



District Executive

Thursday 1st September 2022

9.30 am

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

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



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

Any members of the public wishing to attend, or address the meeting at Public Question Time, are asked to email democracy@southsomerset.gov.uk by 9.00am on Wednesday 31 August 2022, so that we can advise on the options for accessing the meeting.

The meeting will be viewable online by selecting the committee meetings at:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

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

This Agenda was issued on Tuesday 23 August 2022.

Jane Portman, Chief Executive Officer



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

District Executive Membership

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

Information for the Public

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

Members of the Public are able to:-

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

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

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site - www.southsomerset.gov.uk.

The Council's Constitution is also on the web site and available for inspection in Council offices.

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

Further information can be obtained by contacting the agenda co-ordinator at democracy@southsomerset.gov.uk

District Executive

Thursday 1 September 2022

Agenda

1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 04 August 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. Economic Development Celebratory Report (Pages 5 - 27)

7. 2022/23 Revenue Budget Monitoring Report for the Period Ending 30 June 2022 (Pages 28 - 41)

8. 2022/23 Capital Budget Monitoring Report for the Period Ending 30 June 2022 (Pages 42 - 56)

9. Corporate Performance Report 2022-23: 1st Quarter (Pages 57 - 122)

10. Wincanton Regeneration Scope Change (Pages 123 - 131)

11. Sale of commercial development land at Lufton, Yeovil (Lufton 2000 joint venture) (Pages 132 - 139)

12. District Executive Forward Plan (Pages 140 - 144)

13. Date of Next Meeting (Page 145)

14. Exclusion of Press and Public (Page 146)

15. Briefing on Local Government Reorganisation (Confidential) (Page 147)

South Somerset District Council – Economic and business support response to Covid 19

Page 5

September 2022

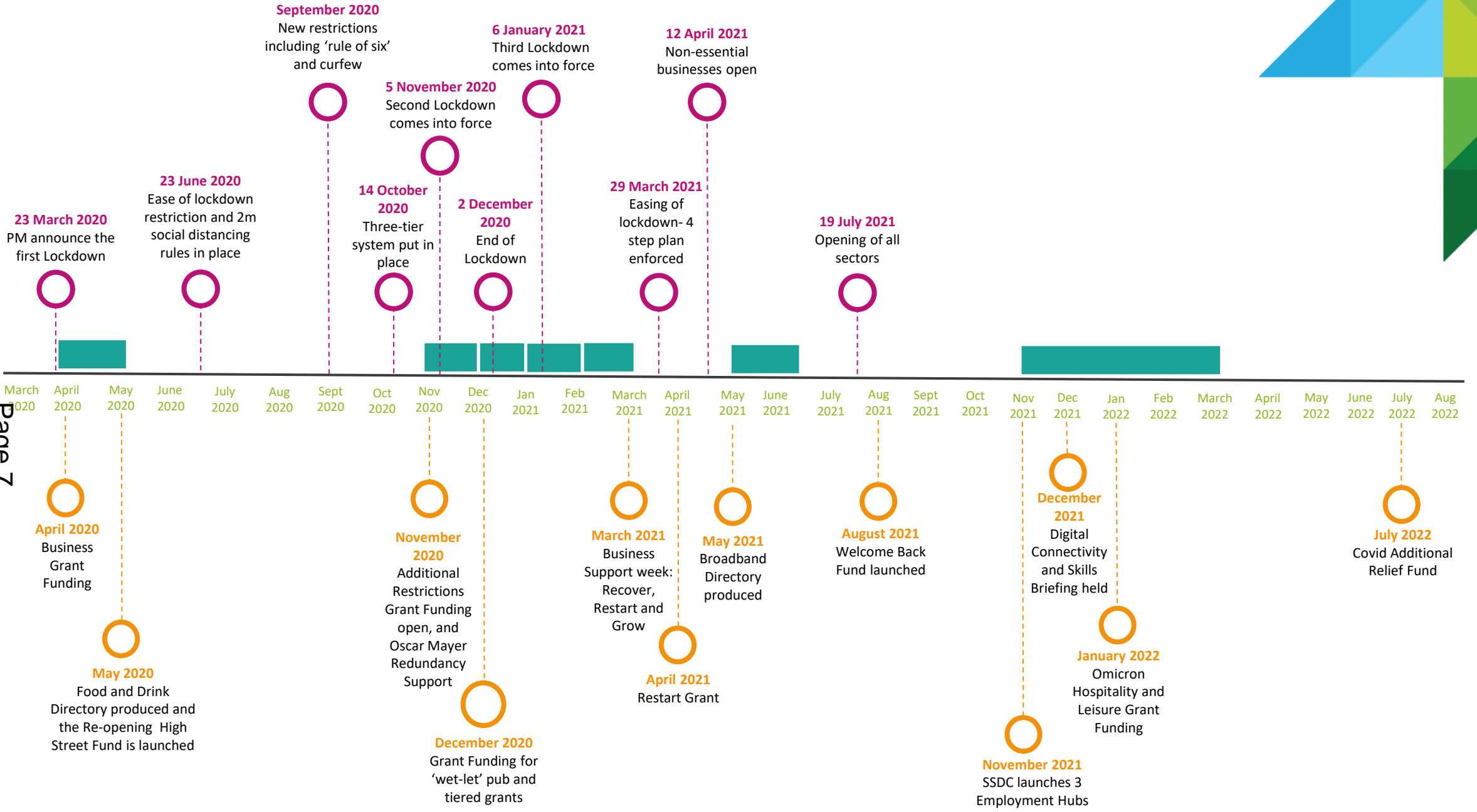
Agenda Item 6

Aim

To provide an overview to Members on the economic response to Covid 19 and to celebrate and reflect upon the swift and effective measures taken to support local businesses.

The presentation will cover:

- Business Grants
- Food and Drink Directory
- Supporting high streets and town centres
- Oscar Mayer redundancy support
- Business Support Week: Recover, Restart and Grow
- Broadband Directory
- Employment Hubs



 Business Grant Funding open

Business Grants

During the course of the pandemic South Somerset District Council administered in excess of **£72m of grant funding to over 3,500 businesses** with over 17,000 payments made.

The Council made the decision to prioritise businesses and implemented a one team approach to ensuring money was distributed as quickly as possible whilst following Government guidance.

We have been praised for how swiftly schemes became live and have always received strong audit reviews, reflecting the robustness of relevant processes.

Business Grants

Date	Intervention	Output / Outcome
April 2020	Business grant funding (Small Business Grant Fund + Retail, Hospitality and Leisure Grant Fund)	3,100+ businesses £39m+ funding distributed
November 2020	Business Grant Funding (LRSG)	1400+ businesses £2.1m+ funding distributed
December 2020	Grant funding for 'wet-let' pubs	119 businesses £120k+ funding distributed
December 2020	Business Grant Funding (LRSG Tiers)	1200+ businesses £1.1m+ funding distributed
December 2020	Business Grant Funding (Closed)	1390+ businesses £6.3m funding distributed
January – February 2021	Business Grant Funding (LRSG)	1390+ businesses £3.1m funding distributed
February – March 2021	Business Grant Funding (LRSG)	1390+ businesses £3.3m+ funding distributed
April 2021	Restart Grant Funding	1200+ businesses £8.7m+ funding distributed
November 2020-March 2022	Additional Restrictions Grant Funding	3,100+ payments made (some repeat) £6.4m funding distributed
January 2022	Omicron Hospitality and Leisure Grant Funding	500+ businesses £1.6m+ funding distributed

Business Grants

What businesses said:

“Just to say thank you very much for all your financial help during the past 2 years it has been a great help keeping our business going”

“Thank you reviewing our application and taking the decision to grant the ARG Omicron Grant. This will be of considerable assistance to us at this difficult time and is much appreciated.”

“I am not sure to whom to direct my thanks for the successful grant application. It is greatly appreciated, so please pass my humble thanks on to your Grants Team, our Government, SSDC and your good self for your consideration and generosity.”

“You are just amazing! THANK YOU SO MUCH for your help in meeting the Omicron Discretionary Grant application deadline. Please pass my sincere thank you to the IT team for the rescue. It is much appreciated.”

“Thank you very much for the information. SSDC have been really efficient all the way through this nightmare.”

Food and Drink Directory

In April 2020 the Council produced a Food and Drink Directory that promoted over 100 local businesses that were open and providing a critical service to local residents through the lockdown period.

The directory was a great success and fulfilled 3 key short term aspirations:

- To serve our local communities by providing local alternatives to acquiring essential items
- To support local businesses during a difficult period
- To alleviate pressures from supermarkets and to minimise the risk of not being able to social distance when shopping

The directory and subsequent online map is contributing towards longer term objectives including:

- A strengthened food and drink sector within South Somerset
- The creation of new supply chain opportunities for local producers
- A reduction in food miles, leading to environmental benefits
- A reduction in the use of supermarket visits, leading to a reduction in travel and environmental benefits
- Some research states that local food is of a better quality and holds higher nutritional values which will lead to health benefits for local residents

Food and Drink Directory



What Members said at the time:

Cllr John Clark, portfolio holder for economy, said: “The Coronavirus pandemic has placed a number of restrictions on businesses to protect public safety and reduce the risk of infection. Many businesses have had to turn to online sales or takeaway deliveries following the closure of pubs, restaurants and shops.

As such, they really are still providing a positive service to customers and we should be proud of them. The aim of our directory is to provide a guide for residents to where they can find excellent local produce and support local businesses.”

Councillor Sarah Dyke, portfolio holder for the environment who spearheaded the creation of the directory, said: “This is a brilliant guide to the local produce which is available and it plays an important environmental role too. As well as stimulating the local economy, the directory will help to reduce the amount of food brought into the region reducing traffic and food miles, helping to reduce our environmental impact which is one of the key ambitions of South Somerset District Council.”



Supporting our town centres

Throughout the pandemic South Somerset District Council have prioritised the support of town centres and local businesses. Government provided the council with £289,000 of funding to facilitate the safe re-opening and recovery of local towns.

Our priority was to ensure that town centre visitors and business felt confident to use the high streets, so we initially focused on enabling towns to re-open safely. This was done through the use of Covid 19 wardens and additional signage that reminded people to social distance where possible.

As the pandemic progressed, our activity shifted to encouraging people back to the town centres and we focused on facilitating events and town centre marketing.

We worked in partnership with town councils and business groups to ensure spend was relevant for local areas.

Re-opening the High Streets Safely

Town Centre examples:

Crewkerne hosted a free Comedy night on Friday 25th March 2022, over 100 people attended the event and the local hospitality businesses reported their venues were packed for pre-event food and drink. The event proved so successful that Crewkerne Town Council will be organising more in the future using other funds.

Chard Town Council arranged a Street Carnival to take place on Saturday 8th October 2021, this was a free all-day event where there were a number of stalls selling local goods or sharing interesting information. A programme of entertainment was also provided throughout the day and into the evening. Visitor numbers increased from 3,300 the previous Saturday to just over 7,000 on the day of the event

Other examples of how the money was spent include the purchase of new street furniture, a photography commission to create a portfolio of quality pictures for use in marketing material for the towns and some professional advice for the Town Councils on how to improve their street markets.



Oscar Mayer Redundancy support

In October 2020, Oscar Mayer in Chard contacted South Somerset District Council to provide advanced notice that they would be closing their site in Chard. As soon as that meeting was held, it became a priority for the council to work with Oscar Mayer to mitigate the impact on it's employees.

Oscar Mayer had been located the town entre for nearly 40 years and employed over 850 individuals.

The pandemic was one of a number of reasons the site was closed with changing consumer habits making the site commercial unviable.

It's worth saying that the Oscar Mayer team were incredibly receptive to SSDC's offer of support and an excellent partnership was formed to mitigate the effect of redundancies and the secondary impacts on individuals.

Oscar Mayer Redundancy support

South Somerset District Council's interventions:

- Redundancy Task Force convened with key support organisations within 24 hours of the announcement being made public.
- Online skills assessment offered to all Oscar Mayer employees with over 600 completing
- Appointments facilitated with National Careers Service to explore career and education opportunities.
- An on-site support hub was created to provide a single point of information and support for staff with regard to employability skills, careers support, free training opportunities, job and apprenticeship vacancies, mental wellbeing support, applying for benefits, housing information around maintaining a tenancy or mortgage.
- Organised local training partners to provide English language courses for employees.
- Provided information on moving into self-employment or setting up a business
- Arranged for a priority system for Citizens Advice with translated supported callers when contacting SSDC contact centre for support with Council Tax Support and Housing.
- A Covid secure careers fair held with 6 local employers
- Worked in partnership with skills and training providers to facilitate sector based work academies to provide short courses to individuals looking to retrain with an outcome of guaranteed interviews



Oscar Mayer Redundancy support

As a result of SSDC's intervention:

- All Oscar Mayer employees were offered an in-depth interview to assess their options and identify training and employment opportunities.
- Partners came together to deliver a holistic offer of support and SSDC co-ordinated this to make it accessible to Oscar Mayer employees.
- Local businesses were able to access a talented pool of workers keen to develop their careers in Chard.
- **Ultimately, only 10% of individuals went on to claim out of work benefits and we envisage that these individuals have now proceeded to find employment.**



Business Support Week: Recover, Restart and Grow

In March 2021, we partnered with Mendip District Council to host over 100 businesses at 15 different business support events to support with their recovery and growth ambitions.

The majority of sessions were available to all businesses however we targeted several workshops to retailers, providing them with the knowledge of how to trade differently during the lockdown periods.

Sessions included:

- How to sell online
- Digital marketing strategies
- Exporting from the UK
- Circular economy – what it means for your business
- Tech Nation – fuelling growth
- Pump, prime and profit
- Shaping future high streets
- Talking Tourism

Business Support Week: Recover, Restart and Grow

Our Partners:



Page 19



Business Support Week: Recover, Restart and Grow



What businesses said:

“Made me feel really excited about trying new Social media and gave me more confidence about using and linking Shopify”

“I have learnt enough to decide which social media platforms I shall avoid and which ones I shall consider further. Also, it was useful to discover the recommended approaches which are most likely to be effective on the platforms.”

“I definitely understand apprenticeships much more than I did and will seriously consider these.”

“I have achieved a broader understanding of the options to be considered for online sales, along with an in-depth look at one particular provider which was extremely informative, particularly regarding cross-platform sales.”

“Its really nice to have something for our local area.”

Broadband Directory

Throughout the pandemic our broadband connections became increasingly important. Whether it was for working from home, communicating with others, online shopping, gaming or keeping in touch with the latest news. Decent broadband became even more of an essential for every day life.

SSDC produced a directory that provided information on:

- Different technology including which was / is most suited for different locations
- A list of broadband providers active in the local area
- Grant schemes available from Government and Connecting Devon and Somerset to increase connectivity

The directory was produced and promoted and became the focus for several digital events that were held in partnership with broadband providers and digital skills providers.

Since the first lockdown in March 2020, **1,200 Gigabit Vouchers** have been allocated in South Somerset. This will leverage over **£2m of digital infrastructure funding into the district** in addition to the Connecting Devon and Somerset contract and private investment.



Employment Hubs

During the pandemic South Somerset saw the number of individuals claiming out of work benefits increase by over 100% to 4,500 people. At the time, we did not know how the labour market would develop. We were increasingly concerned with the end of the furlough scheme being predicted to see unemployment increase further.

The Council had learned a lot through supporting Oscar Mayer and decided to replicate and expand this process to all individuals across South Somerset.

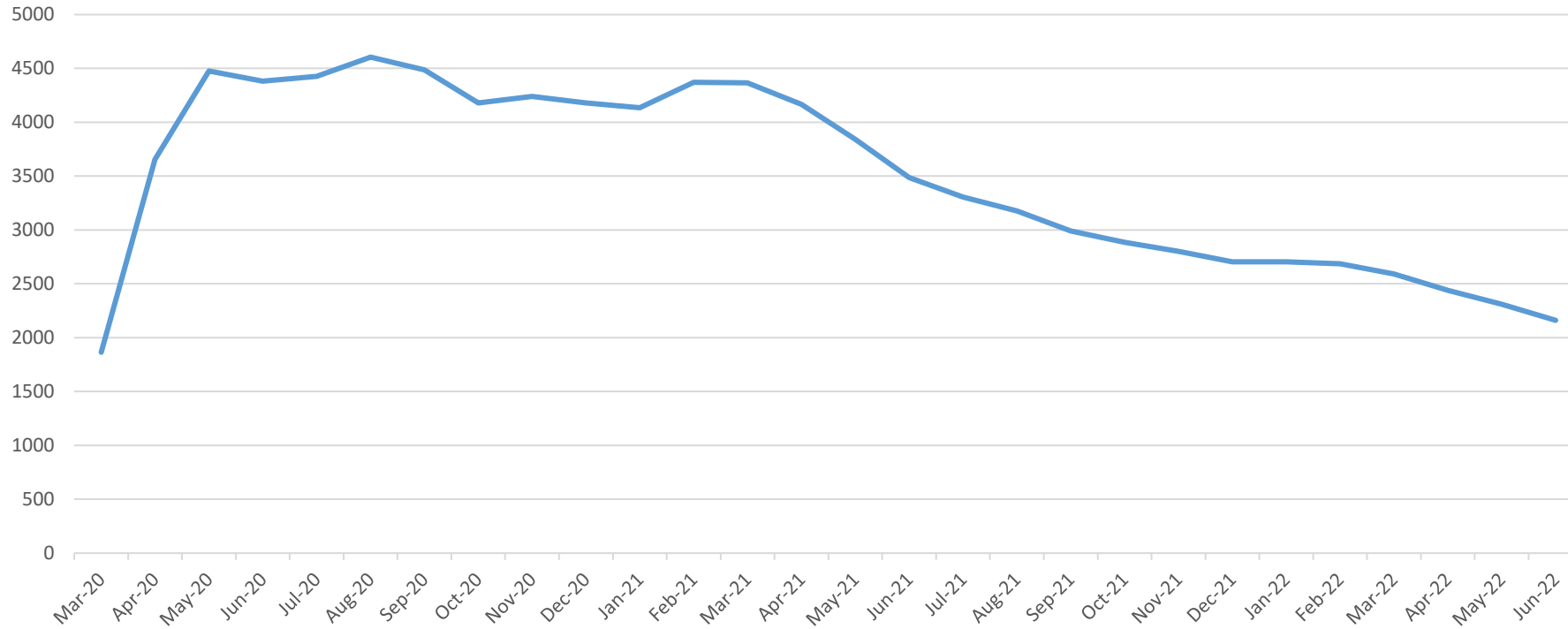
This was done through the creation of three employment hubs.

Month	Individuals claiming out of work benefits	Percentage of individuals claiming out of work benefits
February 2020	1800	1.9%
May 2020	4500	4.7%
June 2022	2100	2.3%

Employment Hubs



Out of work benefits claimants South Somerset



Employment Hubs

The hubs are a 'one stop shop' for holistic employment and skills provision across the District, designed to help residents to seek employment and learning opportunities. SSDC has partnered with Abri to deliver the employment support to individuals after a successful funding bid to the DWP.

Locations:

- Chard Library
- Yeovil Library
- Wincanton Balsam Centre

Purpose:

- To Help residents age 16 + to identify their work and learning options
- To support the transition to work or new employment
- Reduce levels of unemployment across the district
- Provide holistic opportunities including well being, learning, workshops and health walks



Employment Hubs

What's been delivered?

It's important to note that the hubs are not a recruitment agency and although we have a strong labour market, our role is not to move people from one job to another. The individuals that we are targeting and supporting often require significant interventions to enable them to become work ready.

To date we have had:

- 183 engagements with the hubs
- 250+ attendees at recruitment events
- 115 of which have completed an assessment and produced an action plan
- 27 moved into employment (as a direct result of an intervention)
- 29 accessing education and training (as a direct result of an intervention)
- 3 Job fairs, with 46 employers and 291 job seekers attending

Employment Hubs

Case Studies

Person A came into the hub and worked with the Employment Coach who delivered employability support, including CV update and job searching. Due to an officer from Positive People being present at the hub, he was referred for a job opportunity that had been placed with the officer within a local supermarket. Person A was offered an interview for the post and secured the position, starting the same week.

Person B is a Ukrainian refugee her host family sent her to the Hub in Yeovil for employment information advice and guidance. We helped Person B develop a CV for job seeking. We uploaded this to a job seeking site and she was shown how to access this on her phone. In partnership with Person B, we applied for a number of vacancies until she was able to do this independently.

Person B had 6 interviews and successfully secured a job in the Yeovil area near to her host address.



South Somerset District Council – Economic and business support to Covid 19

"The response by our officer team to the challenges of Covid to businesses and individuals has been as broad as it has been impressive. This has involved not just the Economic Development team but many other teams within SSDC and they should be very proud of the achievements." – **Cllr John Clark, Portfolio Holder for Economic Development and Commercial Strategy**

Page 27



2022/23 Revenue Budget Monitoring Report for the Period Ending 30 June 2022

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT Lead: Karen Watling, Chief Finance Officer
Lead Officer: Paul Matravers, Lead Specialist - Finance
Contact Details: paul.matravers@southsomerset.gov.uk or 01935 462275

Purpose of the Report

1. The purpose of this report is to provide Members with the current projection of the forecast spending and income (“outturn”) against the Council’s approved Revenue Budget for the financial year, and to explain projected variations against budget.

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1 September 2022.

Public Interest

3. This report gives an early forecast of the revenue budget variations for the 2022/23 financial year. It also provides explanations in respect of the significant variances.
4. Maintaining the financial health and resilience of the organisation is important to ensure the ongoing delivery of priority services within our community. The Council also has a legal obligation to set and maintain a balanced revenue budget position.

Recommendations

5. That the District Executive:
 - a. Notes the variances being forecast against the 2022/23 revenue budget as set out in Table One.
 - b. Notes the budget virements made under delegated authority as detailed in Appendix A.
 - c. Notes the forecast year-end reserves position shown in Appendix B.

Background

6. The 2022/23 original net budget of £19.714m was approved by Council in February 2022. This represents the financial plans that the Executive manages, under their delegated authority and in accordance with the Financial Procedure Rules. All the Council’s income and expenditure has a responsible budget holder.



7. This is the first report for the financial year, and it covers the period 1 April to 30 June 2022. The projected position should be regarded as a reasonable indication of possible differences between actual and budgeted spend and income for the year.

Summary of the Current Financial Position and Forecast Outturn

8. A summary of the budget position is shown below in Table 1, the budget is analysed by categories of expenditure and income, and also provides a forecast outturn for 2022/23.
9. As at the end of June 2022 the forecast revenue budget position is an **over spend** at year end of **£614,685**, which is a **3.12% variance**. The year-to-date position suggests an overspend of some £3.98m: however this is a result of cash flow and timing differences and do not reflect the underlying forecast for the year end position.
10. However, there are significant budget pressures arising from the national Pay Award proposals, rising interest rates, and the cost of living crisis which are very likely to mean that the outturn overspend position will be higher than the forecast reported in this report, possibly by some £970k (which would mean a total forecast year end overspend of £1.6m). These pressures are discussed in paragraphs 31 to 39. The quarter two report will include forecast overspends when the current pressures are better understood and will set our management action to be taken to mitigate the overall financial impact.

Table 1

	Year to date - April to June 2022			Forecast Outturn 2022/23		
	Budget	Actual	Variance	Budget	Forecast	Variance
Expenditure						
Employees	£5,554,220	£4,579,100	(£975,119)	£21,625,370	£21,660,509	£35,139
Premises	£1,527,487	£1,524,094	(£3,393)	£3,457,660	£4,110,285	£652,625
Transport	£181,220	£169,485	(£11,735)	£816,020	£815,324	(£696)
Supplies & Services	£2,720,863	£2,787,212	£66,349	£8,883,490	£8,895,469	£11,979
Third Party Payments	£7,016,862	£8,013,906	£997,044	£18,774,650	£18,775,388	£738
Housing Benefits payments	£6,837,038	£5,959,274	(£877,764)	£27,348,150	£27,348,150	£0
Capital Financing	£281,222	£12,937	(£268,285)	£1,219,280	£1,219,280	£0
Revenue Reserve transfers	(£1,083,395)	£14,414	£1,097,809	(£692,850)	(£692,850)	£0
	£23,035,518	£23,060,423	£24,905	£81,431,770	£82,131,555	£699,785
Income						
Government grants	(£17,024,168)	(£13,591,159)	£3,433,009	(£38,177,280)	(£38,177,280)	£0
Other grants and contributions	(£106,890)	(£29,416)	£77,474	(£1,159,240)	(£1,158,101)	£1,139
Sales	(£575,489)	(£617,123)	(£41,634)	(£2,182,830)	(£2,185,211)	(£2,381)
Fees and charges	(£4,775,982)	(£6,285,357)	(£1,509,375)	(£17,712,320)	(£17,616,128)	£96,192
Investment income	(£99,431)	£1,894,573	£1,994,004	(£2,485,780)	(£2,665,830)	(£180,050)
	(£22,581,959)	(£18,628,482)	£3,953,477	(£61,717,450)	(£61,802,550)	(£85,100)
Net Budget	£453,558	£4,431,940	£3,978,382	£19,714,320	£20,329,005	£614,685

(Variance column: bracketed figures = underspend / surplus income, unbracketed figures = overspend / income shortfall)



11. Table 2 below reflects the current and forecast budget position, analysed by service directorate.

Table 2	Year to date - April to June 2022			Forecast Outturn 2022/23		
	Budget	Actual	Variance	Budget	Forecast	Variance
Chief Executive	£298,395	£261,505	(£36,890)	£1,949,580	£1,949,580	£0
Commercial Services	£1,084,919	(£654,052)	(£1,738,971)	£2,736,700	£3,389,435	£652,735
Place & Recovery	£165,970	£393,830	£227,860	£532,200	£532,200	£0
Strategy & Support Services	£3,621,837	£5,001,573	£1,379,736	£10,292,500	£10,254,450	(£38,050)
Service Delivery	(£4,717,563)	(£570,916)	£4,146,647	£4,203,340	£4,203,340	£0
Net Budget	£453,558	£4,431,940	£3,978,382	£19,714,320	£20,329,005	£614,685

(Variance column: bracketed figures = underspend / surplus income, unbracketed figures = overspend / income shortfall)

12. Managers have provided a forecast of expenditure and income for the year, in order that any potential variances are identified and reported, the key variances are outlined below.

Employees

13. The budget is currently showing a significant underspend due to a number of vacancies across the authority. It is still early in the year and recruitment is underway so it is not anticipated that there will be a significant variance at year end. The quarter one forecast does not include the impact of the national pay award proposals.

Premises

14. At the end of the first quarter these budgets are currently showing a slight underspend. At this stage the full effect of the utility price increases are difficult to forecast and have yet to be felt but there is a significant risk of an overspend. These budgets will be monitored closely in the coming months.
15. The budget monitoring process has identified that certain budgets associated with holding the commercial property portfolio are not in line with actual spend. As a result, there is currently a forecast year end overspend of £664k in this area.
16. The Finance team and Property Services team are undertaking a review of the spend and income budgets in this area. The quarter two revenue budget monitoring report will include an update on this work and any potential impact on the 2022/23 budgets.
17. If a budget increase is required in respect of commercial investments, management action will be taken across the council to mitigate the forecast pressure.

Transport

18. The budgets are currently showing an overall under spend. Within this budget area fuel costs are showing an overspend position, which is not unexpected given the increase in prices. However, this is offset by underspends in travel allowances and other related costs.

Supplies and Services

19. This category of expenditure covers a wide range of costs and the current overspend of £66k shown at the end of the first quarter is a combination of several factors including:
- There are running costs of the elections in May 2022 of £309k, which will be recouped from Somerset County Council and the relevant Parish Councils.
 - The communications and computing costs are currently showing an underspend of £351k. This is because most of these costs are incurred in the latter half of the year. Due to the rate of inflation this is another area of the budget that will be monitored closely as there are some concerns that increases in contract prices may impact on the budget.
 - There is currently a forecast underspend of £130k as there is reduced spend in the Arts & Entertainment Service because audiences have still not returned to pre-pandemic levels. This is also having an impact on fees and charges income, see paragraph 28 for further details on the income shortfall.
 - The forecast underspend in Arts and Entertainment is offset by a forecast overspend in respect of external audit fees, this is anticipated to be in the region of £135,000. The additional costs are due to the additional work required in respect of the 2020/21 external audit of accounts. The final audit fee is reviewed and agreed by the Public Sector Audit Appointments board.

Third Party Payments

20. Although the current position shows an overspend, this is mainly a timing issue related to Council Tax Rebate payments. In total, the Council has received £9.3m funding for these payments and to date has a spend of £8.4m.

Housing Benefit payments

21. At this stage the budget is showing a underspend of £877k, which is likely to be caused by timing issues, the forecast position is in line with the budget at year end.

Capital financing

22. There is currently an estimated underspend on the capital financing budgets as at 30 June, this is due to the profiled budget being incorrect. The budget profile will be revised to reflect the anticipated expenditure for the remaining part of the financial year.
23. The interest payable on external borrowing which sits within this expenditure group is expected to exceed the budget due to interest rates increasing. However, no variance has been included at this stage. Please see paragraphs 32 to 35 below.

Government Grants

24. The budget variance of £3.4m relates to Housing Benefits Subsidy that the Council receives towards the Housing Benefit payments. The subsidy is paid based on an estimate of the value of housing payments that will be made during the year. Any shortfall in income received during the year will be recouped at the end of the financial year once the final claim is submitted. At the end of quarter one the Council had not received the £2.7m due in respect of the final claim for 2021/22.

Other grants and contributions

25. Income received from grants and contributions is currently below budget. The figures are reflecting the effect of year end adjustments where income due to the previous financial year had not been received at the end of quarter one. The variance is the result of this timing issue and in most cases the income due was received in July.

Sales

26. There is currently a small surplus shown in sales income of £42k, and the forecast sales income is broadly in line with the budget.

Fees and charges

27. The fees and charges are currently showing a surplus against budget; however, this is because commercial properties rental income is front loaded so effectively two quarters income is received in quarter one.
28. The forecast outturn is currently a small deficit due to a shortfall in admission charges within the Arts & Entertainment Service.

29. There are several income streams relating to demand led services where there are forecast shortfalls, but it is hoped that these will recover as the year progresses:

- Horticulture - £89,000
- Planning application fees - £84,000
- Car Parking fees - £59,000

Investment income

30. The variance to date in this area is in respect of accrued income which has not been received to date. The current year-end projection for income from investments is that income receivable will exceed the budget by in the region of £180k.

Budget Pressures – Interest Rates, Pay Inflation and Cost of Living Crisis

31. There are a number of budget pressures that are known but where a variance has not been included in the current forecast outturn position. Further work is needed to accurately quantify them, to identify possible management action to mitigate the costs and to identify if they can be financed from elsewhere in the overall agreed budget. The quarter two budget monitoring report will give an update on these issues.

Increasing Interest Rates

32. The Bank of England have increased interest rates from 0.75% at the start of the 2022/23 financial year to the current rate of 1.75% as of 4 August 2022. The Council's treasury management advisors released their economic and interest rate forecast in early August after the latest base rate rise.

33. The advisors are forecasting the bank rate to rise to 2.75% by December 2022, with a 0.50% rise predicted for September and 0.25% increases predicted in November and December 2022.

34. The impact of the increase in the bank rate affects both the council's interest payable on debt and the interest income it receives on its investment. In terms of interest payable, this is dependent on the level of current and future external debt of the council. This in turn depends largely on the amount of expenditure incurred on the capital budget. The latest forecast is that external borrowing will be in the region of £155m at the end of the 2022/23 financial year.

35. Based on the projected interest rates provided by the Council's advisors and the estimated external borrowing requirement, the interest payable on external debt for 2022/23 is projected to be in the region of £1.402m. The 2022/23 approved revenue budget for interest payable is £1.125m meaning a budget pressure of £0.277m is currently anticipated.

Local Government Pay Award

36. The 2022/23 pay award has yet to be agreed, a final offer has been proposed by the employers and the various unions will consult their membership on the offer during August, September and October.
37. The 2022/23 revenue budget included an assumption that the pay award would be 2%. The pay offer is structured differently and does not include a percentage increase but a £1,925 increase on all points in the pay scales. The financial impact of this proposal is an estimated budget pressure of £0.696m. Due to the pay award not being agreed to date, the impact on the revenue budget has not been included in the outturn figures in this report.

Cost of Living Crisis

38. The quarter two budget monitoring report will update District Executive on a review being undertaken on forecast budget pressures that may arise from price inflation and due to increased service demands.
39. In addition, it is anticipated that the spend in respect of Council Tax Support will increase due to more households becoming eligible for this support due to loss of income. Work on identifying the additional spend is also being undertaken and the associated pressure on the revenue budget will be included in the quarter two budget monitoring report.

Budget Virements

40. District Executive has delegated authority to approve virements between activities/services/projects within the overall approved net budget total and have further delegated this authority as set out in the table below which is included in section 3.4 of the Financial Procedure Rules.

Authoriser	Limit	Finance advice required from
Budget Holder	£25,000	Specialist – Finance
SLT Member	£50,000	Lead Specialist Finance
Portfolio Holder	£100,000	S151 Officer
District Executive	Greater than £100,000	S151 Officer

41. All budget virements above £50,000 will be reported to District Executive in the quarterly budget monitoring reports for information and transparency.
42. There are no virements greater than £100,000 requiring District Executive approval in the period April to June 2022.



South Somerset District Council Council Tax Support and Council Tax

43. The Council Tax Support Scheme (CTS) provides for discounted tax charges to households with lower incomes. The Authority has set an estimate for 2022/23 of £10.918m within the Council Tax Base for annual CTS discounts, and total of £10.186m has been allocated as at the 30 June 2022. The cost of the CTS is allocated through the Council Tax Collection Fund and is shared between the preceptors in proportion to their relative shares of council tax due for the year (SSDC share is 14.13% for 2022/23).
44. The Hardship Scheme is in place for extreme circumstances with a budget of £36,600 for the year. By the end of June 2022, SSDC had processed 2 successful requests and the amount awarded was £885.35.
45. The in-year collection rate for Council Tax for this time period is 28.17% for 2022/23 compared to 28.21% for the same period last year. At the end of June 2022, the total of £16.807m outstanding debt relating to previous years had been reduced by £1.879m.

Non Domestic Rates

46. The in-year collection rate for Non-Domestic Rates for this time period is 34.71% for 2022/23 compared to 27.49% for the same period last year. At the end of June 2022, the total of £7.089m outstanding debt relating to previous years had been reduced by £931k.
47. Non Domestic Rates income that the Council collects is distributed between Central Government, SSDC, Somerset County Council and the Fire and Rescue Authority under the Business Rates Retention funding system. The shares for 2022/23 are Central Government 50%, SSDC 40%, SCC 9%, Fire 1%.

Earmarked Reserves

48. The Council holds earmarked revenue reserves for a variety of good financial management reasons. Some reserves are for specific expenditure that will occur in the future, some reserves are held to mitigate possible risk, and others are reserves specifically built up over the past to help support the Medium-Term Financial Plan. We also hold reserves for each Area Committee. Earmarked reserves are either revenue reserves (which can be used to fund both revenue and capital expenditure) or capital reserves which, unless the Secretary of State gives the council a specific dispensation, can only be used to fund capital expenditure.

49. Table 3 below shows all the transfers that have been actioned for the year to date either under the delegated authority given in the Financial Procedure Rules or by Full Council when the budget was set in February 2022. A detailed breakdown is given in Appendix B.

Table 3

Reserve Type	Balance as at 01/04/2022 £'000	Transfers		Estimated balance as at 31/03/2023 £'000
		To £'000	From £'000	
Capital	(4,999)	(570)	5,569	0
Revenue	(25,093)	(4,683)	14,352	(15,424)
SSDC useable reserves	(30,091)	(5,253)	19,921	(15,423)
S31 Grant reserve	(6,513)	0	3,310	(3,203)
Total Earmarked Reserve Balances	(36,605)	(5,253)	23,231	(18,627)

(Bracketed figures = balance or transfer into reserve, unbracketed figures = transfer from reserve)

50. The S31 Grant reserve is identified separately because the balances are needed to fund forecast shortfalls in Business Rates income in 2022/23 and future years and therefore cannot be used for any other purpose.
51. A transfer to the LGR earmarked reserve of £1m was approved in February 2022 as part of the 2022/23 annual budget. This amount was set aside in the reserve to fund the spending pressure associated with the staffing capacity gaps anticipated during 2022/23.
52. The committed spend to date is £328k meaning there is a balance remaining on the reserve of £672k. It is anticipated that the £1m set aside will be fully spent in 2022/23.

General Fund Balance

53. The General Fund Balance comprises of an unallocated revenue reserve available to fund unforeseen emergencies and costs. The balance held at 1 April 2022 was £6.556m.
54. The current assessment of the minimum balance requirement is £2.8m. It is advisable to continue to hold a balance above this minimum to provide headroom and flexibility to manage risk and to avoid falling below recommended levels.

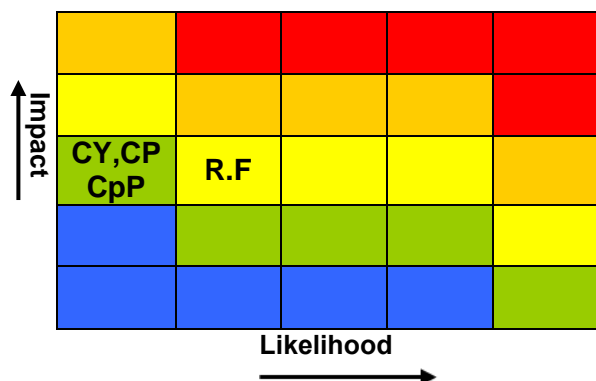
Financial Implications

55. As part of monitoring, an assessment of risk has been made and details of the current key financial risks are listed in the table below with an update from the responsible officer.

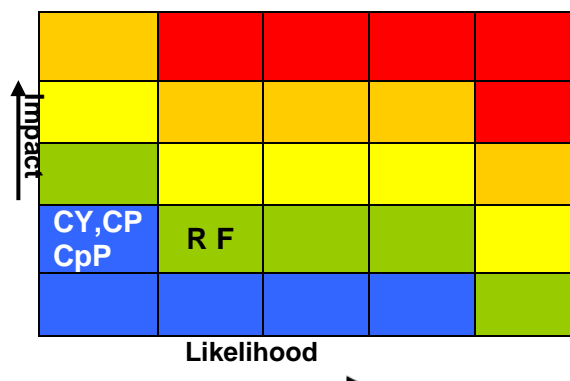
Current Risk	Responsible Officer	Officer's Update
Interest Rates	S151 Officer	Interest rates are anticipated to continue to increase for the remaining part of the financial year as explained in this budget monitoring report. A rise in interest rates increases the cost of borrowing but a positive impact will be seen on the return on the Council's investments. An update of the likely increased cost to the council's revenue budget will be given at quarter 2.
Pay Award	Chief Executive	Whilst the national Pay Award has not yet been agreed, the offer made by the employers is higher than that assumed back in February 2022 in the Budget Report. An estimate of the quantum of the cost pressure has been given in this report and an update will be given to District Executive in quarter 2.
Cost of living and inflation	S151 Officer	We are currently undertaking a review of the potential impact of the cost of living crisis on our budgets and services.
Business Rate Income	Director-Service Delivery	The collection rate is up by 7.22% compared to the same period in the previous year quarter 1. This is a volatile measure affected by the timing of summonses and payments made by large businesses.
The Council Tax Support Scheme	Director-Service Delivery	The original budget for 2022/23 is £10.918m and a total of £10.186m has been awarded as at 30 June 2022. If costs exceed the assumption in the Council Tax Base this recovery risks a deficit in the Collection Fund to be paid in subsequent years in proportion to precept totals.
Housing Benefit Subsidy	Director-Service Delivery	Current predictions are for the housing benefit subsidy to be on budget at the year-end but the outcome will not be confirmed until the subsidy claim is externally audited in autumn 2023.

Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



Key

Categories	Colours (for further detail please refer to Risk management strategy)
R - Reputation	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

56. The budget is closely linked to the Council Plan, and maintaining financial resilience and effective resource planning is important to enable the Council to continue to fund its priorities for the local community.

Carbon Emissions and Climate Change Implications

57. There are no implications currently in approving this report.

Equality and Diversity Implications

58. When the budget was set any growth or savings made included an assessment of the impact on equalities as part of that exercise.

Privacy Impact Assessment

59. There is no personal information included in this report.

Background Papers

60. Budget Setting reports to Full Council in February 2022.

Appendix A

The following virement should be noted:

Value £	From	To	Description
9,850	Area Development	Locality Team	Transfer budget for Avon & Somerset ASB costs

Appendix B

Reserves	Balance as at 01/04/2022 £'000	Budgeted Transfers		Estimated balance as at 31/03/2023 £'000	Transfers agreed in year		Forecast balance as at 31/03/2023 £'000	Reason for transfers
		To £'000	From £'000		To £'000	From £'000		
Capital								
Usable Capital Receipts	(4,850)	(570)	2,402	(3,018)	0	3,018	0	To fund the capital expenditure budget in 2022/23
Internal Borrowing Reserve (Vehicle Purchases)	(149)	0	149	0	0	0	0	As above.
Capital Reserve Balance	(4,999)	(570)	2,551	(3,018)	0	3,018	0	
Revenue								
Regeneration Fund	(3,243)	(1,093)	2,203	(2,133)	0	0	(2,133)	Pooling Gains arising from SSDC being in the Somerset Business Rates Pool are transferred into the Fund. Transfers out are to fund the revenue costs of the Regeneration Programme (e.g. project management costs).
Capital Reserve	(151)	(1,666)	1,666	(151)	0	0	(151)	
Cremator Replacement Capital Reserve	(549)	0	549	0	0	0	0	This reserve will be used in 2022/23 to part fund the capital budget for the Yeovil Crematorium Project
IT Replacement Reserve	(10)	0	10	0	0	0	0	This will be used in 2022/23 to part fund the relevant projects within the 2022/23 approved capital programme
Ticket Levy Reserve	(252)	(38)	94	(196)	0	0	(196)	Ticket levies to reserve movement. This is available for Octagon projects (revenue or capital)
Commercial Investment Risk Reserve	(6,719)	(120)	3,042	(3,797)	0	1,042	(2,755)	Approved 5% transfer to risk reserve in respect of rental income received from property portfolio. £3m of the balance will be transferred into the General Fund Balance in 2022/23 as agreed by Full Council in December 2021. Part of the remaining balance will be used to fund capital works approved in the capital programme on existing commercial property stock.
Sports Facilities Reserve	(10)	0	0	(10)	0	0	(10)	
Yeovil Athletic Track Repairs Fund	(216)	(19)	10	(225)	0	0	(225)	These reserves are needed for capital projects in 2024/25.
Artificial Grass Pitch Reserve	(177)	(15)	20	(172)	0	0	(172)	
YIC Maintenance Reserve	(60)	(20)	8	(72)	0	0	(72)	
Somerset LGR Reserve	0	(1,234)	1,000	(234)	0	0	(234)	This reserve was created to cover the expenditure incurred in 2022/23 and 2023/24 in respect of the LGR programme.
Medium Term Financial Plan Support Fund	(8,862)	0	2,619	(6,243)	0	0	(6,243)	Expenditure funded by the reserve includes: £1,234k into the LGR reserve, £900k for Leisure contract, £350k transfer to Treasury to manage interest rate risk, £71k for the Kick Start Project and £64k for a Planning Policy A303 project.
Area Committee Reserves	(113)	0	0	(113)	0	0	(113)	
Election Reserve	(254)	(40)	0	(294)	0	0	(294)	Funding of 2022/23 election costs.
Waste Reserve	(100)	0	100	0	0	0	0	
Community Initiatives Reserve	(382)	0	382	(0)	0	0	(0)	Funding of Yr3 Somerset Families Programme.
Treasury Management Reserve	(750)	(350)	0	(1,100)	0	0	(1,100)	There will be £350k transferred from the Medium Term Financial Plan Support Fund in 2022/23 to manage interest rate risk.

Appendix B

Reserves	Balance as at 01/04/2022 £'000	Budgeted Transfers		Estimated balance as at 31/03/2023 £'000	Transfers agreed in year		Forecast balance as at 31/03/2023 £'000	Reason for transfers
		To £'000	From £'000		To £'000	From £'000		
Revenue Grants Reserve	(399)	0	63	(336)	0	43	(293)	Funding of Localities projects in year £12k and funding of the MTIG project £31k.
Revenues and Benefits Reserve	(1,240)	0	713	(527)	0	0	(527)	Funding for transitional resources less new burdens grant received transferred to reserve
Business Support Scheme (Flooding)	(82)	0	19	(63)	0	0	(63)	Transfer to fund the cost associated with the River Parrett trail
Community Housing Fund	(18)	0	18	0	0	0	0	
Community Safety Reserve	(25)	0	25	0	0	0	0	
Housing & Homelessness Reserve	(537)	(20)	318	(239)	0	0	(239)	Funding for temporary staff in 2022/23
Spatial Policy Reserve	(141)	(68)	132	(77)	0	0	(77)	Transfer of Neighbourhood Planning Grant into reserve, less funding for planning post.
Climate Change Fund	(266)	0	204	(62)	0	0	(62)	Funding of staff involved in this climate change initiative.
Community Resilience Reserve	(91)	0	42	(49)	0	30	(19)	Social mobility project.
Business Rates S31 Grants Collection Fund	(6,513)	0	3,310	(3,203)	0	0	(3,203)	This reserve holds the S31 grant provided by Government to compensate the Council for the reduced business rates income following the introduction of Retail Discount Relief in 2020/21. The transfer from reserves offsets the forecast NNDR deficit in the 2021/22 accounts. The transfer to reserves is S31 grant received in 2021/22 that will be used to offset any future year deficits. £3m of the balance will be used in 2022/23.
MRP Reserve	(444)	0	0	(444)	0	0	(444)	Transfer to reserve to cover potential additional MRP
Revenue Reserves Balance	(31,606)	(4,683)	16,547	(19,742)	0	1,115	(18,627)	

Reserves	Balance as at 01/04/2022 £'000	Budgeted Transfers		Estimated balance as at 31/03/2023 £'000	Transfers agreed in year		Forecast balance as at 31/03/2023 £'000
		To £'000	From £'000		To £'000	From £'000	
Capital Reserve Balance	(4,999)	(570)	2,551	(3,018)	0	3,018	0
Revenue Reserves Balance	(31,606)	(4,683)	16,547	(19,742)	0	1,115	(18,627)
	(36,605)	(5,253)	19,098	(22,760)	0	4,133	(18,627)



2022/23 Quarter 1 Capital Budget Monitoring Report for the Period Ending 30th June 2022

Executive Portfolio Holder: Peter Seib, Finance and Legal Services
SLT Lead: Karen Watling, Chief Finance Officer
Report Lead: James Griffin, Regeneration and Capital Finance Specialist
Contact Details: James.Griffin@southsomerset.gov.uk or 01935 462308

Purpose of the Report

1. To inform Members of the actual spending at the end of quarter one, the forecast year-end spend on the Council's 2022/23 Capital Programme Budget, and to explain projected variations against individual projects and the Programme as a whole.

Forward Plan

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

Public Interest

3. Capital expenditure is expenditure on assets such as land, property, ICT equipment, and the refurbishment of existing assets that will prolong the useful life of the asset (such as replacing a roof). Lending to third parties is also capital expenditure in the majority of cases.

Recommendations

4. That District Executive:
 - a) Notes the expenditure on the capital programme as at the end of quarter one and the revised budget for the year, given in table one.
 - b) Notes the amount remaining the Corporate Capital Contingency Budget, given in table two.
 - c) Approves the decrease the Huish Park land acquisition capital budget of £0.195m as explained in paragraph 17.
 - d) Approves the removal of the unspent additional capital budget of £660k given to the Yeovil Refresh project at Full Council in December 2021, see paragraph 27.

- e) Notes that the re-scoping and re-profiling of the Wincanton Regeneration project, seeking approval elsewhere on this District Executive's agenda, is taken into account in this budget monitoring report - see paragraph 31.
 - f) Notes that £1.959m of the Yeovil Crematorium Refurbishment budget will slip from 2022/23 into 2023/24– see paragraph 13.
 - g) Notes that the virement agreed by Full Council from the decarbonisation phase 2 capital budget into the PSDS (Public Sector Decarbonisation Scheme) budget of £1.276m should have been a virement of the funding budget rather than the expenditure budget see paragraph 21 and therefore the expenditure budget for the PSDS has consequentially been reduced by this amount.
 - h) Notes that the revenue budget is at significant risk of requiring an increase in the 2022/23 revenue budget, currently estimated at £277k, arising from increasing interest rate costs that will be incurred in borrowing the funding required to finance this year's capital expenditure budget, see paragraphs 47 to 50.
5. That District Executive recommends to Full Council to:
- i) Increase the Disabled Facilities Grant capital budget by £1.405m – see paragraph 41.

Background

- 6. Full Council approves the capital budget in February each year. Monitoring of the agreed programme has been delegated to District Executive and is undertaken on a quarterly basis. District Executive can agree to vire money from the Corporate Capital Contingency Budget to existing approved projects if required.
- 7. Full Council approves any in-year increases to the capital budget unless the proposed project delivers a corporate priority and/or is an emergency decision. In such circumstances District Executive, under delegation, can approve an increase in the capital budget as long as the increase does not total more than 5% of useable reserves in any one year. Any new capital commitments (i.e contracts) over £1m may need approval by Somerset County Council's S151 Officer or Executive under the S24 Direction, depending on whether the commitment has already been given a general up-front consent by the Executive or not.

Quarter One Capital Budget Position for 2022/23

- 8. The Capital Programme for this financial year and beyond is shown in detail in Appendix A and in summary form, by service area, in Table Three.

9. The revised budget for this financial year, 2022/23, is £50.679m as shown in Table One. The revisions incorporate the slippage of budget from 2021/22 into this financial year as agreed by District Executive at its meeting in July 2022, the decisions made by District Executive and Council from the February Budget Report up to August 2022, and the proposals made in this report.
10. The remaining unallocated balance in the Corporate Capital Contingency budget of £2.560m is shown in Table Two.

Table One: Revised 2022/23 Capital Programme Budget (excluding any virements from Contingency)

Detail	£000s
Opening Balance 2022/23	
Original Capital Budget approved by Council in Feb 2022	47,390
Slippage of budget from 2021/22 agreed by DX in July 2022	7,062
Subtotal	54,452
District Executive Approved Increases for 2022/23 (excluding virements from the Corporate Capital Contingency Budget)	
Increase in Public Sector Decarbonisation Scheme budget in May 2022 (to be funded by PSDS grant)	631
Increase in Yeovil Crematorium Project Budget agreed in August 2022 (to be funded by Yeovil Without Parish Council)	20
Subtotal	651
Proposals made in this report:	
- Increase in the Disabled Facilities Grant budget	1,405
- Decrease in the Yeovil Refresh budget	(660)
- Decrease in the Huish Park land acquisition Budget	(195)
- Decrease due to re-profiling the Wincanton Regeneration Capital Project Budget into 2023/24	(1,739)
- Decrease due to re-profiling the Yeovil Crematorium Refurbishment into 2023/24	(1,959)
- Decrease in PSDS budget to reverse virement made in error in June 2022	(1,276)
Subtotal	(4,424)
Revised 2022/23 Capital Programme Budget	50,679

Table Two; 2022/23 Contingency Budget amount remaining as at end of August 2022

Detail	Approvals 2022/23 £000's	Adjustments 2022/23 £000's	Revised 2022/23 £000's	Proposed 2023/24 £000's	Total £000's
Contingency Opening Balance	4,000	-	4,000		4000
Decarbonisation of Operational Buildings – May 22 DX Report	(350)	-	(350)		(1,015)
Leisure Centre Capital Works – May 22 DX Report	(665)		(665)		
Yeovil Crematorium Refurbishment – August 22 DX Report	(165)	-	(165)		(165)
Wincanton Regeneration Public Realm – July 22 DX Report	(260)	260	-	(260)	(260)
Subtotal of Contingency Drawdowns	(1,440)	260	(1180)	(260)	(1,440)
Contingency Closing Balance	2,560	260	2,820	(260)	2,560

Table Three; Summary of revised 2022/23 capital budget position and future years' estimates

Service Area	Approved Budget 2022/23 £000's	Slippage From 2021/22 £000's	Budget Updates 2022/23 £000's	Revised Budget 2022/23 £000's	Future spend 2023/24 £000's	Total Budget £000's	Actuals to Date 2022/23 £000's
Commercial Services & Income Generation	12,574	2,671	(820)	12,467	4,980	17,447	2,320
Service Delivery	2,906	118	1,405	4,429	400	4,829	(64)
Place	23,711	3,278	(660)	24,850	28,501	53,352	272
Support Services, Strategy & Commissioning	4,049	671	-	4,720	-	4,720	(385)
Area Committees	150	323	-	473	-	473	50
Subtotal	43,390	7,061	(75)	46,939	33,881	80,821	2,193
Corporate Contingency	4,000	-	-	3,740	260	4,000	-
Total	47,390	7,061	(75)	50,679	34,141	84,821	2,193

11. Expenditure as at the end of quarter one was £2.193m, which represents 4% of the revised capital programme budget for 2022/23.

Summary of progress Key Capital Projects (with budgets over £1m)

12. The projects in table 3 below make up 81% of this revised capital programme budget and over the next four years these projects make up 83% of the capital programme.

Table Four: Key capital projects - Quarter 1 Budget Position and future years' estimates

Service Area/Project	Approved Budget 2022/23 £000's	Slippage From 2021/22 £000's	Budget Updates 2022/23 £000's	Revised Budget 2022/23 £000's	Future Forecast 2023-26 £000's	Total Budget £000's	Actuals to Date 2022/23 £000's	Budget Left to spend £000's
Commercial Services & Income Generation								
Yeovil Crematorium Refurbishment	4,247	20	185	2,493	1,959	4,452	2	(2,491)
Huish Park Land Acquisition	2,800	-	(195)	2,605	-	2,605	2,530	(75)
Decarbonisation of Operational Buildings - Phase 2	2,760	-	(1,276)	1,484	-	1,484	-	(1,484)
Decarbonisation of Operational Buildings (PSDS)	-	1,741	981	2,722	-	2,722	563	(2,159)
Regeneration & Place								
Yeovil Refresh	17,036	1,880	(660)	18,256	330	18,586	91	(18,165)
Wincanton Regeneration	2,055	44	260	620	1,739	2,359	1	(619)
Octagon Redevelopment	1,638	309	-	1,947	26,259	28,206	35	(1,912)

Chard Regeneration	1,130	711	-	1,841	433	2,274	124	(1,717)
Affordable Housing	1,679	307	-	1,986	-	1,986	-	(1,986)
Service Delivery								
Disabled Facilities Grants	1,543	-	1,405	2,948	-	2,948	233	(2,715)
Support Services, Strategy & Commissioning								
Leisure Centre Capital Works	3,256	26	665	3,947	-	3,947	12	(3,935)
Total	38,144	5,038	1,365	40,849	30,720	71,569	3,591	(37,258)

Commercial Services & Income Generation

13. **Yeovil Crematorium Refurbishment** – The total budget for 2022/23 is £2.493m with an actual to the end of June 22 of £0.002m. Due to construction delays £1.959m of this year's original budget will slip into 2023/24.
14. District Executive agreed in August 2022 to increase the total budget by £0.185m. £20.4k of that increase will be met by Yeovil Without Parish Council with the remainder being SSDC's contribution and funded from the Corporate Capital Contingency Budget.
15. The project includes the cremator replacement, which is in progress, and a construction element which has not yet commenced. The project is scheduled to be completed in 2024 as the construction element is scheduled to be on site for 22 months. There will remain a payment liability for 12 months beyond that linked to standard defects liability period arrangements, the retention value is £0.015m.
16. **Huish Park Land Acquisition** - The total budget for 2022/23 is £2.605m with an actual spend to the end of June 2022 of £2.530m.
17. The acquisition of this land is now complete, and the remaining balance was originally envisaged to cover the costs of the agreed waiver of the first 12 months rental income. However given that this is not a capital item in accounting terms and the rental income has not been included in the 2022/23 revenue estimates, the £0.195m allowed for this in the approved capital budget is not needed and the budget can be reduced.
18. **Decarbonisation of Operational Buildings (PSDS) – Phase 1**- The total budget for 2022/23 is £2.722m with an actual spend to the end of June 2022 of £0.563m.
19. A report went to the District Executive in May 2022 detailing the risks that face the project and the possible options to overcome them. £0.350m of funding was vired from the Corporate Capital Contingency budget and a further increase in the budget of £0.631m was funded from the Public Sector Decarbonisation Scheme Grant which has been received but had previously not been included in the capital programme funding. These increases brought the approved budget to £3.781m.
20. A further report went to Full Council in June 2022 highlighting the risk that a significant amount of works were likely to be uncompleted by the grant deadline set by the Department of Business, Energy and Industrial Strategy. Council



South Somerset District Council

agreed to vire £1.276m from the agreed decarbonisation phase 2 programme into this project's budget to bring the total approved budget to £5.057m.

21. However the latter report should have recommended viring £1.276m from the capital funding budget from phase 2 into the PSDS project rather than the expenditure budget. The project is not needing to spend more money, rather the risk is that the council has to use borrowing to fund the budget rather than grant funding. Therefore the PSDS capital budget can be reduced by the £1.276m vired into it whilst the decarbonisation phase 2 capital budget remains at the reduced level as agreed by Council in June with the latter's funding budget (i.e. the use of Prudential Borrowing) vired to the PSDS budget.
22. The grant deadline has not been extended beyond the 30th June 2022 and therefore any works past this date cannot be funded by the grant and will need to be financed by the Council. However the practical completion date has been extended to align with the Leisure Capital works which is now March 2023. Some materials were not delivered by the 30th June, again reducing the amount of funding that we can utilise. Final documentation is being provided to Salix, our grant funding administrators, before we can confirm how much funding can be used from the PSDS grant.
23. **Decarbonisation of Operational Buildings - Phase 2** – The total budget for 2022/23 is £1.484m with no expenditure incurred up to the end of June 2022.
24. Full Council agreed at its meeting on 16th June 2022 to vire £1,276,245 from this project budget into the PSDS (decarbonisation phase 1) budget to meet the risk of the latter works not meeting the grant funding deadline and needing to be financed by SSDC. See paragraph 21 above.
25. The Design Phase is almost complete and officers will report back to District Executive on the scope of the programme given the current agreed capital budget allocation,

Regeneration and Place

26. **Yeovil Refresh Refurbishment** – The total budget for 2022/23 is £18.256m with an actual spend to the end of June 2022 of £0.091m. The programme of works for this project is scheduled to be completed in 2024.
27. District Executive is being asked in this report to decrease the overall Programme Budget by £0.660m as a building that was recently on the market and which SSDC hoped to purchase for the future regeneration of the town has now been sold. This budget amount was agreed by Full Council in December 2021 for this specific purpose and since the purchase will not proceed it is being recommended that the budget is now removed from the programme.
28. The public realm development contracts for Westminster Street Phase 2 and Middle Street, High street and Borough sections were signed following



agreement at the District Executive meeting in June 2022 to alter the scope of the project to utilise the available agreed budget. This involved reallocating £0.769m from Wyndham Street to the completion of Westminster Street North (Phase 2), Middle Street (and adjoining streets), High Street and The Borough). Work to the Triangle commenced week beginning 20th June with water main diversion work.

29. The major risks continue to be the inflationary pressure on the construction industry and the potential loss of FHSF (Future High Streets Funding) grant. We continue to monitor the contracts closely to identify any potential savings that could help to mitigate the rising cost of materials. We are also submitting a change request to DLUHC, which if successful, would help to secure the funding.
30. **Wincanton Regeneration** – The figures used in this report incorporate the recommendations being made for the Wincanton Regeneration Project contained in a separate report in this District Executive’s agenda. The total re-profiled budget for 2022/23 is £0.620m with an actual spend to the end of June 2022 of £0.001m.
31. Due to the change in scope there is a need to reprofile £1,739m of the agreed capital budget from 2022/23 to 2023/24 to allow the continuation of this project into following year.
32. **Octagon Redevelopment** – The total budget for 2022/23 is £1.947m with an actual spend to the end of June 2022 of £0.035m. The project is expected to be completed in 2025.
33. During quarter one the stage 3 design was finalised, and the report was issued early in quarter 2 to the project team.
34. Key milestones for the remainder of 2022/23:
 - Design cost control through a value engineering process.
 - Finalise the funding position through regular dialog with grant funders
 - Preparation of the Final Business Case and decision making by SSDC and SCC Executive
35. **Chard Regeneration** - The total budget for 2022/23 is £1.841m with an actual spend to the end of June 2022 of £0.124m. The two elements relate to Chard HSHAZ (High Street Heritage Action Zone) and Boden Mill site regeneration.
36. Regarding HSHAZ, 95% of the Public Realm works have been delivered, however there have been several delays in regard to getting materials onsite, along with the availability of utility contractors and weather conditions. However, contractors are now on site working through the remaining items and are due to complete the works in Quarter 2 of this financial year.



South Somerset District Council

37. The Building Repair & Shop Front Improvement Grant Scheme launched in January 22. A few properties are now almost ready to proceed with their grant applications, with an estimated total value of £0.150m.
38. Progress is being made to find a sustainable use for the Boden Mill site and an interested party has submitted a PID (Project Initiation Document) for external funding. The demolition of Building 11 is the subject of a live planning application.
39. **Affordable Housing** – The total budget for 2022/23 is £1.986m with no costs being as yet incurred to the end of June 2022. There are 3 main areas of spend in the coming year that have been or are currently waiting on various conditions being met.
 - Passivhaus South Petherton - planning application expected to be determined in the coming months. If planning permission is approved then £1.263m of funding will be allocated towards the development.
 - North St Crewkerne - had to wait for adverse ground conditions to settle to allow construction of Phase 2 to commence. The developer is set to start back on site in October. The remaining £0.026m of funding will be paid on Practical Completion.
 - Acacia Lodge – the planning application was refused at the Area South Committee in August.

SERVICE DELIVERY

40. **Disabled Facilities Grants** - The total budget for 2022/23 is £2.948m with an actual spend to the end of June 2022 of £0.233m. This is an ongoing project funded by Central Government's Better Care Fund and will continue to be live until such time Central Government end this scheme.
41. Based on last year we would anticipate spending the £1.543m in this financial year, which is the budget allocation slipped from 2021/22. There are also enough referrals to potentially spend the additional £1.405m in grant funding received this financial year from the Better Care Fund, so it is proposed that this amount is added to the 2022/23 capital budget. However, there is currently a limit on the amount of referrals that can be processed given the current restraints on resources and therefore these will be taken into the new council with the hope that the backlog can be ideally cleared or reduced dramatically. The Covid pandemic is the main reason for the backlog of referrals
42. There is a high demand for contractors at the moment and procuring them for our needs is difficult given the increased demand due to the Covid pandemic.
43. There is a SLA (Service Level Agreement) in place with Somerset Independence Plus to help address the resource and contractor availability problem. They are



South Somerset District Council

also engaged in helping SSDC align procedures and processes for Somerset Council which should help aid a smoother transition.

Support Services, Strategy & Commissioning

44. **Leisure Centre Capital Works** - The total budget for 2022/23 is £3.947m with an actual spend to the end of June 2022 of £0.012m. Works are expected to be completed in March 2023, this is behind schedule due to the knock on effects caused by the delay to the start of the PSDS decarbonisation works which were due to be completed in March 2022.
45. These works consist of introducing new gym equipment into the leisure centres alongside remodelling of the internal lay outs of the centres to increase exercise studio space and improve customer experience with the essential M&E replacements and upgrades that are required with the works being carried out.

Area Committees

46. Five new projects have been agreed for 2022/23 at a total cost of £0.040m. These will be funded from the Unallocated Budgets for each Area Committee. These Unallocated budgets were approved in the February 2022 Budget Report and therefore have no impact on the overall capital programme total. Table Five below shows the breakdown of the 5 new projects and the impact on the Unallocated Budgets for both Areas South and West.

Table Five: Area Committee Additions and Unallocated Budgets for 2022/23

Area / Project	Forecast 2022/23 £000's
Area South	
- Unallocated Budget	136
- East Coker Paddock Path Renewal	(4)
- Remaining Unallocated Budget	132
Area West	
- Unallocated Budget	68
- Ark at Egwood Indoor Activity Space	(13)
- East Chinnock Parish Council - Play Area Upgrade	(5)
- Ilminster Sports Club - New Play Area	(13)
- Merriott Village Hall - Kitchen Refurbishment	(5)
- Remaining Unallocated Budget	32
Area North	
- Unallocated Budget	48
Area East	
- Unallocated Budget	42

Funding Stream	Revised 2022/23 £000's	2023/24 £000's	2024/25 £000's	2025/26 £000's	Funding Stream Total £000's
Grants & Contributions	19,779	9,481	3,846	325	33,431
S106 Contributions	(217)	400			183
Usable Capital Receipts	1,827	935			2,762
Cremator Replacement Reserve	549				549
Capital Fund Reserve	1,975				1,975
Regeneration Reserve	1,108				1,108
Other Reserves	618				618
CIL Funding	1,335				1,335
Use of Loan Repayment	1,438	2,691	2,804	2,817	9,750
Commercial Property Risk Reserve	1,042	975	113		2,130
Prudential Borrowing	21,225	8,136	4,138	(2,520)	30,979
Yearly Total	50,679	22,618	10,901	622	

Increasing Interest Rates

47. The Bank of England have increased interest rates from 0.75% at the start of the 2022/23 financial year to the current rate of 1.75% as of 4 August 2022. The Council's treasury management advisors released their economic and interest rate forecast in early August after the latest base rate rise.
48. The advisors are forecasting the bank rate to rise to 2.75% by December 2022, with a 0.50% rise predicted for September and 0.25% increases predicted in November and December 2022.
49. The impact of the increase in the bank rate affects both the council's interest payable on debt and the interest income it receives on its investment. In terms of interest payable, this is dependent on the level of external debt the council holds and needs to enter into. This in turn depends largely on the amount of expenditure incurred on the capital budget. The latest forecast is that external borrowing will be in the region of £155m at the end of the 2022/23 financial year.
50. Based on the projected interest rates provided by the Council's advisors and the estimated external borrowing requirement, the interest payable on external debt for 2022/23 is projected to be in the region of £1.402m. The 2022/23 approved revenue budget for interest payable is £1.125m meaning a budget pressure of £0.277m is currently anticipated.

	2022/23 Est Spend	2021/22 Slippage	2022/23 Additions	2022/23 Revised Est	2023/24 Est Spend	2024/25 Est Spend	2025/26 Est Spend	TOTAL Est Spend
Projects	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
COMMERCIAL SERVICES & INCOME GENERATION								
Westlands Building Improvement Works	£521	£31		£552	£0	£0	£0	£552
Upgrade Joanna France Building	£0	£0		£0	£0	£0	£0	£0
Fleetmaster Replacement - Fleet Management Software	£0	£57		£57	£0	£0	£0	£57
Access for all footpaths within various open Spaces	£0	£0		£0	£0	£0	£0	£0
Ham Hill	£56	£0		£56	£1,114	£260	£195	£1,624
Riverside Park Planting Scheme	£1	£5		£6	£0	£0	£0	£6
Ninesprings Café Extension	£0	£0		£0	£0	£0	£0	£0
Works to Chard Reservoir Dam & Outlets	£3	£0		£3	£0	£0	£0	£3
Chard Reservoir Dam	£21	£0		£21	£0	£0	£0	£21
Installation of PV Panels on Ninesprings Café	£0	£0		£0	£0	£0	£0	£0
Yeovil Rec - J O'Donnell Pavilion upgrade	£0	£4		£4	£0	£0	£0	£4
Installation of PV Panels on J O'Donnell Pavilion	£0	£0		£0	£0	£0	£0	£0
Battery Storage or LED Bulbs at Yeovil Rec	£0	£0		£0	£0	£0	£0	£0
Huish Park Land Acquisition	£2,800	£0	£-195	£2,605	£0	£0	£0	£2,605
Prior years' Commercial Lending	£0	£0		£0	£0	£0	£0	£0
Commercial Lending - OPIUM Fareham	£0	£0		£0	£0	£0	£0	£0
Prior years' commercial property investments	£0	£0		£0	£0	£0	£0	£0
Investment in Commercial Property - Costa Coffee	£0	£48		£48	£15	£0	£0	£63
Investment in Commercial Property - Lyndon House, Birmingham	£0	£0		£0	£0	£0	£0	£0
Investment in Commercial Property - Fitness First, Poole	£0	£0		£0	£0	£0	£0	£0
Investment in Commercial Property - St John's Retail Park	£0	£0		£0	£0	£0	£0	£0
Investment in Commercial Property - Trelleborg, Bridgwater	£0	£0		£0	£0	£0	£0	£0
Investment in Commercial Property - unspent balance to-date	£0	£0		£0	£0	£0	£0	£0
Sherwood Road, Bromsgrove (Capital works on existing commercial investment)	£0	£7		£7	£0	£0	£0	£7
Alchemy, WGC (Capital works on existing commercial investment)	£0	£20		£20	£40	£0	£0	£60
Trafalgar House, Taunton (Capital works on existing commercial investment)	£10	£5		£15	£0	£25	£0	£40
King William House, Bristol (Capital works on existing commercial investment)	£200	£0		£200	£300	£0	£0	£500
Lyndon Place, Birmingham (Capital works on existing commercial investment)	£450	£350		£800	£0	£0	£0	£800
Reevesland Ind Est, Newport (commercial investment)	£0	£0		£0	£177	£0	£0	£177
Imperial House, Newport (commercial investment)	£0	£0		£0	£270	£0	£0	£270
D1 Christchurch Business Park (commercial investment)	£0	£0		£0	£175	£0	£0	£175
Bell House, MK (commercial investment)	£0	£0		£0	£13	£20	£0	£33
B&Q, Glastonbury (commercial investment)	£0	£0		£0	£0	£68	£0	£68
Yeovil Innovation Centre - 1st Floor Fit-Out	£0	£0		£0	£0	£0	£0	£0
Yeovil Innovation Centre - Car Park Extension	£0	£0		£0	£0	£0	£0	£0
Car Park Enhancements	£0	£0		£0	£0	£0	£0	£0
New Car Parks	£210	£0		£210	£0	£0	£0	£210
Car Park Improvement Works	£90	£4		£94	£0	£0	£0	£94
West Hendford Car Park Crime Reduction Improvements	£0	£33		£33	£0	£0	£0	£33
Enhancement to SSDC Bldgs	£0	£30		£30	£0	£0	£0	£30

	2022/23 Est Spend	2021/22 Slippage	2022/23 Additions	2022/23 Revised Est	2023/24 Est Spend	2024/25 Est Spend	2025/26 Est Spend	TOTAL Est Spend
Projects	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Brympton Way Building Improvement Works	£0	£0		£0	£0	£0	£0	£0
Capital Works to Council Portfolio	£0	£0		£0	£0	£0	£0	£0
Operational Buildings Improvement Works	£0	£0		£0	£0	£0	£0	£0
Decarbonisation of Operational Buildings - Phase 1	£0	£1,741		£1,741	£0	£0	£0	£1,741
Decarbonisation of Operational Buildings - Phase 1	£0	£0	£631	£631	£0	£0	£0	£631
Decarbonisation of Operational Buildings - Phase 2	£2,760	£0		£2,760	£0	£0	£0	£2,760
Decarbonisation of Operational Buildings - Phase 2			-£1,276	-£1,276	£0	£0	£0	-£1,276
Land Drainage Maintenance Improvements	£0	£0		£0	£0	£0	£0	£0
District Wide CCTV Contribution to new system	£0	£0		£0	£0	£0	£0	£0
Digital Upgrade of Yeovil Town Centre CCTV Cameras	£65	£0		£65	£0	£0	£0	£65
Birchfield Leachate Pumping Station	£0	£0		£0	£0	£0	£0	£0
Prigg Lane Garage Roof Renewal	£0	£0		£0	£0	£0	£0	£0
Yeovil Small Business Centre Roof Renewal	£65	£0		£65	£0	£0	£0	£65
Chard Business Park, Roadway Adoption	£125	£0		£125	£0	£0	£0	£125
Access Easement, Stoke Sub Hamdon	£0	£0		£0	£0	£0	£0	£0
Demolition of Public Conveniences, West Street, Crewkerne	£0	£1		£1	£0	£0	£0	£1
Refurbishment and accessibility improvements to public toilets at Ham Hill and Yeovil Recreation Centre	£80	£0		£80	£0	£0	£0	£80
Turners Barn Lane Changing Rooms Demolition	£30	£0		£30	£0	£0	£0	£30
Yeovil Bus Station Toilet Refurbishment	£50	£0		£50	£0	£0	£0	£50
Innovation Centre Automatic Door Replacement	£17	£0		£17	£0	£0	£0	£17
Westlands Fire Alarm	£37	£0		£37	£0	£0	£0	£37
Footbridge Assessment & Works	£35	£5		£40	£0	£0	£0	£40
Rowan Way Embankment Landslip	£35	£15		£50	£0	£0	£0	£50
Lufton Depot Surfacing and Drainage Works	£45	£20		£65	£0	£0	£0	£65
DELETTI EV Charger Project	£0	£250		£250	£0	£0	£0	£250
Yeovil Crematorium Refurbishment	£3,426	£20	£20	£1,507	£1,959	£0	£0	£3,466
Yeovil Crematorium	£821			£821				£821
Petters Way Refurbishment	£0	£0		£0	£0	£0	£0	£0
Gas Control System - Birchfield	£65	£25		£90	£350	£0	£0	£440
Contingency for Plant Failure	£0	£0		£0	£0	£0	£0	£0
Environmental Services Fleet Vehicles Street Scene	£35	£0		£35	£0	£0	£0	£35
Environmental Services Fleet Vehicles Arboriculture & Operations	£264	£0		£264	£0	£0	£0	£264
Environmental Services Fleet Vehicles Horticulture	£172	£0		£172	£0	£0	£0	£172
Environmental Services Fleet Vehicles Workshop & MOT	£55	£0		£55	£0	£0	£0	£55
Environmental Services Fleet Vehicles Nursery and Lufton Depot	£30	£0		£30	£0	£0	£0	£30
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	£0	£0		£0	£0	£0	£0	£0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	£0	£0		£0	£0	£0	£0	£0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	£0	£0		£0	£0	£0	£0	£0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	£0	£0		£0	£0	£0	£0	£0
ISUZU GRAFTER 35.125 (T) SWB E6 Boxed Tipper	£0	£0		£0	£0	£0	£0	£0
Trimax mower	£0	£0		£0	£0	£0	£0	£0
Telehandler - Merlo TF42.7	£0	£0		£0	£0	£0	£0	£0
Woodchipper Forst ST6p	£0	£0		£0	£0	£0	£0	£0
4.5 Tonne Compact Sweeper	£0	£0		£0	£0	£0	£0	£0
Iseki SF224 Mower	£0	£0		£0	£0	£0	£0	£0

	2022/23 Est Spend	2021/22 Slippage	2022/23 Additions	2022/23 Revised Est	2023/24 Est Spend	2024/25 Est Spend	2025/26 Est Spend	TOTAL Est Spend
Projects	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Subtotal for Commercial Services & Income Generation	£12,574	£2,671	-£820	£12,467	£4,413	£373	£195	£17,447
SERVICE DELIVERY								
Disabled Facilities Grants	£1,543	£0	£1,405	£2,948	£0	£0	£0	£2,948
Careline Product Development	£16	£0		£16	£0	£0	£0	£16
Empty Property Grants	£61	£0		£61	£0	£0	£0	£61
Home Repairs Assistance	£0	£0		£0	£0	£0	£0	£0
Home Repairs Assistance 2021-22	£20	£0		£20	£0	£0	£0	£20
HMO Grants	£60	£0		£60	£0	£0	£0	£60
Barnabus House	£0	£22		£22	£0	£0	£0	£22
LOCALITY (PHW)				£0				£0
Grant for Youth Facilities	£5	£0		£5	£0	£0	£0	£5
West Coker Pavilion and Play Projects	£0	£1		£1	£0	£0	£0	£1
Castle Cary and Ansford various projects	£100	£0		£100	£0	£0	£0	£100
New Barns Wincanton	£0	£0		£0	£0	£0	£0	£0
Henstridge PC - Ash Walk Rec	£0	£0		£0	£0	£0	£0	£0
Crewkerne Aqua Centre	£0	£0		£0	£0	£0	£0	£0
Gainsborough Play Area, Milborne	£0	£0		£0	£0	£0	£0	£0
Lightgate Ln Playground S Petherton	£0	£0		£0	£0	£0	£0	£0
Wyndham Park Play Area Equipment	£72	£0		£72	£0	£0	£0	£72
Jarman Way, Chard - Play Area Equipment	£0	£0		£0	£0	£0	£0	£0
Snowden Park Play Area Equipment, Chard	£0	£0		£0	£0	£0	£0	£0
Ilminster Recreation Ground	£0	£0		£0	£0	£0	£0	£0
Old Kelways Play Area, Langport	£13	£0		£13	£0	£0	£0	£13
Flagship Play Area	£15	£0		£15	£0	£0	£0	£15
Grant to Milborne Port Rec	£99	£0		£99	£0	£0	£0	£99
Langport Memorial Ground New Changing Facilities	£4	£0		£4	£0	£0	£0	£4
Renewal of Skate Park provision in Area South	£340	£0		£340	£0	£0	£0	£340
Huish Episcopi Swimming Pool	£0	£71		£71	£0	£0	£0	£71
Yeovil Country Park Play Area	£220	£0		£220	£0	£0	£0	£220
Forton Playing Pitches, Chard	£0	£0		£0	£0	£0	£0	£0
Holyrood Sports Hall	£0	£3		£3	£0	£0	£0	£3
Ilminster Cricket Club	£35	£0		£35	£0	£0	£0	£35
Caryford Community Hall	£0	£21		£21	£0	£0	£0	£21
South Petherton Cricket Club	£5	£0		£5	£0	£0	£0	£5
Wyndham Park Community Facilities	£0	£0		£0	£400	£0	£0	£400
Home Farm, Somerton	£298	£0		£298	£0	£0	£0	£298
Gypsy & Traveller Acquisition Fund	£0	£0		£0	£0	£0	£0	£0
Infrastructure & Park Homes Contingency	£0	£0		£0	£0	£0	£0	£0
Green Homes Grant LAD	£0	£0		£0	£0	£0	£0	£0
Jocelyn Park Play Area Grant	£0	£0	£0	£0	£0	£0	£0	£0
Cricket Ground Water St Martock	£0	£0		£0	£0	£0	£0	£0
ST Johns Yeovil Play Area Equipment	£0	£0		£0	£0	£0	£0	£0
Subtotal for Service Delivery	£2,906	£118	£1,405	£4,429	£400	£0	£0	£4,829
PLACE								
Chard Regeneration	£1,130	£711		£1,841	£433	£0	£0	£2,274

	2022/23 Est Spend	2021/22 Slippage	2022/23 Additions	2022/23 Revised Est	2023/24 Est Spend	2024/25 Est Spend	2025/26 Est Spend	TOTAL Est Spend
Projects	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Yeovil Refresh	£17,036	£1,880	-£660	£18,256	£330	£0	£0	£18,586
Octagon Redevelopment	£1,638	£309		£1,947	£15,303	£10,528	£428	£28,206
Wincanton Regeneration	£2,055	£44		£620	£1,479	£0	£0	£2,099
Affordable Housing - North Street, Crewkerne	£26	£234		£260	£0	£0	£0	£260
Affordable Housing - 4 Properties Chard Working Mens Club (Stonewater)	£0	£54		£54	£0	£0	£0	£54
Affordable Housing - Gap funding from LA x 4 units Lyde Road	£0	£0		£0	£0	£0	£0	£0
Affordable Housing - The Link Day Centre	£0	£0		£0	£0	£0	£0	£0
Affordable Housing - Unallocated	£1,263	£0		£1,263	£0	£0	£0	£1,263
Affordable Housing - Rural Contingency Fund	£0	£0		£0	£0	£0	£0	£0
Affordable Housing - Bought not Built Allocation	£390	£19		£409	£0	£0	£0	£409
Affordable Housing - Mortgage Rescue Contingency Fund	£0	£0		£0	£0	£0	£0	£0
Investment in Market Housing	£0	£0		£0	£0	£0	£0	£0
Market Towns Vision	£173	£27		£200	£0	£0	£0	£200
Subtotal for Place	£23,711	£3,278	-£660	£24,850	£17,545	£10,528	£428	£53,351
SUPPORT SERVICES, STRATEGY & COMMISSIONING								£0
Organisational Performance Management and Appraisal / Engagement System	£0	£0		£0	£0	£0	£0	£0
Leisure Centre Capital Works	£3,256	£26		£3,282	£0	£0	£0	£3,282
Lyde Road Pedestrian & Cycle Way, Yeovil	£250	£0		£250	£0	£0	£0	£250
Lyde Road Strategic Cycleway	£129	£0		£129	£0	£0	£0	£129
Lufton 2000, Yeovil - All Phases	£214	£0		£214	£0	£0	£0	£214
Capitalised Salaries	£0	£0		£0	£0	£0	£0	£0
Loan to Somerset Waste Partnership for Vehicles	£0	£527		£527	£0	£0	£0	£527
E5 Upgrade	£0	£25		£25	£0	£0	£0	£25
Firewalls & Security (Civica Upgrade)	£0	£11		£11	£0	£0	£0	£11
Omni-Channel Telephony	£0	£0		£0	£0	£0	£0	£0
Online Form Building Package (SX)	£0	£0		£0	£0	£0	£0	£0
Home Working Furniture	£0	£0		£0	£0	£0	£0	£0
ICT Replacement	£0	£28		£28	£0	£0	£0	£28
Digital Capital Reserve Programme	£0	£34		£34	£0	£0	£0	£34
Data Centre Network Switch Stack	£100	£0		£100	£0	£0	£0	£100
Digital Capital Reserve Programme 2022/23	£100	£0		£100	£0	£0	£0	£100
Transformation	£0	£0		£0	£0	£0	£0	£0
Meeting Room AV Upgrade	£0	£20		£20	£0	£0	£0	£20
Subtotal for Support Services, Strategy & Commissioning	£4,049	£671	£0	£4,720	£0	£0	£0	£4,720
AREA COMMITTEES								
AREA NORTH								
Support of Economic Vitality in Area North (Signage for marketing programme)	£0	£3		£3	£0	£0	£0	£3
Hamdon Community Arts Project (HCAP)	£0			£0				£0
RAMA CIC	£0	£0		£0	£0	£0	£0	£0
Langport Transport Group	£0	£6		£6	£0	£0	£0	£6
South Petherton Tennis Club	£0	£0		£0	£0	£0	£0	£0
Long Sutton Cricket Club	£0	£1		£1	£0	£0	£0	£1
Stoke Sub Hamdon Parish Council	£0	£17		£17	£0	£0	£0	£17
South Petherton Bowls Club	£0	£2		£2	£0	£0	£0	£2
Petherton Arts Trust	£0	£10		£10	£0	£0	£0	£10

	2022/23 Est Spend	2021/22 Slippage	2022/23 Additions	2022/23 Revised Est	2023/24 Est Spend	2024/25 Est Spend	2025/26 Est Spend	TOTAL Est Spend
Projects	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Kirkham Street Community Trust	£0	£13		£13	£0	£0	£0	£13
Muchelney Church All Ability Accessible Toilet	£0	£13		£13	£0	£0	£0	£13
Unallocated Budget North	£0	£48		£48	£0	£0	£0	£48
Landmark Langport, Ridgway Hall heating upgrade	£0	£3		£3	£0	£0	£0	£3
AREA SOUTH				£0				
Yeovil to Ilchester Multi User Pathway-Feasibility	£0	£2		£2	£0	£0	£0	£2
West Coker Commemoration Fund (WCCF)	£0	£1		£1	£0	£0	£0	£1
Yeovil Refresh allocation	£0	£0		£0	£0	£0	£0	£0
Yeovil Swan Theatre Theatre Company	£0	£0		£0	£0	£0	£0	£0
Unallocated Budget South	£100	£36	-£4	£132	£0	£0	£0	£132
East Coker Paddock Path Renewal	£0	£0	£4	£4	£0	£0	£0	£4
AREA EAST				£0				
Wincanton-Pedestrian/Cycle Link Common Lane	£0	£5		£5	£0	£0	£0	£5
Retail Support Initiative Schemes	£0	£1		£1	£0	£0	£0	£1
9 Seat Minibus for Community Transport	£0	£0		£0	£0	£0	£0	£0
Mudford Memorial Village Hall	£0	£0		£0	£0	£0	£0	£0
Parish Infrastructure Fund	£0	£4		£4	£0	£0	£0	£4
Bruton Town Council - Weather Resistant Path	£0	£4		£4	£0	£0	£0	£4
Wincanton Memorial Hall Toilet Facilities	£0	£6		£6	£0	£0	£0	£6
Radio Ninesprings	£0	£0		£0	£0	£0	£0	£0
Unallocated Budget East	£0	£42		£42	£0	£0	£0	£42
Jubilee Park Playground Project	£0	£13		£13	£0	£0	£0	£13
Brewham Village Hall Restoration Project	£0	£11		£11	£0	£0	£0	£11
AREA WEST				£0				
Chard Town Centre Gateway and Seating Area.	£0	£52		£52	£0	£0	£0	£52
Ilminster Tennis & Bowling Club	£0	£0		£0	£0	£0	£0	£0
Horton Parish Council Playing Field Project	£0	£8		£8	£0	£0	£0	£8
Ilchester Hall, Chiselborough	£0	£0		£0	£0	£0	£0	£0
North Perrott Cricket Club	£0	£0		£0	£0	£0	£0	£0
Chard Town Council - Market Stalls	£0	£0		£0	£0	£0	£0	£0
Hinton St George Pre-School Appeal	£0	£6		£6	£0	£0	£0	£6
Combe St Nicholas Primary School Running Track	£0	£0		£0	£0	£0	£0	£0
Radio Ninesprings	£0	£0		£0	£0	£0	£0	£0
Unallocated Budget West	£50	£18	-£36	£32	£0	£0	£0	£32
Ark at Egwood Indoor Activity Space	£0	£0	£13	£13	£0	£0	£0	£13
East Chinnock Parish Council - Play Area Upgrade	£0	£0	£6	£6	£0	£0	£0	£6
Ilminster Sports Club - New Play Area	£0	£0	£13	£13	£0	£0	£0	£13
Merriott Village Hall - Kitchen Refurbishment	£0	£0	£5	£5	£0	£0	£0	£5
Subtotal for Area Committees	£150	£323	£0	£473	£0	£0	£0	£473
CORPORATE								£0
Capital Contingency	£4,000	£0		£3,740	£260	£0	£0	£4,000
CORPORATE	£4,000	£0	£0	£3,740	£260	£0	£0	£4,000
Total Gross Capital Programme	£47,390	£7,062	-£75	£50,680	£22,618	£10,901	£623	£84,820

Corporate Performance Report 2022-23: 1st Quarter

Executive Portfolio Holder:	Val Keitch, Strategy
Strategic Director:	Nicola Hix, Director of Strategy and Support Services
Service Manager:	Brendan Downes, Lead Specialist Procurement, Performance and Change
Lead Officer:	Kate Arscott, Strategic Planning Specialist, Strategy and Commissioning
Contact Details:	Kate.Arscott@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 April to June 2022 (Q1).

Forward Plan

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of September 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. That District Executive agree to:-
 - a. note improvements/changes to the reporting approach for 22/23
 - b. note and comment on the report with consideration to the current organisational pressures as detailed in paragraph 7.

Background

5. The Key Performance Indicators (KPIs) for 2022-23 are aligned with the Corporate Annual Action Plan for SSDC. They have been designed to monitor delivery of the objectives for each of the focus areas.
 - Environment,
 - Healthy and Self-Reliant Communities,
 - Economy and Covid-19 Recovery,



South Somerset District Council

- Places where we live.
- Local Government Reorganisation - safeguarding delivery of SSDC services to residents.

6. This year is an unprecedented year for SSDC with a large amount of focus on Local Government Reorganisation to the Unitary Council on 1st April 2023. An increasing number of resources will be allocated to this as the year progresses (reflected in our LGR1 KPI). In addition to this, the national crisis of the cost-of-living increase is putting extra demand on many of our services. We are also still seeing residual effects of the Covid 19 pandemic, and this is reflected in some of our KPIs. These current and ongoing demands require a careful balance of resources, which are being actively managed by the leadership team to minimise the effect on services and customers. Should it be necessary to undertake more significant measures regarding organisational capacity then consultation with members may be required regarding reprioritisation of activities.

Improvements for 22/23

7. The set of 50 KPIs include 29 of the same measures from 2021/22 and 21 new measures. The new measures include more around the protection and quality of our environment, and carbon reduction, as we move closer to the 2030 deadline of carbon neutrality. 2 new measures monitor community support for the most vulnerable, and there is also specific focus on the deliverability of affordable housing. Significant work has been undertaken to challenge previous measures and establish better transparency on performance with 4 new measures of post covid recovery developed using numerical indicators rather than being purely narrative based.
8. There are an additional 36 performance indicators (not included in the Quarterly report) including a section monitoring Corporate Governance incorporating Health and safety, Data protection and Equalities. Some of these were previously reported individually but are now integrated into the centralised reporting framework. Some will be used as part of a business monitoring tool for the specific projects included on the 2022/23 Corporate Action Plan. All the performance indicators are available to be reported internally to SLT or by directorate. This will allow us to produce reporting on demand, tailored to a specific team or department.
9. The report author has worked with relevant specialists and case officers to update and expand data sheets for each KPI. These data sheets show in detail the reasoning behind each KPI and set out the specific measures, data sources, calculations, targets, and quality checks. The system also now has a 3-stage approval process to ensure quality of data and transparency on performance.
10. Data is now collected monthly for 38 KPIs, quarterly for 10 and annually for 2, and published quarterly. This is to improve visibility on any performance issues and support earlier interventions to course correct.
11. The additional background paper “Individual Performance overview” shows further detail, including monthly data, for each individual performance indicator and will be published on the website in line with this report. Each performance indicator has a separate overview page. This shows:



South Somerset District Council

- a. Static information – KPI description, focus area, agreed targets and the frequency of reporting
 - b. If the target is cumulative, i.e., if the annual target is a sum of all 12 months.
 - c. The status and trend i.e. if the KPI is improving compared to the previous reporting period.
 - d. A breakdown of the monthly reported figures.
 - e. Progress to target where the annual target is equal to 100%
 - f. A narrative highlighting success, or an explanation of why targets are not being met.
 - g. A visual representation of the target, shown as a line, and reported figures shown in a bar indicating if the target has been met.
12. The Council monitors this set of Key Performance Indicators through a revised more integrated SharePoint platform with reduced manual invention, utilising MS365 more fully in line with the council's wider digital strategy. This report provides an extract view, but the reports are available to view online.

Quarter 1 Performance

13. The attached report covers our performance for quarter 1, (April to June) 2022-23. 3 measures did not report this quarter. 2 are annual measures, data and targets are still being confirmed for 1. Overall, of the 47 reported KPIs, 24 are either on or ahead of target. 17 KPIs are significantly below target (red, >11% below target), 6 are underperforming (amber, 6-11% below target).
14. Supporting narrative provided within the report is from the relevant KPI owner/Lead Officer and explains the background of the data, links to previous months and measures that have been put in place to improve performance. This narrative is true as at the end of the quarter 1 period.
15. Environment.
Good progress has been made in the area of Environment through marketing and communications and associated local initiatives such as the wildflower give away alongside the ongoing projects to decarbonise the SSDC estate and reduce energy consumption within the authority. KPIs related to environment digital data is delayed due to resourcing constraints within the digital and procurement team, however tree management and public space software are imminent but will require data transfer. Fleet management telematics is being aligned with SCC under the LGR banner in preparation for the new unitary authority.
16. Places where we live.
Over the last 2 months we have had significantly less households in B&B accommodation. Collaborative working with partners has enabled people to move from temporary accommodation and reduced the need for the use of B&B. Delivery of new housing is behind target largely due to the phosphate issue. Delivery of completed affordable housing in rural areas is behind target but we are working with developers to understand the problems and encourage completion. No new projects to identify housing needs have come forward this quarter from the local community, which will be investigated further.
17. Healthy and Self-Reliant Communities.



South Somerset District Council

Through community grants we have enabled a large amount of community initiatives which includes targeted support to our most vulnerable residents. Support to residents from Voluntary Community Social Enterprise (VCSE) organisations funded by SSDC has far exceeded expectations, reflective of the current cost of living crisis. Numbers of volunteers are reduced at indoor venues; action will be taken to encourage more volunteers as the pandemic eases. Community events provided by SSDC have exceeded the target set and are well attended. Due to external reporting cycles data from Freedom Leisure is will not be received until after our deadline.

18. Economy and Covid-19 Recovery.

We have made good progress in promoting and marketing gigabit vouchers to enable improved broadband for our local businesses and communities. Although the employment hubs are behind target, recruitment fairs have been organised to remedy the situation. The regeneration projects in Chard Yeovil and Wincanton are slightly behind due primarily to public realm challenges. However, these situations will be resolved with the signing of new contracts in Yeovil and the scheduling of finishing works in Chard. The Octagon development is on target with the stage 3 (developed design stage) report substantially complete.

19. LGR services to residents.

Council Tax collection rates have increased due to a successful Direct Debit scheme take up. National Non Domestic Rates collection have also increased due to the restarting of court action following the pandemic. Housing Benefit and Council Tax support claims processing rates are under target. We are working with the DWP to increase the speed of processing and have also issued a request for mutual aid to our neighbouring authorities for support with these actions. Average call waiting time is not at required levels due to a loss of staff during a period of increased demand. We have now recruited into vacancies and expect to see an improvement in the next quarter.

Although planning applications appear to be determined within the target times this is because of agreements to extend time periods which is often due to the delay of receiving input from consultees. Many applications are delayed due to the phosphates issue. We have recently delivered an agents' forum where an update and advice on the current issues was given. We are working towards on a 3rd party credit scheme as an interim solution before any county wide solutions come forward and working with agents and developers on a range of bespoke solutions. New KPIs around Environment services have been developed and are already exceeding targets.

20. We will continue to monitor performance closely in the final year of SSDC as we move into this critical year.

Financial Implications

21. There are no financial implications to this report.

Legal implications (if any) and details of Statutory Powers

22. There are no legal implications to this report.

23. Council Plan 2020-2024

Carbon Emissions and Climate Change Implications

24. 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

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

Privacy Impact Assessment

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

Background Papers

[Council Plan annual action plan 2022-23](#)

Individual performance overview



South Somerset District Council Quarterly performance report - Quarter 1 2022/23

This report sets out the current position of the Council's agreed key performance indicators and covers the period from April to June 2022 (Q1).

The Key Performance Indicators (KPIs) for 2022-23 are aligned with the Corporate Annual Action Plan for SSDC. They have been designed to monitor delivery of the objectives for each of the focus areas.

Page 62



Environment



Healthy and Self-Reliant Communities



Economy and Covid-19 Recovery



Places where we live



Local Government Reorganisation - safeguarding delivery of SSDC services to residents.

Performance Report - Quarter 1



50

Total KPIs



8

Total KPIs for Environment



6

Total KPIs for Places Where We Live



13

Total KPIs for Healthy & Self-Reliant Communities



15

Total KPIs for Local Government Reorganisation



8

Total KPIs for Economic Development and Covid Recovery

38

Total KPIs Reported Monthly

10

Total KPIs Reported Quarterly

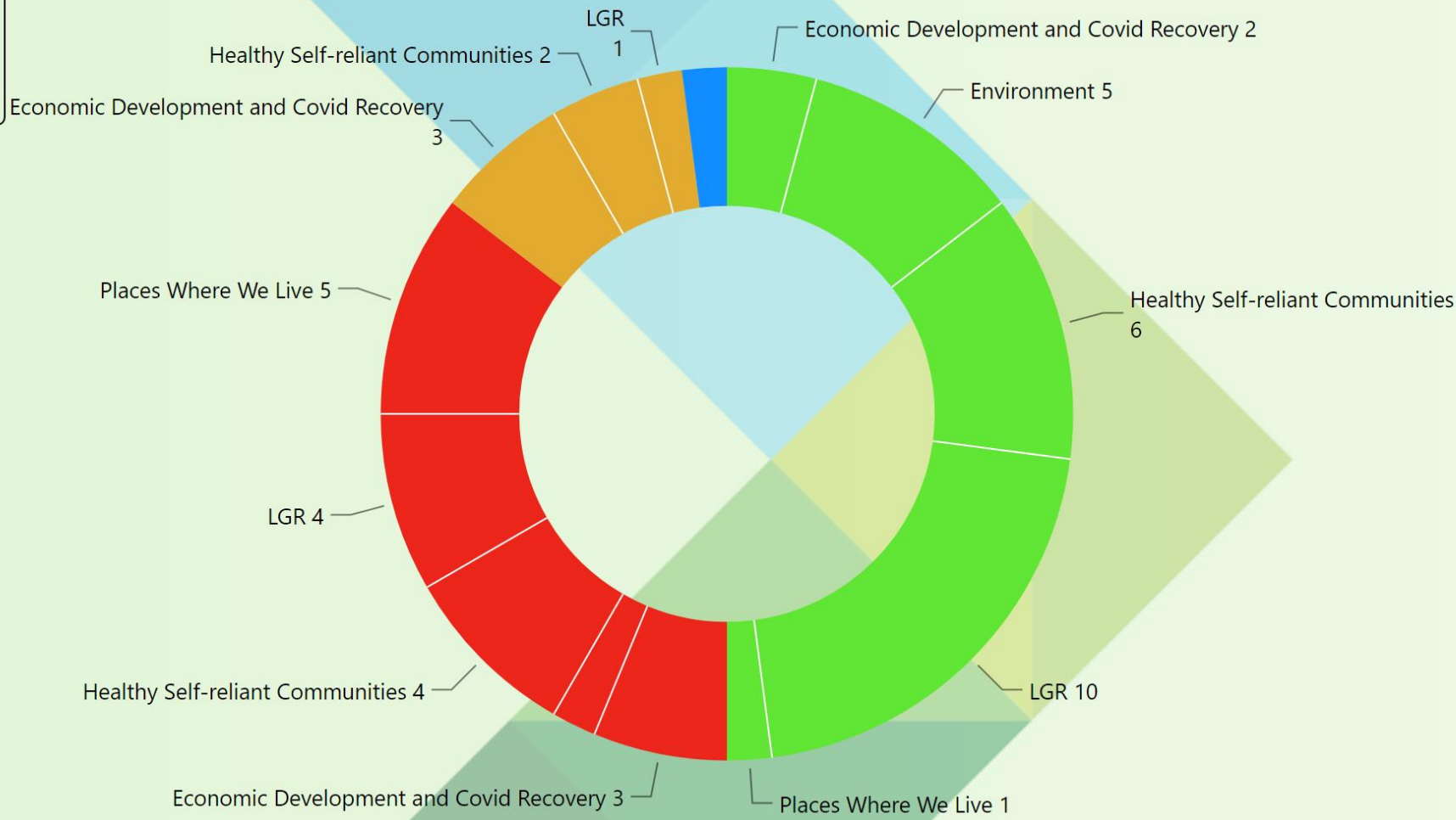
2

Total KPIs Reported Annually



Status of KPI

47
Reported



Status

- Green
- Red
- Amber
- Unreported

Page 64

24 Green = on, or +/-5% ahead or behind target

6 Amber = 6-11% below target

17 Red = 11%+ below target



Performance Report - Quarter 1 - Environment



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
ENV3	Environmental Outreach	Number of users of the www.southsomersetenvironment.co.uk website	Yes	969	1,528	▲	▲	Website performing better than anticipated in terms of visits - new content continues to be posted
ENV5	Carbon Reduction - Fleet	Number of KG of CO2 used. Target of reduction month on month				▲	○	Fleet management system procurement in process
ENV6	Carbon Reduction - SSDC estate	Number of units of energy reduced/saved at SSDC buildings retrofitted to reduce energy waste and improve thermal performance	Yes	606,540	562,549	▲	▲	121502 units were used in June. The consumption of Gas as significantly reduced.
ENV7	Deliver Low Carbon Transport Options	EV charger info - number of visits	Yes	627	525	▼	▲	One of the chargers was off line so unable to be used for the month reported. Will have impacted on overall numbers but will improve from now on as is fixed and back on line.
ENV19	Protection and Quality of Environment	Info from tree management software				▲	○	Tree management system procurement in process
ENV19	Protection and Quality of Environment	Info from new public space software				▲	○	Public space management procurement in process



Performance Report - Quarter 1 - Places Where We Live



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
PL1	Delivery of New Housing	Number of planning permissions for new dwellings given per annum	Yes	237	203	▼	▼	Number of new dwellings granted planning permission is below target due to the on-going phosphates issue.
PL2	Affordable Housing	Number of affordable dwellings built (measure in the LHNA)	Yes	53	27	▼	▬	There were 2 developments due to be completed during quarter 1, 12 dwellings at Sparkford through Live West and a development of 4 dwellings in chard by Stonewater. Abri also had 11 dwellings that were due for handover during the last quarter at their development in Ilchester although this development is not due to complete until February 2023
PL3	Rural Affordable Housing	Number of affordable housing completed within rural areas	Yes	19	12	▼	▬	There was one development due to complete in a rural area during quarter 1, this was a site in Sparkford where 12 dwellings were due to be completed by Live West now delayed - awaiting additional information from the Development Manager at Livewest
PL4	Homelessness Prevention	Number of successful preventions cases – cases where SSDC intervention or assistance has prevented an individual becoming homeless	Yes	40%	33%	▼	▬	There were 4 successful preventions recorded out of the 12 prevention duties that ended during June. The team are looking at the way we record data as we believe there to have been more successful preventions that have not been captured.
PL7	Homelessness Prevention	Number in Bed & Breakfast accommodation - Families and Singles	No	7	4	▲	▲	There were 2 singles and 2 families in bed and breakfast at the end of June
PL9	Support Communities to Identify Any Housing Needs	Number of development projects initiated following ongoing interaction with parish/community groups	No	3	0	▼	▼	There were no new projects initiated during quarter 1 although we continue to work with 3 groups to progress their projects

Page 66



Performance Report - Quarter 1 - Healthy & Self-Reliant Communities



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
HC1	Community Activities	Health walks no. of participants	Yes	2,175	1,554	▼	—	Data still required from a few Health Walk Leaders
HC2	Community Activities	Number of volunteers days donated to SSDC events/projects	Yes	1,833	1,619	▼	—	June data shows that Volunteers for Countryside, Heritage and Locality were above target and volunteers at the Octagon and Westlands were under target.
HC3	Community Activities	Community activities - no. of sessions delivered	Yes	54	124	▲	—	14 sessions were delivered in June, 12 at Countryside venues and 2 for our Heritage centre
HC4	Community Activities	Community projects - lasting physical asset (No) completed in the year				○	○	
HC5	Community Support	Support for vulnerable customers (No.) careline		1,900	1,805	—	—	Number of returned units is variable but has been greater than in previous years. Improvement plan in place with new website now live.
HC6	Community Support	Disabled facilities grants (No.)	Yes	21	26	▲	▲	All on target
HC7	Community Support	Total number of clients assisted by SSDC funded organisations who provide support for vulnerable residents	Yes	3,945	5,776	▲	—	Target number has been significantly exceeded. This is due to the rising number of vulnerable people seeking support due to the rise in financial hardship.
HC8	Community Support	Community grants provided (No)	Yes	6	16	▲	▲	5 community grants awarded in June
HC9	Community Support	Community grants provided (£)		£	£34,209	—	▲	Overall spend is as expected at this point in the year. Very few community grant applications received for Area South. This is in line with previous years but has been flagged as a risk to overall budget spend for the year.



Performance Report - Quarter 1 - Healthy & Self-Reliant Communities



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
HC10	Freedom Leisure Community Measures	Financial Performance				▼	○	Data for Q1 not available. Contract reporting period will take place in August.
HC11	Freedom Leisure Community Measures	Service Quality			0	▲	■	The Quest assessment that measures service quality, has been delayed until 23/24 following the completion of disruptive capital works. In the interim we will monitor service quality using Net Promoter scores. A management tool that can be used to gauge customer satisfaction based on customer survey response. National bench mark score is 30. Data for Q1 to be requested. Score for 2021/22 was 32.
HC12	Freedom Leisure Community Measures	Environmental Impact			2,989,958	▼	■	Data for Q1 not available. Contract reporting period will take place in August. Annual Gas consumption for 2021/22 was over target.
HC13	Freedom Leisure Community Measures	Contract Social Value	Yes	5%	23%	▲	■	Data for Q1 not yet available. Social value for 2021/22 achieved 22.91%. 100% needs to be achieved over the 5 year contract.



Performance Report - Quarter 1 - Economic Development & Covid Recovery



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
ED1	Supporting Recovery	Employment Hub Data: Total number of individuals entered into employment or training	Yes	36	32	▼	▬	The Hubs continue to face the challenge of lower than predicted unemployment. SSDC are working closely with the DWP on referrals into the service and will be holding another recruitment fair in August. A total of 138 customers have been through the hubs since April.
ED2	Supporting Recovery / Innovation and Skills	Number of students receiving entrepreneurial and enterprise activity in schools / colleges - funded by SSDC	No	700	0	▼	▲	Delivery partner has been successfully procured (Young Enterprise). Activity will commence in line with the 2022/23 school year (September). Additional activity has been successfully procured this activity will also commence in September in partnership with Yeovil College South Somerset 14-19 Partnership.
ED3	Supporting Recovery / Innovation and Skills	Number of inward investment and business expansion enquiries received	Yes	3	1	▼	▬	The Heart of the South West Local Enterprise Partnership have been commissioned by the 5 Somerset Councils to undertake additional inward investment activity in Somerset. This is currently in the inception stage and we expect to see results in Q2.
ED5	Improved Broadband	Number of Gigabit Broadband Vouchers; claimed, issued and paid	Yes	100	363	▲	▲	SSDC promotes and markets the Gigabit vouchers. Where required we also offer advice to communities and businesses to support with broadband connectivity.



Ref	Title	KPI Description	Status	Trend	Narrative
ED7	Regeneration Chard	Chard Regeneration programme measures	—	—	<p>Public realm strand: The majority of the scheme has been delivered though we have experienced some delays relating to materials lead times, utility contractors' availability and weather conditions. There are snagging issues to resolve in particular in relation to the north side of Fore street.</p> <p>Building grants strand: Work has been undertaken at Chard School to make urgent repairs to the front elevation and windows.</p> <p>Community/culture strand: Planning has been underway for events and activities in spring, summer and autumn 2022.</p>
ED8	Regeneration Wincanton	Wincanton Regeneration programme measures	—	—	The contract for the public realm element of the project has been delayed pending a budget report to DX in July.
ED9	Regeneration Yeovil	Yeovil Regeneration programme measures	—	—	Contracts for the public realm aspect of the project have been signed for the main streets.
ED10	Octagon development	Octagon development measures	▲	▲	The stage 3 report is substantially complete but has not been delivered on time. The project is currently on time (within the 5% tolerance) and currently within budget.



Performance Report - Quarter 1 - Local Government Reorganisation



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
LGR1	Preparatory Work	Number of employees directly engaged in transition programme. % of total workforce	No	18%	21%	▲	▲	This figure is based on information provided by LGR programme. Some known additional staff working on LGR have been added (from information provided by 3 Lead Specialists). It assumes that everyone on the list is already working on the LGR programme. However, we are aware that some people have not yet started their work. Requests for information have not yet provided a full picture.
LGR2	Average Call Wait Time	Average minutes taken to answer a call from customer	No	4 Mins	10 Mins	▼	▼	We have seen an increase in demand on the phones due to Garden waste renewals and the energy rebates during a period when the team have been short staffed. Recruitment is underway and we expect to see an improvement in Quarter 2.
LGR5	Council Tax Collection	% of annual Council Tax collected	Yes	24%	28%	▲	▲	A positive trend of collection due to Direct Debit take up continuing.
LGR7	National Non Domestic Rates (NNDR) Collection	% of annual National Non Domestic Rates (NNDR) collected	Yes	24%	35%	▲	▲	Recovery action has re-commenced following the pandemic with the first court held July for Business Rate customers with the highest arrears. This has had a positive impact on our collection rate.
LGR9	Housing Benefit – New Claims	Days to process	No	21 Days	59 Days	▼	▼	Due to losing some resources performance has dipped. Regular meetings & support from DWP is in place and recruitment ongoing.
LGR10	Housing Benefit - Change of Circumstance	Days to process	No	7 Days	6 Days	▲	▲	Slight increase on last month but still below target
LGR11	Council Tax Support – New Claims	Days to process	No	30 Days	68 Days	▼	▼	Speed of Processing has got worse this quarter due to resource issue. Recruitment is ongoing.
LGR12	Council Tax Support - Change of Circumstance	Days to process	No	7 Days	3 Days	▲	▲	Speed of Processing for CTS Change of circumstances is above target due to the auto processing of Universal Credit updates from the DWP which is around 70% of those received and processed on day 1.



Performance Report - Quarter 1 - Local Government Reorganisation



Ref	Title	KPI Description	Cumulative	Quarterly Target	Data	Status	Trend	Narrative
LGR13	Planning Applications – Major	The % of Major planning applications determined with 13 weeks or with an extension of time	No	60%	100%	▲	▲	Similar to previous month, limited numbers of applications being determined masking a backlog of housing approvals held up by phosphates
LGR14	Planning Applications – Minor	The % of Minor planning applications determined within 8 weeks or with an extension of time	No	70%	77%	▲	▲	No change in commentary from previous month as constraints upon releasing many consents remain in place
LGR16	Planning - Extensions of Time	The % of overall decisions subject to agreed extension of time	No	60%	54%	■	■	Officers are having delays in securing feedback from Somerset Ecology Services and need to resolve whether that advice is material to their decision. As a consequence the decision making timetable is held up by the input of consultees which is why the percentage is over 50% but green status as much of the delay is out of our control.
LGR17	Planning Validations	The number of days between receipt of application and start of validation – the aim of this measure is to be on or under target	No	10 Days	13 Days	▼	▼	Recruited to fill a vacancy with temporary staff & have concluded an internal promotion that will also provide support for validation so expecting an improvement in July
LGR18	Planning - Control	% of planning control breaches that are proceeding to formal action		10%	12%	▲	▲	Despite the amount of cases that the team are still currently investigating, the progression to formal action, where necessary, is still being achieved
LGR21	Environmental Health - Fly Tip Collections	% of fly tips collected within 3 working days after reporting	No	100%	100%	▲	○	June 2021 = 32 June 2022= 44 This is an increase of 12 for the same month in the previous year or 37.5% increase All collected on time



South Somerset District Council - Individual Performance Overview - Quarter 1 2022/23

This report sets out the current position of 47 the Council's agreed Key Performance Indicators and covers the period from April to June 2022 (Q1).

The set of 50 KPIs for 2022-23 are aligned with the Corporate Annual Action Plan for SSDC. They have been designed to monitor delivery of the objectives for each of the focus areas.

Page 73

8 measures did not report this quarter. 2 are annual measures, data and targets are still being confirmed for 1 (HC4).

Overall, of the 47 reported KPIs, 23 are either on or ahead of target. 18 KPIs are significantly below target (red, >11% below target), 6 are underperforming (amber, 6-11% below target).

The following slides give detailed data for each of the reported KPIs.



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	Number of users of the www.southsomersetenvironment.co.uk website	Monthly	Yes	969	969	3,876

Status Trend



Reported Figures

Ref	April	May	June	Total
ENv3	432	861	1,528	1,528

Progress To Target

Annual Target	April	May	June	Total
3,876	11.15%	22.21%	39.42%	72.78%

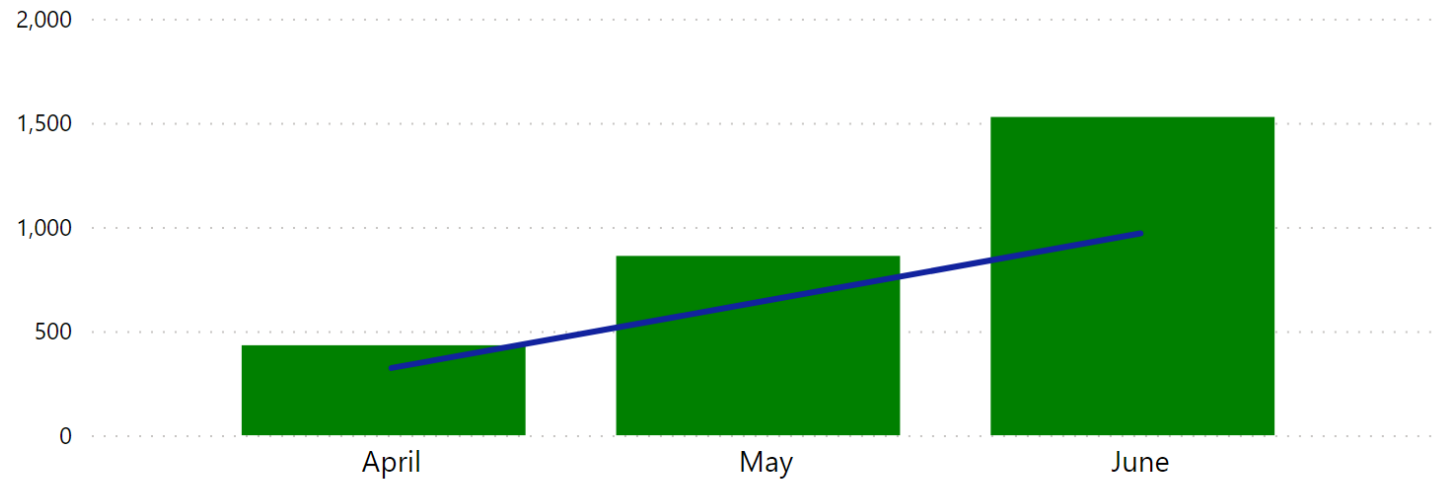
Page 74

Narrative

Narrative

Website performing better than anticipated in terms of visits - new content continues to be posted

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	Number of KG of CO2 used. Target of reduction month on month	Monthly				

Status Trend



Reported Figures

Ref	April	May	June	Total
ENv5				

Page 5
0.00

Average Figure

Narrative

Narrative

Fleet management system procurement in process



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	Number of units of energy reduced/saved at SSDC buildings retrofitted to reduce energy waste and improve thermal performance	Monthly	Yes	606,540	606,540	2,426,160

Reported Figures

Ref	April	May	June	Total
ENv6	262,597	441,047	562,549	262,597

Progress To Target

Annual Target	April	May	June	Total
2,426,160	10.82%	18.18%	23.19%	52.19%

Status Trend



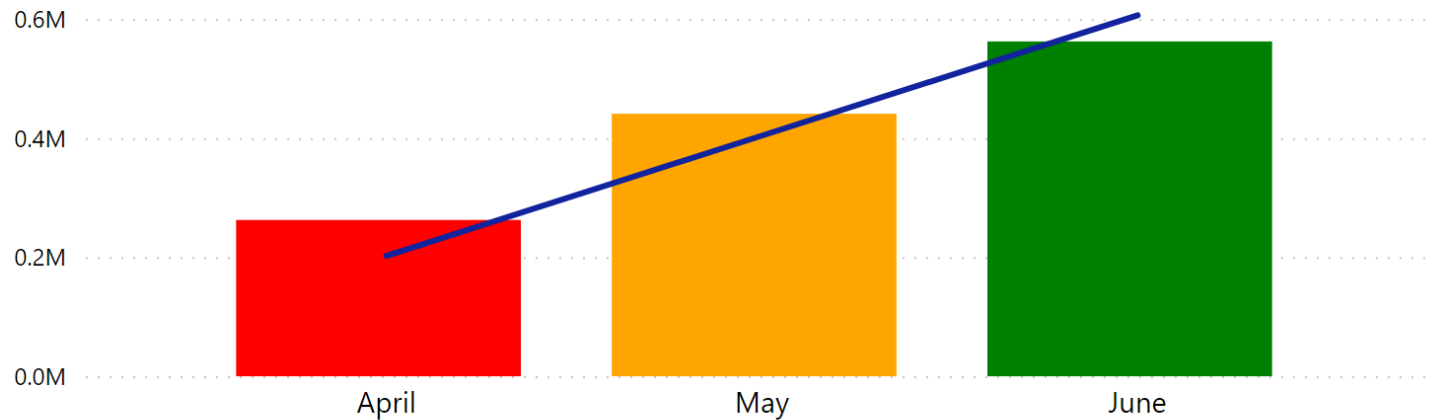
Page 76

Narrative

Narrative

121502 units were used in June. The consumption of Gas as significantly reduced.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	EV charger info - number of visits	Monthly	Yes	627	627	2,508

Status Trend

Reported Figures

Ref	April	May	June	Total
ENv7	190	352	525	190

Progress To Target

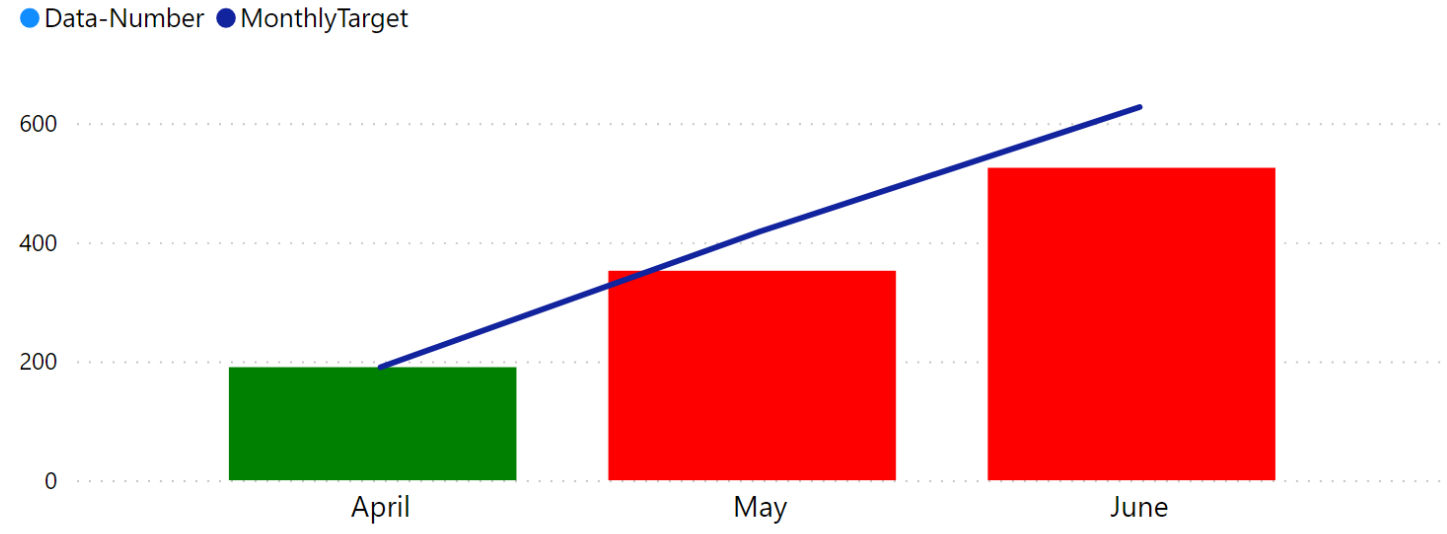
Annual Target	April	May	June	Total
2,508	7.58%	14.04%	20.93%	42.54%

Page 77

Narrative

Narrative

One of the chargers was off line so unable to be used for the month reported. Will have impacted on overall numbers but will improve from now on as is fixed and back on line.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	Info from tree management software	Monthly				

Status Trend



Reported Figures

Ref	April	May	June	Total
ENv10				

Paid

0.00

Average Figure

Narrative

Narrative

Tree management system procurement in process



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Environment	Info from new public space software	Monthly				

Status Trend



Reported Figures

Ref	April	May	June	Total
ENv11				

0.00
Average Figure

Narrative

Narrative

Public space management procurement in process



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Health walks no. of participants	Monthly	Yes	2,175	2,175	8,700

Status Trend



Reported Figures

Ref	April	May	June	Total
HC1			1,554	

Progress To Target

Annual Target	June	Total
8,700	17.86%	17.86%

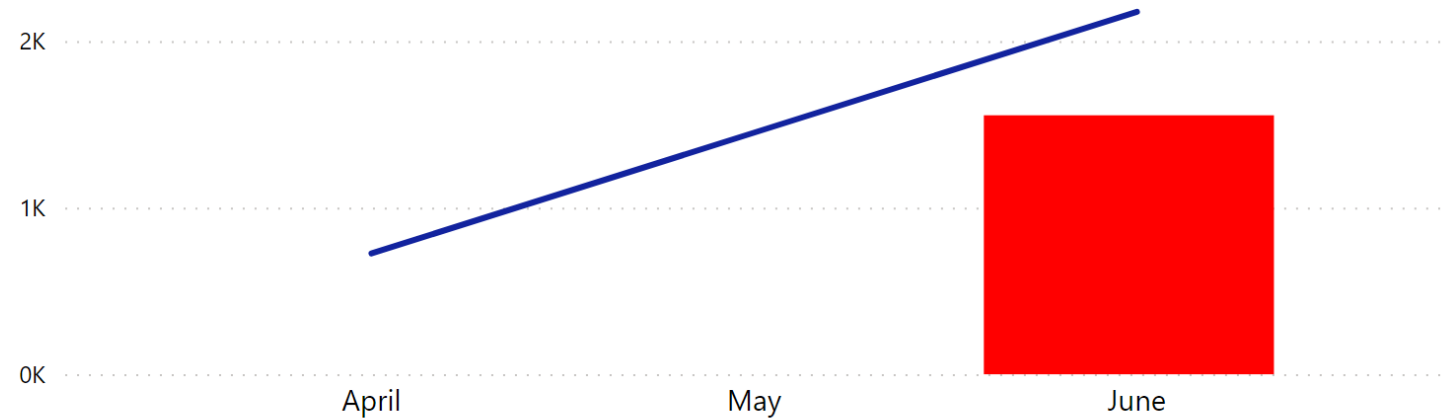
Page 80

Narrative

Narrative

Data still required from a few Health Walk Leaders

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Number of volunteers days donated to SSDC events/projects	Monthly	Yes	1,833	1,833	7,332

Status Trend



Reported Figures

Ref	April	May	June	Total
HC2	498	1,031	1,619	1,031

Progress To Target

Annual Target	April	May	June	Total
7,332	6.79%	14.06%	22.08%	42.94%

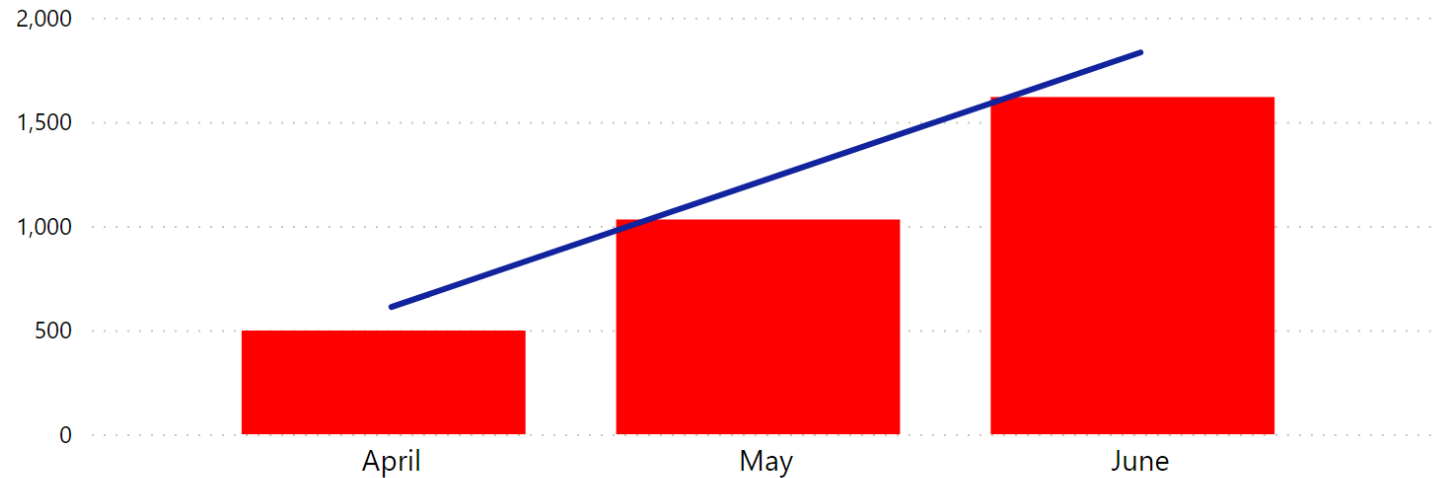
Page 81

Narrative

Narrative

June data shows that Volunteers for Countryside, Heritage and Locality were above target and volunteers at the Octagon and Westlands were under target.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Community activities - no. of sessions delivered	Monthly	Yes	54	54	216

Status Trend



Reported Figures

Ref	April	May	June	Total
HC3	81	110	124	110

Progress To Target

Annual Target	April	May	June	Total
216	37.50%	50.93%	57.41%	145.83%

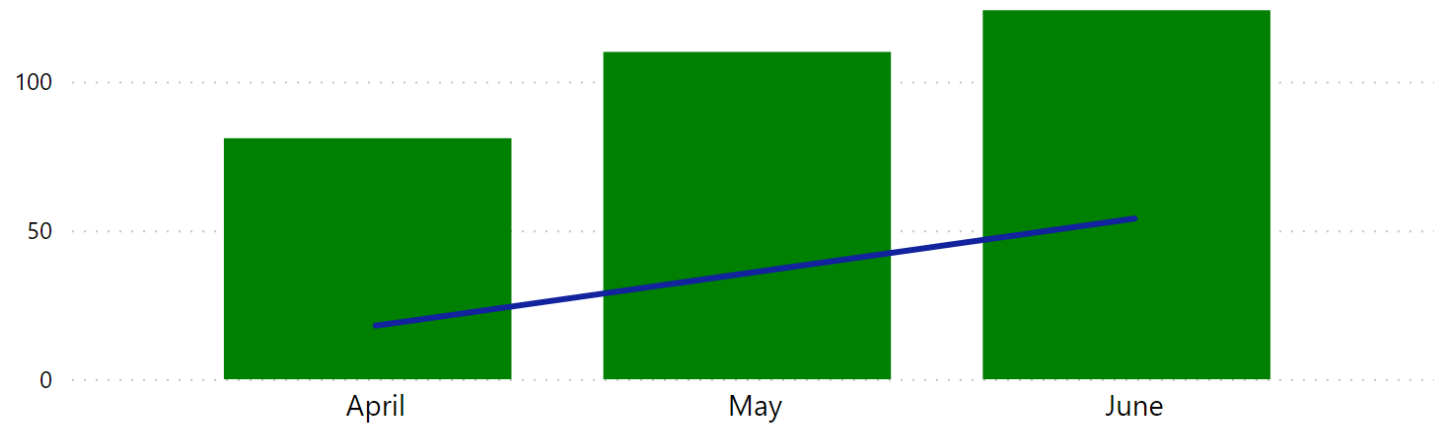
Page 82

Narrative

Narrative

14 sessions were delivered in June, 12 at Countryside venues and 2 for our Heritage centre

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Community projects - lasting physical asset (No) completed in the year	Quarterly				

Status Trend



Reported Figures

Ref	June	Total
HC4		

Page 3
0.00

Average Figure

Narrative

Narrative



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Support for vulnerable customers (No.) careline	Monthly		1,900	1,900	1,900

Status Trend



Reported Figures

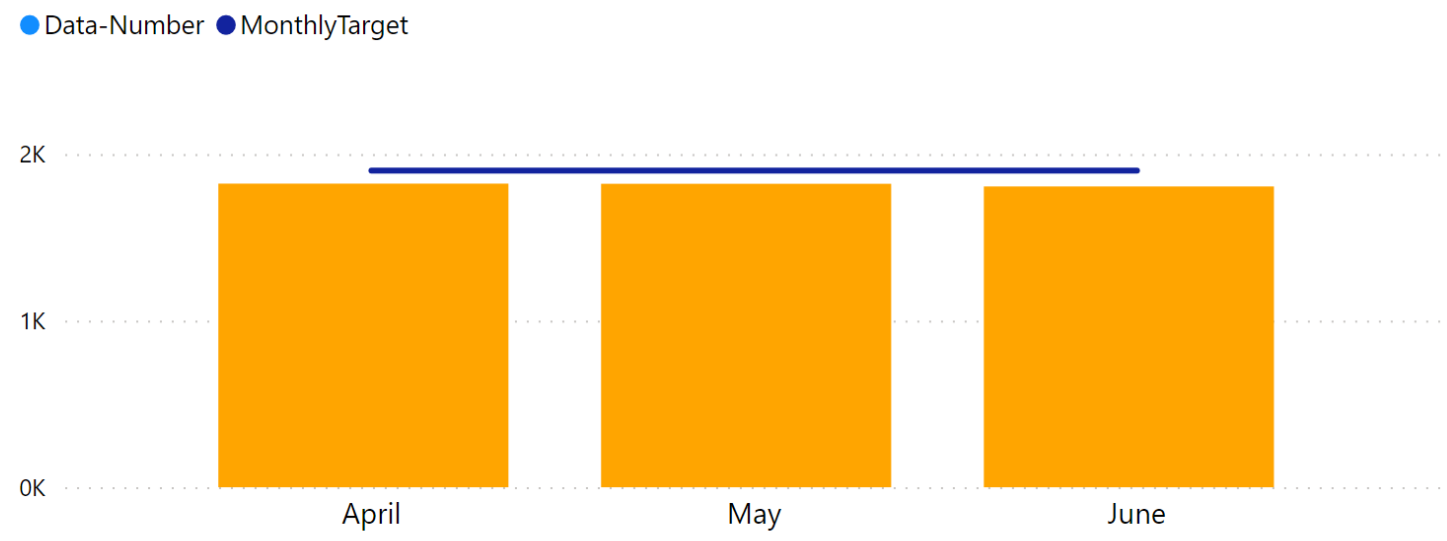
Ref	April	May	June	Total
HC5	1,822	1,821	1,805	1,805

Page 84
1,82K
 Average Figure

Narrative

Narrative

Number of returned units is variable but has been greater than in previous years. Improvement plan in place with new website now live.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Disabled facilities grants (No.)	Monthly	Yes	21	21	84

Status Trend



Reported Figures

Ref	April	May	June	Total
HC6	4	16	26	16

Progress To Target

Annual Target	April	May	June	Total
84	4.76%	19.05%	30.95%	54.76%

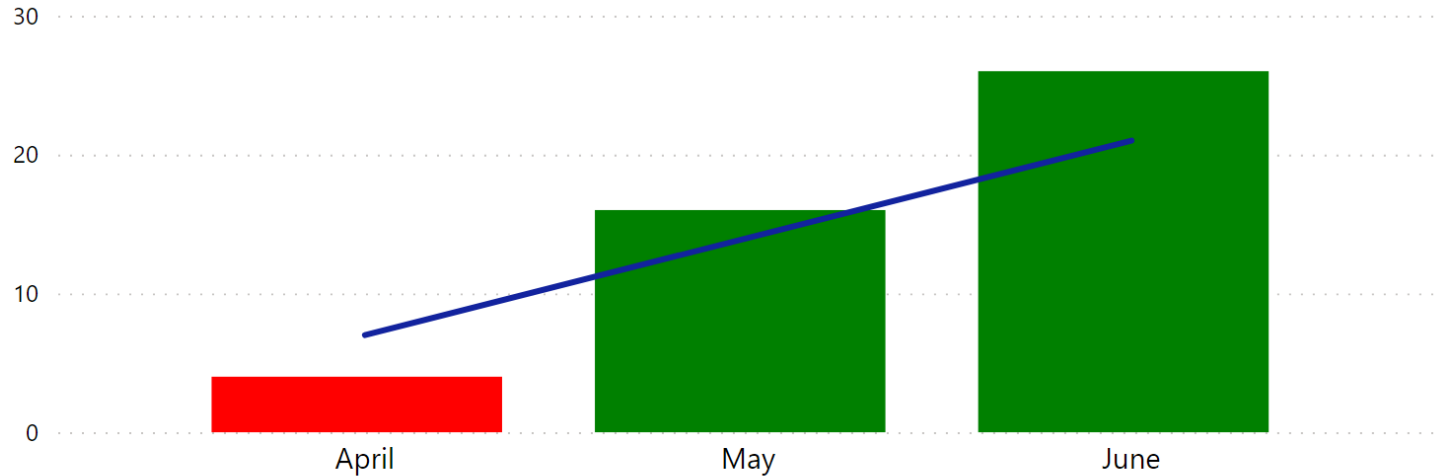
Page 85

Narrative

Narrative

All on target

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Total number of clients assisted by SSDC funded organisations who provide support for vulnerable residents	Quarterly	Yes	3,945	3,945	15,780

Status Trend



Reported Figures

Ref	June	Total
HC7	5,776	5,776

Progress To Target

Annual Target	June	Total
15,780	36.60%	36.60%

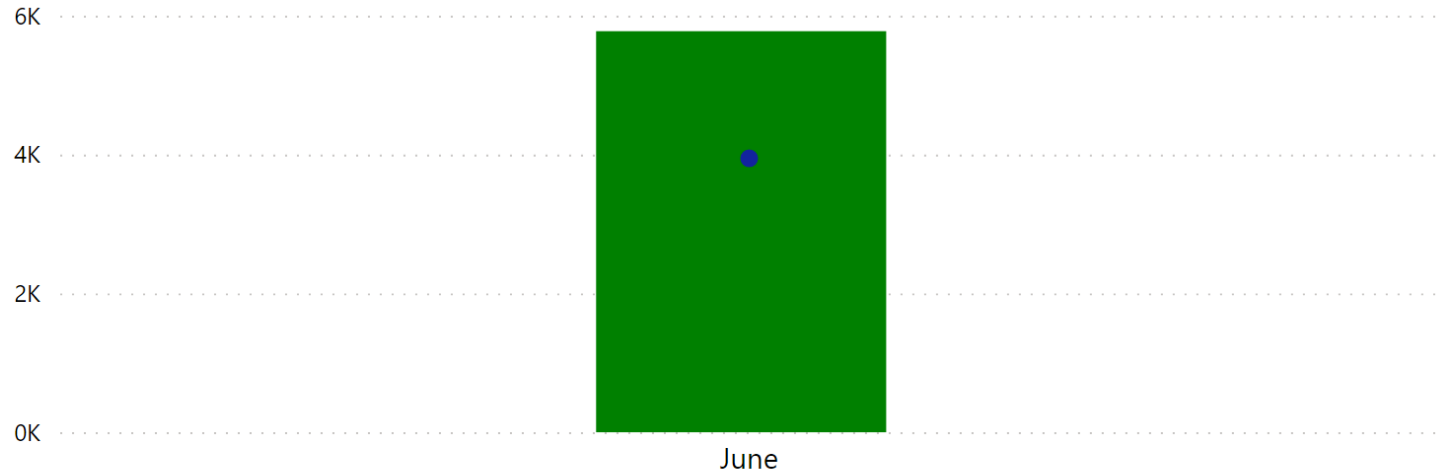
Page 86

Narrative

Narrative

Target number has been significantly exceeded. This is due to the rising number of vulnerable people seeking support due to the rise in financial hardship.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Community grants provided (No)	Monthly	Yes	6	6	24

Status Trend



Reported Figures

Ref	April	May	June	Total
HC8	4	11	16	11

Progress To Target

Annual Target	April	May	June	Total
24	16.67%	45.83%	66.67%	129.17%

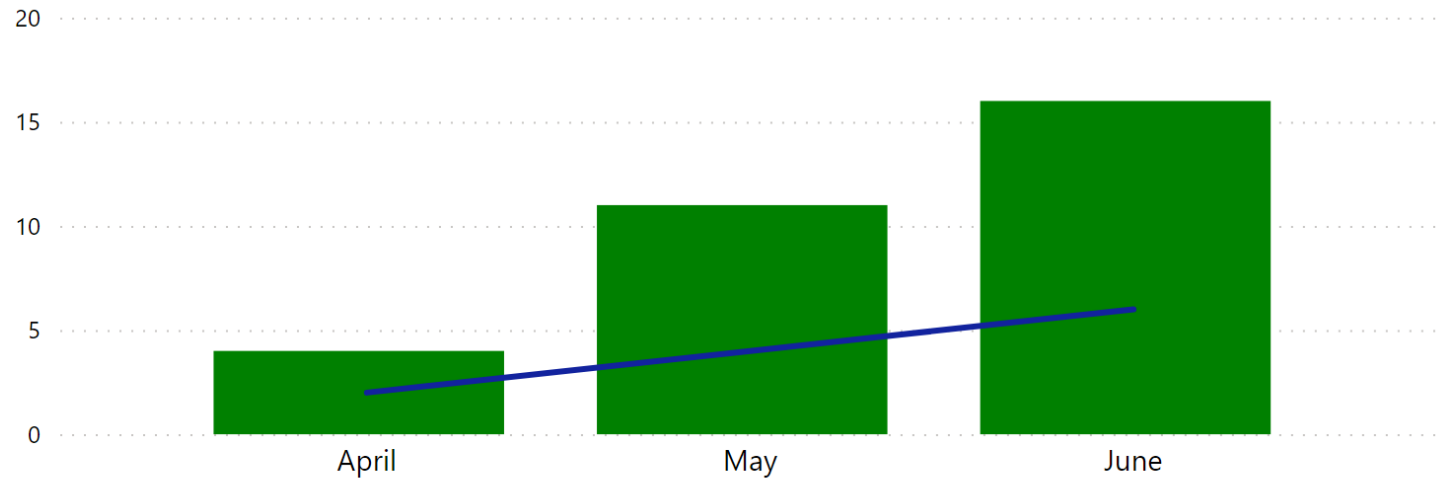
Page 87

Narrative

Narrative

5 community grants awarded in June

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Community grants provided (£)	Monthly	£	£	£	£

Status Trend



Reported Figures

Ref	April	May	June	Total
HC9	£7,167	£16,647	£34,209	£16,647

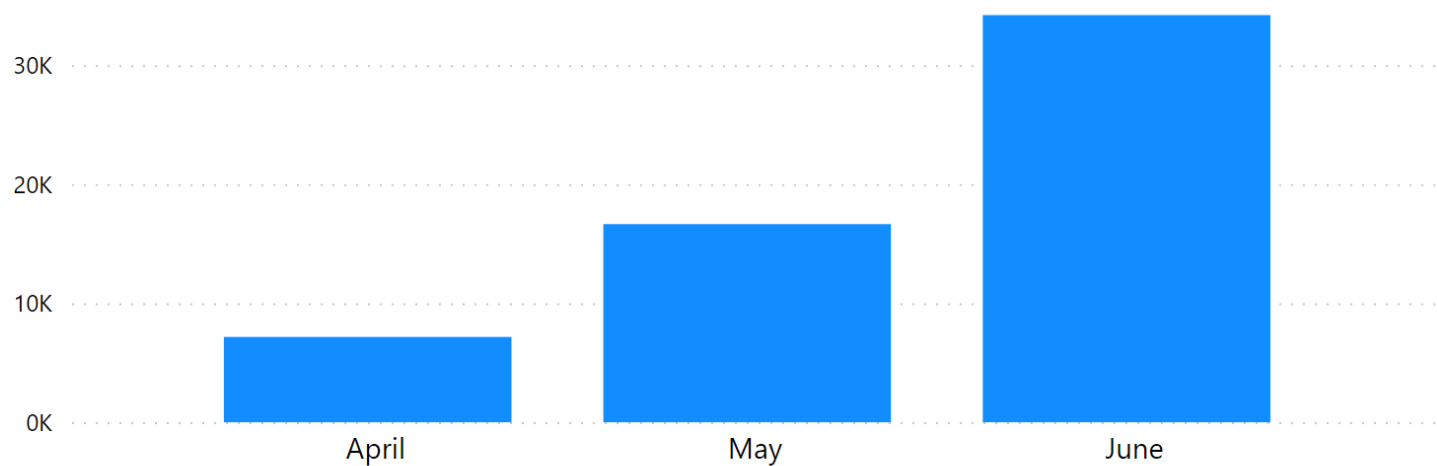
19.34K
Average Figure

Narrative

Narrative

Overall spend is as expected at this point in the year. Very few community grant applications received for Area South. This is in line with previous years but has been flagged as a risk to overall budget spend for the year.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Financial Performance	Quarterly				669,788

Status Trend



Reported Figures

Ref	June	Total
HC10		

Page 99

0.00

Average Figure

Narrative

Narrative

Data for Q1 not available. Contract reporting period will take place in August.



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Service Quality	Quarterly				

Status Trend

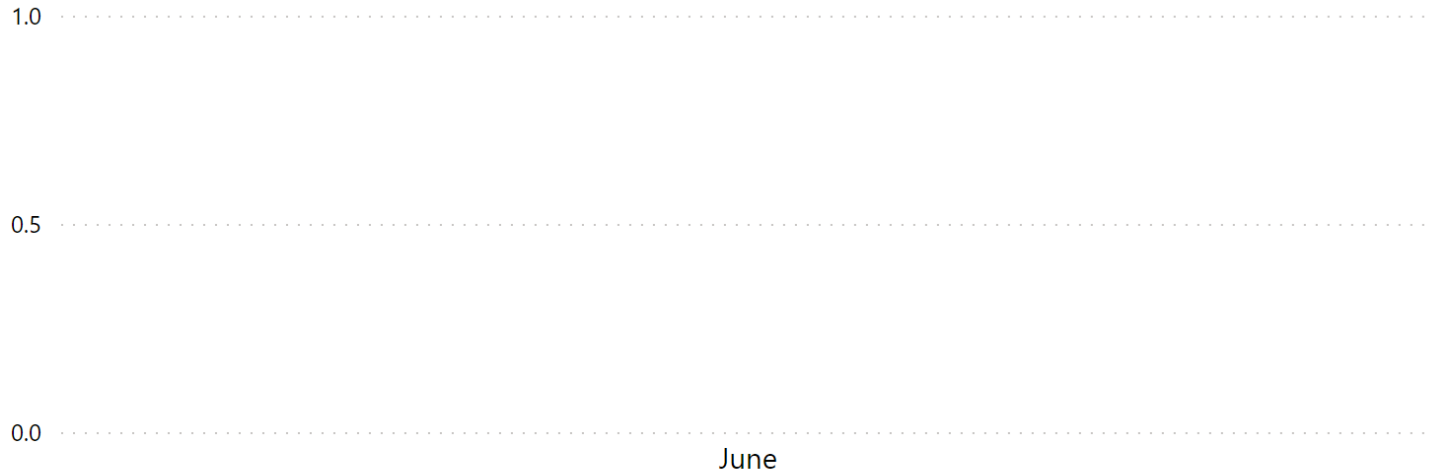
Reported Figures

Ref	June	Total
HC11	0	0



0.00
Average Figure

● Data-Number ● MonthlyTarget



Narrative

Narrative

The Quest assessment that measures service quality, has been delayed until 23/24 following the completion of disruptive capital works. In the interim we will monitor service quality using Net Promoter scores. A management tool that can be used to gauge customer satisfaction based on customer survey response. National bench mark score is 30. Data for Q1 to be requested. Score for 2021/22 was 32.



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Environmental Impact	Quarterly		275,129		2,751,297

Status Trend



Reported Figures

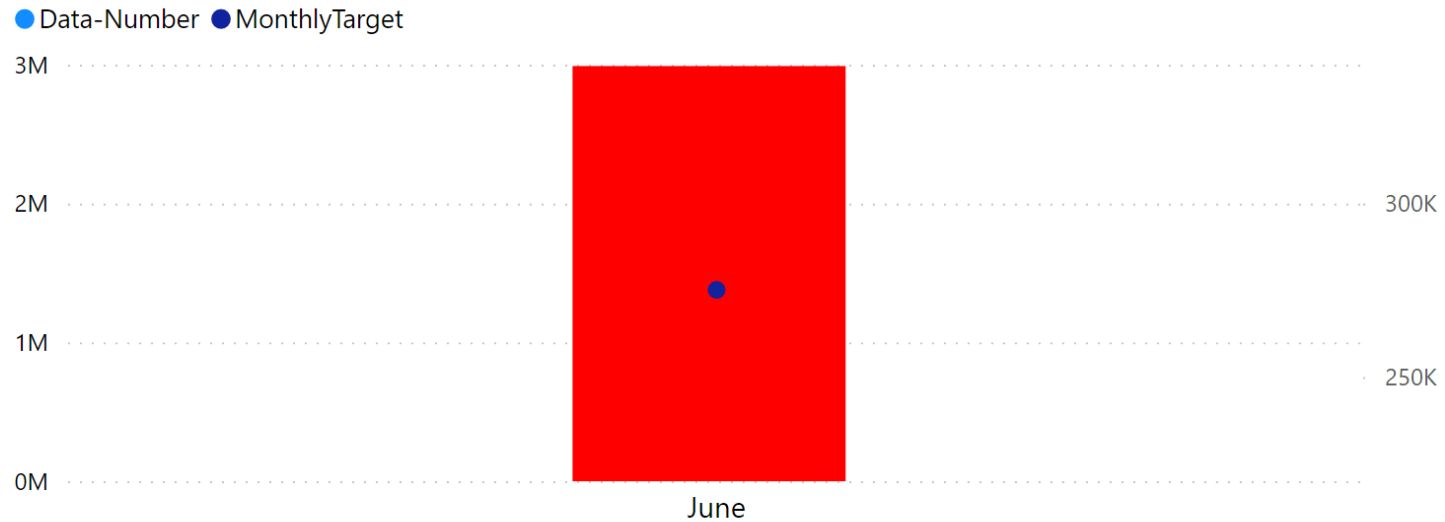
Ref	June	Total
HC12	2,989,958	2,989,958

Page 91
2,99M
 Average Figure

Narrative

Narrative

Data for Q1 not available. Contract reporting period will take place in August.
 Annual Gas consumption for 2021/22 was over target.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Healthy & Self-Reliant Communities	Contract Social Value	Quarterly	Yes	5%	5%	20%

Status Trend



Reported Figures

Ref	June	Total
HC13	23%	23%

Progress To Target

Annual Target	June	Total
20	114.55%	114.55%

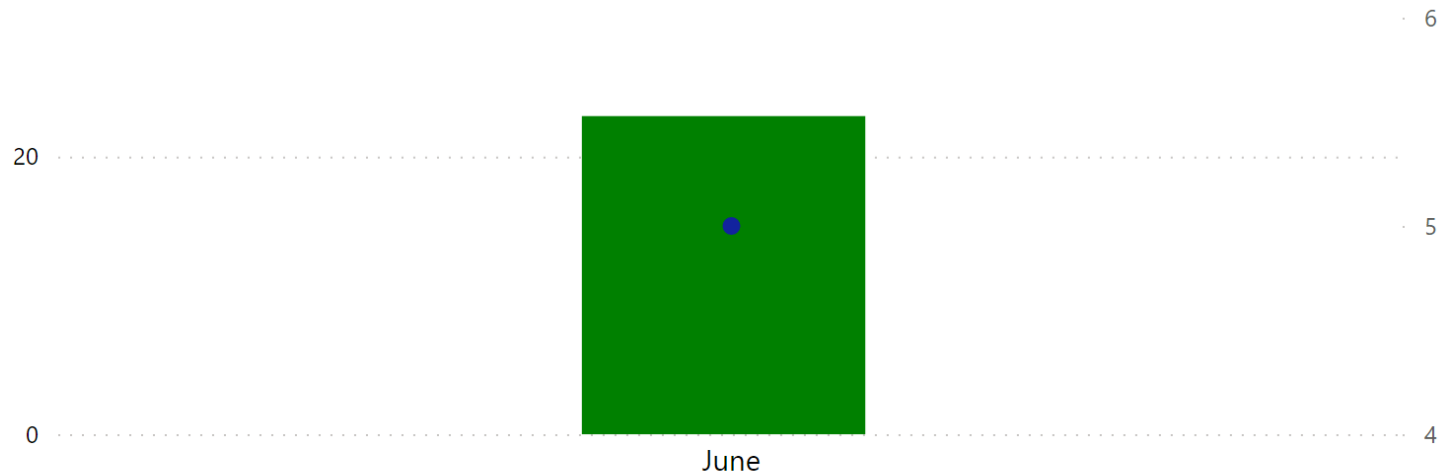
Page 92

Narrative

Narrative

Data for Q1 not yet available.
 Social value for 2021/22 achieved 22.91%. 100% needs to be achieved over the 5 year contract.

● Data-Number ● MonthlyTarget



6

5

4



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Employment Hub Data: Total number of individuals entered into employment or training	Monthly	Yes	36	36	84

Status Trend

Reported Figures

Ref	April	May	June	Total
ED1	5	21	32	21

Progress To Target

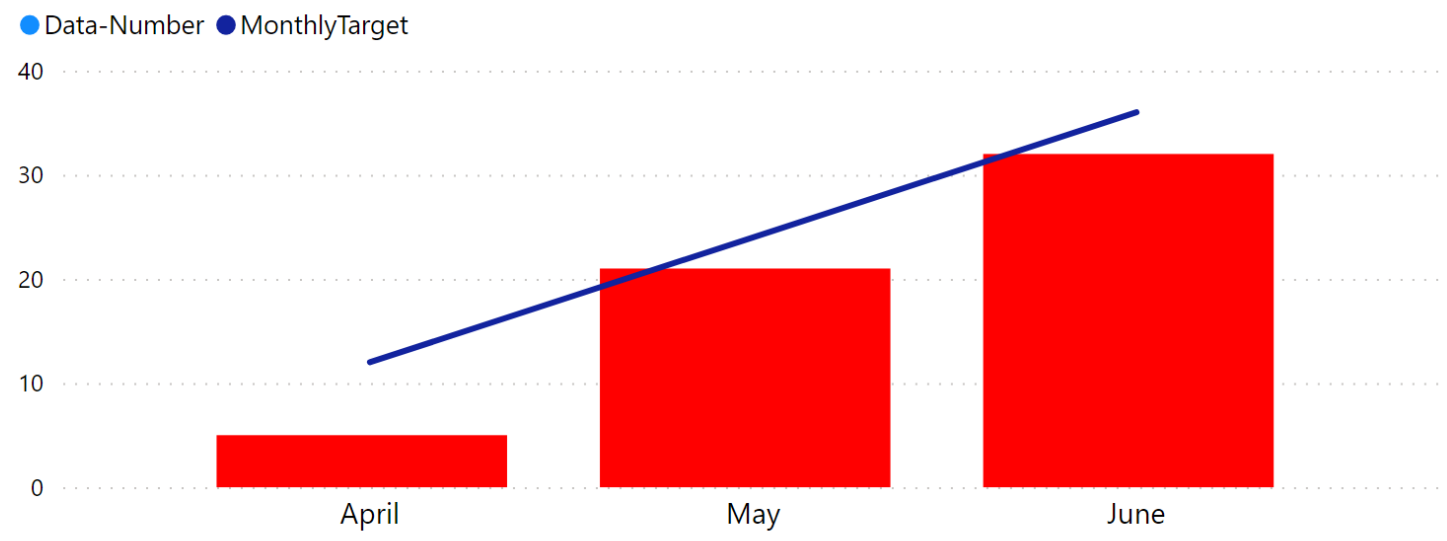
Annual Target	April	May	June	Total
84	5.95%	25.00%	38.10%	69.05%

Page 93

Narrative

Narrative

The Hubs continue to face the challenge of lower than predicted unemployment. SSDC are working closely with the DWP on referrals into the service and will be holding another recruitment fair in August. A total of 138 customers have been through the hubs since April.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Number of students receiving entrepreneurial and enterprise activity in schools / colleges - funded by SSDC	Monthly	No	0	700	700

Status Trend



Reported Figures

Ref	April	May	June	Total
ED2	0	0	0	0

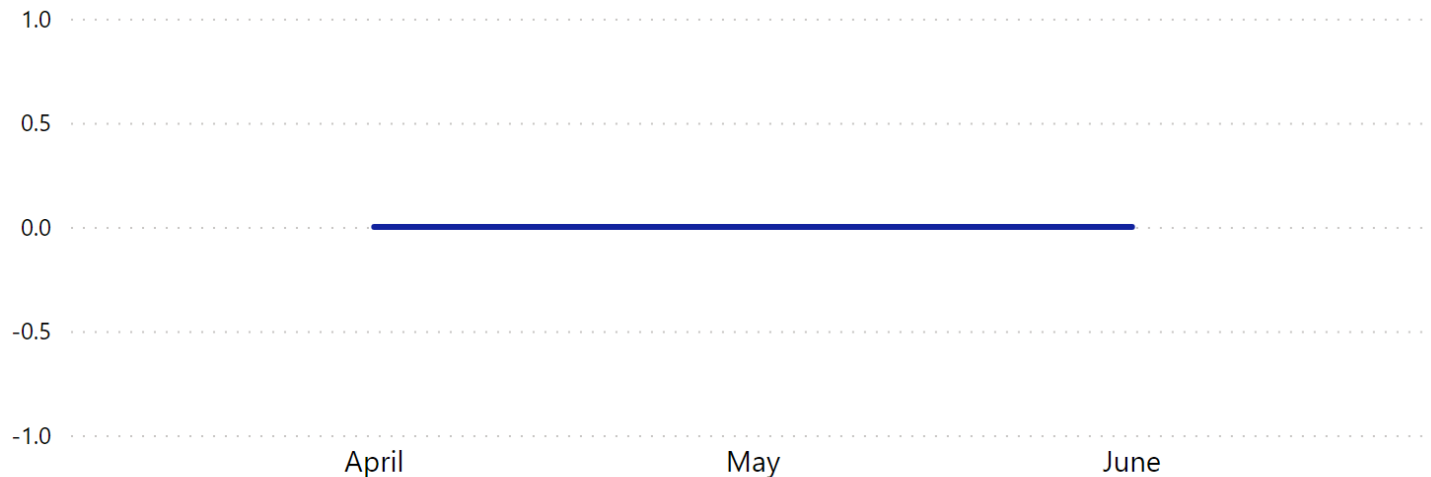
Page 4
0.00
 Average Figure

Narrative

Narrative

Delivery partner has been successfully procured (Young Enterprise). Activity will commence in line with the 2022/23 school year (September). Additional activity has been successfully procured this activity will also commence in September in partnership with Yeovil College South Somerset 14-19 Partnership.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Number of inward investment and business expansion enquiries received	Monthly	Yes	3	3	10

Status Trend



Reported Figures

Ref	April	May	June	Total
ED3	0	1	1	0

Progress To Target

Annual Target	April	May	June	Total
10	0.00%	10.00%	10.00%	20.00%

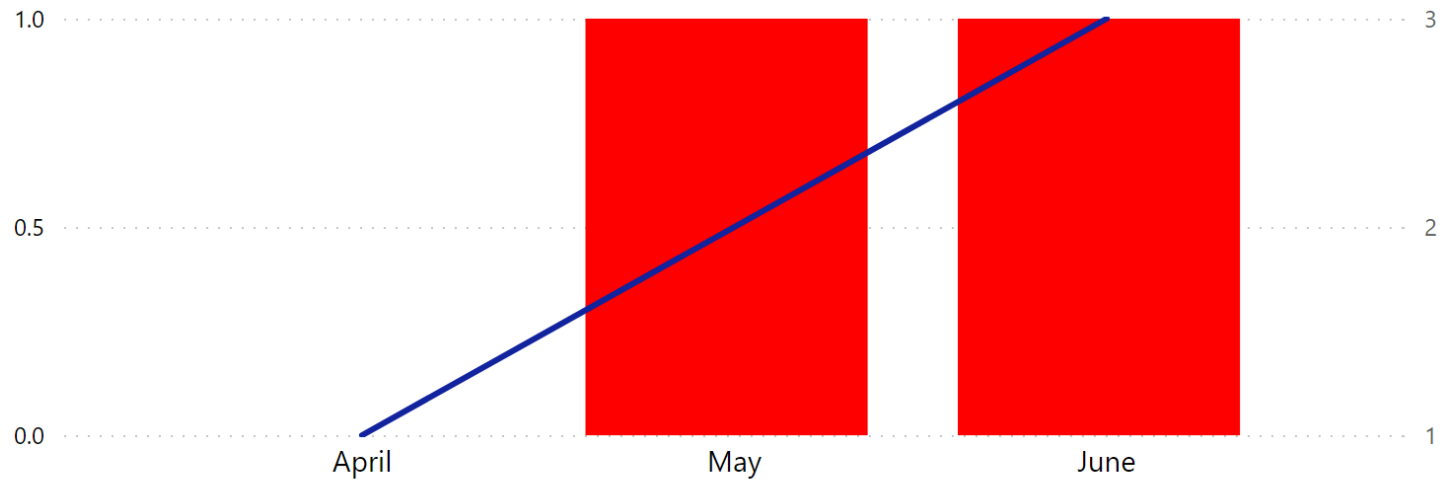
Page 95

Narrative

Narrative

The Heart of the South West Local Enterprise Partnership have been commissioned by the 5 Somerset Councils to undertake additional inward investment activity in Somerset. This is currently in the inception stage and we expect to see results in Q2.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Number of Gigabit Broadband Vouchers; claimed, issued and paid	Monthly	Yes	100	100	400

Status Trend



Reported Figures

Ref	April	May	June	Total
ED5	27	274	363	27

Progress To Target

Annual Target	April	May	June	Total
400	6.75%	68.50%	90.75%	166.00%

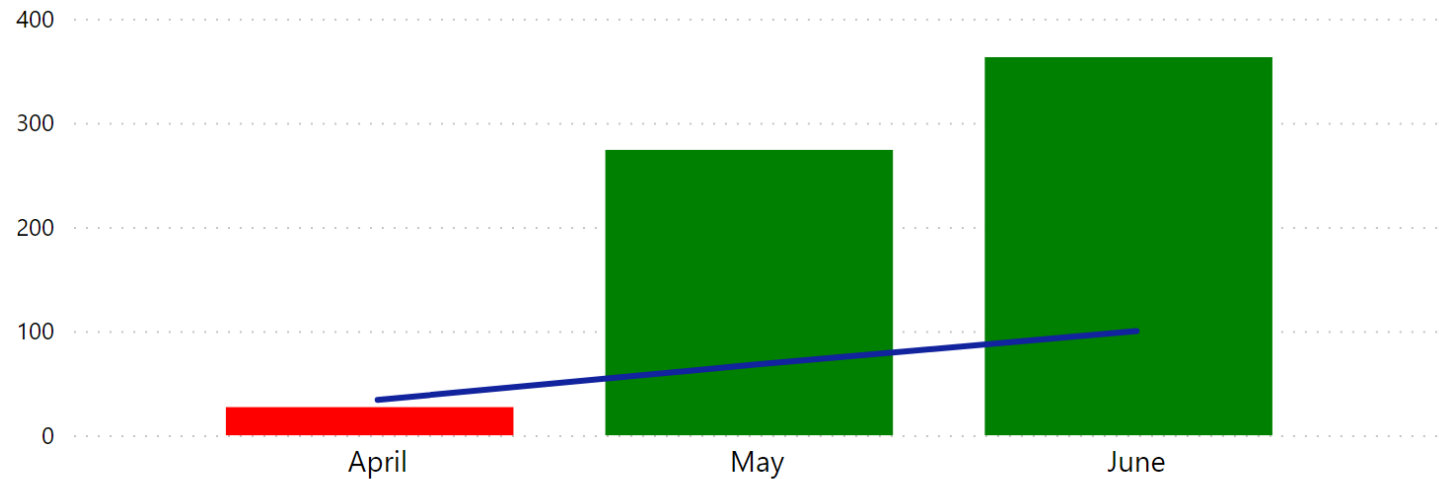
Page 96

Narrative

Narrative

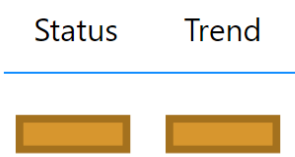
SSDC promotes and markets the Gigabit vouchers. Where required we also offer advice to communities and businesses to support with broadband connectivity.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Chard Regeneration programme measures	Monthly				



Reported Figures

Ref	April	May	June	Total
ED7			0	

Page 97

0.00

Average Figure

● Data-Number ● MonthlyTarget



Narrative

Narrative

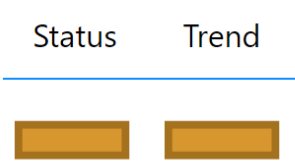
Public realm strand: The majority of the scheme has been delivered though we have experienced some delays relating to materials lead times, utility contractors' availability and weather conditions. There are snagging issues to resolve in particular in relation to the north side of Fore street.

Building grants strand: Work has been undertaken at Chard School to make urgent repairs to the front elevation and windows.

Community/culture strand: Planning has been underway for events



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Wincanton Regeneration programme measures	Monthly				



Reported Figures

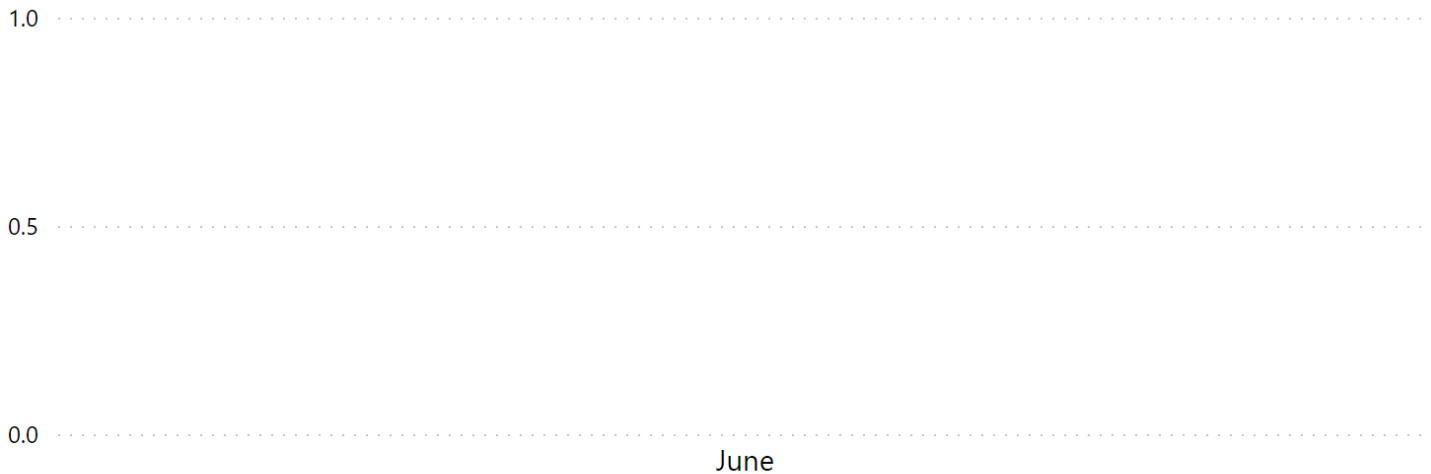
Ref	April	May	June	Total
ED8			0	

Page 8

0.00

Average Figure

● Data-Number ● MonthlyTarget



Narrative

Narrative

The contract for the public realm element of the project has been delayed pending a budget report to DX in July.



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Yeovil Regeneration programme measures	Monthly				

Status Trend

Reported Figures

Ref	April	May	June	Total
ED9			0	

Page 9

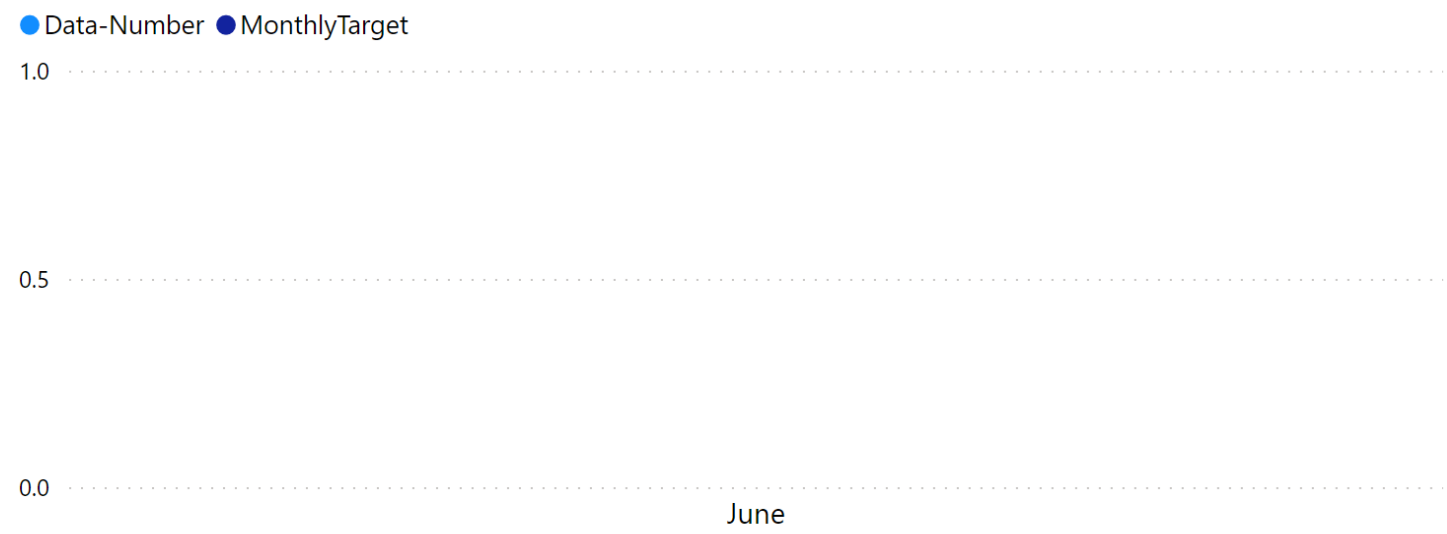
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Average Figure

Narrative

Narrative

Contracts for the public realm aspect of the project have been signed for the main streets.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Economic Development and Covid Recovery	Octagon development measures	Monthly				

Status Trend



Reported Figures

Ref	April	May	June	Total
ED10			0	

Page 1000

0.00
Average Figure

Narrative

Narrative

The stage 3 report is substantially complete but has not been delivered on time. The project is currently on time (within the 5% tolerance) and currently within budget.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number of planning permissions for new dwellings given per annum	Monthly	Yes	237	237	948

Status Trend



Reported Figures

Ref	April	May	June	Total
PL1	11	155	203	11

Progress To Target

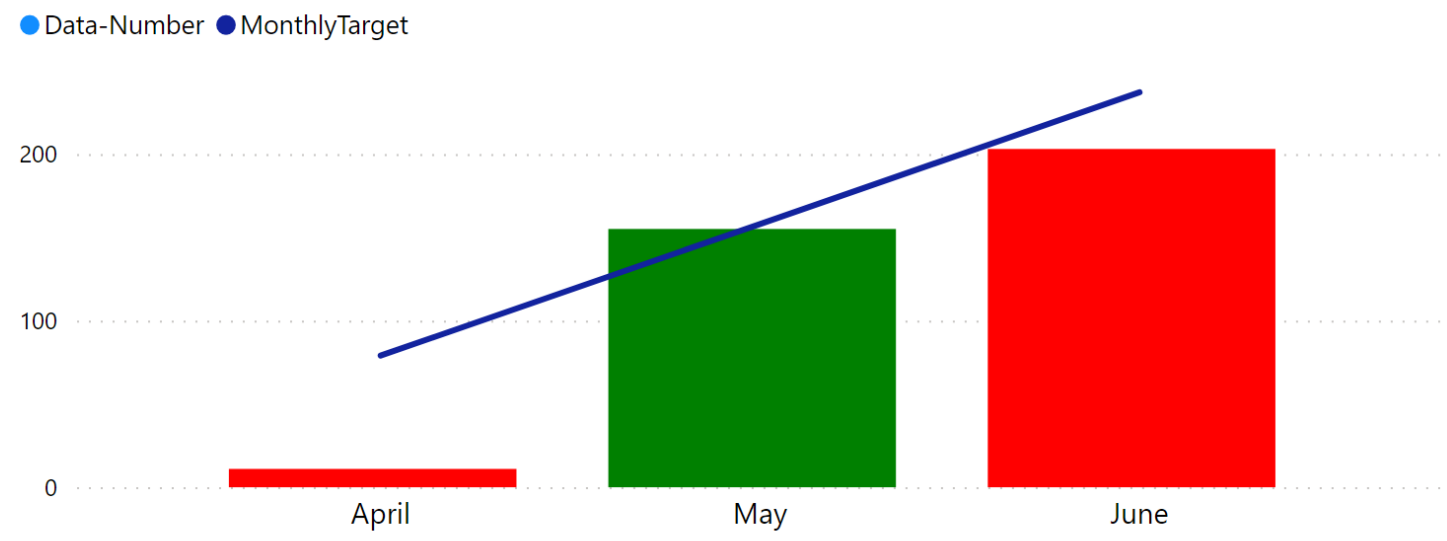
Annual Target	April	May	June	Total
948	1.16%	16.35%	21.41%	38.92%

Page 101

Narrative

Narrative

Number of new dwellings granted planning permission is below target due to the on-going phosphates issue.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number of affordable dwellings built (measure in the LHNA)	Quarterly	Yes	53	53	215

Status Trend



Reported Figures

Ref	June	Total
PL2	27	27

Progress To Target

Annual Target	June	Total
215	12.56%	12.56%

Page 102

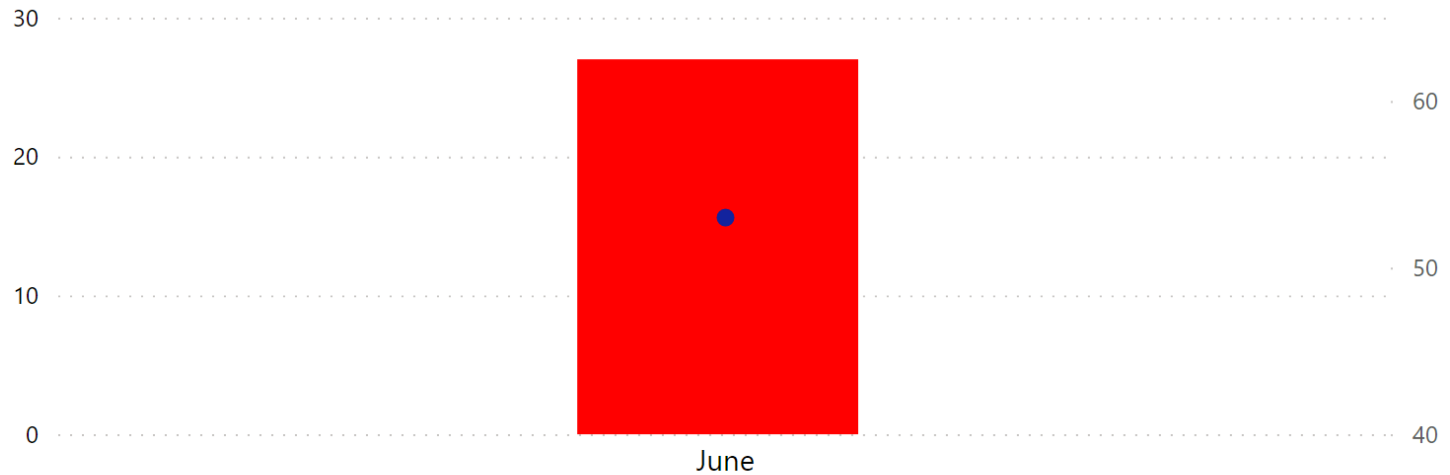
Narrative

Narrative

There were 2 developments due to be completed during quarter 1, 12 dwellings at Sparkford through Live West and a development of 4 dwellings in chard by Stonewater.

Abri also had 11 dwellings that were due for handover during the last quarter at their development in Ilchester although this development is not due to complete until February 2023

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number of affordable housing completed within rural areas	Quarterly	Yes	19	19	77

Status Trend



Reported Figures

Ref	June	Total
PL3	12	12

Progress To Target

Annual Target	June	Total
77	15.58%	15.58%

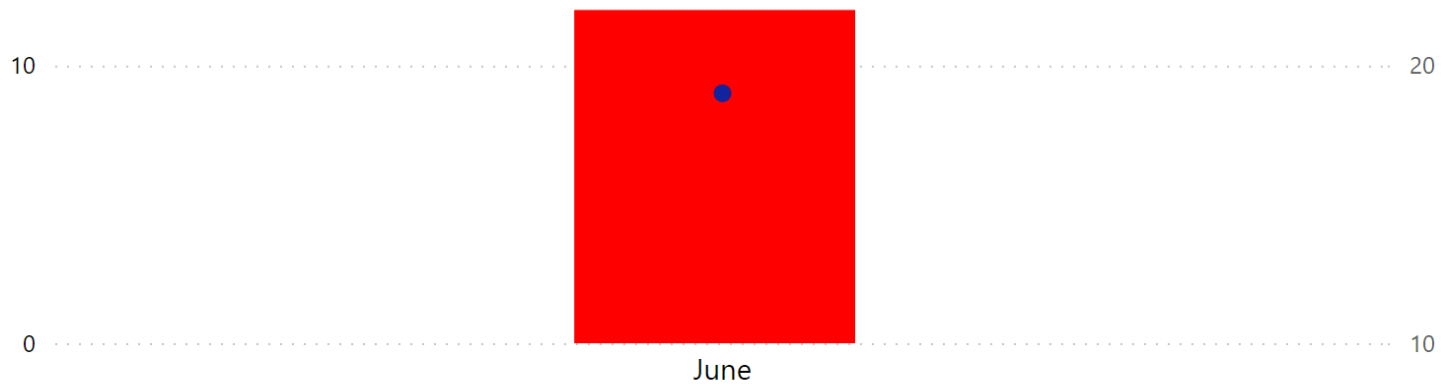
Page 103

Narrative

Narrative

There was one development due to complete in a rural area uring quarter 1, this was a site in Sparkford where 12 dwellings were due to be completed by Live West now delayed - awaiting additional information from the Development Manager at Livewest

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number of successful prevention cases – cases where SSDC intervention or assistance has prevented an individual becoming homeless	Monthly	Yes	40%	40%	40%

Status Trend



Reported Figures

Ref	April	May	June	Total
PL4	6%	0%	33%	0%

Progress To Target

Annual Target	April	May	June	Total
40	15.00%	0.00%	82.50%	97.50%

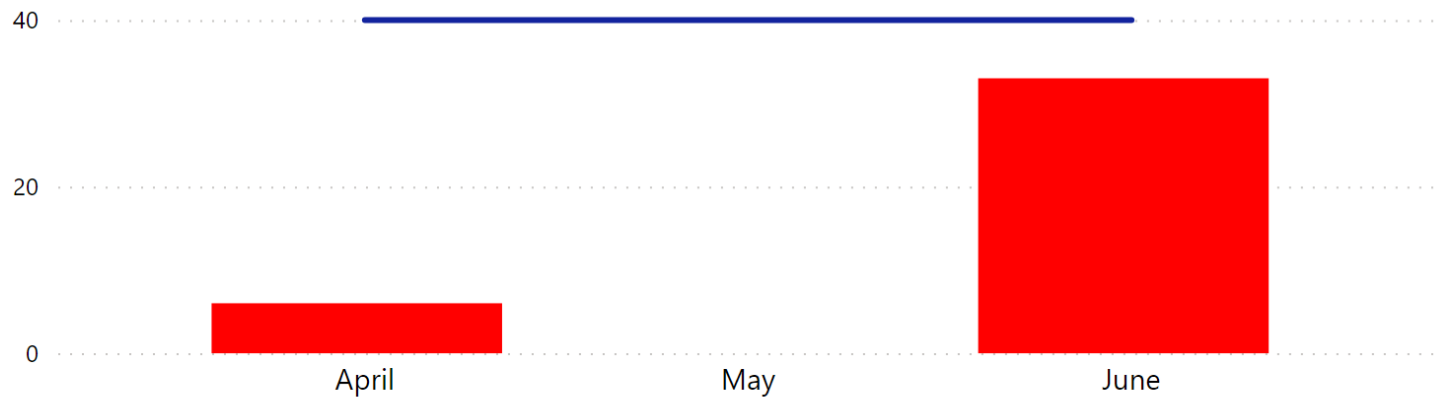
Page 104

Narrative

Narrative

There were 4 successful preventions recorded out of the 12 prevention duties that ended during June. The team are looking at the way we record data as we believe there to have been more successful preventions that have not been captured.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number in Bed & Breakfast accommodation - Families and Singles	Monthly	No	7	7	7

Status Trend



Reported Figures

Ref	April	May	June	Total
PL7	9	5	4	4

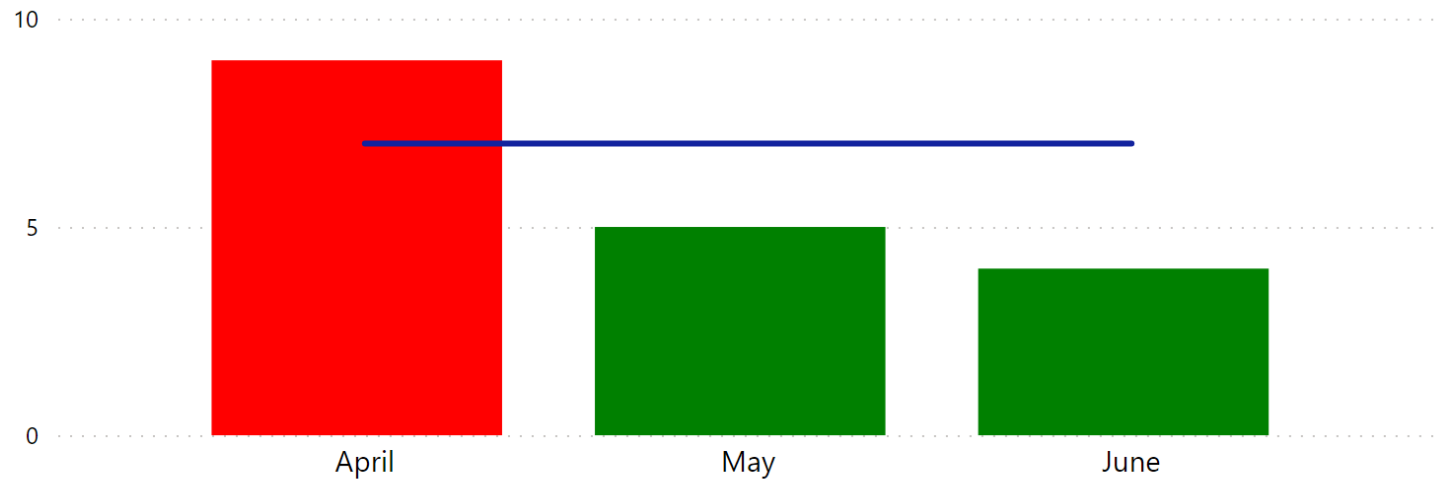
Page 9.00
Average Figure

Narrative

Narrative

There were 2 singles and 2 families in bed and breakfast at the end of June

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Places Where We Live	Number of development projects initiated following ongoing interaction with parish/community groups	Quarterly	No	3	3	3

Status Trend

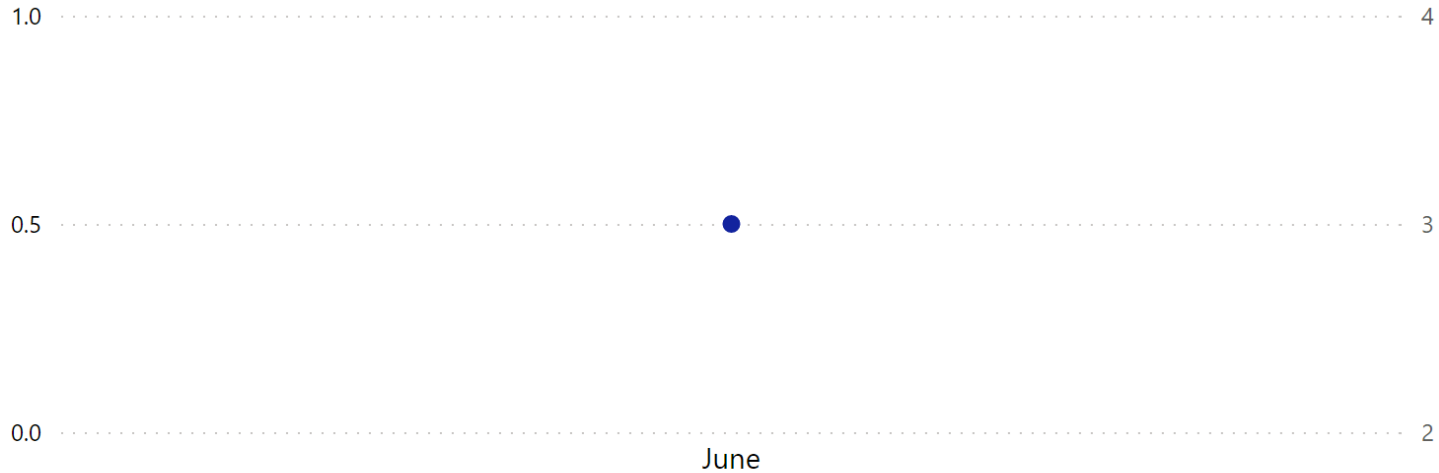


Reported Figures

Ref	June	Total
PL9	0	0

0.00
Average Figure

● Data-Number ● MonthlyTarget



Narrative

Narrative

There were no new projects initiated during quarter 1 although we continue to work with 3 groups to progress their projects



Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Number of employees directly engaged in transition programme. % of total workforce	Monthly	No	18%	18%	18%

Status Trend



Reported Figures

Ref	April	May	June	Total
LGR1	%	%	21%	%

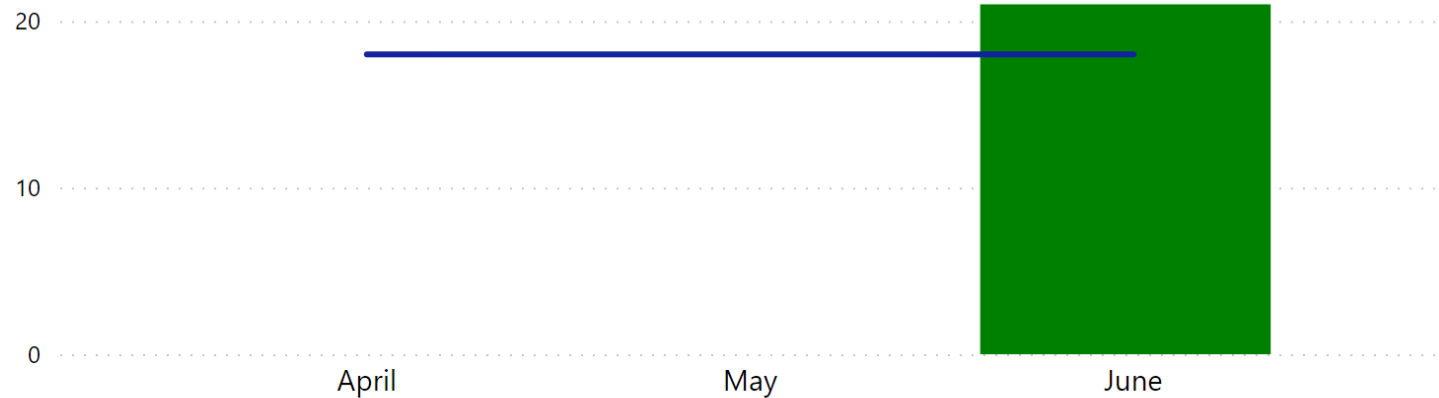
Page 107
21.00
 Average Figure

Narrative

Narrative

This figure is based on information provided by LGR programme. Some known additional staff working on LGR have been added (from information provided by 3 Lead Specialists). It assumes that everyone on the list is already working on the LGR programme. However, we are aware that some people have not yet started their work. Requests for information have not yet provided a full picture.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Average minutes taken to answer a call from customer	Monthly	No	4 Mins	4 Mins	Mins

Status Trend



Reported Figures

Ref	April	May	June	Total
LGR2	9 Mins	10 Mins	10 Mins	10 Mins

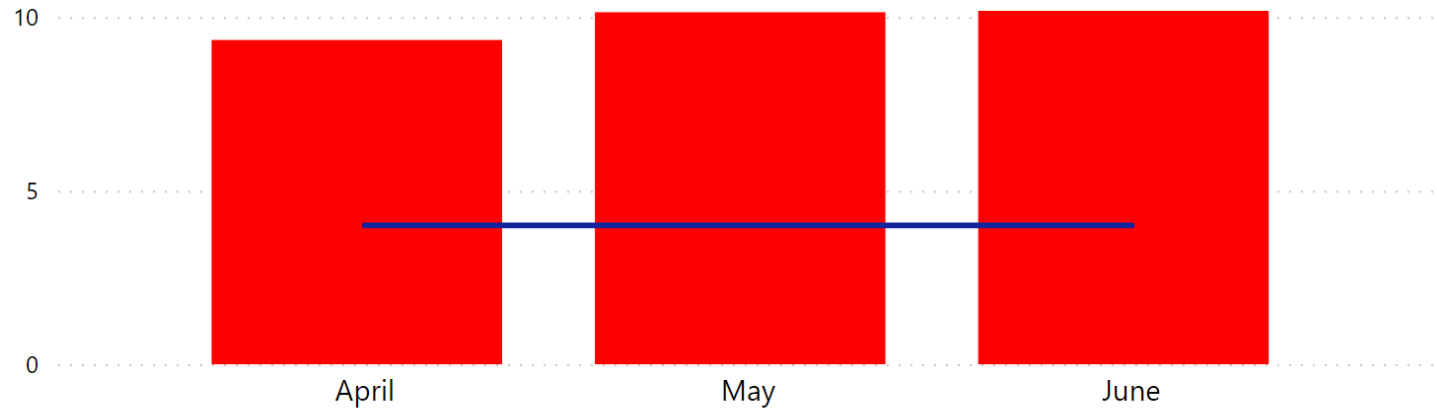
Page 9.89
108
Average Figure

Narrative

Narrative

We have seen an increase in demand on the phones due to Garden waste renewals and the energy rebates during a period when the team have been short staffed. Recruitment is underway and we expect to see an improvement in Quarter 2.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	% of annual Council Tax collected	Monthly	Yes	24%	24%	96%

Reported Figures

Ref	April	May	June	Total
LGR5	10%	19%	28%	10%

Progress To Target

Annual Target	April	May	June	Total
96	10.80%	20.18%	29.34%	60.32%

Status Trend



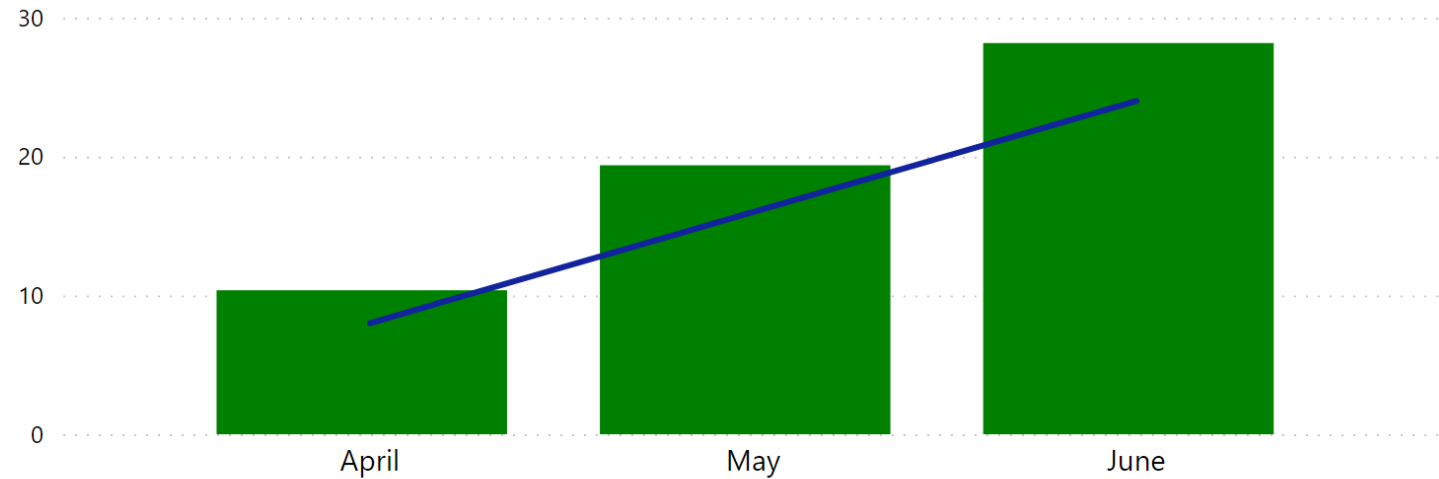
Page 109

Narrative

Narrative

A positive trend of collection due to Direct Debit take up continuing.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	% of annual National Non Domestic Rates (NNDR) collected	Monthly	Yes	24%	24%	96%

Status Trend

Reported Figures

Ref	April	May	June	Total
LGR7	16%	25%	35%	16%

Progress To Target

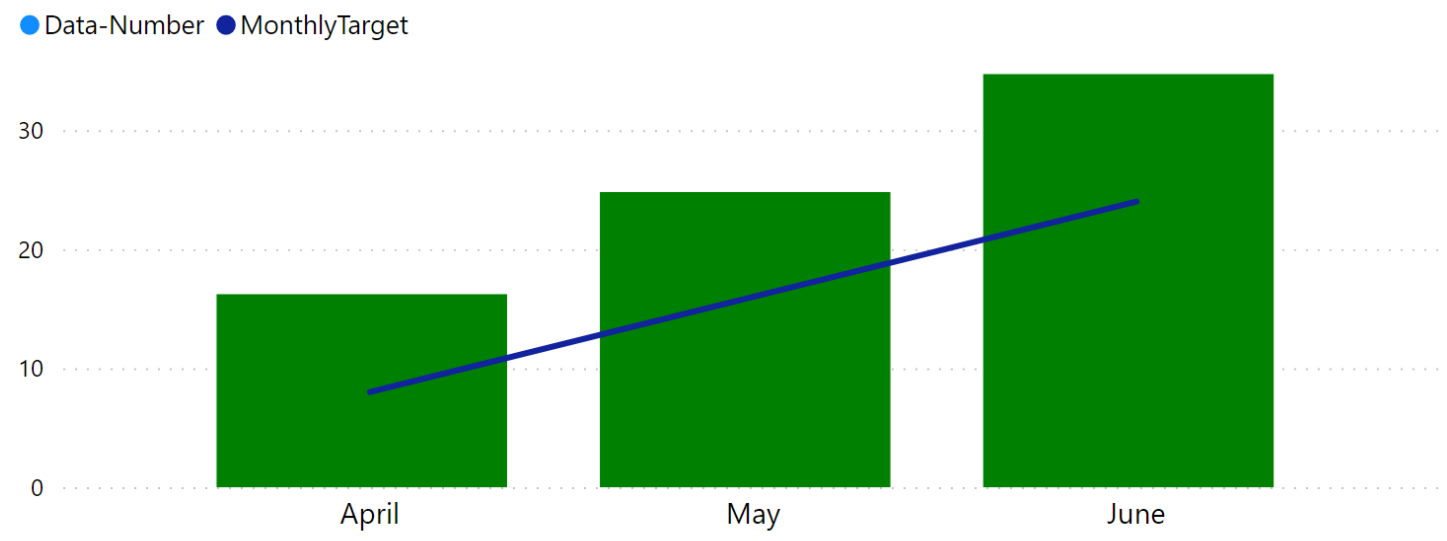
Annual Target	April	May	June	Total
96	16.90%	25.83%	36.16%	78.89%

Page 110

Narrative

Narrative

Recovery action has re-commenced following the pandemic with the first court held July for Business Rate customers with the highest arrears. This has had a positive impact on our collection rate.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Days to process	Monthly	No	21 Days	21 Days	21 Days

Reported Figures

Ref	April	May	June	Total
LGR9	37 Days	54 Days	59 Days	37 Days

Status Trend



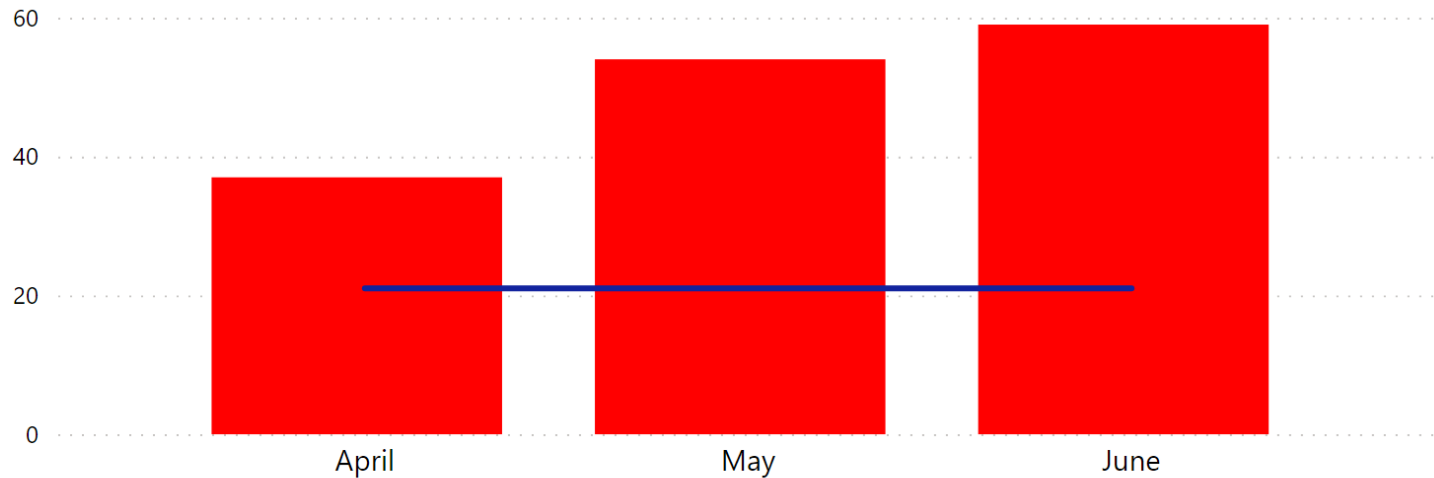
Page 11
50.00
 Average Figure

Narrative

Narrative

Due to losing some resources performance has dipped. Regular meetings & support from DWP is in place and recruitment ongoing.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Days to process	Monthly	No	7 Days	7 Days	7 Days

Status Trend



Reported Figures

Ref	April	May	June	Total
LGR10	3 Days	13 Days	6 Days	13 Days

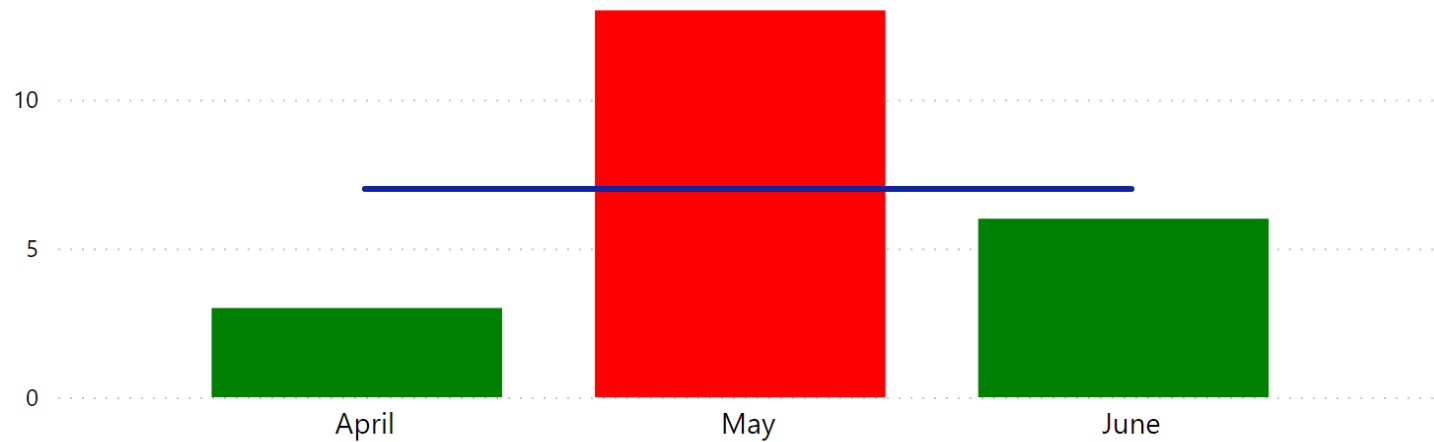
Page 7.33
12
Average Figure

Narrative

Narrative

Slight increase on last month but still below target

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Days to process	Monthly	No	30 Days	30 Days	30 Days

Reported Figures

Ref	April	May	June	Total
LGR11	52 Days	56 Days	68 Days	52 Days

Status Trend



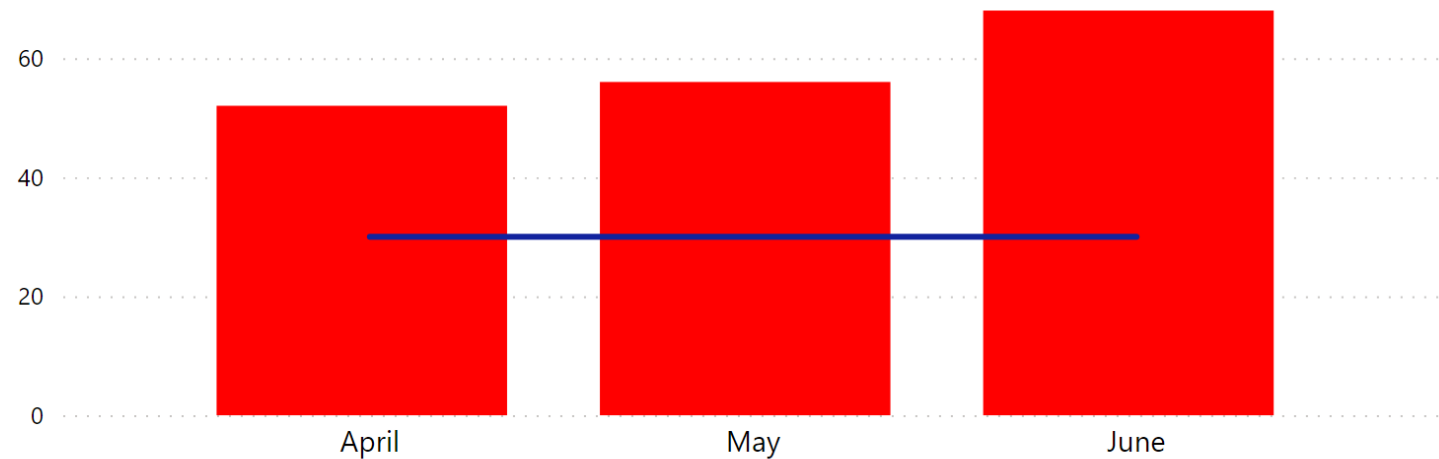
Page 13
58.67
 Average Figure

Narrative

Narrative

Speed of Processing has got worse this quarter due to resource issue. Recruitment is ongoing.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	Days to process	Monthly	No	7 Days	7 Days	7 Days

Status Trend



Reported Figures

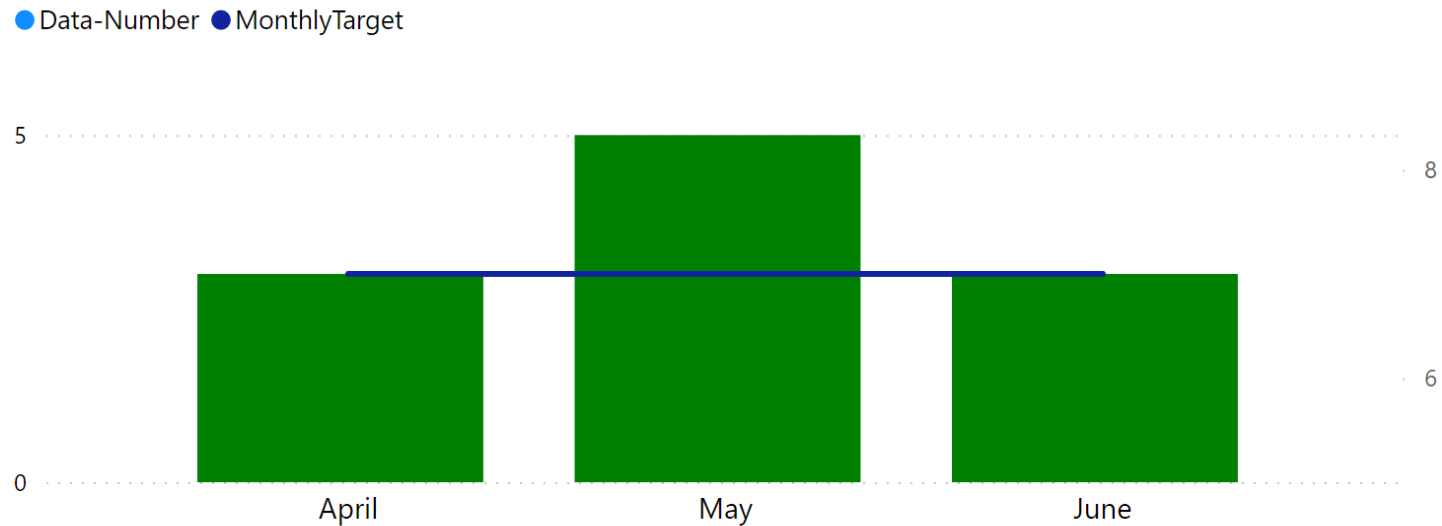
Ref	April	May	June	Total
LGR12	3 Days	5 Days	3 Days	3 Days

Page 14
3.67
 Average Figure

Narrative

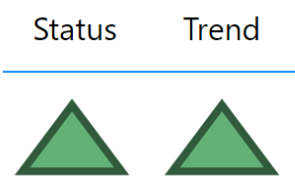
Narrative

Speed of Processing for CTS Change of circumstances is above target due to the auto processing of Universal Credit updates from the DWP which is around 70% of those received and processed on day 1.





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	The % of Major planning applications determined with 13 weeks or with an extension of time	Monthly	No	60%	60%	60%



Reported Figures

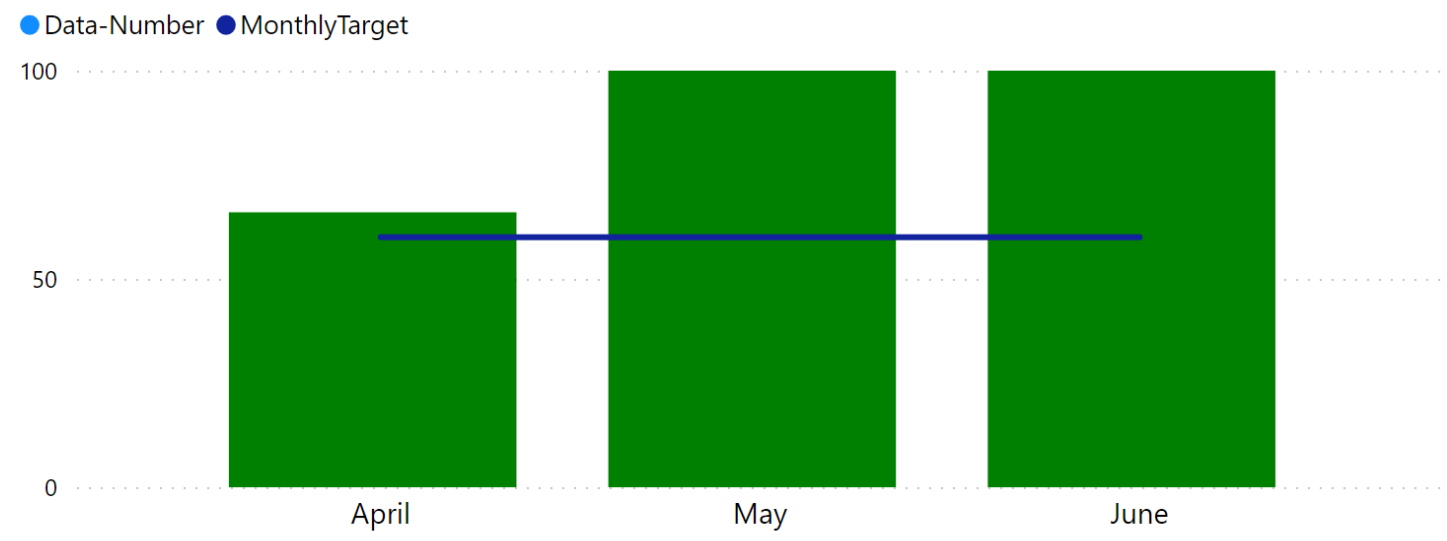
Ref	April	May	June	Total
LGR13	66%	100%	100%	100%

Page 15
88.67
 Average Figure

Narrative

Narrative

Similar to previous month, limited numbers of applications being determined masking a backlog of housing approvals held up by phosphates





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	The % of Minor planning applications determined within 8 weeks or with an extension of time	Monthly	No	70%	70%	70%

Status Trend

Reported Figures

Ref	April	May	June	Total
LGR14	96%	100%	77%	100%

Page 116

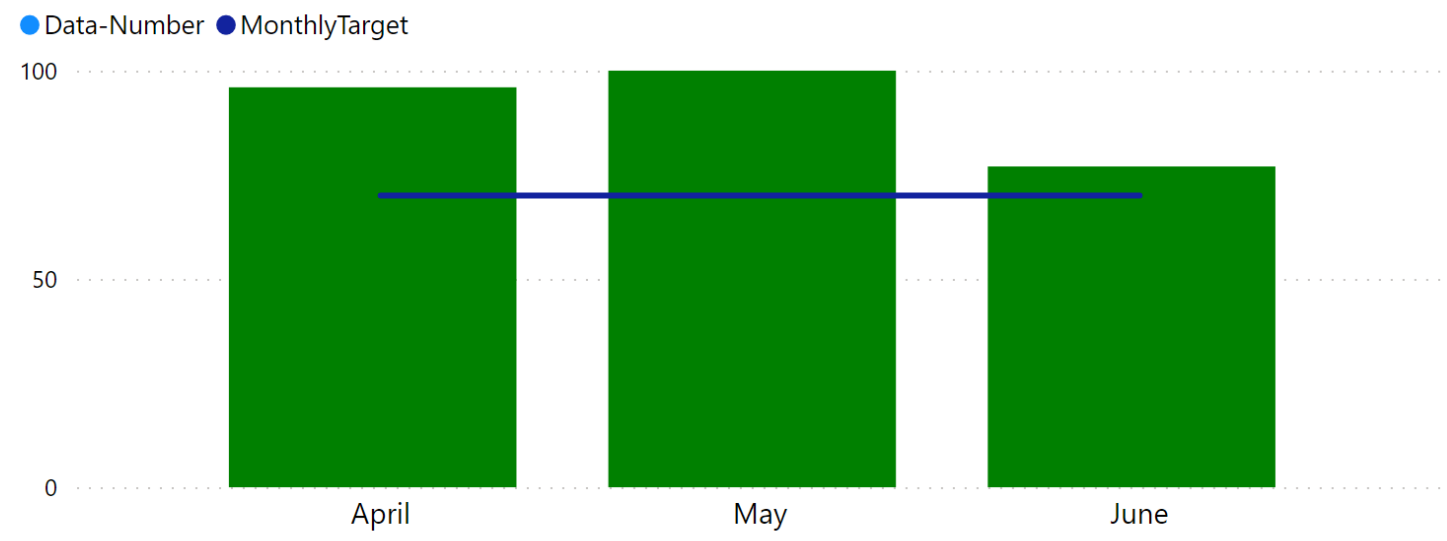
91.00

Average Figure

Narrative

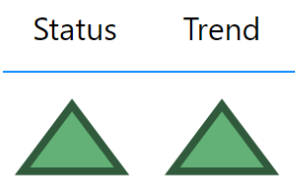
Narrative

No change in commentary from previous month as constraints upon releasing many consents remain in place





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	The % of Other planning applications determined within 8 weeks or with an extension of time	Monthly	No	80%	80%	80%



Reported Figures

Ref	April	May	June	Total
LGR15	98%	95%	88%	88%

Page 117

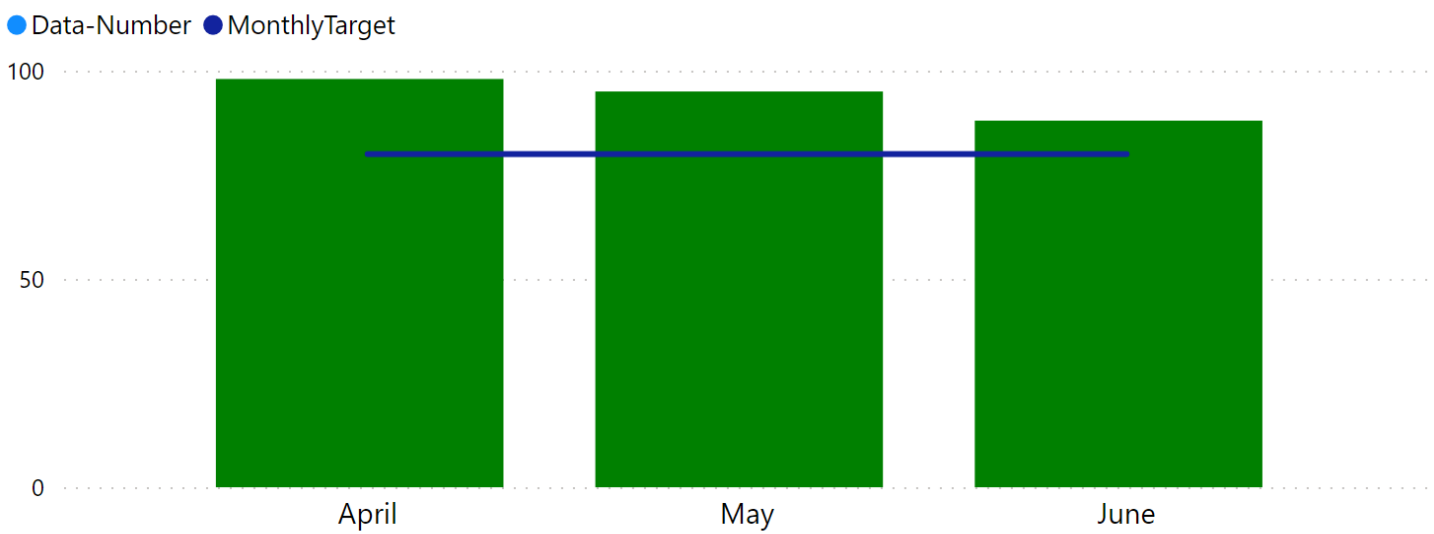
93.67

Average Figure

Narrative

Narrative

Not impacted by phosphates so officers can generally concentrate upon issuing decisions





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	The % of overall decisions subject to agreed extension of time	Quarterly	No	60%	60%	60%

Status Trend



Reported Figures

Ref	June	Total
LGR16	54%	54%

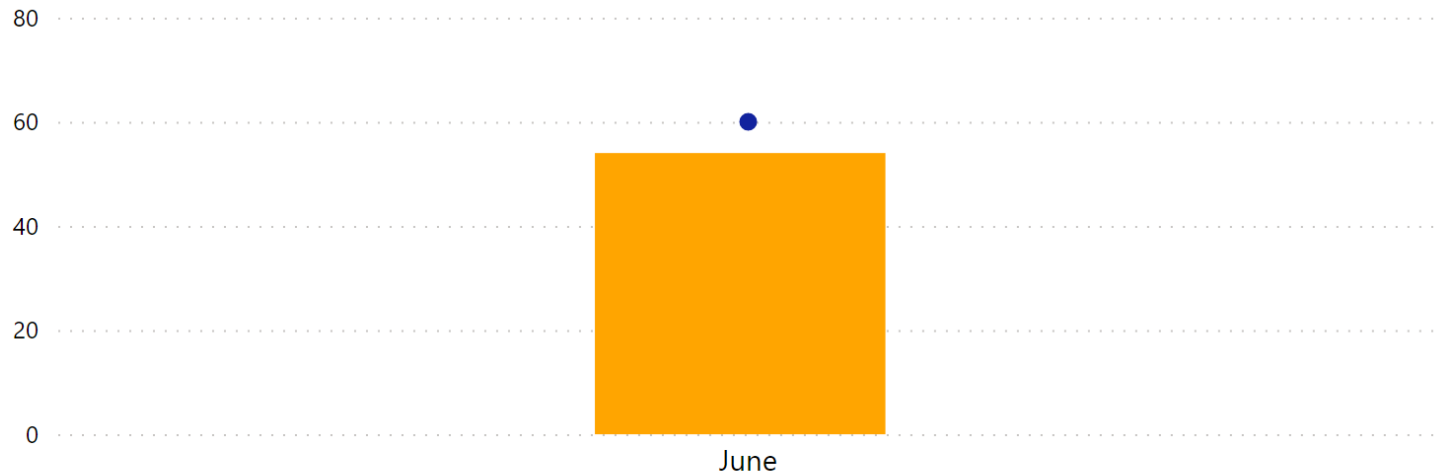
Page 18
54.00
 Average Figure

Narrative

Narrative

Officers are having delays in securing feedback from Somerset Ecology Services and need to resolve whether that advice is material to their decision. As a consequence the decision making timetable is held up by the input of consultees which is why the percentage is over 50% but green status as much of the delay is out of our control.

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	The number of days between receipt of application and start of validation – the aim of this measure is to be on or under target	Monthly	No	10 Days	10 Days	10 Days

Reported Figures

Ref	April	May	June	Total
LGR17	13 Days	13 Days	13 Days	13 Days

Status Trend



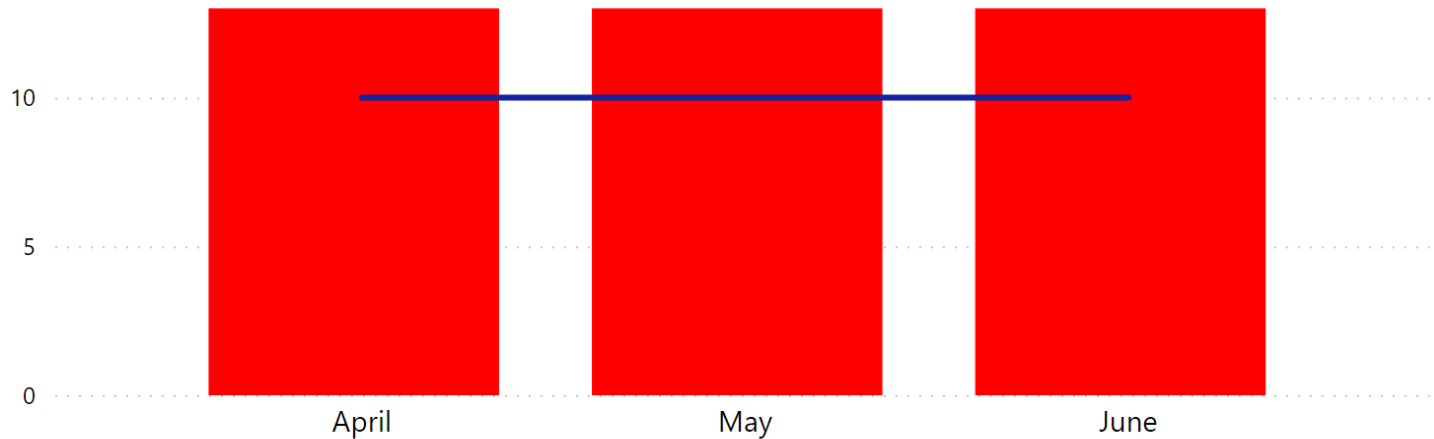
Page 1 of 19
13.00
 Average Figure

Narrative

Narrative

Recruited to fill a vacancy with temporary staff & have concluded an internal promotion that will also provide support for validation so expecting an improvement in July

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	% of planning control breaches that are proceeding to formal action	Monthly		10%	10%	10%

Status Trend



Reported Figures

Ref	April	May	June	Total
LGR18	%	%	12%	%

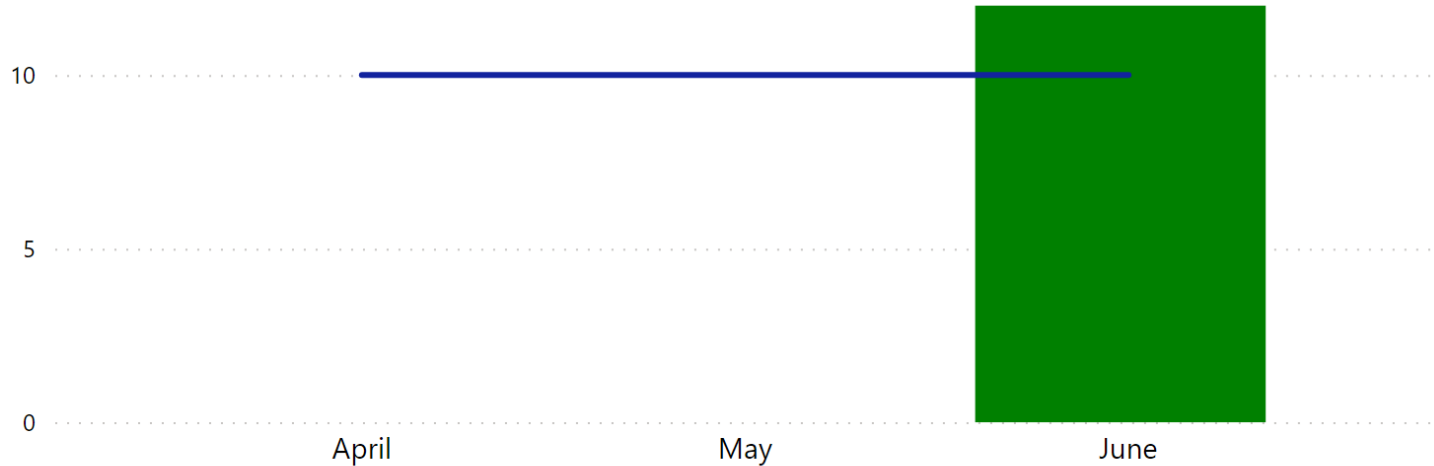
Page 120
12.00
 Average Figure

Narrative

Narrative

Despite the amount of cases that the team are still currently investigating, the progression to formal action, where necessary, is still being achieved

● Data-Number ● MonthlyTarget





Focus Area	KPI Description	Frequency	Cumulative	Monthly Target	Quarterly Target	Annual Target
Local Government Reorganisation	% of fly tips collected within 3 working days after reporting	Monthly	No	100%	100%	100%

Status Trend



Reported Figures

Ref	April	May	June	Total
LGR21	100%	100%	100%	100%

Page 21

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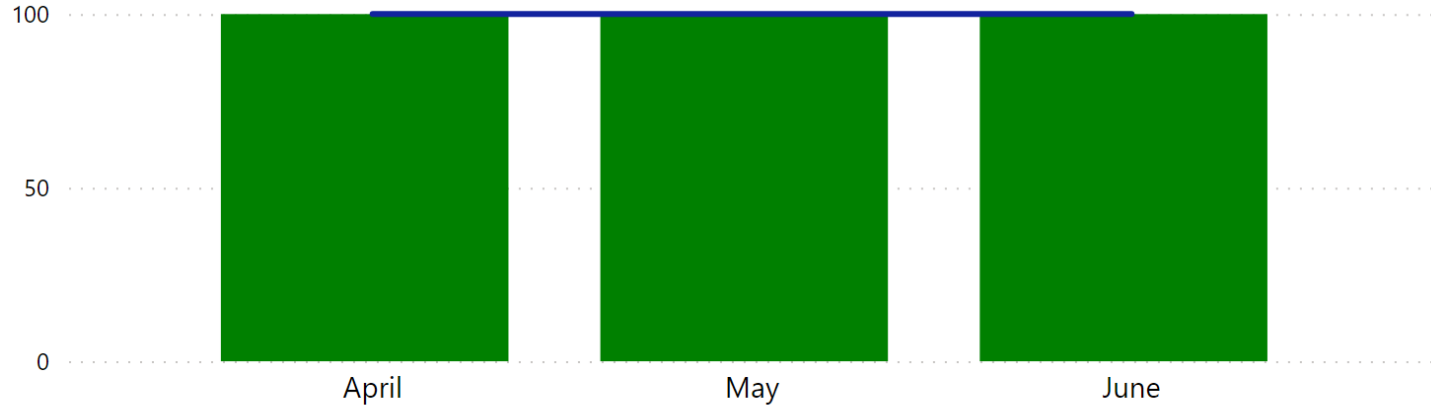
Average Figure

Narrative

Narrative

June 2021 = 32
 June 2022 = 44
 This is an increase of 12 for the same month in the previous year or 37.5% increase
 All collected on time

● Data-Number ● MonthlyTarget



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	Q1 performance report
Type of proposal (new or changed Strategy, policy, project, service or budget):	report
Brief description of the proposal:	Report on data for 50 Key performance indicators of SSDC services
Name of lead officer:	Kate Arscott

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 for information only	
Service Director / Manager sign-off and date	05/08/2022 Brendan Downes
Equalities Officer sign-off and date	05/08/2022 David Crisfield

Wincanton Regeneration Scope Change

Executive Portfolio Holder	Cllr Sarah Dyke, Wincanton Regeneration
Strategic Director:	Peter Paddon, Acting Director of Place and Recovery
Service Manager:	Natalie Fortt, Regeneration Programme Manager
Lead Officers (for report):	Pam Williams, Wincanton Regeneration Project Manager James Griffin, Regeneration and Capital Accountant
Contact Details:	Pam.williams@southsomerset.gov.uk James.griffin@southsomerset.gov.uk

Purpose of the Report

To seek agreement from District Executive to significantly alter the scope within the approved budget of the Wincanton Regeneration Project from that agreed by District Executive in February 2022. This will provide a focused workstream on the re-use of key vacant properties until the end of March 2023. This new focus will provide better regeneration outcomes for Wincanton.

Forward Plan

This report was added to the forward plan in August 2022 with an expected date of September 2022

Public Interest

The intention is to focus resources on the main priority of bringing key vacant premises back into use to ensure that work advances as far as possible, in the remaining months of the Wincanton regeneration project, until the end of March 2023, when the new Somerset Council comes into being. This new focus will provide better regeneration outcomes than the public realm works proposed previously. Additional footfall in the town centre will be generated, which will also support existing businesses and add to the vibrancy of the area.

The important work of events and activities, plus building repair grants will also continue but applications closed for both at the end of August to enable completion in March 2023. Whilst public realm construction will not commence, the Highways Safety Audit 2 works will be completed to allow Somerset Council the option to progress public realm works in future.

Recommendations

That District Executive recommends to Council to approve:

A significant change in project scope, within the existing agreed capital budget, to accommodate the revised over-riding priority of bringing key vacant premises back into use (more detail provided in the Confidential Appendix).

Whilst noting that:

- The events and activities, plus building repair grants work will also continue but applications closed for both at the end of August to enable completion in March 2023.
- Whilst public realm construction will not commence, the Highways Safety Audit 2 works will be completed to allow Somerset Council the option to progress public realm works in future.
- Agreement will be sought from Somerset County Council for any land acquisition or Compulsory Purchase Order under the s24 Direction that is over the value of £100k.

That District Executive agrees that the sum of £260k allocated to Wincanton Public Realm works on 7th July 2022, from the Corporate Capital Contingency Budget, remain within this project's budget and used to finance the changed project scope. (The figures presented within this report have made the assumption that this will be agreed by District Executive).

Background

1. A meeting of Wincanton Regeneration Board held 1st August 2022 reached consensus on the way forward in the remaining seven months (up until 31 March 2023) of the project, prioritising the re-use of key vacant premises. This new focus will provide better regeneration outcomes than the public realm works proposed previously. Additional footfall in the town centre will be generated, which will also support existing businesses and add to the vibrancy of the area.
2. Other consensus reached was that the important work of events and activities, plus building repair grants would also continue with applications to close for both at the end of August to enable completion in March 2023. Also, that public realm construction will not commence but Highways Safety Audit 2 works will be completed to allow Somerset Council the option to progress public realm works in future.
3. The focus to bring key vacant premises back into use may require the use of a Compulsory Purchase Order (CPO). The first phase will include options and feasibility work, plus public consultation required to agree an end-use, prior to acquisition. A project plan is being developed for this towards clear proposals for a three-phased approach for future acquisition, demolition and re-development.
4. The next section of the report sets out the proposed revision to project scope within the agreed budget.

Project Scope

5. To concentrate work on key vacant properties, the following workstreams will be de-scoped. Table one below sets out the budget by workstream, as previously envisaged, which will be remaining beyond 31 August 2022.

Table 1



Work-stream	De-scope timescale	Anticipated residual budget*
Wayfinding and signage	Immediate	180,000
Events and Activities grants	Closed to new applications on 31 August. Applications will only be processed for events which can happen and be claimed by 31 March 2023	*29,000
Public Realm Design	Completion by September of Stage 2 Highway Safety audit and 'technical approval' to construct. No further work to undertake	0
Public Realm construction	Immediate – contract not entered in to	1,360,000
Property Project	Applications/Expressions of Interest already received will be processed. Closed to new applications on 31 August. Works will need to be fully completed and final claims made by 11 March 2023.	*92,557
Anchor Store retailer review	Immediate – no foundation work undertaken	5,000
Marketing/image development	Immediate – no foundation work undertaken	40,000
Seasonal planting	Immediate – not required (commuted maintenance sum for planting proposed within public realm scheme)	52,000
	Budget surplus generated by de-scope	1,758,557

*balance if pipeline grant applications are approved and once existing commitments are honoured.

Workstream scope

6. To bring key vacant premises back into use, renewed attempts will be made to engage owners. As a tool of last resort, the use of compulsory purchase powers could be considered.
7. If land/property requires the use of compulsory purchase powers, an early step in this process would be obtaining an 'in principle' decision from District Executive to use these powers and also other powers to obtain information and require access to the site. This 'in principle' request would need to include the intended use of the site so initial work on options and feasibility including public engagement is therefore required before a preferred end use can be recommended to District Executive.
8. To advance this work, external consultancy support required would include:
 - undertaking surveys (from adjacent publicly accessible areas) to inform designs and cost
 - advice on future end uses for key location(s) having regard to acceptable town centre uses and site suitability



South Somerset District Council

- assessment of demand and impact of proposed end uses
- create concept designs with visualisations
- to prepare and evaluate on-line and in person consultations including developing material
- production of cost plan with site relevant, high-level sums
- provide clear recommendations which reflect above and a phased approach to delivery
- specialist legal/planning advice to support in-house teams

9. Briefs for these services will be developed so that procurement can be progressed promptly.

10. The ambition for the town centre is to have quality mixed-use development, which combines upper floor residential and ground floor commercial. The options and feasibility work will guide the next stages, which is essential to bring about the change needed in the heart of the town.

Project Budget

11. Although now closed to new applications, expenditure on the property grants programme is expected to be approximately £92,000. Eighteen expressions of interest were received in the five months the grant programme was open. Applications are from owners of prioritized buildings requiring urgent or high level works such as gutters and fascias. This workstream will deliver visible benefits to historic town centre buildings once works are completed.

12. It is anticipated that the cost of the CPO external consultancy support would be in the region of £40,000. The options and feasibility consultancy is estimated at £25,000 and specialist legal/planning support up to £15,000. The £40,000 total figure for external support reflects the scope of work that can be completed by end March 2023.

13. The furtherance of work on the Levelling-Up fund bid is also retained within scope with no change to the existing (£65,000) budget proposed, pending the decision on the bid which is expected in Autumn/Winter this year.

14. Table 2 below shows the proposed budget for Wincanton Regeneration project. Provisional costs related to acquisition, demolition and future development are being worked-up and will form part of a cost review during the feasibility and options phase. A timeline and project plan are also being developed.

Table 2: Wincanton capital and revenue budget re-profiled for 2022/23 and 2023/24

Project/Package	Approved 2022/23 £000's	Revised 2022/23 £000'S	Revised 2023/24 £000's	Total Budget £000's
Wincanton Regeneration Capital Programme Budget	2,359	620	1,739	2,359
Wincanton Regeneration Revenue Programme Budget	293	273	20	293
Total	2,652	893	1,759	2,652

Financial Implications

15. Table 2 (above) shows a revised budget £0.893m for this financial year 2022/23 with the sum of £1.759m re-profiled into 2023/24 for future works relating to acquisition, demolition and development. The scope of the project and detailed budget allocations within the total approved budget will be determined upon conclusion of the options and feasibility work. The overall Wincanton Regeneration project budget is unchanged at £2.652m and will be financed as shown in the table below.

Table 3: Wincanton capital and revenue budget financing

Wincanton Regeneration Capital Funding Sources	Amount £000's
Capital Funding	
Capital Receipt (Churchfield)	478
Regeneration Reserve	190
External Borrowing	1,691
Total Capital Funding	2,359
Revenue Funding	
Regeneration Reserve	293
Total Revenue Funding	293
Total Funding	2,652

16. District Executive approved an additional £0.260m to enable the construction contract for public realm works to be entered into at their meeting in July 2022. The figures above retains this funding for the future re-development project and District Executive is being asked to confirm this in the recommendations shown at the front of this report.
17. The majority of the capital expenditure for the project (£1.7m) has been previously agreed to be financed by the use of Prudential Borrowing. Members should note that the Bank of England's base rate currently stands at 1.75% and it is widely believed that this will increase during the rest of this financial year. The 2022/23 revenue budget agreed by Full Council in February 2022 assumed a prevailing interest rate of 1% for the year.
18. The Chief Finance Officer advises District Executive in the Quarter 1 revenue budget monitoring report, on the same agenda as this report, of the possible impact the higher interest rate will have on the council's revenue budget. The figure given is for the whole of the council's capital programme that is to be financed by Prudential Borrowing including the Wincanton Regeneration Project. District Executive does have the option, if it wishes, to cease further activity on this project and by so doing decrease the council's overall borrowing needs saving between £125k and £150k per annum to the revenue budget (the total MRP and interest charges).

Legal implications (if any) and details of Statutory Powers

19. It is likely that Legal support will be necessary, both from our internal team and external legal advisors. Use of the following legislation may be required:

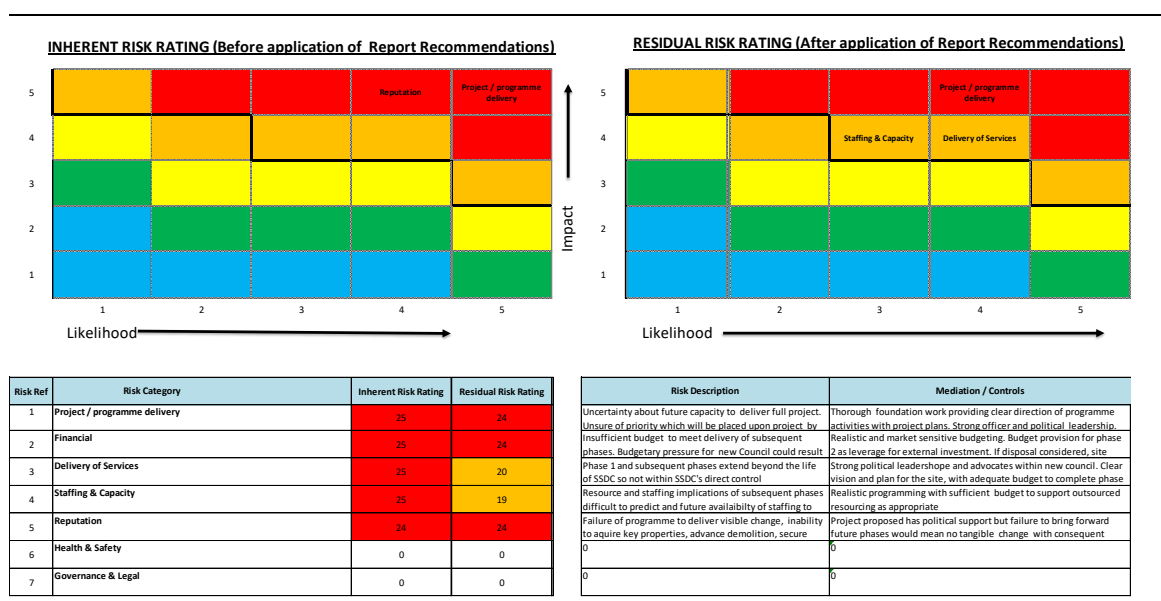


South Somerset District Council

- Local Government (Miscellaneous Provisions) Act 1976 and/or section 5A Acquisition of Land Act 1981 to secure information about ownership and occupation
- Housing and Planning Act 2016 to obtain the right to enter and survey or value the Land and if necessary appoint consultants and/or contractors for these purposes
- Planning Act powers to bring about the development, redevelopment or improvement of the land

Risk Matrix

20. The risk matrix shows risk relating to the Council Plan headings.



21. Despite the mitigation measures put in place, a number of significant risks remain. If members agree the suggested changes to the project scope, the project would continue beyond vesting day, so final delivery is beyond the control of this council. However, the project does have the support of the new Somerset County Council Ward Members who will of course continue to represent Wincanton for the new Somerset Council.

22. Whilst options and feasibility work will provide greater clarity, there remains a high level of financial risk at this stage as there is uncertainty around the site conditions, future use and purchase costs of any potential property acquisitions.

23. If the council is required to seek a CPO, there is no guarantee that the order will be granted. Funding for specialist legal advice is included in the revised budget but there remains a reputational risk to the council should the CPO be unsuccessful and therefore the anticipated outcomes of the Wincanton Regeneration Project not fully delivered.

Council Plan Implications

24. Wincanton regeneration is included as a priority project in the SSDC Corporate Plan: Annual Action Plan 2022-23. This report therefore directly links to and supports this priority.

Carbon Emissions and Climate Change Implications

25. None directly arising from this report.

Equality and Diversity Implications

26. This report is purely a financial change of scope. Equality and diversity will be considered at the relevant stages as the project advances.

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.	
Whilst the public realm schemes, which are to be removed from scope, would have resulted in some improvements advantageous to people with protected characteristics, these particular elements were not guaranteed. The overall change in scope, therefore, does not result in any material change that would lead to negative impacts for residents sharing protected characteristics. The report sets out initial steps, timeline and budget which will be refined to reflect work planned over the remaining seven months of the project and beyond. A full EIA is not required.	
Service Director / Manager sign-off and date	N Fortt 10/08/22
Equalities Officer sign-off and date	Dave Crisfield 10 th August 2022

Privacy Impact Assessment

There are no identified issues relating to this matter.

Background Papers

District Executive and Full Council reports February 2022
District Executive report July 2021

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

Document is Restricted

Sale of commercial development land at Lufton, Yeovil (Lufton 2000 joint venture)

Executive Portfolio Holder:	Cllr John Clark, Portfolio Holder for Economic Development including Commercial Strategy
Ward Member(s)	Cllr Barbara Appleby, Cllr Peter Seib, Cllr Jeny Snell
Strategic Director:	Jill Byron, Solicitor and Monitoring Officer
Service Manager:	Robert Orrett, Commercial Property, Land and Development Manager
Contact Details:	Robert.orrett@southsomerset.gov.uk or 01935 462075

Purpose of the Report

1. To recommend the sale of the Council's 50% share in the Lufton 2000 Joint Venture to its joint venture partner Abbey Manor Developments Limited.

Forward Plan

2. This report did not appear on the District Executive Forward Plan. The basis of the proposed sale has been agreed in principle with the other party, subject to District Executive decision making. Like most transactions, delay at this stage would reduce the prospect of a successful outcome.

Public Interest

3. The Council owns a 50% share in an area of land intended for commercial development on the west side of Lufton Trading Estate, Yeovil. The proposal is for the Council to sell its share to the joint venture partner in return for an immediate capital receipt reflecting the current value of the Council's interest. There are commercially sensitive details with this matter and those are contained in a confidential appendix to protect the commercial position of the buyer and the joint venture partner.

Recommendations

4. That District Executive recommend that Full Council agree to:-
 - a. note the contents of this report.
 - b. approve the proposal to sell the Councils share in the Joint Venture asset named Lufton 2000 on the terms outlined in the confidential appendix to this report.



South Somerset District Council

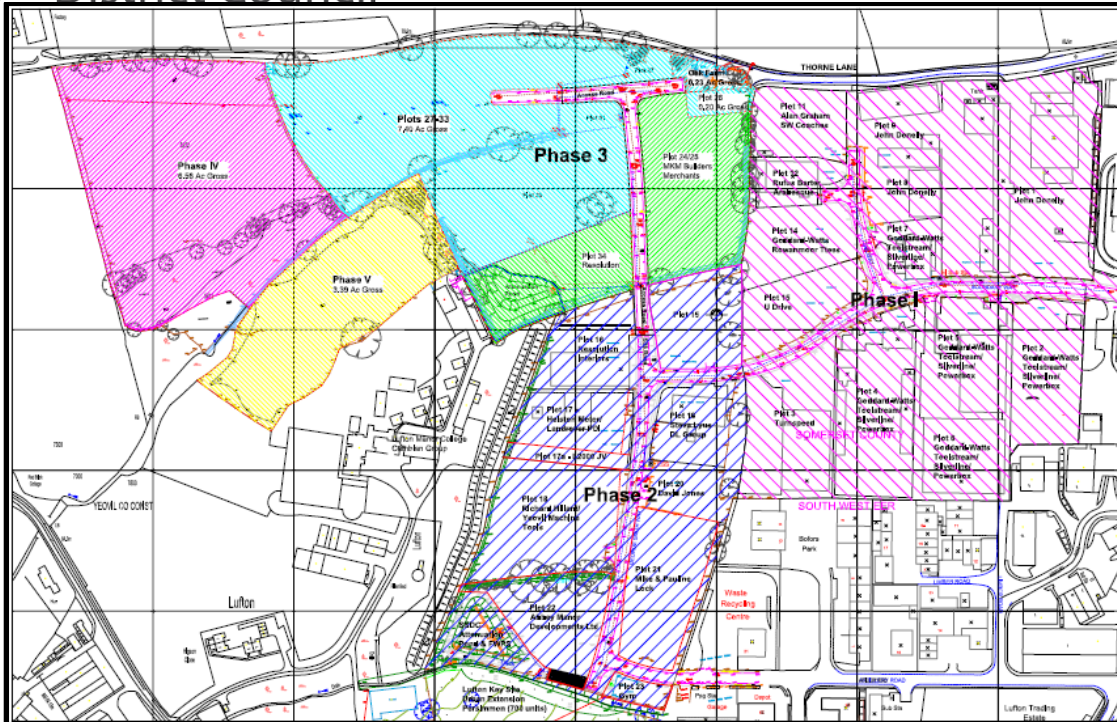
- c. authorise the Chief Financial Officer to seek the approval of the Somerset County Council to the sale under the Section 24 direction.
- d. If proposal is approved, to delegate the power to the Solicitor and Monitoring Officer to approve the detail of the sale, subject to the price being no worse than the minimum identified in the confidential appendix to this report.

Background

5. The Council entered into a joint venture (JV) contractual agreement (a Declaration of Trust and Joint Venture) with Abbey Manor Developments Limited (AMDL) on 10 September 1999 under which the parties jointly acquired land at Lufton Trading Estate with the stated purpose being to “facilitate the development of the Property for commercial and industrial purposes.....generating a proper financial return on the investment made”. In March 2006, the parties jointly completed the purchase of further land adjoining the initial ownership.
6. Over the 23 years since the JV was entered into, approximately 67% of the total land area has been sold by the JV partners. The remaining land amounts to 13.05 acres (5.281 ha) of developable land. Based on past rates of progress, this residual land may take might take 10-15 years to conclude disposal of all areas. There is no current live interest.
7. AMDL has proposed to Council Officers that AMDL would purchase the Council’s share of the JV to produce a position where AMDL becomes the sole owner. The Council and AMDL have approached their respective positions fully at arm’s length but are subject to the previously agreed terms of their legal contract.

JV Land Ownership

8. This land was acquired by the JV in two phases – in 1999 and 2006. The total land area acquired was 51.15 acres (20.701 ha). The extent of the land is shown on the plan below. The original ownership comprised all of the areas coloured on the plan. The approach has been for the JV to obtain planning consent and deliver infrastructure for the area. There have then been sales of sites for development of premises by/on behalf of end users.
9. Phases 1 and 2, and the part of phase 3 coloured green have been disposed of except for estate roads and infrastructure. The residual land owned by the JV comprises the remainder of phase 3 together with phases 4 and 5 – areas coloured pale blue, purple and yellow on the plan. The remaining gross area owned by the JV is 18.48 acres (7.48 ha). There is significantly less land area in “net” terms due to areas of woodland, ponds, roads for adoption or similar.



10. The areas coloured green are the last plots sold off. These were both sold in late 2018.

Development Approach

11. The land acquired by the JV has been subject to outline planning applications to establish the principle for development. Phase 3 was granted outline consent in March 2010 subject to a S106 Agreement. Reserved matters are later subject to a detailed application as in the case of plots 24/25 which were granted full consent in 2018.
12. The JV deals with the construction of the estate roads and infrastructure and any related management matters. Almost all the delivery work by the JV is done by AMDL on behalf of the JV, with their time costs covered by the JV. Council officers meet regular with AMDL to agree management direction and all implementation decisions for the JV. This is a significant continuing demand on officer time.
13. Phases 4 and 5 are subject to a legal overage provision which requires 47.5% of any sale value over a total of £50,000 to be paid to the seller.

Risks

14. There is a risk involved in any property transaction that either party might change their mind and not proceed, until near certainty is achieved by exchange of contracts. This risk is considered low in the circumstances that both parties already have a high level of understanding. However, major matters of recent years show how major national and world changes can arise quite unexpectedly causing unforeseen impacts on parties.



South Somerset District Council

15. There is also risk in relation to the price that has been discussed. Again, with the level of familiarity this is not considered to be a high risk but detailed preparatory work could reveal an unforeseen issue.
16. The matter will require Somerset County Council approval under the S24 direction, which cannot be guaranteed.

Financial Implications

17. The recommended option will deliver a significant capital receipt to the Council that has not been budgeted for. It is understood this would be completed and received during the current financial year. The receipt would be available to use to fund the existing capital programme and could replace external borrowing. The Chief Finance Officer will set out in the quarter 2 capital budget monitoring report proposals for the use of the receipt.
18. There is no budgeted revenue from this asset and none is anticipated in general.

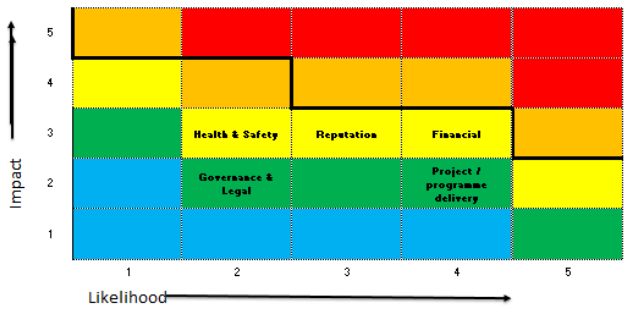
Legal implications (if any) and details of Statutory Powers

19. If District Executive approves this recommendation, it will be necessary to the contract for the sale and complete the transaction. This should be relatively straightforward as both parties have long term involvement with the property. It will also be necessary to ensure that all aspects of the JV are up-to-date and finalised alongside the property transaction.
20. The Council has wide ranging legal powers in relation to this transaction including the General Power of Competence under Section 1 of the Localism Act 2011.
21. S.120 Local Government Act 1972: –
22. Acquisition of land by agreement by principal councils for the purpose of its functions under this or any other enactment, or the benefit, improvement or development of their area the council may acquire by agreement any land, whether situated inside or outside their area.
23. S.145 Local Government Act 1972:-
24. A local authority may do, or arrange the doing of, or contribute towards the expenses of the doing of, anything (whether inside or outside their area) necessary or expedient for any of the following purposes, that is to say: (a) the provision of entertainment (b) the provision of theatre, concert hall, dance hall or other premises suitable for the giving of entertainment.

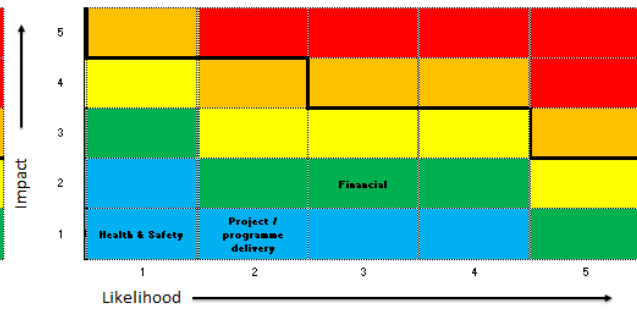
Risk Matrix



INHERENT RISK RATING (Before application of Report Recommendations)



RESIDUAL RISK RATING (After application of Report Recommendations)



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

Risk Description	Mediation / Controls
Commitment of officer resources on a frequent and regular basis to work on the JV.	Recommendation would involve short term additional work but none following sale.
Uncertain capital costs and receipts in terms of timings and amounts.	Need to secure transaction including price. Risk that issue might come forward that impacts AMDL offer.
0	0
0	0
Possible conflicts between commercial objectives of JV, planning or other public priorities.	Sale of JV share not expected to impact reputation and risk removed thereafter.
Ownership of large area of land may involve risks to third parties.	Sale of JV share expected to remove risk from SSDC.
Need to deliver or contribute to JV governance.	Sale of JV share expected to remove risk from SSDC.

Council Plan Implications

25. This project contributes positively across the Council Plan themes – Protecting Core Services and Economy.

Carbon Emissions and Climate Change Implications

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

Equality and Diversity Implications

27. There are no specific implications in these proposals.

Privacy Impact Assessment

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

Background Papers

- None

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

Document is Restricted



District Executive Forward Plan

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

Purpose of the Report

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

Public Interest

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

Recommendations

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

Executive Forward Plan

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

Consultation Database

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

Background Papers

6. None.

Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
15 Sept 2022	Economic Development Celebratory Report	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Joe Walsh, Specialist (Economic Development)	South Somerset District Council
15 Sept 2022	Change of scope for Wincanton Regeneration Scheme	Portfolio Holder - Area East & Environment	Director Place and Recovery	Natalie Fortt, Regeneration Programme Manager	South Somerset District Council
15 Sept 2022	Sale of commercial development land at Lufton, Yeovil (Lufton 2000 joint venture)	Portfolio Holder - Economic Development including Commercial Strategy	Monitoring Officer	Robert Orrett, Commercial Property. Land & Development Manager	South Somerset District Council
15 Sept 2022	Overview of Historic Buildings in South Somerset	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	South Somerset District Council
15 Sept 2022	Adoption of Somerset Wide Code of Conduct	Portfolio Holder - Finance, Legal & Democratic Services	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council
15 Sept 2022	Somerset Wide Procedure for dealing with Standards Complaints	Portfolio Holder - Finance, Legal & Democratic Services	Monitoring Officer	Jill Byron, Monitoring Officer	South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
15 Sept 2022	Gambling Act 2005 - Statement of Principles	Portfolio Holder - Area North, Licensing & Environmental Health	Director Service Delivery	Michelle James, Principal Licensing Specialist	South Somerset District Council
15 Sept 2022	Increase the Disabled Facilities Grant capital budget	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
15 Sept 2022	2020/21 External Auditors' Annual Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council
01 October 2022	Phosphates Update	Portfolio Holder - Protecting Core Services	Director Service Delivery	John Hammond, Lead Specialist (Built Environment)	District Executive
01 October 2022	The 'Making' of the North Cadbury and Yarlington Neighbourhood Plan	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Jo Wilkins, Specialist (Strategic Planning)	District Executive
01 October 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
15 October 2022	Presentation on the Kickstart Scheme	Portfolio Holder - Strategy	Director Service Delivery	Trevor Green, Case Officer, Service Delivery	South Somerset District Council

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
01 December 2022	Revenue Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
01 December 2022	Capital Budget Quarter 2 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
01 December 2022	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Kate Arscott, Specialist (Strategic Planning)	District Executive
01 December 2022	Briefing on Local Government Reorganisation (Confidential)	Portfolio Holder - Strategy	Chief Executive	Jane Portman, Chief Executive	District Executive
March 2023	Revenue Budget Quarter 3 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
March 2023	Capital Budget Quarter 3 Monitoring Report	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	District Executive
March 2023	Quarterly Corporate Performance Report	Portfolio Holder - Strategy	Director (Support Services & Strategy)	Kate Arscott, Specialist (Strategic Planning)	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
TBC	Strategy and future deliverance of Community Infrastructure Levy (CIL) and Section 106 funding	Portfolio Holder - Protecting Core Services	Director Service Delivery	Tim Cook, Locality Team Manager	District Executive
TBC	Update on the delivery of the Economic Development Strategy and funding delivery	Portfolio Holder - Economic Development including Commercial Strategy	Director Place and Recovery	Peter Paddon, Acting Director (Place and Recovery)	District Executive
TBC	External Audit Value For Money (VFM) Audit	Portfolio Holder - Finance, Legal & Democratic Services	Chief Finance Officer	Karen Watling, Chief Finance Officer (S151 Officer)	South Somerset District Council



Date of Next Meeting

Members are asked to note that the next meeting of the District Executive will take place on **Thursday, 6th October 2022** commencing at 9.30 a.m. in the Council Chamber, SSDC Council Offices, Brympton Way, Yeovil BA20 2HT.

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

Exclusion of Press and Public

The District Executive is asked to agree that the following Agenda item be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

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

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

Briefing on Local Government Reorganisation (Confidential)

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

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