee income from Freedom Leisure of some £197k per annum, as advised by the contractor.
50. The additional cost of the financing charges arising specifically from increasing the Leisure Capital Improvement Budget have been calculated at £33,050 per annum (£22,140 for Minimum Revenue Provision (MRP) costs and interest charges of £10,910, based on an interest rate of 1%).
51. There is therefore a financial case to support the increase in the Leisure Capital Improvements Budget. It is however difficult to be exact about the financial benefits given the uncertainty over interest rates and the impact of capping the capital budget (Option C) on the management fee income.
52. The Chief Finance Officer will seek agreement to approve these proposals with the other S151 Officers within the Somerset councils as required under the Finance and Assets Protocol given that the increase in the capital budget required is over £1m – which is the limit over which approval is needed under the Protocol. An oral update will be given by the Chief Finance Officer at the District Executive's meeting.

Legal implications and details of Statutory Powers

The leisure operator contract does not oblige the Council to cover any additional capital for the leisure centre improvements beyond what is already approved. However, the leisure operator will almost certainly challenge the management fee payable given that they will not be able to fully achieve their business plan targets set out within their tender return.

Risk Matrix



Council Plan Implications

The effective management of the Council’s leisure centres contributes to Council Plan aim to “improve health and reduce health inequalities” and to help the Council “to build healthy, self-reliant, active communities” by “Helping people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities”.

The current Council Plan demonstrates the council’s commitment to keep South Somerset green, clean and attractive and respond to the climate and ecological emergency. The first area of focus under this theme is to continue the delivery of the Environment Strategy action plan reducing our carbon emissions by 10% every year, to reach carbon neutrality by 2030.

Carbon Emissions and Climate Change Implications

The investment proposals put forward by Freedom Leisure as part of their contract tender expected to reduce emissions by 269 tonnes per annum. The increased scope of decarbonisation works utilising PSDS funding, is expected to reduce carbon emissions by 435 tonnes per annum in total across the Council’s three leisure sites.

Equality and Diversity Implications



<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	Yes
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i>	
<i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i>	
Additional Comments	
<p>The EIA was developed by Freedom Leisure in collaboration with SSDC officers. The consultation findings with relevant user groups have been used to influence RIBA stage 4 designs. The EIA is based on the assumption that all improvements are delivered in line with Freedom proposals within their ITT documents. If the scope of the scheme is reduced due to a funding shortfall, there will be a requirement to revisit the EIA to update it.</p> <p>Some further consultation is expected to be undertaken with the LGBTQ+ community to ensure that the proposed changes do not have any adverse impacts, and inform any further reasonable adjustments that could be made.</p>	

Privacy Impact Assessment

- No new implications.

Background Papers

- South Somerset District Council – 25th February 2021 – 2021/22 Revenue & Capital Budgets and Medium Term Financial Plan
- South Somerset District Council – 15th April 2021 – Appointed Leisure Facilities Provider
- SSDC Environmental Strategy
- South Somerset District Council – 28th February 2022, Decarbonisation Programme Phase 2

Somerset Equality Impact Assessment

Before completing this EIA please ensure you have read the EIA guidance notes – available from your Equality Officer

Organisation prepared for	South Somerset District Council / Freedom Leisure		
Version	2	Date Completed	09/02/22

Description of what is being impact assessed

Capital works to be carried out at Goldenstones, Westlands Sport & Fitness Centre and Wincanton Sports Centre.

Evidence

What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the [Office of National Statistics](#), [Somerset Intelligence Partnership](#), [Somerset's Joint Strategic Needs Analysis \(JSNA\)](#), Staff and/ or [area profiles](#), should be detailed here

Office of National Statistics - highlighted that the population is getting older, meaning that we need to be able to provide more activities for the 45-65yrs and 65yrs +.

JSNA – highlighted that rates of dementia in Somerset are significantly higher than the national average, so we need to be able to help those with dementia carry out activity most suited to them.

websitehttps://www.southsomerset.gov.uk/media/1682/south_somerset_equalities_profile_2019.pdf - this highlights the population figures from areas of equality that we need to be working with and ensure that we are programming and designing facilities to reach each population group.

This information highlights the need for the Centre to be aware of the wider population and to ensure that activities and facilities are designed to be able to adapt and grow for specialised groups.

Who have you consulted with to assess possible impact on protected groups? If you have not consulted other people, please explain why?

The initial capital works was part of the bid to win the South Somerset contract, so there was consultation with SSDC policy and the local plan in order to ensure that the works provided for the whole community, had no negative impact on protected groups but enhanced opportunities.

We have spoken with user groups and consulted on the designs to gain ideas and feedback from them. User groups include: Apollo Swim Club, Fairmead School, Lufton College, a member of staff who is a wheelchair and King Arthurs school.

The feedback from these groups has been noted and passed on to the architect and already some plans have changed to accommodate the feedback given e.g. introduction of a couple of larger cubicles in the wet changing area to accommodate adults with learning difficulties.

Wider consultation with Somerset Disability Engagement Service to carry out a disability access audit has been discussed and awaiting visit to be arranged.

We have been in contact with the local LGBT group who are happy to give us advice on our capital plans and a meeting is being arranged.

Signage will be extremely important in order to identify areas of the building clearly.

Analysis of impact on protected groups				
<p>The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.</p>				
Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<ul style="list-style-type: none"> Increased opportunity to take part in activities due to improved facilities. Facility design will offer facilities for all age groups e.g. families, disabled users, elderly 	□	☒	□
Disability	<ul style="list-style-type: none"> Maintain current changing/toilet facilities and lift but ensure that any changing village layout amendments at Goldenstones does not cause adverse impacts on disabled users. Increased opportunity to take part in new activities due to improved facilities Any change can cause issues for some with disabilities, such as noise, colour, layout. 	☒	□	□
Gender reassignment	<ul style="list-style-type: none"> All disabled changing / toilet areas to be reassigned as accessible toilets/changing Gender specific to gender neutral 	□	□	☒

Marriage and civil partnership	<ul style="list-style-type: none"> No change 	□	⊗	□
Pregnancy and maternity	<ul style="list-style-type: none"> Breast feeding friendly locations Ensure staff are aware of issues relating to pregnancy and maternity Not losing any baby changing areas/facilities 	□	□	⊗
Race and ethnicity	<ul style="list-style-type: none"> Community delivery to offer targeted sessions Designs may not encompass specific requirement needs 	□	⊗	□
Religion or belief	<ul style="list-style-type: none"> Community delivery to offer targeted sessions Neutral changing area, with enclosed cubicle changing & showers 	□	□	⊗
Sex	<ul style="list-style-type: none"> No change Potential for negative impact for male/females not having a gender specific shower area as showers will be single cubicles where male/female could shower beside – although cubicled off. Benefit that mum and son or dad and daughter will be able to shower together. 	⊗	□	□
Sexual orientation	<ul style="list-style-type: none"> Change disabled change/toilets to accessible Shower gender specific to gender neutral 	□	□	⊗

Other, e.g. carers, veterans, homeless, low income, rurality/isolation, etc.	<ul style="list-style-type: none"> Active Communities manager role to work on projects to target these groups in and out of the Centre 	□	☒	□
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Negative outcomes action plan
 Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
Disabled toilets/changing to be reassigned as accessible	31/03/2022	Stu Drury	Audit	☒
Check that the access to wetside changing and pool at Goldenstones is accessible to wheelchair/disabled users	31/03/2022	Stu Drury	Audit	☒
Look at plans to see what dementia friendly differentiation input can be added to the scheme, e.g. eye level signage, glass door clearly marked, use of natural light where possible, flooring non reflective/patterned, toilet seat contrast colour, quiet seating area etc...	30/05/2022	Tarida Mitcham	Audit	□
Look at plans to see if braille, large print signage could be added to the scheme.	30/05/2022	Tarida Mitcham	Audit	□
Differential colour doors for different areas and different chair colours in the café areas, some with arms that people are able to get out of.	30/05/2022	Tarida Mitcham	Audit	□
Consultation with existing users of GG & disabled staff member.	28/02/2022	Leisure Managers		☒

Consult with disability engagement service	31/03/2022	Tarida Mitcham	Audit	<input checked="" type="checkbox"/>
Ensure that the cubicles are designed so that you are unable to peer over or under them.	30/05/2022	Tarida Mitcham	Audit	<input type="checkbox"/>
Undertake consultation with the LGBTQ+ communities to sense check the planned changes to toilets/showers in particular – in progress.	26/4/2022	Tarida Mitcham	Audit	<input checked="" type="checkbox"/>
If negative impacts remain, please provide an explanation below.				
Requests have been placed with the architect to look at getting a couple of larger changing cubicles in the wet side area, along with ensuring that staff offices and staff rest room remained. A request for a glass partition between aisle 2 and poolside so that parents could view the pool from the changing area, as we will lose the viewing area for parents to view from. A solution of a dry side toilet has also been incorporated within the designs.				
Completed by:	Tarida Mitcham			
Date	23/03/22			
Signed off by:	Brendan Downes			
Date	4th May 2022			
Equality Lead/Manager sign off date:				
To be reviewed by: (officer name)				
Review date:				

Achievements of South Somerset Families Project

Executive Portfolio Holder:	Cllr Mike Best, Health & Wellbeing
Strategic Director:	Kirsty Larkins, Director Service Delivery
Service Manager:	
Lead Officer:	David Crisfield, Specialist
Contact Details:	David.crisfield@southsomerset.gov.uk

Purpose of the Report

1. The purpose of this report is to highlight to Members the achievements of the South Somerset Families' Project, and to request continuation of the grant funding.

Forward Plan

2. This report appeared on the District Executive Forward Plan for May 2022

Public Interest

3. This priority project aims to support struggling families and help address child poverty and low rates of social mobility in the district over the 3 years 2020-23. The project is playing a key role in supporting and enabling families, recovering from the impact of the Covid-19 pandemic.

Recommendations

4. That District Executive recommends that the Chief Executive agrees to:
 - a. Note the achievements of the South Somerset Families Project across the district.
 - b) Increase the revenue budget by £382,000 to fund the South Somerset Families Project for this financial year (2022/23) – using its delegation under section 4 of the Constitution– as set out in paragraph 20 of this report.
 - c) Use £382,000 of General Fund Reserve to fund this expenditure – using its delegation under section 4 of the Constitution – as set out in paragraphs 20 of this report.
 - d) Note that, depending on whether the Council's overall outturn position for 2021/22 is in a surplus position, the funding for this budget increase could be met by carrying forward unbudgeted/unspent grant income received in 2021/22 and budgeted transfers into reserves. The outturn position for the last financial year is currently being analysed as part of the annual closure process.



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- e) Note that the Chief Finance Officer will seek urgent approval from the other S151 Officers across the Somerset councils for these proposals as required under the Finance & Assets Protocol. – see paragraphs 23 of this report

Background

5. The South Somerset Families Project (SSFP) has now run for two years and expanded from being predominantly Yeovil based to working across the district, in the areas with highest demand.
6. The programme is delivered by Yeovil4Family who have been delivering specialist support to vulnerable people in South Somerset for over 10 years
7. There has been a high demand for the service, along with some very positive outcomes from service users set out under performance for 2021/22
8. In the approved annual action plan for 2022/23 one of the main areas of focus is Healthy and Self-Reliant Communities. This project supports the Council plan by addressing some of the long-standing barriers and challenges facing local families that affect attainment, social mobility and wellbeing.

Performance 2021/22

9. The most up to date performance data comes from the most recent project monitoring statistics covering the 10-month period from 1st April 2021 to February 2022.
10. Key indicators of the programme's 2021/22 activity include:-
 - A. **174** new family referrals into the service from 20 different agencies.
 - B. A maximum of **169** families supported in any one month
 - C. Family referrals presented a total of **1,387** issues and needs; of these, mental health was the single most prevalent issue with **236**. Other significant issues include managing finances, parenting and managing behaviour, managing family and other relationships, social isolation and an inability to build positive social networks, poor physical health and being able to access help from other agencies.
 - D. **7** new single people referrals into the service from 5 different agencies; of which 2 were referrals from SSDC
 - E. A maximum of **19** single people supported in any one month
 - F. Single people referrals presented a total of **82** issues and needs; of these, mental health, social isolation, benefits and budgeting being the most prevalent.
11. As well as delivering face-to-face support through trained Link Workers and Volunteer Mentors, South Somerset Families Project workers often act as the link/access- route for people who struggle to engage with other support agencies. This has become particularly



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challenging over the past two years since a lot of support went online and demand for services has risen to unprecedented levels.

- Information from the 2020/21 Impact Report has been included below. Due to a time lag of obtaining all the information, we are unable to fully report on the figures for 2021/22. However, if the 2021/22 Impact Report has been received in time for the meeting, updated performance data can be reported to members verbally.

Benefits to Families

- 49% of users indicated improved mental health and wellbeing.
- Aggregated family reports showed that 61% stated that they had seen a positive change in their confidence levels
- 48% showed reduced feelings of isolation
- 52% reported improved mood.
- 39% of families indicated that they had noticed improvement in their children's mental health and wellbeing.
- 30% of all families reported improvement in their children's behaviour
- 37% of all families reported improvement with housing issues, rent arrears, managing a budget and debt.
- 41% reported an improvement in feelings of regaining a sense of control over family lives

Single People

- 48% reported an overall improvement in their mental health
- 60% reported there had been a significant improvement in low mood
- 50% said they felt less lonely and isolated.
- 56% indicated they had observed a change in their concerns over their physical health and their ability to maintain a healthy lifestyle.
- 43% reported improvement with housing issues, rent arrears, managing a budget and debt.
- Overall, on exiting the project 63% of all respondents reported improved feelings around maintaining positive, healthy relationships within their family and wider social networks; crucial to good mental health

Overall

Overall the key outcomes achieved as reported by programme participants in their exit assessments included:-

- 83% of parents reporting an improvement in control
- 75% an improvement in their mental health.
- 82% of parents reporting an improvement in child mental health
- 67% of parents reporting an improvement in managing the household budget
- 50% an improvement in coping with debt.
- 42% reporting a reduction in their social isolation and loneliness.

Reporting in 2022/23

13. In addition to the above statistical performance data, in 2022/23 we will also look at qualitative data in the form of case studies and a simple cost/benefit analysis to better understand the wider societal savings the programme delivers.
14. For example, prior to the commencement of what was called the 'Troubled Families Programme' in 2013 (the same client profile as those now worked with by the Somerset Families Programme), data collected by Central Government from local authorities was indicating that the costs to society of a Troubled Family were in some cases 10 to 11 times that of the cost of an 'average' family.
15. Prior to receiving an intervention on the Troubled Families Programme the average cost to the tax payer was approximately an additional £26,700 per family per year (across a range of public services). Of this £26,700, the cost to Local Authorities alone was £9,600.

Financial Implications

16. At its meeting on 8th October 2021, District Executive agreed to fund the South Somerset Families Project £303,000 for the financial year 2021/22. It also noted that a decision to continue funding the project in the 2022/23 financial year would be considered as part of the budget setting process for 2022/23.
17. However, the budget proposals inadvertently did not consider this project and therefore there is no amount included in the revenue budget agreed by Council at its meeting on 28th February 2022.
18. The South Somerset Families Project has requested an uplift in funding from that received in 2022/22 to support the full costs of the project. The increase is £79K to help fund increased staffing costs and office space.
19. If District Executive agrees to fund this project, it will also need to agree an increase to the Council's 2022/23 revenue budget of £382,000 and the use the General Fund Balance to fund this increase.
20. Under Section 4 of the Constitution, District Executive can utilise Council balances (capital and revenue) in responding to matters of urgency or to deliver the agreed policy framework provided that all uses of balances are reported to full Council in the Budget and Medium Term Financial Plan report and Audit Committee in the Annual Outturn report, subject to a limit of 5% of useable reserves/balances. This expenditure, and the proposed means of funding it, meets the delegated authority as:
 - The expenditure proposed will help meet one of the key areas of focus in the approved Corporate Plan namely to enable healthy & self-reliant communities which are cohesive, sustainable and enjoy a high quality of life.
 - The S151 Officer confirms that the expenditure sought is less than 5% of useable revenue reserves.



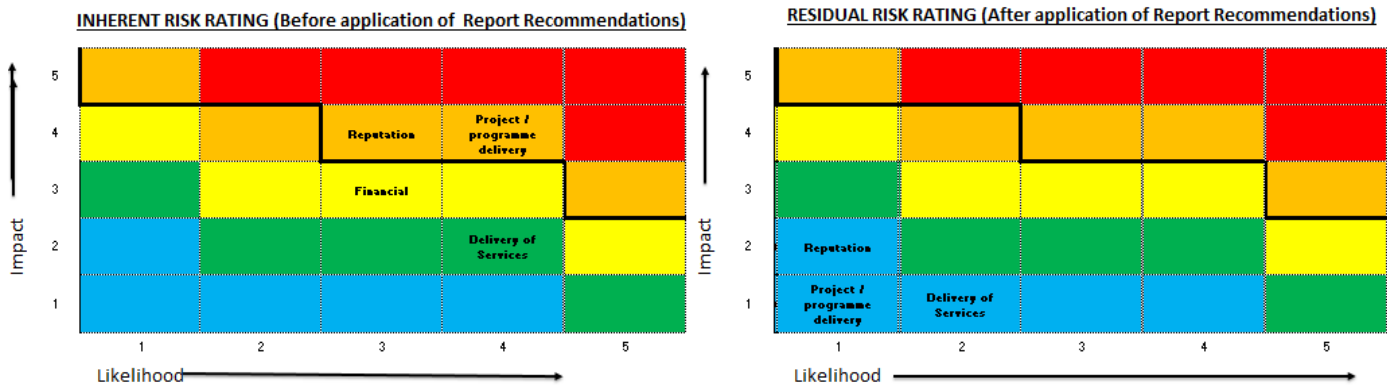
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21. It should be noted that if the 2021/22 overall outturn position is favourable i.e. a surplus of at least £382,000 (being the amount of budget increase being requested), the Chief Finance Officer will, using delegations given in to her in Financial Procedure Rules, replenish the General Fund Balance by:
 - Carrying forward unbudgeted and unspent grant income received in 2021/22 (New Burdens and Council Tax Family Annex Discount Grant) of £217,080.
 - Undertaking the already budgeted transfer of £164,920 from the waste budget into the General Fund Balance.
22. Financial Procedure Rules 2.4 (b) and (c) state:
 - The S151 Officer is responsible for approving all budget carry forwards due to timing differences between financial years in meeting agreed commitments.
 - The S151 Officer shall transfer Revenue Budget Net Underspend or Overspend, after approved carry forwards and allocations to/from earmarked reserves, to General Reserves at the end of the financial year.
23. The Chief Finance Officer will seek agreement from the other S151 Officers across the Somerset councils for the increase in revenue budget and its proposed funding. Under the Finance & Assets Protocol, such approval is needed for any new financial or asset-related commitments (beyond those specifically agreed within their approved budgets subject to agreed limits of £100,000 for revenue and £1m capital. The Chief Finance Officer will update District executive orally on this issue.

Legal implications (if any) and details of Statutory Powers

None at the current time.

Risk Matrix



Risk Re	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	20	1
2	Financial	14	1
3	Delivery of Services	10	3
4	Staffing & Capacity	0	0
5	Reputation	19	2
6	Health & Safety	0	0
7	Governance & Legal	0	0

Risk Description	Mediation / Controls
project will cease if funding stops	allocation of funding is confirmed
risk of project not being delivered successfully	robust project monitoring by SSDC to ensure funds used appropriately
increase demand on SSDC services without the project	partnership looking to ensure customer receives support required
0	0
high profile priority project fails	SSDC committing full support to the project
0	0
0	0

Council Plan Implications

Healthy and Self-Reliant Communities- To enable healthy communities which are cohesive, sustainable and enjoy a high quality of life

- Work with partners to keep our residents safe and feel safe in their homes and communities
- Collaborate with local partners to reduce the impact of social isolation and create a feeling of Community
- Work with local partners to support people in improving their physical and mental health and wellbeing and reduce inequalities
- Enable quality and inclusive cultural, leisure and sport activities
- Proactively support residents facing hardship and tackle the causes of economic & social exclusion, poverty and low social mobility

Carbon Emissions and Climate Change Implications

Few implications – but a localised delivery of services reduces the need to travel to access services.

Equality and Diversity Implications



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<i>An Equality Impact Relevance Check Form has been completed in respect of the Proposal?</i>	Yes / No
<i>The Impact Relevance Check indicated that a full EIA was required?</i>	Yes / No
<i>If an EIA was not required please attach the Impact Relevance Check Form as an Appendix to this report and provide a brief summary of its findings in the comments box below.</i>	
<i>If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.</i>	
Additional Comments	
<p>The full Equality Impact Assessment is attached to this report</p> <p>In summary, if members choose to approve the recommendation to fund South Somerset Families Programme then there will be no negative impacts on people sharing Protected Characteristics. A decision not to fund would likely to result in the closure of the service. If such a closure were to occur than some of the district’s most vulnerable and disadvantaged residents would be denied access to a critical service, particularly significant given that being able to access other statutory or voluntary services is a major issue users experience. Loss of the service will have negative impacts on users sharing a number of the protected characteristics.</p>	

Privacy Impact Assessment

Privacy considerations are covered in the Service Level Agreement.

Background Papers

SSFP-Budget Request October 2021, District Executive

Somerset Equality Impact Assessment

Before completing this EIA please ensure you have read the EIA guidance notes – available from your Equality Officer

Organisation prepared for	SSDC		
Version	V1.1	Date Completed	04/05/2022

Description of what is being impact assessed:

Risks associated with a decision not to award funding to the Yeovil4Families (Y4F) South Somerset Families Programme (SSFP) for the year 2022/23.

Evidence

What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the [Office of National Statistics](#), [Somerset Intelligence Partnership](#), [Somerset's Joint Strategic Needs Analysis \(JSNA\)](#), Staff and/ or [area profiles](#), should be detailed here

Evidence used is that from the 2021 South Somerset District Equality Profile which has been used to provide contextual and comparative data to calculate estimates.

SSFP reporting data.

Data provided by Y4F does not include equalities breakdowns therefore assumptions about the profile of the SSFP users in relation to Protected Characteristics have to be made using South Somerset, Somerset or national data as comparators.

It is intended to request detailed Equalities data about SSFP users as part of the 2022/23 monitoring requirements.

Who have you consulted with to assess possible impact on protected groups? If you have not consulted other people, please explain why?

Yeovil4Families

Analysis of impact on protected groups

The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<ul style="list-style-type: none"> Decision not to fund likely to result in the closure of the South Somerset Families Programme from July 2022. This will impact negatively on some of the District's most vulnerable children and young people experiencing multiple disadvantage. Users by age profile in 2021/22 show that the majority of beneficiaries are aged 20 or under (604 out of 1008) 	☒	☐	☐
Disability	<ul style="list-style-type: none"> Data is not currently collected in a systematic way regarding disability. However, closure of the SSFP will undoubtedly have a negative impact on many of the users of the South Somerset Family Programme for whom issues of poor physical and mental health are the prevalent needs. 	☒	☐	☐

Gender reassignment	<ul style="list-style-type: none"> In 2021/22 there was one transgender user of the service. This indicates that the number, if any, of future SSFP users who fall under this Characteristic would be statistically insignificant. 	□	⊗	□
Marriage and civil partnership	<ul style="list-style-type: none"> Closure of the SSFP will have a negative impact on a significant number of the users of the South Somerset Family Programme, as the majority of the clients are families where there will be parents who are married or in a Civil Partnership. 	⊗	□	□
Pregnancy and maternity	<ul style="list-style-type: none"> Data not available from SSFP. With families as the major client group there is a likelihood that some users will be either pregnant or in the early stages of parenthood. To this end if there are users who fall under this Protected Characteristic impacts will be negative 	⊗	□	□
Race and ethnicity	<ul style="list-style-type: none"> Data currently not collected systematically by SSFP. However, in 2021/22 they supported 2 Syrian and 3 Afghani families. (9 adults and 10 children) 	⊗	□	□
Religion or belief	<ul style="list-style-type: none"> Data not currently collected by SSFP. However Religion/Faith is not a significant factor in needing to access the service 	□	⊗	□
Sex	<ul style="list-style-type: none"> Closure of SSFP would impact negatively on both male and females as the principal users are families with children. 2021/22 stats show there were a total of 458 male beneficiaries and 546 beneficiaries. 	⊗	□	□
Sexual orientation	<ul style="list-style-type: none"> Data not currently collected in a systematic way. However based on 2017 ONS experimental estimates of sexual identity at a local authority level 0.9% (1,200) South Somerset residents identify as gay or lesbian and 1.1% (1,500) identify as bisexual. 	□	⊗	□

	<ul style="list-style-type: none"> As with Gender Reassignment, these figures would indicate that numbers, if any, of SSFP users who fell under this Characteristic would be very small if not zero. To this end closure of SSFP is unlikely to have any significant impact on this Characteristic 			
Other, e.g. carers, veterans, homeless, low income, rurality/isolation, etc.	<ul style="list-style-type: none"> The majority of users of SSFP experience financial hardship, social isolation and will be carers in respect of adults caring for children. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Negative outcomes action plan Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.				
Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
Critically, all the negative impacts identified above will mitigated if elected members support the officer recommendation to fund Yeovil4Families for the 2022/23 financial year.	12/05/2022	DX Committee	Committee Decision	<input type="checkbox"/>
Collect more detailed equality data as part of the 2022/23 SLA monitoring to better understand in detail the profile of SSFP users.	30/09/2022	Dave Crisfield	Via 6 monthly monitoring reports	<input type="checkbox"/>
Collect more detailed equality data as part of the 2022/23 SLA monitoring to better understand in detail the profile of SSFP users.	28/02/2023	Dave Crisfield	Via 6 monthly monitoring reports	<input type="checkbox"/>
	Select date			<input type="checkbox"/>

	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
If negative impacts remain, please provide an explanation below.				
Completed by:	Dave Crisfield – Specialist Communities			
Date	04/05/2022			
Signed off by:	Kirsty Larkins – Director Service Delivery			
Date	04/05/2022			
Equality Lead/Manager sign off date:	Dave Crisfield 04/05/2022			
To be reviewed by: (officer name)	Dave Crisfield			
Review date:	February 2023			



Equalities Update

Executive Portfolio Holder:	Cllr Val Keitch, Strategy & Housing
Strategic Director:	Jan Gamon
Service Manager:	Peter Paddon
Lead Officer:	Dave Crisfield Specialist (Communities), Place and Recovery
Contact Details:	david.crisfield@southsomerset.gov.uk or 01935 462240

Purpose of the Report

1. To provide members with an update on the progress of the joint public sector Equality Objectives and South Somerset equality initiatives and to consider the adoption of an anti-racism statement

Forward Plan

2. This report appeared on the District Executive Forward Plan/ with an anticipated Committee date of May 12th 2022.

Public Interest

3. The Equality Policy sets out the Council's approach to promoting equality and meeting its equality duties to the public, customers, contractors/suppliers and staff in accordance with the Equality Act 2010.

Recommendations

4. That District Executive
 - a. Note the contents of the report and the progress that is being made in respect of the Council meeting its responsibilities under the Public Sector Equality Duty.
 - b. Consider the adoption of a Somerset Council anti-racism statement and refer to Full Council as appropriate.

Background

5. In 2019, members approved the adoption of a new Equality and Diversity Policy and noted the introduction of a new suite of Equality Objectives, and accompanying action plan, and the implementation of a single Somerset wide Equality Impact Assessment scheme.

All of the above were produced jointly by Somerset's Public Sector under the auspices of the Somerset Equality Officers' Group (SEOG).



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5.1. Legislative Background

Under the Equality Act 2010, public sector service providers are prohibited from discriminating against, harassing or victimising protected classes of people (the nine Protected Characteristics). In addition, the Act requires public sector service providers to make reasonable adjustments for disabled people.

The nine Protected Characteristics are as follows

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

In addition to the Equality Act, the Public Sector Equality Duty (PSED) is placed on all public bodies and others carrying out public functions to ensure they tackle discrimination and inequality, and contribute to making society fairer.

This equality duty is in addition to the statutory prohibitions against discrimination, harassment and victimisation, and also covers the same protected characteristics

When performing their functions, public bodies have a general duty to have 'due regard' to the need to:

- i. eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- ii. advance equality of opportunity between people from different groups, and
- iii. foster good relations between people from different groups

Having 'due regard' requires us to consider the above three requirements when exercising our functions, for example, in the provision of services, including the need to:

- a) remove or minimise disadvantages suffered by people due to their protected characteristics
- b) meet the needs of people with protected characteristics, and
- c) encourage people with protected characteristics to participate in public life or in other activities where their participation is low

5.2. What 'due regard' is to equality

Due regard to equality is the degree of regard that is proportionate in the circumstances, taking into account the importance of the policy or decision to the achievement of the statutory equality goals and the likely extent of its effects on protected groups.

5.3. Contribution to good decision making

The Equality Duty supports good decision-making by ensuring that public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective; accessible to all; and which meet different people's needs.

Equality Objectives and South Somerset Equalities Action Plan

6. This report provides members with an update on the progress that has been made with the joint Equality Objectives and other progress made by SSDC in relation to its obligations under the Equality Act and Public Sector Equality Duty.

6.1. Equality Objectives

The Equality Objectives covering the period 2019 to 2023 were approved in 2019.

They have been kept under review by the Somerset Equality Officer's Group (SEOG) and updated periodically.

The current Equality Objectives Action Plan document is attached at **Appendix 1** and shows both the current Objectives and those that have been completed over the lifetime of the document.

It is important to note that the majority of the Objectives are Somerset-wide, apply to, and contributed to, by all the Somerset Public authorities.

The SSDC specific objectives can be found principally, but not exclusively, on pages 20 through 22.

6.2. South Somerset Compliance and Equality Action Plan

The principal method by which 'Due Regard' is considered is via the Equality Impact Assessment (EIA) process.

An equality impact assessment should be undertaken in circumstances where it is proposed to significantly change existing, or introduce new, services; budget proposals (particularly where budgets are being reduced or cut); significant change or introduction of new policies and strategies and major change that affects staff. In essence, Impact Assessments are required whenever council proposals are likely to impact our residents, staff or members.

A new EIA process was agreed between the major public sector bodies in Somerset and introduced in 2019.

EIA's are completed when proposals require a committee decision.

The Equality Impact process is in two stages.



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Stage 1 - Equality Impact Relevance Check Form (EIRCF)

This comprises a simple one-page form to help consider whether the proposal under consideration will have a negative impact on people from the Protected Characteristics and whether a full EIA is required.

Stage 2 - Equality Impact Assessment form

A full EIA is much more detailed and robust assessment of the risk of the proposal/s being considered including the need to provide equalities related evidence and to identify if there will be impacts (positive, neutral and negative) on people from the protected characteristics.

If negative impacts are identified then the EIA must describe how these will be mitigated along with any required actions.

A copy of the EIRCF or full EIA must be appended to the committee report in order that members can take informed decisions.

In order to monitor the levels of compliance with the requirement under the PSED to have 'due regard', an audit of 12 months of committee reports was undertaken over the summer of 2021.

Key findings from this exercise were:

- There were 95 reports requiring decisions, where no EIRCF was completed or may have been completed but not submitted with the report.
Of these, 28 arguably didn't require an EIRCF or a full EIA
Of the remaining 67 –
 - 12 were Planning related of which 9 were planning applications.
 - 10 were revenue and capital grants. Community Grants go through an Equalities check as part of the assessment and scoring process. However, the results of this were not translated into an EIRCF, which should still accompany reports.

Even allowing for those reports where an EIRCF was completed but not submitted, that still left a high percentage of reports which were not complying with the requirement to demonstrate 'due regard' to matters of equality and diversity via completing an Impact Assessment.

In many cases, an EIRCF is all that was required and which is straightforward to complete. However, without carrying out an EIRCF it is not clear whether some decisions are likely to have negative impacts on people from Protected Characteristics therefore requiring a full EIA to be carried out.

Without a clear audit trail that shows we have properly considered 'due regard', we leave ourselves exposed if, as a council we were ever challenged on a decision for reasons of Equality, and were unable to provide clear evidence of having done so. The ultimate sanction is that the council could be subject to a Judicial Review resulting in a fine.

Having presented the results of this compliance audit to Strategic Leadership Team (SLT) in December 2021, it was agreed to put in place an SSDC action plan to improve compliance



South Somerset District Council

that would be reported quarterly to SLT. A copy of the latest iteration of the action Plan can be found at **Appendix 2**.

Headline achievements since the implementation of the Action Plan in January 2022 are:-

- The introduction of the mandatory Equality and Diversity training module and the number of staff who have so far completed i.e. 441 as of 14th April.
- The introduction of the LGA equality module for elected members. This is one of only three essential modules for members. Unfortunately, take up has been poor with only three councillors completing the training.
- With regard to the requirement to complete EIA's to support Strategic Leadership Team, District Executive and Area Committee reports, compliance has been very encouraging. In the period from February 2022 up to 14 April, out of a total of 31 reports that required EIRC forms, 26 were completed. This is more than in the whole of 2021 (15). In the same period, there are two full EIA's currently in draft form waiting completion.

Local Government Reorganisation

7. The Councils' equality officers have contributed to the Local Government Reorganisation (LGR) manual that guides and supports the work stream activity, and where they sit on specific work streams champion as far as they are able, equality considerations.

SSDC Director Jan Gamon acts as a champion for Equalities at the Programme Board level escalating, as required, any concerns regarding work streams that are falling short in their responsibilities to have 'Due Regard'

Anti-Racism Statement

8. In preparation for the new Somerset Council an anti-racism statement has been drafted to be adopted by the current councils in Somerset, and other public sector bodies. The statement for consideration can be found at Appendix 3.

Financial Implications

9. There no financial implications as a result of this report

Legal implications (if any) and details of Statutory Powers

10. The contents of this report are covered by the 2010 Equality Act and Public Sector Equality Duty

Risk Matrix



South Somerset

District Council

Inherent Risk Rating (before application of report recommendations)

GL; DoS				
R				
F; PPD				

Likelihood



Residual Risk Rating (after application of report recommendations)

PPD/GL/DoS/ F/R				

Likelihood



Delivery of Services – DoS
 Health and Safety - HS
 Governance and Legal – GL
 Financial - F
 Project/Programme Delivery - PPD
 Reputation - R
 SC - Staffing and Capacity

Catastrophic impact and likelihood certain
Significant impact and likelihood probable
Moderate impact and likelihood possible
Limited impact and likelihood unlikely
Minimal impact and likelihood remote

Council Plan Implications

Equalities considerations cut across all council business where the impacts of decisions may have a negative effect on residents, staff and members. The subject of this report is therefore aligned with and underpins all 5 priorities that comprise the 2022-23 Corporate Plan Action Plan.

Carbon Emissions and Climate Change Implications

An Environmental Assessment Form has been completed There are no Carbon Emission or Climate Change Implications as a consequence of this report.

Equality and Diversity Implications



South Somerset District Council

An Equality Impact Relevance Check Form has been completed in respect of the Proposal?	Yes / No
The Impact Relevance Check indicated that a full EIA was required?	Yes / No
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.	
If an EIA was required please attach the completed EIA form as an Appendix to this report and provide a brief summary of the result of your Equality Impact Assessment in the comment box below.	
Additional Comments	
The Equality Impact Relevance Check Form is attached as Appendix 4 to this report	

Privacy Impact Assessment

No Privacy Impacts arising from this report

Background Papers

None

Somerset Equality Objectives 2019 2023 – Updated February 2022

What is this

In Somerset public bodies have decided to work together on equality and diversity. We are doing this through a partnership called Somerset Equality Officers Group (SEOG). This group is made up of County and District Councils, Somerset Clinical Commissioning Group, Taunton Musgrove and Yeovil Hospitals, Somerset Partnership and Devon and Somerset Fire and Rescue. Part of the work we have done together over the last year is looking at the documents and policies we have.

We have created a single equality policy and equality impact assessment process. This creates consistency in what we are doing and makes it easier for the public to understand what public bodies are committed to for equality and diversity. This document sets out the Equality Objectives that these public bodies have committed to and the actions they will undertake to complete them.



Where they came from

The objectives were created over a 6-month period. Firstly, SEOG pulled together their collective knowledge to of areas of work and inequality. They also reviewed evidence and data to establish what this was telling them about local need. This was then used to inform a long list of potential objectives for SEOG to consult with the community on. We did this over a three-month period sharing the objectives with over 150 equality and diversity groups, providing an online consultation and going to four community events. Based on this information we selected 5 objectives that we could collectively contribute towards.

How it Works

Each member of SEOG has agreed to adopt 5 collective equality objectives. These we will work together on to achieve a greater impact. These objectives will have joint and individual actions underneath them. SEOG member organisations are also able to adopt their own organisational objectives. We will list these below as well, so all objectives can be looked at together.

How will they be monitored

As these objectives are being completed collectively at a county wide bases we need to consider how they will be carefully monitored. Each action that supports the objectives will have a lead officer connected to it. This officer will be responsible for this actions completion. We will then provide feedback on the objectives in the following ways:

- Year one – A report indicating completion and progress on actions. This can then be shared with partner organisations and interested partners.
- Year two – A consultation event with communities to establish if the objectives are making a difference.
- Year three – A report indicating completion and progress on actions. This can then be shared with partner organisations and interested partners.
- Year four – Consultation and engagement on new objectives.

APPENDIX 1

Objective 1	Work with Communities to improve the opportunities for integration and cohesion.
Organisations committed to this Objective	

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
Page 78	1.4 Review how Somerset Authorities marks Holocaust Memorial Day (HMD). Work with partners to create a larger joint response.	SEOG	Tom Rutland	2021	Started	Progress is being made on this action. A joint online and physical event are being planned.
	1.5 Work with Hate Crime support organisations, Hate Crime Champions and Community Groups to create a hate crime event in Somerset	Somerset County Council	Tom Rutland	October 2022	Not started	Connect to Somerset Community Cohesion and Hate Crime Action Plan. Connect to Hate Crime Awareness Month in October.
	1.7 A publicly available list of equality community and VCS groups in Somerset.	SEOG	David Crisfield	April 2019 – Then reviewed Annually	In progress	The list has been updated. An online database will be created to make sure information can be shared and updated with partners.

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.10	Work with Syrian refugee families to support their integration in the communities of Somerset	Somerset County Council	Brittney Strange	Ongoing	Ongoing	Some support has been provided through the Somerset Diverse Community Grants
1.12	Review how Somerset County Council engage with equality communities and work with Partners on more efficient engagement mechanisms	Somerset County Council	Tom Rutland	December 2019	In progress	These have been reviewed in relation to Lesbian, Bi-sexual and transgender, Race and Gypsy and Traveller communities. There is further work to be completed
1.13	Issue regular newsletters to communities across Somerset, identifying: <ul style="list-style-type: none"> • Progress in the delivery of the objectives • Events going on • Consultation and engagement opportunities at local and county level 	Sedgemoor District Council	Angela Farmer All	April 2020 – annual review to ensure remains fit for purpose	Ongoing	YDH shares events, EDI related information and opportunities via Staff newsletter(Conect), social media platforms and other internal comms.
1.14	Determine how websites can be used to hold better information and support for communities, delivering a common approach that can be replicated	Sedgemoor District Council	All	April 2020	Not started	
1.15	Seek agreement to long term funding for English Classes at the Skills Café	Sedgemoor District Council	Angela Farmer	September 2019	In progress	Provisional agreement to a three year plan.

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.16	Hold 5 Sedgemoor Conversation events to June 2020	Sedgemoor District Council	Angela Farmer	July 2020	In progress	June meeting covered Social Prescribing. Another meeting planned for October 2019.
1.17	Determine involvement of Spark in future work for the Council	Sedgemoor District Council	Angela Farmer	July 2020	Not started	
1.18	Hold 2 Sedgemoor Older Persons' forum each year	Sedgemoor District Council	Angela Farmer	April 2023, although annual review to ensure numbers are adequate to continue	In progress	Forum held in July looking at community initiatives including the Village Agents and Red Cross.
1.19	Hold an event and a forum with the Disabled community in Sedgemoor during 2018	Sedgemoor District Council	Angela Farmer	December 2019	In progress	Event held in May, Forum planned for 31 st October.
1.20	Determine basis for engaging with the Disabled community in Sedgemoor long term	Sedgemoor District Council	Angela Farmer	December 2019	Not started	
1.21	Determine a local approach to Carer's group to understand their issues and concerns	Sedgemoor District Council	Angela Farmer	December 2019, review progress to determine continuation	Not started	Determine how any Council related issues and concerns can be resolved. To connect to Somerset Partnership.
1.22	Hold 4 quarterly meetings with Elected Member each year	Sedgemoor District Council	Angela Farmer	April 2023	In progress	Elected Members identified to sit on Equality Working Group. First meeting to be organised for October with work plan for following 3 meetings to be agreed.

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.23	Work with Customer Services Managers to develop and deliver a Customer Panel to support the Council's transformation work on customer access	Sedgemoor District Council	Angela Farmer	April 2020, review progress	In progress	Customer Panel membership increasing due to increased publicity campaign
1.29	Support specific communities to plan for, respond and recover from emergencies.	Devon & Somerset Fire and Rescue Service	Audrey Gilding-deKort	Ongoing	In progress	Delivery of a community conference in each county, 20 community emergency plans complete, funding released to the community to support emergency plans. Work with Devon Community Resilience Board (DCRB) Work with Community Resilience in Somerset Project (CRISP). Provide Fire Safety Talks to all sorts of groups in the community.

APPENDIX 1

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	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.30	Actively seek partnerships that reach our targeted vulnerable groups	Devon & Somerset Fire and Rescue Service	Audrey Gilding-deKort	Ongoing	In progress	Partnership register active. We work closely with diverse organisations to provide Home Safety Visits to their clients and for events Engagement Steering Group established to ensure Engagement Framework is established to reach community groups effectively. Consultation on CRMP Autumn 2021 Wellbeing initiatives in relation to mental health including mental health awareness E-Learning for all staff, Introduction Mental Health First Aiders,
1.31	Continue to support local groups hosting community events that are inclusive, such as 'Wacky Wednesday' in Wellington and 'Pride in Priorswood' in Taunton.	Somerset West and Taunton	Community Engagement Leads	Ongoing		

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.32	Continue to promote and mark special days such as Mental health awareness week, Pride week, Holocaust Memorial Day, Armed Forces Day that support groups and individuals who share protected characteristics	Somerset West and Taunton	Communication and Engagement Specialist	Ongoing		
1.33	Hold at least 2 meetings per year of the Taunton Deane Disability Discussion Group	Somerset West and Taunton	Community Engagement Leads	Ongoing from Oct 2019		
1.34	Appoint an officer and a councillor as ambassadors for disabled people	Somerset West and Taunton	Governance Manager and Monitoring Officer	To be confirmed		
1.35	Develop a cross-party Youth Council to speak out on behalf of young people	Somerset West and Taunton	Governance Manager and Monitoring Officer	To be confirmed		

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.36	YDH to publish WRES Report (Race Equality Standard) Sept 2019 including actions such as: <ul style="list-style-type: none"> • seek Minorities Network reps on interview panels • create “reverse mentoring” to improve board presentation of workforce • Ensure interview panels for Board members are diverse • Arrange an Equality Open Day for staff to raise awareness; to include guest external speakers 	Yeovil District Hospital	Emma Symonds	Sept 2019	Ongoing	<ul style="list-style-type: none"> • Minority network supporting Inclusive recruitment strategy 2020-2021 • Reverse mentor programme being developed 2021 • Interview panels supported by Staff networks. Framework being developed to ensure sustainability • Open day on hold, although Career event with SFT took place I sprint 2021
1.37	Develop multilingual fire safety leaflets.	Devon & Somerset Fire and Rescue Service	Audrey Gilding-deKort	March 2020	In progress	Leaflets completed need promoting
1.39	Commission an LGBT+ network to work with communities and get a greater understanding of their needs and strengthen the communities voice	SEOG	Tom Rutland	December 2023	Ongoing	The network has been commissioned
1.40	Commission an Interfaith and Belief network to work with communities and get a greater understanding of their needs and strengthen communities voice	SEOG	Tom Rutland	December 2023	Ongoing	The network has been commissioned

APPENDIX 1

	Action	Lead Organisation	Responsible and support officers	Completion Date	Status	Commentary
1.41	Support 2022 Yeovil Multi Cultural event	South Somerset District Council	Dave Crisfield – Communities Specialist Locality, Arts and Leisure officers	July 2022	In progress	Support being provided in the form of officer support, venue, funding and event management support. Also exploring options to support Chard event

APPENDIX 1

<p>Objective 2</p>	<p>Improve the understanding and reduce the stigma of mental health and disability within and across communities</p>
<p>Organisations committed to this Objective</p>	

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
2.1	Work with youth groups to improve knowledge of and destigmatise eating disorders	Somerset CCG	Lee Reed	December 2020		
2.3	Work with Mental Health charities in Somerset to identify training materials and opportunities for staff.	Somerset County Council	Tom Rutland	December 2020	Not started	
2.4	Deliver training to core partners (Police, Social Care, Housing Associations, Hospital Staff) on mental health conditions	Somerset County Council	Tom Rutland	April 2023	Not started	
2.5	Create a mechanism to reach agreement on what Public bodies publish about Mental health	Somerset County Council	Tom Rutland	April 2021	Not started	

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
2.6	Use of social media to spread information about mental health conditions	Somerset County Council	Lucy Nicholls and Tom Rutland	April 2023	Not started	Prioritising TimeToTalk Day in February
2.7	Training opportunities for staff to improve understanding around mental health	Somerset County Council	Michelle Anderson	April 2023	Ongoing	Mental Health First Aid training ongoing for staff at YDH Devon and Somerset Fire and Rescue provide Mind Blue Light and Mental Health First Aid training provided. Suicide prevention course and Suicide Awareness training made available.
2.8	Develop a 3-year training programme using the Sedgemoor Bitesize initiative on Disability Awareness which will include sessions on Mental Health awareness and threat of suicide	Sedgemoor District Council	Angela Farmer	April 2020	In progress	Year one has been delivered and year 2 being planned to include sessions on disability awareness, mental health and threat of suicide
2.9	Develop the internal Intranet site to allow staff access to information on disability and mental health conditions, including links to local support and community groups,	Sedgemoor District Council	Angela Farmer	April 2020	In progress	This links to the action above
2.10	Update the Council's action plan around Disability Confident Employer, producing an update report for Assistant Directors	Sedgemoor District Council	Angela Farmer People Team	April 2020	Not started	

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
2.13	Achieve Disability Confident Level 2	Devon and Somerset Fire and Rescue	Audrey Gilding-deKort	Dec 2019	In progress	Currently Disability Confident Level 1 achieved, working to level 2
2.15	Promote Purple Tuesday to Businesses in Mendip. Help to promote those that are taking part to the disabled community.	Mendip District Council	Tom Rutland and Jenny Pitcher	November 2020	Not Started	
2.16	Work with Businesses in Mendip to provide Mental Health first aiders	Mendip District Council	Tom Rutland and Jenny Pitcher	November 2020	Not Started	
2.17	Create a network of Mental Health Ambassadors in Somerset	Somerset County Council	Michelle Anderson	April 2023	Not Started	
2.18	Signpost sources of mental health support on our website and within our Tenant's Newsletters.	Somerset West and Taunton	Communication and Engagement Specialist	Ongoing from 2019/20		
2.19	Use Social Media and SWT staff/Member newsletters to promote Mental Health Awareness Week in May and Time To Talk in February	Somerset West and Taunton	Communication and Engagement Specialist	Ongoing from Feb 2020		
2.20	Deliver mental health awareness training to our front line staff	Somerset West and Taunton	Strategy specialist	December 2021	Not Started	

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
2.21	SWT to undertake Council domestic-violence self-assessment and implement an action plan.	Somerset West and Taunton	Strategy specialist	December 2021	Not Started	
2.22	<p>YDH to publish WDES (disability equality) Sept-19, to include actions such as:</p> <ul style="list-style-type: none"> • update terminology, replacing ‘disabled’ with ‘differently enabled’ following discussion with Compass; • review reasons for individuals entering a capability process; • consider addition of characteristic fields in incident system; • provide additional Conflict Resolution training for staff; also guidance for managers re ‘reasonable adjustments’; • consider how Trust Board could be more representative 	Yeovil District Hospital	Emma Symonds	Sept 2019	Ongoing	<ul style="list-style-type: none"> • WDES Published as required • Terminology undecided. Further work required • Just Culture uptake and integrated in all HR processes (Capability) Discussion around adopting new appraisal & wellbeing conversations. • Conflict resolution training has been intermittent in response to pandemic but Security dept wish to focus on specific areas, such as HCA. • Reasonable adjustment (health passport) in place, but being reviewed in line with NHSI focus. • Board representation a KPI

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
2.23	Create a Joint Disability conference for Somerset	SEOG	Tom Rutland	June 2022	In progress	
2.24	Work with Disabled People in Somerset to improve understanding of what a hate crime is and how to report it through videos and talking heads.	SEOG	Tom Rutland	April 2022	In progress	
2.25	Deliver a range of wellbeing services to support staff mental health. Measures include <ul style="list-style-type: none"> • External and independent Carefirst service • Wellbeing Buddies • Mental Health First Aiders • Resilience Plans 	South Somerset District Council	People and Performance	Ongoing	Ongoing	

APPENDIX 1


<p>Objective 3</p>	<p>Work with the Gypsy and Traveller community to improve relationships and the provision of pitches</p>
<p>Organisations committed to this Objective</p>	

Page 91	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
	Work across Somerset to identify pitch/plot provision for Gypsies and Travellers (including temporary and transit pitch provision)	SEOG	Angela Farmer and Tom Rutland	December 2021	In progress	Work has taken place to identify some land that could be used for Gypsy and Traveller provision.
3.2	Work with support services to create a companion document for the Gypsy and Traveller Accommodation Assessment (GTAA) focusing on services	SEOG	Tom Rutland and Angela Farmer	December 2021	In progress	Whilst the document has been created it will need to be updated once the GTAA is completed in Autumn 2021
3.3	With the Community create an informed Illegal encampments process for Somerset	SEOG	Angela Farmer and Tom Rutland	December 2021	In progress	A process has been created in Sedgemoor that could be used across other authorities.

APPENDIX 1

	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
3.10	Support Planning Policy team in the delivery of Development Plan Document for Gypsy and Traveller sites in Sedgemoor	Sedgemoor District Council	Angela Farmer Planning Policy Team	April 2021	Not started	
3.12	Include a positive policy within the emerging SWT Local Plan to support pitches in appropriate locations (criteria based) informed by the GTAA	Somerset West and Taunton	Strategy Specialist	To be Confirmed		
3.13	Explore options at Otterford B site	Somerset West and Taunton	Strategy Specialist	December 2020		
3.14	Review the Gypsy, Traveller Accommodation Assessment for Somerset	Somerset West and Taunton		December 2020		

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<p>Objective 4</p>	<p>Review and where necessary improve recruitment practices to make them more inclusive.</p>					
<p>Organisations committed to this Objective</p>						
<p>Page 93</p>	<p>Action</p>	<p>Organisational Lead</p>	<p>Responsible and support officers</p>	<p>Completion Date</p>	<p>Status</p>	<p>Commentary</p>
<p>4.1</p>	<p>Michelle and Jane and Emma to complete</p>					
<p>4.2</p>						
<p>4.3</p>						

APPENDIX 1

<p>Objective 5</p>	<p>Improve the consistency of Accessibility Standards across the Public Sector for service users including the Accessibility Information Standard.</p>
<p>Organisations committed to this Objective</p>	

Page 94	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
5.3	Deliver the work necessary to meet the accessibility requirements within Bridgwater House	Sedgemoor District Council	Angela Farmer and Sedgemoor Property Team	April 2020	In progress	Senior Leadership Team have agreed to pursue work to automate identified doors to improve accessibility around Bridgwater House.
5.4	Undertake a review of the Council's website in light of EU accessibility requirements for websites	Sedgemoor District Council	Angela Farmer and Web Manager	April 2020	Not started	

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
5.5	Work to deliver an agreed approach to translation and interpretation in Sedgemoor	Sedgemoor District Council	Angela Farmer	April 2020	In progress	Have worked as part of the County Council Translation and Interpretation tender and agreed to be part of the contract moving forward. Work to do to compliment the contract within Sedgemoor.
5.6	Work to improve information to staff around accessibility requirements, how to respond and what provider the Council has agreed to use	Sedgemoor District Council	Angela Farmer	April 2020	Not started	
5.9	Produce an accessibility standard for Mendip District Council	Mendip District Council	Tom Rutland	December 2019	Not started	
5.10	Complete an access audit on all Mendip Council buildings	Mendip District Council	Tom Rutland	December 2020	Not started	
5.11	Identify work to be completed to make Mendip buildings More accessible for staff and the public.	Mendip District Council	Tom Rutland	December 2020	Not started	
5.12	Work with the Somerset Disability Engagement Service to provide accessibility audits form Somerset and share learning from these.	SEOG	Tom Rutland	December 2023	In progress	First audits identified
5.13	Create a Customer Charter for Somerset, recognising the Accessibility Information Standard	SEOG	Tom Rutland	April 2022		

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
5.14	Create an action plan to support the Customer Charter	SEOG	Tom Rutland	April 2022		

Objective 6	Improve organisational compliance with the PSED
Organisations committed to this Objective	 <p>South Somerset District Council</p>

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	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
95	<p>a) To promote the 'Diversity, Equality and Discrimination' training module on the Learning Management System to 'certification' level i.e. a Mandatory requirement for all staff.</p> <p>b) Embed LGA members online equality training modules within SSDC LMS</p>	South Somerset District Council	<p>Dave Crisfield – Communities Specialist</p> <p>People and Performance</p> <p>Democratic Services</p>	February 2022	In progress	<p>Compulsory module to be backed up by follow-up modules</p> <p>Avoiding and Dealing with -</p> <ul style="list-style-type: none"> • Race Discrimination • Gender Reassignment Discrimination • Religion/Belief Discrimination • Sexual Orientation Discrimination • Age Discrimination • Sex Discrimination • Disability Discrimination

APPENDIX 1

Action	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
6.2	Update Equalities information/resources on Staff Portal	South Somerset District Council	Dave Crisfield – Communities Specialist Communications	Ongoing	In progress	
6.3 Page 974	Improve overall visibility of the PSED across the business e.g. use of images on website and in social media communications and internal communications with Staff and members	South Somerset District Council	Dave Crisfield – Communities Specialist Communications	Ongoing	In progress	
6.4	Improve compliance in decision making through effective use of EIA's in both committee and SLT reports	South Somerset District Council	Dave Crisfield – Communities Specialist	Ongoing	In progress	Briefings given via Staff Awareness session and Article in One Team Weekly. Committee templates updated
6.5	Carry out second equalities compliance audit in 2022	South Somerset District Council	Dave Crisfield – Communities Specialist Case Officer	July 2022	Not yet commenced	

APPENDIX 1

Action	Action	Organisational Lead	Responsible and support officers	Completion Date	Status	Commentary
6.6	Develop an approach and material to assist case officers and specialists to challenge discriminatory comments from customers/stakeholders	South Somerset District Council	Dave Crisfield – Communities Specialist Customer Connect Manager		Not yet commenced	

APPENDIX 1

Objective 1 (Completed/Deleted)		Work with Communities to improve the opportunities for integration and cohesion.				
1.1	Work with the Lesbian, Gay Bisexual and Transgender community about support that is needed and opportunities that are available for better integration opportunities.	SEOG	Tom Rutland and Angela Farmer	2020 – Partnership in existence and way forward agreed	Completed	Research was completed with the community and a service has been commissioned to gain the voice of the community. Action 1.39
1.2	Work with the Faith and Belief community about support that is needed and opportunities that are available for better integration opportunities	SEOG	Tom Rutland and Angela Farmer	December 2021	Completed	Research was completed with the community and a service has been commissioned to gain the voice of the community. Action 1.40
Page 99	Undertake county wide Faith Audit	SEOG	Angela Farmer and Tom Rutland	2021	Deleted	This will be completed through Action 1.40

APPENDIX 1

Objective 1 (Completed/Deleted)		Work with Communities to improve the opportunities for integration and cohesion.					
Page 100	1.6	Support the BME Community around creating a Multicultural Forum in Somerset.	SEOG	Tom Rutland, Angela Farmer and Lucy Nicholls	Ongoing	Completed	<p>Somerset Multi-Cultural Association has been created with representatives from BME groups in Somerset.</p> <p>Further work will need to be completed on Public Bodies relationship with the Forum (see action 1.38).</p> <p>Work with Somerset Diverse Communities to get an ongoing understanding of community need.</p>
	1.9	Work with ESOL (English for Speakers of Other Languages) providers in Somerset to create a single website to identify all ESOL provision in Somerset	SEOG	Angela Farmer and Tom Rutland	September 2020	Completed	<p>A directory has been created. We are currently in the process of testing and uploading content.</p> <p>Website been finalised to be shared.</p>
	1.11	After retendering translation and interpretation contract promote their use internally.	Somerset County Council	Tom Rutland	October 2019	Completed	Yeovil and District Hospital are looking at the potential of joint procurement with Musgrove Park Hospital.

APPENDIX 1

Objective 1 (Completed/Deleted)		Work with Communities to improve the opportunities for integration and cohesion.				
1.24	Assess future role and composition of the moribund South Somerset Equality Forum and bring forward action plan as appropriate.	South Somerset District Council	Richard Birch - Lead Specialist Dave Crisfield – Specialist	December 2019	Deleted	
1.25	Design and deliver new Equalities module as part of SSDC staff Induction training, and more detailed ongoing Equalities Training for both staff and elected members.	South Somerset District Council	Dave Crisfield - Specialist HR Specialist	December 2019	Deleted	An equalities elearning module will be part of the council's new Learning Management System (LMS). The LMS platform is currently in a testing phase.
Page 101	Undertake a monitoring exercise that will measure levels of compliance with the requirement to have 'Due Regard' specifically as evidenced through the use of Equality Impact Assessments. Thereafter implement improvement measures as applicable.	South Somerset District Council	Dave Crisfield – Specialist Case Officer	December 2021	Completed	Analysis of 12 months of committee reports undertaken. Report taken to SLT including recommendations for action. Action Plan produced and agreed by SLT

APPENDIX 1

Objective 1 (Completed/Deleted)		Work with Communities to improve the opportunities for integration and cohesion.				
1.26	Enhance community integration and cohesion through improved delivery of the Public Sector Equality Duty by delivering a process that will achieve greater compliance with the requirement to undertake Equality Impact Assessments.	South Somerset District Council	Dave Crisfield - Specialist Case Officer	February 2019	Completed	New countywide EIA process has been implemented with the addition of a pre EIA Impact Relevance Check Form. Supported with improved information on staff and members portals, publicity and briefings to Leadership Management Team and as part of new members training.
Page 102	Around the World at YDH – diversity celebration event at Yeovil Hospital 25-26 March 2019. Invitation will be extended to external partners following previous discussions, e.g. Council	Yeovil District Hospital	Emma Symonds	March 2019	Completed	2020 event to be confirmed 2020 event cancelled due to pandemic 2021 event planned for 23/8-27/8, however after heightened needs to respond to the pressures, the events has been postponed.
1.28	YDH holding internal Domestic Abuse Awareness training day for its staff in April 2019	Yeovil District Hospital	Emma Symonds	April 2019	Completed	31 attended: 15 internal and 16 external No plans as yet for 2020 No plans due to Pandemic restrictions

APPENDIX 1

Objective 1 (Completed/Deleted)		Work with Communities to improve the opportunities for integration and cohesion.				
1.38	Develop a good working relationship with the Somerset Multicultural Association	SEOG	Tom Rutland and Angela Farmer	September 2020	Completed	A working relationship has been created with the lead for the Association.
1.39	Support Yeovil Multi Cultural event in 2021	South Somerset District Council	Dave Crisfield – Communities Specialist Locality, Arts and Leisure officers	August 2021	Completed	Support being provided in the form of officer support, venue, funding and event management support. Based on success of 2021 event, support to be provided on an annual basis
Page 103	Introduce a range of measures to support improvements in the equalities within the council Measures to include:- <ul style="list-style-type: none"> • Reinstatement of Equalities modules as part of Staff and elected member induction and ongoing training Equalities Staff Network	South Somerset District Council	Dave Crisfield – Communities Specialist People and Performance	February 2022	Complete	Staff and member training now addressed under a new SSDC Equalities Action Plan agreed in December 2021. See new Staff Survey to determine viability of an Equalities Staff Network drafted and awaiting approval of People services.

APPENDIX 1

Objective 2 (Completed/Deleted)		Improve the understanding and reduce the stigma of mental health and disability within and across communities				
2.2	Agreement on the definition of a Mate Crime (Mate crimes happen when vulnerable people are befriended by someone who uses the relationship to exploit or abuse them) across Somerset	Somerset County Council	Tom Rutland	September 2021	Completed	Completed by the Somerset Adults Safeguarding Board.
2.11	To refresh and update the Supporting Attendance Policy for Sedgemoor including extending the support available to include mental health support through Working Minds	Sedgemoor District Council	People Team		Completed	Revised policy has been agreed and signed off. Recognises the increased support for mental health through Working Minds.
2.12	Contribute to the delivery of improved mental health services in Somerset by: <ul style="list-style-type: none"> Participation in the local South Somerset Health and Wellbeing forums and the development of local projects. Strategic influence through the South Somerset Strategy Group	South Somerset District Council	Dave Crisfield - Specialist Ian Potter – Lead Specialist (Vulnerable People)	Ongoing	Deleted	Work of the Health and Wellbeing structures in South Somerset made significant contribution to the awarding of new funding to support mental health services for young people in Yeovil.
2.14	Create promotion activity and community support around a mental health day at Mendip District Council Shepton Mallet offices.	Mendip District Council	Nataliya Wills	September 2019	Completed	

APPENDIX 1

Objective 3 (Completed/Deleted)		Work with the Gypsy and Traveller community to improve relationships and the provision of pitches				
3.4	Work with the Community to create briefing sheets for staff around understanding of the community in relation to service delivery	SEOG	Angela Farmer and Tom Rutland	June 2021	Deleted	Training will delivered through the Gypsy Liaison Officers
3.5	Work to find suitable funding to create Gypsy Liaison Officer role for Somerset	SEOG	Tom Rutland and Angela Farmer		Completed	Funding has been agreed till October 2021. Further funding will need to be identified after this point.
3.6	Work with the community to create a functioning Gypsy and Traveller Forum	SEOG	Angela Farmer and Tom Rutland		Completed	This will be taken forward by the Gypsy and Traveller Liaison Roles.
Page 105	Determine which land parcels Sedgemoor will take forward based on SCC land identification work	Sedgemoor District Council	Angela Farmer	April 2019	Completed	County Council land parcels identified and fully examined. No plots found to be suitable.
	3.8	Seek agreement from Senior Leadership team about the plots to take forward including the actions that will be needed to deliver the sites and budgetary requirements	Sedgemoor District Council	Angela Farmer	April 2019	Completed
3.9	Seek agreement from the Executive to the approach agreed	Sedgemoor District Council	Angela Farmer	December 2019	Cancelled	No longer being taken forward as part of another action.
3.11	Provide training for the Planning Board on Gypsy and Traveller issues in relation to planning. Using this opportunity to remind them of their responsibilities in this area.	Mendip District Council	Tom Rutland	November 2019	Completed	This needs to be repeated for the new members of Planning Board

APPENDIX 1

Objective 5 (Completed/Deleted)		Improve the consistency of Accessibility Standards across the Public Sector for service users including the Accessibility Information Standard.				
5.1	Create a Sensory Loss Charter for Somerset, recognising the Accessibility Information Standard	SEOG	Tom Rutland and Angela Farmer	April 2021	Deleted	Change to a Customer Charter – Action 5.13
5.2	Sensory Loss Action Plan	SEOG	Tom Rutland and Angela Farmer	April 2021	Deleted	Action Plan to support the Customer Charter – Action 5.14
5.7	Deliver an accessible new SSDC website as part of the Transformation Programme	South Somerset District Council	Jess Power Dave Crisfield	January 2019	Completed	New WCAG 2.0 Level AA compliant website launched. BSL videos now largely out of date.
5.8	Monitor new website in its first 12 months of operation to address any initial accessibility teething problems.	South Somerset District Council	Dave Crisfield	December 2019	Completed	Audit completed by Shaw Trust. Improvements to ensure WCAG 2.0 Level AA compliance completed.

Equalities Action Plan April 2022

	Action	Completion Date	RAG Status	April 2022 Commentary
01	<p>To promote the 'Diversity, Equality and Discrimination' training module on the LMS to 'certification' level i.e. a Mandatory requirement.</p> <p>People and Performance to promote mandatory training on LMS with assistance from Communications Team.</p>	<p>Preparation complete by December 31 2021 for roll out by 31st January 2022.</p> <p>January 2022</p>		<p>Mandatory Equalities module went live 1st February 2022.</p> <p>As of 14th April 2022, 441 staff have completed the module</p>

<p>02/a</p>	<p>To investigate suitability of the additional Equalities LMS modules as follow on training for both Staff and Elected Members.</p> <p>Modules are:</p> <ul style="list-style-type: none"> • Direct and Indirect Discrimination • Avoiding and Dealing with – <ul style="list-style-type: none"> ○ Race Discrimination ○ Gender Reassignment Discrimination ○ Religion/Belief Discrimination ○ Sexual Orientation Discrimination ○ Age Discrimination ○ Sex Discrimination ○ Disability Discrimination • Armed Forces Covenant • Modern Slavery 	<p>December 2021</p>		<p>Completed . All existing Equality and Diversity modules identified as appropriate follow on modules. Further news items to be included in Team Weekly and on the Staff Portal to encourage take up of discretionary modules.</p> <p>LGA Equality, Diversity and Inclusion for Councillors module integrated within the LMS.</p> <p>To date completed by 3 members.</p>
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				<p>Numbers of staff completing the 'discretionary' modules is as follows:-</p> <ul style="list-style-type: none"> • Direct and Indirect Discrimination - 3 • Avoiding and Dealing with - <ul style="list-style-type: none"> ○ Race Discrimination - 7 ○ Gender Reassignment Discrimination - 5 ○ Religious/Belief Discrimination - 3 ○ Sexual Orientation Discrimination - 2 ○ Age Discrimination - 3 ○ Sex Discrimination - 2 ○ Disability Discrimination - 2 ○ Armed Forces Covenant – 2 • Modern Slavery 6 • Equal Opportunities in the Workplace - Maternity Leave -1
03	Communications Campaign	Ongoing activity		Initial tasks completed on 17/01/22 via One Team Weekly article and Staff Awareness session.
04	Update Equalities information/resources on Staff Portal	Ongoing (as required)		First update completed as of 31 st December 2021.

05	Improve overall visibility of PSED across the business e.g. use of images on website and in communications			<p>Initial meeting held with Comms team on 17th February. Provided with a range of Accessibility guides and source of royalty free Diversity images being researched.</p> <p>Digital services asked about introduction of a 'sans-serif' font (e.g. Arial, Helvetica or Verdana). minimum point 12 as default for email. Has been added to their to-do list.</p>
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06	Update all the default Implications sections of the Committee Templates including Equalities.	Ready for February 2022 reports		<p>Task completed.</p> <p>As of 25th February 26 Equality Impact Relevance Check Forms completed and signed off and 2 Full EIA pending.</p> <p>In comparison, only 15 Impact Relevance Check Forms and 2 full EIA's were completed in the whole of 2021.</p> <p>46 reports went to either Full Council, DX or Area Committees in the period Jan to April 2022. Of these 31 required decisions and should, therefore, have had Equality Impact Relevance Check Forms completed. This means 5 reports that should have provided an Impact Relevance Check Form as a minimum failed to do so (16%)</p>
07	Provide Due Regard template options for SLT reports	December 31 st 2021		Preferred option has been for all SLT reports requiring a decision to submit Impact Relevance Check Form as a minimum.
08	Carry out second equalities compliance audit in 2022	July 2022		
09	Annual Equalities performance Report to DX and Full Council	March 2022		Scheduled for DX only on May 12 th 2022

10	Quarterly Action Plan progress reports to SLT	March 2 nd /9 th , June 8 th September 7 th and December 7 th 2022		First report considered by SLT on 2 nd March 2022
11	Develop an approach and material to assist case officers and Specialists to challenge discriminatory comments from customers/stakeholders	31/01/2022		Initial meeting held with Sharon Jones on 07/01/22 Currently exploring potential resources

Somerset's Councils Anti-Racism Statement and Actions

Somerset's Councils are committed to the goal of freedom from racial discrimination, harassment and vilification in its commissioning activities, recruitment practices and as an employer, and to ensuring that individuals and groups are not disadvantaged because of their race (including colour, nationality, ethnicity or ethno-religious or national origin).

Somerset's Councils are required to ensure the absence of racial discrimination under the Equality Act 2010 and other associated legislation. Racial Discrimination, harassment or vilification of customers, staff or members of the general public will not be tolerated on Somerset's Councils premises or where we are delivering services at any time. Somerset's Councils have a responsibility to ensure that employees, including those working in other settings, are made aware of what constitutes acceptable standards of behaviour. It also has a responsibility to deal with complaints sensitively and quickly, and to inform staff and of their options for seeking redress.

Racial discrimination is often compounded by other forms of discrimination, for example, based on sex or disability and this Statement acknowledges the importance of taking other forms of discrimination into account in programs aimed at eliminating racial discrimination, harassment and/or vilification in employment.

We define **Racial Discrimination** as behaviour which disadvantages people on the basis of their real (or assumed) race, colour, nationality, ethnicity or, ethno-religious or national origin.

We define **Racial Vilification** as a public act that encourages or incites others to hate, have serious contempt for, or severely ridicule a person, or group of people, because of race, colour, nationality, descent or ethnic or ethno-religious or national origin.

Monitoring and Feedback

- Reviewed every year with the equalities staff network to maintain progress and identify further development.
- The Equality Impact Assessment process reviews the impact of what is being reviewed from a race perspective. This is with the aim of making sure opportunities are being taken, negative impacts are being identified and action is being taken on this.
- Each council will have a complaint process for staff and customers if people feel they have been discriminated against or treated unfavourably because of their race.
- All managers are responsible for implementation of this statement and making sure their staff are aware of it and how it impacts on their work.

Organisations signed up to this statement:

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	Equalities Update and Anti-Racism Statement
Type of proposal (new or changed Strategy, policy, project, service or budget):	Member update and Anti-Racism Statement
Brief description of the proposal:	Update on Equalities and recommendation to adopt anti-racism statement
Name of lead officer:	Dave Crisfield

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

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

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

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

Is a full Equality Impact Assessment required?	NO
If Yes, Please provide a brief description of where there may be negative impacts, and for whom. Then complete a full Equality Impact assessment Form	
If No, Please set out your justification for why not.	
The report is primarily an update on the progress the council has made in relation to its responsibilities under the Equality Act and Public Sector Equality Duty and therefore requires no decisions. The recommendation to consider adoption of a county-wide anti Racism Statement will contribute positively to the Equalities agenda as it reinforces the council's commitment to tackle discrimination in relation to the Protected Characteristic of Race.	
Service Director / Manager sign-off and date	JSGamon, 20/04/2022
Equalities Officer sign-off and date	Dave Crisfield 20 th April 2022

Corporate Performance Report 2021-22: 4th Quarter

Executive Portfolio Holder:	Val Keitch, Strategy and Housing
Strategic Director:	Nicola Hix, Director of Strategy and Support Services
Service Manager:	Brendan Downes, Lead Specialist Procurement
Lead Officer:	Kate English, Strategic planning Specialist
Contact Details:	Kate.English@southsomerset.gov.uk

Purpose of the Report

1. This report sets out the current position of the Council's agreed key performance indicators and covers the period from January to March 2022 (Q4).

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of May 2022.

Public Interest

3. The Council is accountable to the local community for its performance. We publish performance-monitoring information to demonstrate outcomes and to highlight opportunities to learn and improve for the future.

Recommendations

4. The District Executive is asked to note and comment on the report.

Background

5. The Council monitors a set of Key Performance Indicators (KPIs); this report provides an update on those measures.

Quarter 4 Performance

6. The attached report covers our performance for quarter 4, (January – March) 2021-22. The KPIs within the report align with the Council Plan Annual Action plan and cover each of the five areas of focus (Protecting Core Services, Economy, Environment, Places Where We Live and Healthy, Self-reliant Communities).
7. The report shows that the majority of areas are reporting as being on or above target with a positive direction of travel. Of those that are not achieving the set targets, improvement plans have been put in place to rectify the situation.



8. Overall, of the 49 KPIs, 26 are either on or ahead of target. 13 KPIs are significantly below target (red, >11% below target), 5 are underperforming (amber, 6-10% below target). 4 measures did not report this quarter (annual measures), the targets for 4 measures are still being determined (3 in partnership with Freedom leisure), and 1 (EN3) has been delayed due to the quantity of data to be collected. Please note that the number of target indicators exceeds the number of KPIs as some KPIs have multiple targets.
9. In comparison with Q3 the trend indicators (arrows) show that for direction of travel, 25 are trending with marginal or positive improvement on the previous quarter, and 8 are trending negatively. Due to the nature of some data being qualitative not all KPIs have trend indicators.
10. Supporting narrative provided within the report is from the relevant KPI owner/Lead Officer and explains the background of the data, links to previous quarters and any improvement plans put in place.
11. We will continue to monitor performance closely in the final year of SSDC, linking KPIs with the Corporate plan objectives to ensure we achieve what we have set out to deliver.

Annual performance and end of year achievements

12. Protecting Core Services

2021/22 continued to be a challenging year for Protecting Core Services as we saw a continued increase in demand in many of our services due to the pandemic. We have had a number of challenges such as the delivery of Covid grants, track and trace payments, phosphates affecting the number of planning applications that could be determined, and a high turnover of staff across many service areas. Not all services have been able to meet our annual targets, however, gradual improvements are being made and this can be seen in the later quarter of the year of many services. We are currently recruiting extra resources across service areas and improvement plans are being introduced which is expected to improve our performance during 2022/23.

13. Economy

All three regeneration projects at Yeovil, Chard and Wincanton continue to progress. Highlights this year include the opening of the Leisure Centre and near completion of the public realm town centre works in Chard. Covid 19 has continued to affect the economy and SSDC has prioritised responding to the pandemic. This has included distributing in excess of £12m business grant funding, establishing three employment hubs to support individuals into work and training, and the 'Welcome Back Fund' to re-open high streets. Work has progressed on developing the economic ecosystem in partnership with external organisations with an agreed eight-point action plan to promote high level skills, innovation, and growth initiatives. Work related to inward investment and digital demand response transport (DDRT) has been slower but plans are now in place to progress.

14. Environment

Excellent progress has been made against our environmental priorities and ambitions throughout the year. We do not yet have our carbon reduction figure for the year, as the data takes some time to coordinate, but we are confident of achieving the target 10% reduction due to the switch to a renewable energy tariff.

Community engagement has continued to increase and a thriving network of champions received a monthly environmental newsletter; attended seminars and workshops and shared best practice. New advice packs on biodiversity and case studies help to keep



South Somerset District Council

the momentum for positive change going, with web forums hosted on the new environment web pages.

Approximately 3% of our amenity land has had its management adapted to be beneficial for biodiversity in 2021/22. The majority of this has been due to our adaptation of roadside verge cutting linked to our No Mow verge conservation initiative, limiting it to a spring and autumnal cut. Tree planting aspirations saw SSDC teams and volunteers plant over 2,000 trees on our own land. This calculation has excluded the land within our country parks which is already managed for environmental benefit (accounting for approximately 75% of SSDC's owned estate).

Work with partners supported the roll out of SWP's Recycle More, the work toward a Local Nature Recovery Strategy coordinated by the Local Nature Partnership, joined up delivery towards the Somerset Climate Strategy and a huge range of energy saving and retrofit projects.

15. Places Where We Live

The Housing team have worked brilliantly to manage high caseloads this year. When landlord eviction freezes stopped, private landlords and registered providers were able to look to evict tenants and this could be partly responsible for our high number of approaches this year.

The Housing team have been following an improvement plan and the success rate of prevention peaked in quarter 3, this can partly be attributed to the 'Covid Financial Support for tenants in arrears' funding, used to pay off arrears for some of our residents so preventing eviction. There are external challenges with availability of properties. This can delay how efficiently we are able to support our residents into new properties. We are working with our partner organisations for homeless provision to support tenants into properties which will greatly reduce our B&B usage – potentially to 0.

16. Healthy, Self-reliant Communities

The planning for the summer activity programme was severely affected by the timing of Covid guidance. External delivery partners were unable to run the days however The Locality Team directly delivered 3 Play Days (Chard, Yeovil & Wincanton) which were extremely well attended. A total of 8763 people have benefitted from our Health Walk programme this year. It has been a really positive year with new volunteers recruited and a return to pre-covid levels of participation. Applications for Community Grants have steadily increased over the year as community projects resume as restrictions have lifted. The number of Careline customers naturally fluctuates throughout the year. It is too early to fully understand the reasons for the recent reduction. However, cost of living is likely to be a factor. The value and quality of service continues to be recognised by customers and partners.

17. The final pages of the Q4 performance report show successes and highlights from each of the five areas of focus within the Council Plan.

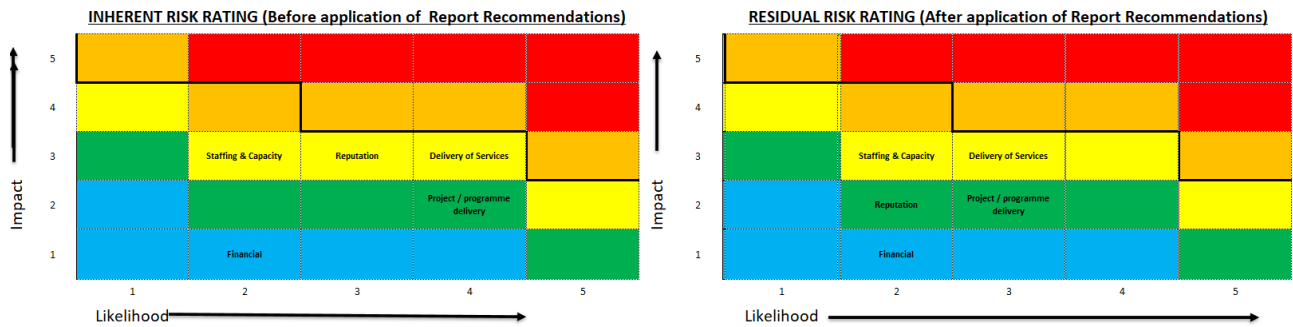
Financial Implications

18. There are no financial implications to this report.

Legal implications (if any) and details of Statutory Powers

19. There are no legal implications to this report.

Risk Matrix



Risk Ref	Risk Category	Inherent Risk Rating	Residual Risk Rating
1	Project / programme delivery	10	9
2	Financial	3	3
3	Delivery of Services	15	14
4	Staffing & Capacity	13	13
5	Reputation	14	8
6	Health & Safety	0	0
7	Governance & Legal	0	0

Risk Description	Mediation / Controls
Failure to monitor organisational performance	Regular reporting against key objectives and BAU deliverables
Additional costs due to failure to deliver statutory obligations	Monitoring allows forecasting and mitigation planning
Failure to deliver for communities and residents	Regular reporting against key objectives and BAU deliverables
Insufficient organisational resource to deliver council objectives	Monitoring of delivery, capacity issues and understanding of areas of organisational pressure
Insufficient oversight of public service delivery	Transparency around organisational performance
0	0
0	0

Council Plan Implications

20. Council Plan 2020-2024

Carbon Emissions and Climate Change Implications

21. Our Environment area of focus covers the Carbon emissions and climate change implications. There are no implications regarding the producing of this report.

Equality and Diversity Implications

22. Equality Impact relevance check complete. There are no equality and diversity implications within this report.

Privacy Impact Assessment

23. There are no named individuals included within this report.

Background Papers

24. Council Plan 2020-2024

25. Council Plan Annual Action Plan 2021/22

26. Performance report Q3 2021/22



South Somerset District Council

Corporate Performance Monitoring

Quarter 4 report: January to March 2022

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**Protecting
Core Services**



Economy



Environment



Places where we live



**Healthy, Self-reliant
Communities**



Protecting
Core Services



Economy



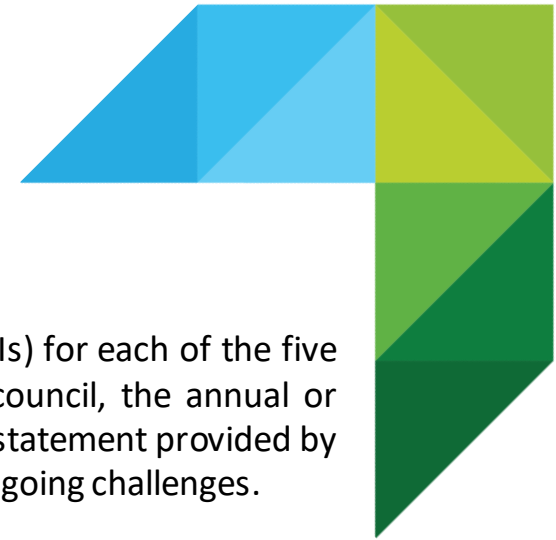
Environment



Places where we live



Healthy, Self-reliant
Communities



Performance analysis

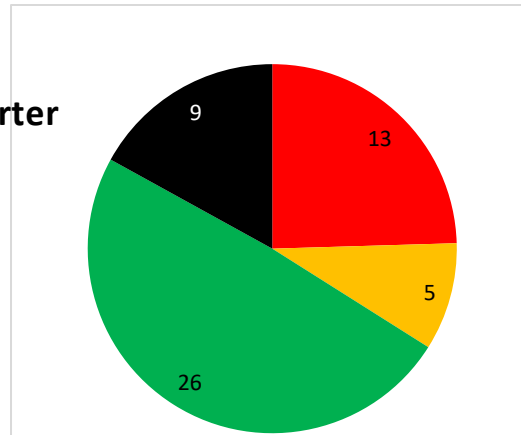
This is our fourth quarterly report for the 2021-22 Council Plan annual action plan and covers Key Performance Indicators (KPIs) for each of the five areas of focus. The report provides a summary description of the key areas of performance being monitored within the council, the annual or quarterly target, quarterly RAG* status and comparison to previous reporting period where relevant. In addition a supporting statement provided by the relevant KPI owner/Lead Officer provides additional context around current performance and planned improvements or ongoing challenges.

Overall, of the 49 KPIs, 26 are either on or ahead of target within agreed tolerance (green). 13 KPIs are significantly below target (red) and 5 are underperforming (amber). 4 measures did not report this quarter, targets for 4 measures are still being determined, and data for 1 has been delayed due to the quantity to be collected. Please note that the number of target indicators exceeds the number of KPIs as some KPIs have multiple targets.

In comparison with Q3 the trend indicators (arrows) show that for direction of travel, 25 are trending with marginal or positive improvement on previous quarter, and 8 are trending negatively. Due to the nature of some data being qualitative not all KPIs have trend indicators.

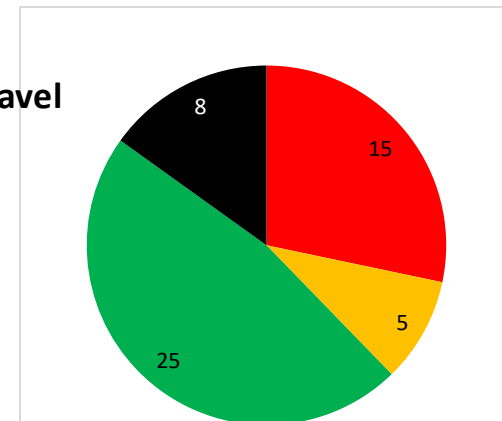
Progress against targets - summary for this quarter

- Red = 11%+ below target
- Amber = 6-10% below target
- Green = on, or +/- 5% ahead or behind target
- Measure not RAG rated this quarter



Comparison with Q3 and direction of travel

- Red = 11%+ below target
- Amber = 6-10% below target
- Green = on, or +/- ahead of or behind target
- Measure not RAG rated this quarter



*RAG status is a management tool whereby a traffic light system using red, amber (yellow), and green is used to signify status against targets. Please note where KPI's are qualitative in nature, a RAG status has still been provided by the lead officer to support the readers understanding around overall progress

Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PCS1	Online accounts (Quarterly)	The number of new Customer accounts during the quarter	25,000	6,250	2,980	3,317	●	●	↗	The use of "My Account" for new processes has been suspended while the LGR Communities, Customer and Partners workstream explores the best options for our customers.
PCS2	Online service requests (Quarterly)	Percentage of service requests completed online	87%	87%	87.5%	79%	●	●	↘	Does not include Somerset Waste Partnership requests as these are not available. Some technical issues will have affected this value
PCS3	Calls completed at first point of contact (Quarterly)	Percentage of calls completed as a one and done	80%	80%	64%	64%	●	●	→	Connect have a high % of new staff members recruited in the last couple of months. This has impacted on our ability to answer at first point the more complex queries.
PCS4	Council Tax Collection (Quarterly)	Cumulative percentage of Council Tax collected	98% (Cumulative target)	24.50%	80.6%	95.4%	●	●	→	Summonses were issued in this quarter and regular court hearings are planned for the first half of 2022-23. New software is due to be introduced to automate a large part of the debt recovery process. This should reduce customer contact and streamline what is largely a manual process
PCS5	National Non Domestic Rates (NDR) collection (Quarterly)	Cumulative percentage of NDDR collected	97% (Cumulative target)	24.25%	73.15%	93.38%	●	●	→	The impact of covid grants on resources continued until the end of March 2022. Debt recovery work will resume now that the grant work has completed.

Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PSC6	Housing Benefit – New (Quarterly)	The number of days taken to process new housing benefit claims	21 days	21 days	75	60	●	●	↗	Our speed of processing is continuing to improve and in the current month are processing days are in the 30's. The DWP recommend a realistic KPI for HB new claims is 30 days which is what we are aiming for in 2022/23.
PSC7	Housing benefit change of circumstance (Quarterly)	The number of days taken to process a change of circumstance request	7 days	7 days	12	3	●	●	↗	Great improvement made in this area this quarter and we meet weekly with officers to discuss performance and plan work priorities for the week.
PSC8	Council Tax – New (Quarterly)	The number of days taken to process a new Council Tax application	30 days	30 days	56	65	●	●	↘	There is a slight increase this quarter due to annual billing and system downtime and the need to prioritise the HB work due to DWP input.
PSC9	Council tax change of circumstance (Quarterly)	The number of days taken to process a change of circumstance request	7 days	7 days	5	3	●	●	↗	

Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
PCS10	Planning applications –major (Quarterly)	The % of major planning applications determined with 13 weeks or with an extension of time. The aim of this measure is to stay above the target, which is the National Government Measure.	60%	60%	100	71%	●	●	The red status reflects the large number of applications held up in the planning system due to phosphates. There is no current timescales for completion of the phosphate work. The planning team continue to monitor the situation.
PCS11	Planning applications –minor (Quarterly)	The % of Minor planning applications determined within 8 weeks or with an extension of time. The aim of this measure is to stay above the target, which is the National Government Measure.	70%	70%	85	86%	●	●	For the same reason as above the status is red. 65% of the minor caseload remains held up by phosphates.
PCS12	Planning applications –other (Quarterly)	The % of Other planning applications determined within 8 weeks or with an extension of time	80%	80%	87	94%	●	●	During Q4 we saw an increase in the number of decision determined of which were within time or extension of time. We have recently lost some staff and we are currently recruiting. Due to this we may see a drop in determining applications during Q1 of 2022/23






Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PCS13	Planning appeals lost	The number of major appeals lost expressed as a % of all major decisions	10%	10%	0	0				There have been no relevant major development appeal decisions received during the quarter. There are currently 3 undetermined major applications at appeal, 19/01840/OUT Ansford awaiting decision together with 18/01602/FUL BMI Castle Cary hearing delayed until January 2023. In addition there are currently 3 major housing applications (refused contrary to recommendation) which are within time to appeal.
Page 124 PCS14	The % of overall requests that are granted extensions of time (Quarterly)	The % of overall requests that are granted extensions of time (EoT). For this measure the aim is to be on or under the target.	50%	50%	59	45%				45% (155 EoT granted against 341 applications determined) A high number of development types need to defer determination of applications pending comments particularly from the County Council's Highways and Ecology teams where officers believe the contribution of these consultees to the scheme is important. Officers do not have the scope to refuse applications for lack of information where they delay may lie with colleagues feeding into the planning appraisal.
PCS15	Planning validations (Quarterly)	The number of days between receipt of application and start of validation – the aim of this measure is to be on or under target.	10 working days	10 working days	12	12				The loss of experienced staff to other teams has left the Planning validation team short of staff. We have created a new developmental role for a validation / planner position to provide additional support and are looking for a short term cover to assist the team in making a meaningful reduction in the delay.

Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PCS16	Commercial property income yield (Annual)	The amount of income received from commercial property (annual)	£449K	Annual Measure	-	n/a				This measure reports annually at Q1 – the capital and revenue budget monitoring reports are due at District Executive in February. Year end data not available for Q4 report.
PCS17	Average increase of business services	The amount of income received from business services (annual)	5% or £250k	Annual Measure	4.63%-(Q1)	n/a				This figure is for the financial year end 2020. This measure reports annually at Q1 – as above the capital and revenue budget monitoring reports are due at District Executive in February. Year end data not available for Q4 report
PCS18	Employer of choice – Sickness, retention & wellbeing	<p>A. Staff retention</p> <p>B. Sickness</p> <p>C. Wellbeing (completion rate and satisfaction score)</p>	<p>A. 14%</p> <p>B. 7.5 days</p> <p>C. 100%, 51%</p>	<p>A. 3.5%</p> <p>B. 1.875 days</p> <p>C. 100%, 51%</p>	<p>A. 3.8%</p> <p>B. 2.99</p> <p>C. N/A</p>	<p>A. 4.05% (Q4) 14.62% (annual)</p> <p>B. 2.77(Q4) 9.97 (annual)</p> <p>C. N/A</p>	<p></p> <p></p> <p></p>	<p></p> <p></p> <p></p>	<p></p> <p></p>	<p>Over Q4 staff retention has been impacted by an increase in resignations from Service Delivery and Environmental services. An average of 2.77 days were lost due to sickness absence per FTE over Q4, which is a decrease from last quarter. This is due to some long term sickness cases closing in Q3. There was no wellbeing survey for Q4. The Quarterly targets have been corrected and an annual figure has also been provided.</p>

Protecting Core Services

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PCS19	Employer of choice – Engagement	Annual Employee Engagement survey results	<ol style="list-style-type: none"> Participation rate 45% Overall satisfaction rate 70% 	N/A	<ol style="list-style-type: none"> 45% 70% 	N/A-				This measure reports annually at Q2. Following on from a analysis of the results of the Annual employee engagement survey, there have been 4 works hops with staff a cross the business to i nvestigate opportunities for i mprovement. A working group has been set up and they have produced an options paper which is shortly due to go to Senior Leadership Team. One action al ready underway is cross-team working to improve digital literacy.
Page 126 PCS20	Resident feedback	The number and types of interactions with Residents (Facebook, Twitter and direct messages) Communications with SSDC Town & Parish updates Committee Meeting Viewings New opportunities	<ol style="list-style-type: none"> No. of interactions Communications with SSDC Town & Parish updates Committee meeting viewings New opportunities 	N/A	<ol style="list-style-type: none"> 154,095 1,579 4 5,106 1 	<ol style="list-style-type: none"> 602,804 1329 5 4838 1 				Website i nteractions: 104,609 Facebook i nteractions: 452,095 Twitter interactions: 46,100 1,329 direct messages received on social media from 622 different customers 5 Town and Parish updates were sent via email with a n average open rate of 57.5% Committee meetings were viewed 4838 times with a total watch time of 756.4 hours New engagement opportunity with the creation of South Somerset District Council TikTok account @southsomersetdc











Economy



Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
E1	% spend with local Small and Medium-sized Enterprises (SMEs) (Quarterly)	% of influenceable procurement spend with local SMEs	10%	10%	8.04%	6.5%				<p>Final figures for the year show the average quarterly spend for SSDC to be £7.2m with total spend for the year amounting £28.8m.</p> <p>64% of spend for the year was with SME suppliers totalling £18.5m with 12% of spend being made with local suppliers (SSDC postcodes) at £3.4m. Combined SME & Local (SSDC postcodes) spend was £2.2m (7.79%)</p> <p>However when looking at local spend and broadening the parameters to capture spend within a 30 mile radius of Yeovil a more favourable picture is given, figures for Local spend are £10.2m (35%) making the combined SME & Local (30 mile radius) total £9.5m (33%).</p> <p>SSDC had a high volume of spend in Q4 to large organisations; £1.3m of spend allocated to local regeneration projects, £244k to utilities and £200k to Freedom Leisure.</p>
E2	Social Value Forecast (Quarterly)	£ Total forecast committed social value from SSDC supplier contracts	Contract dependent	Contract dependent	£12.9 million cumulative	£12.9 million cumulative				<p>By Q4, a cumulative £12.9M Social Value has been committed by suppliers (via the Social Value Portal) to be delivered in South Somerset.</p> <p>In addition, £73,094 of social value has been committed from tenders where social value was assessed in-house.</p>
E3	Social Value Realised (Quarterly)	£ Total Actual realised social value from SSDC supplier contracts	100% of forecast	100% of forecast	£23,736 cumulative	No Data reported				<p>To date actual Social value has been delivered through the new Leisure contract. The interventions included creation of apprenticeships, career support and education sessions delivered and reductions in carbon (car mileage)</p> <p>Looking forward there is potential to increase Social Value realised on smaller contracts, although the local methodology for assessment needs further development in the coming year.</p>

Economy

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf Against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
E4	Regeneration – Chard (Quarterly)	Regeneration programme for Chard	*Various dependant on programme	Q4 - Highway/public realm improvement works commence	100%	100%				Public Realm Improvements commenced and are progressing well.
E5	Regeneration – Wincanton (Quarterly)	Regeneration programme for Wincanton	*Various targets dependant on programme	Q4 - Stimulus package for use of High Street buildings in place	No milestone set	90%				The property improvement grant scheme has been launched as planned. 3 out the 4 key target properties now have planning applications in process. The last property will form part of the Levelling Up Fund bid. Therefore, good progress has been made but there is still more work to do on this area of work.
E6	Regeneration – Yeovil (Quarterly)	Regeneration programme for Yeovil.	*dependant on programme plan	Q4 - Completion of phase 1 public realm work, commence phase 2 public realm works	90%	Complete Phase 1 - 30% Commence Phase 2 - 100%				The contractor for phase 1 entered in to administration which caused delay to the project. The contract has been cancelled due to the insolvency and reissued to another supplier. However, the project is now behind and only 30% complete. Phase 2 has commenced and is progressing well as it is being undertaken by a different contractor.

Quarter status reported is the degree of completion of milestones which are planned to be achieved in the reporting period. All Regeneration programme data is manually produced based on progress against the planned programme.



Economy

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
E7	Inward Investment (Quarterly)	To create high value job creation, through the re-location of businesses into South Somerset. To support local supply chains, whilst building on key sectors that support the local economy.	Qualitative measure	-	-	See supporting information				The Heart of the South West Local Enterprise Partnership have been appointed to deliver Inward Investment activities within Somerset. This contract has been commissioned through the business rate retention pilot funding.
Page 129	Improved Broadband (Quarterly)	Measures reporting on the support given by SSDC to facilitate improved digital connections across the district	Qualitative measure	-	-	See supporting information				<p>Leadership Board Approved the Digital Connectivity Inclusion Programme:</p> <p>To commission a partner to deliver marketing, promotions, facilitation and activity linked to digital inclusion and digital infrastructure. Including taking advantage of the Government's Gigabit Broadband Voucher scheme and ensuring South Somerset communities are applying and receiving vouchers.</p> <p>Broadband Directory updated and distributed across South Somerset includes information on available providers who are actively building networks within the district</p> <p>Advice provided to businesses and residents through online meetings, emails and SSDC's website</p> <p>Connecting Devon and Somerset programmes promoted through Economic Development E-Newsletter and SSDC's Social Media channels. Programmes include:</p> <ul style="list-style-type: none"> • Phase 2 of superfast programme • Mobile Boost Scheme (boosting mobile coverage) • Relevant voucher schemes (including the national Gigabit Voucher Scheme) - 130 UK Gigabit Vouchers Issued



Economy

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
E9	Support for Individuals & Businesses through the pandemic	<ol style="list-style-type: none"> 1. Support unemployed individuals into work, education or training 2. Provide support to businesses in the form of grant funding and support services 3. Support Town Centre businesses through Welcome Back Fund and Market Towns Investment Group 	Qualitative measure	-	-	See supporting information	●	●	<p>All three Employment Hubs have now launched within Chard, Yeovil and Wincanton and received over 70 engagements with individuals</p> <p>Over 750 businesses have received Covid 19 business grants this Quarter totalling over £2.7m of support</p> <p>SSDC's c.£150,000 Welcome Back Fund allocation has now been spent and delivered in partnership with Town Councils</p> <p>Market Town Investment Group funding applications continue to be reviewed and allocations made / claimed.</p>
E10	Innovation and Skills Ecosystem (Quarterly)	Develop South Somerset's innovation and skills ecosystem - To collaborate with key stakeholders to build upon existing innovation infrastructure and develop South Somerset's innovation and skills ecosystem. Leading to an increased number of high value employment opportunities, generation of business growth and productivity, and increasing the number of successful start-ups within the area.	Qualitative measure	-	-	See supporting information	●	●	<ul style="list-style-type: none"> - Enterprise Innovation and Skills action plan continues to be reviewed and updated - Action points developed and a activity continues in partnership with key business and local stakeholder through the Place Leadership Group - We continue to work with consultants to support programmes of activity locally - County wide approach to innovation agreed with key actions developing - The Somerset Catalyst Programme, funded through the Community Renewal Fund, is due to commence shortly. Applicants are currently being interviewed and will then be accepted (if successful) onto the programme. This is being led by SSDC. - Support provided to the Next Gen group and other local business groups - Community Renewal Fund grant applications reviewed and funding allocated through the County Council - Provided support and comments to the Heart of the South West LEP's feasibility study into the potential for smart and sustainable aviation and aerospace testing and demonstration facilities within the Heart of the South West (Devon and Somerset)

Economy



Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
E11	Improved Rural Transport (Quarterly)	To improve transport services through technology and innovative solutions across South Somerset. Including a particular focus on increasing opportunities for those seeking employment, education or training.	Qualitative Measure	-	-	See supporting information	●	●	<p>An expert group meeting was held where the study that South Somerset District Council commissioned was discussed. The study included:</p> <ul style="list-style-type: none"> A transit scan of South Somerset that identified gaps within the public transport network A simulation study of where a DDRT solution would work best and have the most positive affect <p>Work has continued to support Somerset County Council on possible implementation of the Bus Service Improvement Plan. The BSIP was submitted to Government and SCC are waiting to hear the result of any funding allocations from the Government's £3bn National Bus Strategy fund.</p> <p>SSDC continue to be represented on groups and statutory Boards associated with the National Bus Strategy / Bus Improvement Plan.</p> <p>SCC have been awarded an indicative £11.9m BSIP funding. Work is now underway to consider the best utilisation of this allocation.</p> <p>Next steps: Support the 'Bus Service Improvement Plan' particularly to promote Digital Demand Responsive Transport</p>

Economy

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
Page 132	Tourism in South Somerset (Quarterly)	<p>To ensure South Somerset continues to be a prime location for visitors. The targets for this measure include:</p> <ul style="list-style-type: none"> Promote South Somerset as a place to visit and stay to those outside of the area Promote events and activities to people living within South Somerset Support projects that increase the value of the visitor economy within South Somerset Work in collaboration with businesses on projects that benefit the local area Contribute to strategic projects that enhance the visitor economy within South Somerset Encourage sustainable tourism initiatives Support 'green tourism' 	Qualitative measure	-	-	See supporting information	●	●	<p>River Parrett Trail webpage on www.visitsouthsomerset.com populated and now live, includes promotional films, route descriptions and general text. DL Promotional leaflet printed and circulated. Launch event planned for May in Langport. Editorial and advertorial in a variety of publications over next 6 months. Press release will be issued after launch event.</p> <p>Visit South Somerset Website – continues to be populated with business listings – including food and drink outlets, accommodation and local events. Total users for the quarter 13,589 with page views of 34,406. Top 5 Pages visited in quarter: 1) Ham Hill 2) Yeovil Country Park 3) Things to Do 4) Chard Reservoir 5) Events</p> <p>South Somerset Visitor Information Centre continued to open 5 days a week with winter hours helping 1171 personal visitors during the quarter plus email and telephone queries. Really pleased to be awarded Gold in the Bristol Bath and Somerset Tourism Awards and Silver in the South West Tourism Excellence Awards in the Visitor Information Service of the Year category. Yeovil Tourist Information in Petters House remains closed.</p> <p>Annual Leaflet exchange held at Westlands Entertainment Venue with 20 businesses and information centres collecting leaflets from 32 local attractions, SSSC services and Highway England.</p> <p>News letter – two editions produced with 50% open rate. Database currently stands at 369 relevant business.</p> <p>Due to popular demand -reprint of South Somerset Things to do and Explore Map. These and other Visit South Somerset tourism publications available as downloads on our website.</p> <p>Welcome Host Training for six South Somerset Local and Visitor Information Centres, totally 11 paid employees and volunteers.</p>

Economy

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
E1 Page 133	Freedom Leisure (Quarterly)	<p>A suite of measures related to the Economic and Social improvements that form part of the Freedom Leisure contract –</p> <ul style="list-style-type: none"> Financial Performance Service Quality Environmental Contract Social Value 	These measures are to be agreed between SSDC and FL	-	-	-	●	●	<p>An agreed suite of metrics for the contract have not yet been finalised, as the focus for Freedom and SSDC was delivery of the Chard Leisure Centre which opened in November 2021. Proposed metrics which are being developed will be finalised soon to enable 2022/23 monitoring.</p> <p>Financial performance - within budget but behind quarterly target. Increases in energy costs and National Insurance contributions coupled with plant breakdowns have contributed to higher than expected costs. The early opening of Chard Leisure Centre is promising and is expected to improve the overall financial position at year end.</p> <p>Service Quality – The centres have not yet been through a Quest (external quality benchmark) assessment. An internal quality audit showed that there some areas for improvement particularly in relation to customer complaints. The teams are working to address these points.</p> <p>Environmental - Gas and electricity consumption is a little over target across Goldenstones, Wincanton and Westlands, although capital works (planned for completion by September 2022) will improve customer facilities and reduce energy consumption and reduce carbon emissions by circa 435 tonnes PA</p> <p>Contract Social Value – this is reported within Social Value PI's (E2 & E3)</p>



Environment

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
EN1	SSDC land managed for Ecology, Conservation & Environment (Bi-annually)	Square metres of SSDC land managed in terms of ecology, conservation and environmentally supportive	% increase	Bi-Annual Measure	Q2 0.51759%	Total of 25501 square metres or 2.92%-				This measure is bi-annual and isn't due to report until Q4. However, progress is being made to increase the % of land managed for ecology, conservation and to support the environment with many more areas signing up for "No mow" next year.
EN2	Environmental Outreach (Quarterly)	Number of environmental forums held, to also cover environmental interactions	4	1	0	Forums/ webinars - 6 Newsletter subscribers - 864 Website visitors - 775 Outreach advice (via emails to SSDC inbox) - 153 SSDC Community Grants (Env focused) - 2				Target achieved Webinars/Events: 6 (with 140 attendees) SSDC Community Grants: 2 (£3,960)
EN3	Carbon reduction (Annually)	The % reduction in the footprint across the SSDC estate	10%	Annual Measure	-					tbc - there is a substantial delay from end of year to collating all the data required from across the council
EN4	% of household waste recycled (Quarterly)*	The % of all household waste recycled (Somerset wide)	54%	**	57.34%	54.73%				Figures from Somerset Waste Partnership are for Q3 and cover the whole county.
EN5	Residual waste sent to landfill (Quarterly)*	The % of residual waste volume going to landfill (Somerset wide)	46%	**	5.91%	3.99%				Figures from Somerset Waste Partnership are for Q3 and cover the whole county.
EN6	Waste recycled in the UK (Quarterly)*	The % of all waste collected which is recycled in the UK (Somerset wide)	90%	**	98.62%	99.87%				Figures from Somerset Waste Partnership are for Q3 and cover the whole county.

*SSDC is part of the Somerset Waste Partnership (SWP). Data relating to waste services is supplied by SWP and is not available at a district level.

**The data supplied by SWP relates to the previous quarter and is a cumulative figure.



Places Where We Live



Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PWWL1	Homelessness Prevention (Quarterly)	Number of approaches	400	100	168	232	●	●	↗	There were 232 customers who approached us during quarter 4 who were either at risk of losing their home or were already homeless. Preventative measures are being applied with a range of teams and funded organisations (e.g. Citizens Advice South Somerset). This measure records the number of specific interventions taking place with these partners where SSDC are involved to help prevent homelessness.
PWWL2	Homelessness Prevention (Quarterly)	Number of successful prevention cases – cases where SSDC intervention or assistance has prevented an individual becoming homeless	40	10	18	21	●	●	↗	There were 58 preventions that ended in quarter 4, 21 of these were successfully prevented, where we were able to either enable the customer to remain in their existing accommodation or secure alternative accommodation for 6 or 12 months.
PWWL3	Homelessness Prevention (Quarterly)	Number of successful relief cases	100	25	25	25	●	●	→	There were 113 cases overall where the relief period ended, 25 cases were successfully relieved and secured accommodation for 6 or 12 months.
PWWL4	Homelessness Prevention (Quarterly)	Number and value of Discretionary Housing Payments (DHPs) paid	TBC	TBC	246 (cumulative)	263 (Cumulative)	●	●		385 applications have been processed this year with 263 of those being awarded a DHP. We assessed 101 applications during quarter 4 and awarded 17 DHPs. We have paid out £248,750.44 over the last year (£62,269.38 in the last quarter). Our total DHP fund from the DWP is £228,171. We are allowed to spend up to £571,793 but anything above the £228,171 is out of our own budget (20,579.44 this year).










Places Where We Live



Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
PWWL5	Homelessness Prevention (Quarterly)	Number of rough sleepers	0	0	5	5	●	●	➡	There were 5 rough sleepers as of week commencing 28/03/2022
PWWL6	Homelessness Prevention (Quarterly)	Number in Bed and Breakfast Accommodation	0	0	11	17	●	●	⬇️	There were 17 Households currently accommodated in hotels or other alternative accommodation, comprising of 3 families and 14 singles as of week commencing 28th March 2022. There has been an increase in the use of hotels in the last quarter, the main reason being due to delays in customers being able to move into a accommodation they have been offered and also the customer being entitled to 56 days as part of the relief duty owed under the Homeless Reduction Act. This has caused a blockage on temporary accommodation where people are not vacating quickly enough, we therefore have to use hotels as a last resort
PWWL7	Housing (Quarterly)	Measures reporting the amount and type of support provided by SSDC to help prevent homelessness 1. Affordable housing completed 2. Active Homefinder applications	1. 103 2. 400	1. N/A 2. = 100	1. N/A 2. 2,248	1. 306 2. 2318	● ●	● ●	➡	We have successfully completed a minimum of 306 affordable housing properties. At the end of year there were 2,318 on the register, of which 837 are currently a dequately housed or have a dequate finances.

Healthy, Self Reliant Communities

Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Direction of travel	Supporting information
HSRC1	Community Activities (Quarterly)	<ol style="list-style-type: none"> Health walks - no. of events, no. of participants. Number of volunteers Play Days inc. Schools Out programme - no. of events, no. of participants Other Community events - support or advice given 	<ol style="list-style-type: none"> 26,9400 40 24,10,000 1 	-	<ol style="list-style-type: none"> 0,0 40 0,0 0 	<ol style="list-style-type: none"> 28,2752 36 0 0 				28 Established walks which is an increase of 2 from last quarter. The walks are run by 36 active walk leaders. 2752 people took part in a health walk during the qtr.
HSRC2	Community Support (Quarterly)	<p>The number of and groups of people supported by SSDC (based on UK and SW demographic definitions) in terms of rebuilding inclusive communities and tackling inequality</p> <ol style="list-style-type: none"> Support for vulnerable customers (No.) Community grants provided (No. & £) 	<ol style="list-style-type: none"> 1,920 10, £100,000 	-	<ol style="list-style-type: none"> 1,903 4, £25,539 	<ol style="list-style-type: none"> 1852 8, £40,705 <p>Cumulative annual: 24 grants issued Total awarded £167,146</p>			 	We are currently providing 24hr telecare support to 1852 vulnerable customers. This is a significant drop and is the lowest number of customers since 2009. Promotional work required to include introductory offer and launch of new website. 8 Community Grants (1x Arts, 2x Play & Play areas, 3x Community buildings and 2x Wildlife/Countryside) were awarded in Q4. Total of £40,705 awarded towards projects with an overall value of £102,892



Healthy, Self Reliant Communities



Ref	Measure (frequency of reporting)	Description	Annual Target 21/22	Quarterly Target	Previous Quarter (Q3)	Current Quarter (Q4)	Perf against target (Q3)	Perf against target (Q4)	Supporting information
HSRC3	Freedom Leisure (FL) Community Measures (Quarterly)	<ol style="list-style-type: none"> Participation, membership and service improvement Active communities Access to physical and social health & wellbeing activities, events and support programmes (including tailored physical activity opportunities) 	TBC	-	-		●	●	Measures still in development. See E13

What have we achieved? (2021-2022)



No mow project

Successful completion of SSDC's No Mow Conservation Verge trials in Milborne Port, Cucklington, Castle Cary/ Ansford, Ilminster and Yeovil. Demonstrating good practice in wilding green spaces, and engaging with communities to do the same.



New Yeovil Recreation Centre Cafe and Community space

Opened July 2021



Investigated 166 abandoned vehicles

and removed 11 to help keep streets and neighbourhoods clean and attractive.



Yeovil won Silver for South West in Bloom

We have also supported over 10 "It's Your Neighbourhood" community groups annually as part of the In Bloom initiative.

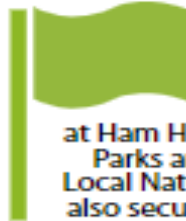
1,650

trees planted across the SSDC estate and within our communities
Exceeding our 1,000 per annum target



£36,000

secured from Cultural Recovery Fund for Heritage for environmental protection and restoration of the monument at Ham Hill



Green Flag Awards retained

at Ham Hill and Yeovil Country Parks and Chard Reservoir Local Nature Reserve. Ham Hill also secured a Green Heritage Award.



Community Environment Champions



Engaging with a network of 70 Environment Champions covering 50 different parishes through events to share knowledge.



Awarded a South West in Bloom, five star Best Park Award for Yeovil Country Park



97.8%

of all recycling in 2020/2021 from Somerset stayed in the UK (99.4% of all plastics)



New Environment and Destination websites launched

www.southsomersetenvironment.co.uk
www.visitsouthsomerset.com

1,953

Volunteering days in 2020 - 2021 at our countryside sites at Yeovil, Chard and Ham Hill



NEW Chard Leisure Centre

with swimming pool, gym and soft play centre.

What have we achieved? (2021-2022)

Successful application

for Local Authority Delivery Scheme round 1 grant retrofit funding and the completion of energy improvements for 28 Park Homes across Somerset.

750



subscribers to our community environment newsletter, Get SuSSed. 12 issues to date.

Provided environmental support for business and communities by signposting to Government/Local Partnership schemes & producing The SSDC Green Business Directory

Page 140



Opportunities Hub South Somerset

Provided employment support for businesses and individuals including setting up the South Somerset Opportunities Hubs.

Continued to measure and track the decrease in SSDC's annual carbon footprint; progressing priority projects that best deliver for the carbon neutrality target of 2030



Worked with Somerset Waste Partnership to roll out Recycle More

over the Summer despite the challenges of Covid and the national driver shortage. It is already seeing over 100 tonnes

Provided training and continued to support community environment projects including launch of a spring wildlife pack

£150k

Welcome Back fund administered and paid out



Provided economic support for businesses by signposting to economic development initiatives including M-Hub and the Growth Hub.



£10m+

Business Support Grants paid out to local businesses which will increase with Omicron support.



Completed a cycling and walking Infrastructure plan for Yeovil



Made Improvements to Cartgate Visitor Information Centre creating a Gold in Somerset and Silver in SW England award winning hub for visitors and residents (South West England Tourism Excellence Awards)



Rebranded Community Heritage Access Centre to South Somerset Heritage Collection, relaunched with new website and digital archive. Promoted the collection and resources with Community Engagement.



Fully energised the 25MW Battery Energy Storage System (BESS) facility

Assisted 7 projects to achieve through provision of 5106 monies

£89,255

awarded to 11 Community Grants covering Arts, Community Transport, Sports and Recreation, Group Development, Community activities and Community buildings



Implemented an action plan based on the "Accelerated Housing Delivery in South Somerset" report



District Executive Forward Plan

Executive Portfolio Holder: Val Keitch, Leader, Strategy and Housing
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
 - b) note the contents of the Consultation Database as shown at Appendix B.

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 and the current consultation documents are attached at Appendix B.

Background Papers

6. None.

Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
19 May 2022	Appointment of Member Level Bodies 2022/23	Portfolio Holder - Strategy & Housing	Monitoring Officer	Angela Cox, Specialist (Democratic Services)	South Somerset District Council
19 May 2022	Statement of Licensing Policy under the Licensing Act 2003	Portfolio Holder - Area North	Director Service Delivery	Michelle James, Lead Specialist (Licensing)	South Somerset District Council
19 May 2022	Planning - Changes to the Scheme of Delegation to increase the efficiency of the Planning Service	Portfolio Holder - Protecting Core Services	Director Service Delivery Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	South Somerset District Council
19 May 2022	Planning - Planning Application Validation Requirements; Revised Validation Checklist	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	South Somerset District Council
19 May 2022	Planning - Discretionary fees for Pre-application advice and associated services	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	South Somerset District Council
June 2022	Investment Assets Six Monthly update report	Portfolio Holder - Economic Development including Commercial Strategy	Director Commercial Services & Income Generation	Robert Orrett, Commercial Property, Land & Development Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
June 2022	Millers Garage Car Park	Portfolio Holder - Economic Development including Commercial Strategy	Director (Support Services & Strategy)	Robert Orrett, Commercial Property, Land & Development Manager	District Executive
June 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy & Housing	Chief Executive	Jane Portman, Chief Executive	District Executive
July 2022	Phosphates Update	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	District Executive
July 2022	Capital & Revenue Budget Outturn reports for Quarter 4	Portfolio Holder - Finance, Legal & Democratic Services	Director (Support Services & Strategy)	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
July 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy & Housing	Chief Executive	Jane Portman, Chief Executive	District Executive
July 2022	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
August 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy & Housing	Director (Support Services & Strategy)	Brendan Downes, Lead Specialist - People, Performance & Change	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
August 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy & Housing	Chief Executive	Jane Portman, Chief Executive	District Executive
September 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
September 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
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

APPENDIX B - Current Consultations – May 2022

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Storm Overflow Discharge Reduction Plan</p> <p>Storm overflows are safety valves built into the combined sewer system to discharge excess sewage to rivers, lakes, or the sea when rainfall exceeds capacity. This protects properties from flooding and prevents sewage backing up into streets and homes during heavy storm events. A growing population, an increase in hard surfaces and more frequent and heavier storms because of climate change have increased pressure on the system, bringing the frequency of discharges to an unacceptable level.</p> <p>There are around 15,000 storm overflows in England, and in 2020 there were over 400,000 sewage discharges, totalling over 13 million hours. It is the government's strong view that this is unacceptable.</p> <p>Tackling storm overflows in England is a government priority. It is an issue which has received significant public attention and the government is firmly committed to a step change on action to protect public health and the environment from storm overflow discharges. We intend to produce a Storm Overflow Discharge Reduction Plan by September 2022, as required by the Environment Act 2021, to outline our vision. This will set clear and enforceable targets that the water industry must meet. This consultation seeks views on the targets and other core elements of the Plan in advance of its publication.</p> <p>Consultation on the Government's Storm Overflow Discharge Reduction Plan - Defra - Citizen Space</p>	Environment	Nicola Hix, Strategy and Support Services	Officers in consultation with Portfolio Holder	Tessa Saunders	12 May 2022

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>Review of the Vagrancy Act: consultation on effective replacement</p> <p>This consultation seeks views on the replacement of offences previously held in the Vagrancy Act. This covers the following areas:</p> <p>a. How to replace the offences in the Vagrancy Act which prohibit begging in an appropriate way that prioritises getting individuals into support.</p> <p>b. How we can make sure that replacement legislation on begging supports the right environment in which to deliver effective services and to engage with vulnerable people constructively.</p> <p>c. What other changes – either legislative or non-legislative – should be considered to better equip police, local authorities, and other agencies to engage with people who are rough sleeping and to encourage them into support.</p> <p>Review of the Vagrancy Act: consultation on effective replacement - GOV.UK (www.gov.uk)</p>	<p>Strategy and Housing</p>	<p>Kirsty Larkins, Service Delivery</p>	<p>Officers in consultation with Portfolio Holder</p>	<p>Barbie Markey / Paul Huntington</p>	<p>05 May 2022</p>

Date of Next Meeting

Members are asked to note that the next meeting of the District Executive will take place on **Thursday, 9th June 2022** as a virtual consultation meeting via Zoom meeting software commencing at 9.30 a.m.

This meeting is one week later than usual due to the Queens Platinum Jubilee Celebrations taking place on 2nd and 3rd June 2022.

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.