

You are requested to attend a meeting of the Council to be held in The Shire Hall, Shuttern, Taunton on 3 October 2017 at 18:30.

---

## **Agenda**

The meeting will be preceded by a Prayer to be offered by the Mayor's Chaplain.

- 1 Minutes of the meetings of the Council held on 11 July 2017 (attached) and 26 July 2017 (attached).
- 2 To report any apologies for absence.
- 3 To receive any communications.
- 4 Declaration of Interests  
To receive declarations of Disclosable Pecuniary Interests or personal or prejudicial interests, in accordance with the Code of Conduct, in relation to items on the agenda. Such interests need to be declared even if they have already been recorded in the Register of Interests. The personal interests of Councillors who are County Councillors or Town or Parish Councillors will automatically be recorded in the minutes.
- 5 To receive questions from Taunton Deane Electors under Standing Order 15.
- 6 To receive any petitions or deputations under Standing Orders 16 and 17.
- 7 Playing Pitch Strategy. Report of the Policy Officer (attached), to be presented by Councillors Catherine Herbert and Roger Habgood.
- 8 Deane Helpline Capital Approval. Report of the Assistant Director - Operational Delivery (attached), to be presented by Councillor Terry Beale.
- 9 Part I - To deal with written questions to, and receive the following recommendations from, the Executive:-
  - (i) Councillor John Williams - Recommendations relating to:-
    - (a) The Taunton Deane Borough Council Corporate Plan 2017/2018 (attached); and
    - (b) Financial Monitoring - Outturn 2016/2017 (attached).

(ii) Councillor Patrick Berry - Recommendations relating to a Supplementary Budget Request - Cemeteries and Crematorium (attached).

(iii) Councillor Richard Parrish - Recommendation relating to the Proposed Business Rates Revaluation Relief (attached).

10 Part II - To receive reports from the following Members of the Executive:-

- (a) Councillor John Williams - Leader of the Council;
- (b) Councillor Roger Habgood - Planning Policy and Transportation;
- (c) Councillor Catherine Herbert - Sports, Parks and Leisure;
- (d) Councillor Richard Parrish - Corporate Resources;
- (e) Councillor Jane Warmington - Community Leadership;
- (f) Councillor Terry Beale - Housing Services;
- (g) Councillor Patrick Berry - Environmental Services and Climate Change;  
and
- (h) Councillor Mark Edwards - Economic Development, Asset Management, Arts and Culture, Tourism and Communications.

The following items are likely to be considered after the exclusion of the press and public because of the likelihood that exempt information would otherwise be disclosed relating to the Clause set out below of Schedule 12A of the Local Government Act 1972.

11 Proposed Purchase of Land at Lisieux Way, Taunton. Report of the Assistant Director - Asset Development Projects (attached), to be presented by Councillor Mark Edwards. Paragraph 3 - Information relating to financial or business affairs.

Bruce Lang  
Assistant Chief Executive

07 August 2018

Members of the public are welcome to attend the meeting and listen to the discussions.

There is time set aside at the beginning of most meetings to allow the public to ask questions.

Speaking under "Public Question Time" is limited to 4 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chairman will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate.

Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chairman will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

This is more usual at meetings of the Council's Planning Committee and details of the "rules" which apply at these meetings can be found in the leaflet "Having Your Say on Planning Applications". A copy can be obtained free of charge from the Planning Reception Desk at The Deane House or by contacting the telephone number or e-mail address below.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group.

These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room.

Full Council, Executive, Committees and Task and Finish Review agendas, reports and minutes are available on our website: [www.tauntondeane.gov.uk](http://www.tauntondeane.gov.uk)



The meeting rooms at both the Brittons Ash Community Centre and West Monkton Primary School are on the ground floor and are fully accessible. Toilet facilities, with wheelchair access, are available.

Lift access to the Council Chamber on the first floor of Shire Hall, is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are available through the door to the right hand side of the dais.



An induction loop operates at Shire Hall to enhance sound for anyone wearing a hearing aid or using a transmitter.

**For further information about the meeting, please contact Democratic Services on 01823 219736 or email [r.bryant@tauntondeane.gov.uk](mailto:r.bryant@tauntondeane.gov.uk)**

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please telephone us on 01823 356356 or email: [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

## **Council Members:-**

Councillor H Prior-Sankey (Chairman and Mayor of Taunton Deane)  
Councillor J Adkins  
Councillor M Adkins  
Councillor T Aldridge  
Councillor T Beale  
Councillor P Berry  
Councillor J Blatchford  
Councillor C Booth  
Councillor R Bowrah, BEM  
Councillor W Brown  
Councillor N Cavill  
Councillor S Coles  
Councillor W Coombes  
Councillor D Cossey  
Councillor T Davies  
Councillor D Durdan  
Councillor K Durdan  
Councillor M Edwards  
Councillor H Farbahi  
Councillor M Floyd  
Councillor J Gage  
Councillor E Gaines  
Councillor A Govier  
Councillor A Gunner  
Councillor R Habgood  
Councillor T Hall  
Councillor R Henley  
Councillor C Herbert  
Councillor C Hill  
Councillor M Hill  
Councillor J Horsley  
Councillor J Hunt  
Councillor G James  
Councillor R Lees  
Councillor S Lees  
Councillor L Lisgo, MBE  
Councillor D Mansell  
Councillor S Martin-Scott  
Councillor I Morrell, BA LLB  
Councillor S Nicholls  
Councillor R Parrish  
Councillor J Reed  
Councillor R Ryan  
Councillor F Smith  
Councillor F Smith-Roberts  
Councillor V Stock-Williams  
Councillor P Stone  
Councillor A Sully  
Councillor N Townsend

Councillor C Tucker  
Councillor J Warmington  
Councillor P Watson  
Councillor D Webber  
Councillor D Wedderkopp  
Councillor J Williams - Leader of the Council  
Councillor G Wren

## **Taunton Deane Borough Council**

At a meeting of Taunton Deane Borough Council held in the John Meikle Room, The Deane House, Belvedere Road, Taunton on 11 July 2017 at 6.30 p.m.

Present      The Mayor (Councillor Prior-Sankey)  
                  The Deputy Mayor (Councillor Mrs Herbert)  
                  Councillors M Adkins, Mrs Adkins, Aldridge, Beale, Berry,  
                  Mrs Blatchford, Booth, Cavill, Coombes, Davies, D Durdan,  
                  Ms K Durdan, Edwards, Mrs Floyd, Gage, Gaines, Govier, Mrs Gunner,  
                  Habgood, Hall, Henley, Mrs Hill, Horsley, Hunt, James, R Lees,  
                  Mrs Lees, Ms Lisgo, Martin-Scott, Morrell, Nicholls, Parrish, Mrs Reed,  
                  Ross, Ryan, Mrs Smith, Mrs Smith-Roberts, Sully, Townsend,  
                  Mrs Warmington, Watson, Wedderkopp and Williams

Mrs A Elder – Chairman of the Standards Advisory Committee

### **1. Minutes**

The Minutes of the meeting of Taunton Deane Borough Council held on 11 April 2017 and of the Annual Meeting of the Council held on 11 May 2017, copies having been sent to each Member, were both signed by the Mayor.

### **2. Apologies**

Councillors Bowrah, Farbahi, Stone, Mrs Tucker and Wren.

### **3. Communications**

The Mayor drew the attention of Members to the following:-

- (i) Councillors were requested to note that between 9.30 a.m. and 4 p.m. each weekday, the Members' Room would be used as an additional meeting room. This was in connection with the forthcoming works to refurbish The Deane House. The PC's in the Members' Room would be relocated to the Democratic Services office for the use of Councillors. Further details were contained in an e-mail which had been sent to 'All Councillors' by the Democratic Services Manager earlier in the day.
- (ii) A further e-mail from the Democratic Services Manager had also been sent to Councillors about a special meeting of Full Council which had been arranged to further discuss the proposed sale of an area of land at Creedwell Orchard, Milverton. The date of this meeting was Monday, 24 July 2017 at 6.30 p.m.

Councillor Williams reported that he had received a letter from the Chief Executive of Somerset County Cricket Club, Mr Guy Lavender, following the England v South Africa T20 international match which was held at the County Ground on Friday, 23 June 2017.

Mr Lavender thanked the Council and its 'outstanding staff' for helping make the event so successful. All the feedback he had received had been positive for both the cricket club and the Town of Taunton.

Councillor Williams would be replying to Mr Lavender in due course.

#### 4. **Declaration of Interests**

The Mayor (Councillor Prior-Sankey) declared a personal interest as someone who was on the St James Church's Electoral Roll. Councillor Townsend declared a personal interest in agenda item No. 9 as he occupied an office in Coal Orchard, Taunton. Councillor Edwards declared a personal interest as his wife worked in Coal Orchard. Councillor Cavill declared a personal interest as he was Taunton Deane's representative on The Brewhouse Theatre Board. Councillor Gaines also declared a personal interest as he helped organise the showing of films at The Brewhouse Theatre.

Councillors Govier, Hunt and Prior-Sankey declared personal interests as Members of Somerset County Council. Councillors Mrs Adkins, Cavill, Gaines, Govier, Henley, Hunt, James, Nicholls, Mrs Reed, Ross, Mrs Stock-Williams, Townsend, Mrs Warmington and Watson all declared personal interests as Members of Town or Parish Councils.

#### 5. **Public Question Time**

- (a) Mr Roger House stated that at the Coal Orchard Planning meeting he had argued that a priority should be the setting up a touring coach turning area by widening St James Street in front of the Courtyard Building frontage and incorporating two short term parking bays facing the Ring of Bells Public House.

However, the recent public consultation on the proposed closure of roads such as St James Street and Hammet Street would bar coaches and would create difficulties for coaches to turn around meaning that future access to the town centre would become a 'roundabout tour' on congested roads.

Mr House went on to refer to a consultant's report undertaken last year on all matters relating to touring coaches in the City of Chester. They found from surveys that the current annual coach benefit was £3,430,000, but the potential benefit with more welcoming facilities and management might be in the region of £20,000,000.

The key problems identified by coach companies in Chester included poor quality pick up and drop off facilities, the lack of them at the railway station, new theatre and new shopping development, high parking charges, poor signage, the lack of driver facilities and poor access between the coach park and city centre.

Mr House pointed out that these same problems also affected Taunton and asked the Council to urgently commission a report on attracting more touring coaches and passengers to our historic town, through

better access and facilities.

In response, Councillor Habgood stated that he was very interested in what Mr House had had to say and the figures quoted. He would be happy to look at the issues with a view to taking these forward in conjunction with the Director for Growth and Development, Brendan Cleere, and the Economic Development Team.

- (b) Mr Nigel Power stated that the Council had approved work on a Taunton Garden Town Plan and other studies were underway to provide a Green Infrastructure Strategy.

The Council boasted that it currently offered the best of both worlds combining natural surroundings with a thriving town centre. It had further ambitions in creating green spaces and corridors to bring the country into town.

How did this all fit with the Highways England (HE) proposal to build a four lane Expressway cutting through countryside close to Stoke St. Mary, skirting ancient woodlands, culminating in a huge roundabout including 12 lanes of traffic and a junction with the M5 at Killams?

The intention of HE's design was to redirect huge volumes of traffic from the A303 from the South East and London in effect importing pollution into the region and Taunton in particular. Surely this was diametrically opposed to the intentions of the Council?

The actions of an unelected quango were truly undemocratic and unjust. This was a further example of where the sponsors of HE (the Government) needed to start listening. There were far better and more cost effective ways of achieving fluent traffic movement. The original evaluation listed sixteen possible solutions. The shortlist of one (the selected proposal), produced the lowest value for money (cost benefit) and the most dangerous. How could this be right?

- (c) Mr David Orr wished to record his complete dissatisfaction with the way Highways England Limited (HE) had dealt with the A358 Expressway and new M5 Junction 25A public consultation.

Without the snap General Election there would not have been the time to assess the proposal fully or to engage Freedom of Information requests to get to the truth.

HE had been in consultation for months with Somerset County Council (SCC) on possible routes but the single route now brought forward was different to all previous routes discussed meaning SCC was not expecting this proposal!

HE had claimed that the absence of the expected link to the existing Junction 25 via Nexus Business Park was due to capacity issues at the junction. We now know that lack of budget was the real reason. Other route options that created greater benefit, linked to the Nexus



Business Park and properly relieved Henlade of traffic, were also discarded on cost grounds and not on a cost/benefit analysis.

Incredibly, HE had designed its single route option without modelling peak seasonal traffic flows. SCC had agreed that this could potentially destabilise the M5 flows between Taunton and Tiverton. This meant that accident rates and pollution could well be substantially higher than forecast.

Ten years ago a decision was made to re-route ALL traffic from the A303 at the end of the Ilminster Bypass on past Taunton as the cheapest way to speed London and the South East traffic on to Devon and Cornwall.

With Devon County Council planning upgrades to the A30 to Honiton then why would Taunton want all traffic heading to and from Devon and Cornwall coming past our County Town by default and how did that bypass traffic fit in with our new Garden Town status?

Why had HE planned a large new Junction 25A next to homes in Killams within the urban conurbation and the Vivary Green Wedge in a location without any foreseeable ability to configure a spine road to allow sustainable local access? The answer was because that was the cheapest option and there was no money to shift it a further kilometre away.

There had been a flurry of angry denials around the ability of this proposed new Junction 25A to host another urban extension of 3,460 homes “to the South of Taunton”. This benefit was described in the HE booklet as “providing major development opportunities to the south of Taunton”. What did our Councils think that meant?

The southern expansion of Taunton across the M5 might not be planned now, but if Junction 25A was built and Taunton continued to expand, then before 2028, there would be pressure for a new urban extension.

Communities were cynical, because they had seen the power of major developers under the National Planning Policy Framework trying to prove a shortfall in the five year housing supply so the Core Strategy could be set aside.

The real concern was that HE could move to the next stage where they had National Infrastructure powers and the public and our Councils would have no further say over this flawed proposal.

For years this A358 scheme had been sold to the public as a “Good News” story. However, it was not. It would reduce Taunton to a Bypass Town and all the rebranding of Taunton as a “New Garden Town” would be of no avail.

Mr Orr urged the Council to be robust in the rejection of this flawed

single route option by an unaccountable quango that had not conducted a genuine and meaningful consultation and had lost the trust and confidence of affected communities.

In response to both Messrs Power and Orr, Councillor Habgood thanked them for their comments and questions which echoed the views now expressed by the Council in its consultation response which had just been published. This covered all the main issues.

Councillor Habgood said he would certainly not defend Highways England's actions to date or its "interesting" consultation exercise. The Council intended to robustly draw on all the work it has done in the past and more recently to obtain the best scheme for Taunton. He hoped everyone would support the Council in its efforts to achieve this.

## **6. Presentation of Petition – Taunton Model Engineers**

Councillor Mrs Smith presented a petition containing 686 signatures to the Council. The petition was worded as follows:-

"The miniature railway had been running in Vivary Park, Taunton for decades and was a valuable community asset. The railway also ran at Creech St. Michael Park.

The railways were both well used and appreciated by the public and especially young children and was part of summer-time spent in the park.

The Taunton Model Engineers were going to leave the parks due to disagreements with the site owners Taunton Deane Borough Council and Creech St Michael Parish Council.

We would like Taunton Deane Borough Council to work with Taunton Model Engineers to come to an acceptable compromise so that the railway was retained in both parks, as it was a benefit for the public users of both parks."

In response to the petition, the Council had issued the following 'position statement':-

"The Council had given notice to the Model Engineers back in June 2016 so that the group's existing premises could be converted into a café. As part of this plan The Council had offered them a new site within Vivary Park. Planning permission had been granted and Taunton Deane had offered to pay for a new service base to be created for the Model Engineer's building at a cost of approximately £2,000.

Once the Model Engineers had agreed to go ahead with this proposal and the lease was agreed work to provide the base would begin. The base would operate with a lease proposed for 25 years and with a charge of £360 per annum with a reduction of 50% for the first two years.

It was understood that the Model Engineers had also raised concerns about the parking arrangements around Vivary Park. There were no proposed changes to the parking arrangements and the Park was well catered for with a variety of parking options.

The new café would also follow the railway theme in its branding.”

Since organising the petition, Councillor Mrs Smith had confirmed that the track at Creech St. Michael was a matter solely between the Model Engineers and the Parish Council who owned the land.

She welcomed however the information in the position statement and hoped that an amicable solution could be found to enable the railway in Vivary Park to be retained.

The Portfolio Holder, Councillor Mrs Herbert, undertook to continue the dialogue with Taunton Model Engineers towards a solution that suited all parties.

(The Chief Executive and the Section 151 Officer left the meeting during the following item.)

## **7. Statutory Protection for Statutory Officers**

Reference Minute No. 8 of the meeting of Full Council held on 14 July 2015, considered report previously circulated, which recommended changes to the statutory protection arrangements to be applied where the Council was proposing to dismiss the Head of the Paid Service, the Section 151 Officer or the Monitoring Officer.

The Council had previously deferred a decision to amend the existing Standing Order provisions in the hope that a satisfactory way forward could be achieved in consultation with the Department of Communities and Local Government.

Reported that no changes had been made or appeared to be planned by the Government and in the interests of moving this issue forward to enable the Council to comply with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 the advice of Counsel had been sought on the options open for the six Somerset Councils. The Somerset Monitoring Officers Group (SMOG) had continued to discuss this issue over the past two years.

As a result of these discussions the proposals set out below detailed the provisions the SMOG had agreed which would be recommended to all six Somerset Councils, as well as those recommendations specific to the Council's arrangements:-

### **All Councils**

- (a) The six Councils agree to form a Somerset Designated Independent Persons (DIP) 'pool' from which DIPs would be invited to form a DIP

Panel to advise a Council on a proposed dismissal of a Head of Paid Service, Section 151 Officer or Monitoring Officer. Invitations to DIPs to participate in a Panel would be issued in accordance with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015.

- (b) It is proposed that at least three DIPs needed to convene in order for a Panel meeting to be quorate. The legislation required a minimum of two DIPs to participate in a Panel but allowed more to be appointed.
- (c) A DIP Panel would appoint its own Chairman for the duration of a dismissal process.
- (d) DIP Panel meetings would have professional officer support available to advise on process.
- (e) The DIP Panel would report its recommendations direct to Full Council. The Panel's role would be separate from any elected Member involvement in the process in advance of consideration by Full Council.
- (f) The officer who was the subject of the proposed dismissal would be given the opportunity to make representations to the DIP Panel before it made its recommendations to Full Council in addition to his/her right to make representations to Full Council before a decision on a proposed dismissal was made.

### **Local Provision**

In view of the current partnership arrangements for the sharing of staff with West Somerset Council (WSC), it is proposed that the Leader and/or relevant portfolio holder of WSC would have the right to present the Council's views on the matter in writing or in person to the DIP Panel before it made its recommendations to Full Council.

### **Remuneration of DIPs**

It is further recommended that DIPs used on a DIP Panel should be entitled to claim expenses for attending meetings of the Panel in accordance with the Scheme of Members' Allowances and shall receive a one off payment per involvement in a Panel equivalent to 20% of their annual co-opted Members' Allowance paid by their respective Council.

Further reported that the Council could be confident that the revised arrangements set out above met the requirements of the Regulations and would provide consistent arrangements across the six Somerset Councils where it made sense to do so.

### **Resolved that:-**

- (a) The amendments to the disciplinary provisions to be applied where the Council proposes the dismissal of a post-holder holding the position of

Head of the Paid Service, the Section 151 Officer or Monitoring Officer be approved; and

- (b) Delegated authority be granted to the Assistant Chief Executive and Monitoring Officer, in consultation with the Portfolio Holder for Corporate Resources to make the necessary amendments to the Council's Constitution and Human Resources procedures to give effect to recommendation (a) above.

**8. Trull and Staplehay Neighbourhood Development Plan formal adoption as a Development Plan Document for Taunton Deane Borough Council**

Considered report previously circulated, concerning the Trull and Staplehay Neighbourhood Plan.

Through the introduction of the Localism Act, Neighbourhood Development Plans had been introduced into the Planning system. The intention was to give communities direct power to develop a shared vision for their neighbourhood and shape a locally distinctive development plan which reflected growth needs and priorities.

From inception, Taunton Deane Neighbourhood Plans were community led development plan documents with the Local Planning Authority providing advice and assistance, and taking regulatory decisions at key legislative stages set out in the Acts and Regulations.

A Neighbourhood Plan was required to be predominantly land-use based. It could not be contrary to National and Local Planning Policy, nor could it conflict with European Legislation. A Neighbourhood Plan could not restrict development but it could shape development that had been allocated through local Planning Policy and allocate land for development.

Trull Parish Council began the process of developing a Neighbourhood Plan in November 2011 and an application was subsequently received to produce a Neighbourhood Plan and the designation of the Parish as a Neighbourhood Plan Area. As required by the Regulations, the application was published for statutory consultation.

Following this consultation exercise, Taunton Deane formally designated the entirety of the Parish of Trull as a Neighbourhood Planning Area on 17 September 2012.

The Neighbourhood Plan was developed through an iterative process over five and a half years using quantitative and qualitative data. The Plan contained 15 policies covering such areas as Reducing Flood Risk; Sustainable Housing; Housing 'in keeping'; Affordable Housing; Development within Trull and Staplehay Village; and Retaining and Developing Employment.

Noted that there were also two Community Actions – Flood Performance and Internal Design. Although they did not meet the Basic Conditions legal tests

required for Neighbourhood Development Plans, they could be retained in the Plan as aims for the Parish Council to promote and support.

The Neighbourhood Plan and its supporting documents were submitted to the Council on 9 September 2015 and, in accordance with the regulations, it was subjected to regulatory consultation, also for a six week period. A total of thirteen representations were received during the period of consultation.

These representations were submitted to an Independent Examiner who was jointly appointed by Taunton Deane and the Parish Council, in accordance with the Regulations, to carry out an independent examination of the Neighbourhood Plan.

The Independent Examiner's report was received in October 2015 and stated that the Neighbourhood Plan was compliant and compatible, subject to a number of minor changes being incorporated.

These changes were accepted by the Portfolio Holder whose decision was reported through the Council's Weekly Bulletin on 6 October 2015.

Further reported that to comply with the Neighbourhood Planning (Referendum) Regulations and Neighbourhood Planning (Prescribed Dates) Regulations, the Neighbourhood Plan had to be subjected to a referendum. This took place on 8 June 2016. Those persons on the Electoral Register eligible to vote were asked whether they wanted Taunton Deane to use the Neighbourhood Plan for Trull and Staplehay to help it decide planning applications in the neighbourhood area?

From the 1,828 electorate in the Neighbourhood Plan Area, 1,486 persons voted with 1,167 (78.53%) in favour.

Noted that the Planning Guidance stated that as soon as it was reasonably practical following a referendum, the Council - as the Local Planning Authority – was required to decide whether the Neighbourhood Plan should be adopted.

**Resolved** that the Trull and Staplehay Neighbourhood Plan be formally adopted ("made") as a Taunton Deane Borough Council Development Plan Document, and used in the planning application decision making process for the Trull Parish area.

## 9. **Regeneration of the Coal Orchard, Taunton – Capital Investment**

Considered report previously circulated, relating to the proposed regeneration of the Coal Orchard, Taunton.

The redevelopment of the Coal Orchard had been an element of Council plans for the centre of Taunton for a significant period of time. The intention to create a new development in this location was described in the Council's Town Centre Action Plan adopted in 2008. This was further reinforced by the Taunton Rethink adopted in late 2014 which confirmed the importance of this site as a central point in the town centre growth plans.

The evolution of the Coal Orchard had focused on providing a quality regenerative site which would align well with emerging plans to upgrade The Brewhouse providing a venue which could serve the need of the Garden Town.

Work on the project had progressed through late 2015 and the first six months of 2016. This foundation had enabled the Council (acting as landowner) to approve the submission of an outline planning application at its meeting in October 2016. A further report had subsequently been requested to fully examine the financial aspects of the development.

Through the course of the work to develop the planning application a number of delivery options had been considered with two being discounted at an early stage. These were essentially to do nothing or to dispose of the site for a capital receipt and the reasons for discounting these options were reported in detail.

In considering the outline planning submission, the Executive had instructed that further work be carried out to examine the business case to enable detailed due diligence to be applied to the remaining options. This report examined the key routes to delivery of the site.

There were in essence two main development options:-

- A **Joint Venture (JV)** with a partner to deliver the site; and
- **Local Authority (LA) Direct Contracting.**

The detailed examination of the Business Case for each option was intended to enable the Council to select its preferred choice for delivery of the development.

Whichever delivery route was taken it was recommended that the Council should seek to generate an appropriate surplus within a reasonable time to complement this delivery principle.

In order to understand how these options would work it was important that what the Council was seeking to achieve on the site was widely understood. The development proposal was composed essentially of six build components which were:-

- Residential – 36 units;
- Restaurant – Food and Beverage;
- Offices/Workspace;
- Retail;
- Car Park; and
- High Quality Public Realm.

The JV option was a delivery mechanism which was well understood by the Council in terms of a tried and tested route to market. In essence the Council would go to market with the scheme once outline planning permission had been secured to seek a development partner. A partnership would then be entered into with the Council retaining oversight and control through a project sponsor role. Therefore the significant costs around employment of specialists and build risks would be carried by the JV partner. The contractual arrangements, as a minimum, would need to drive delivery timescales and lay out clear requirements around final design quality.

With LA Direct Contracting the Council would appoint a project management team with necessary expertise to deliver its plans. The Council's procurement team was reviewing this approach to ensure that due legal process was applied to the appointment of the resource.

In this approach the Council would carry all of the build risks but in return would own the asset on completion of the project. This would enable full value to be realised from all elements of the development. The recommended approach would be to realise the value of the residential element soon after completion by sale of this element. The housing market was currently strong with no visible effect from Brexit so value was expected to remain in this component of the scheme. This minimised the risk around taking this option.

Reported that two variants of the LA Direct Contracting option had been evaluated to illustrate possible options, although there were a myriad of variant options available to Council.

It was noted that whichever development route was chosen the Council did need to factor the broader aspirations for the site into its decision. This would determine what value it wished to secure through the development. Clearly the principles for development of the Coal Orchard area had at their core a desire to achieve a good design and build quality. The intention was to place outstanding public realm at the centre of this approach to create a strong sense of place. This in turn supported the broader concept of cultural aspirations in this area enabling these to become a reality.

To combine a quality environment with a clear lettings approach would create a positive environment within the Coal Orchard. It was also noted that whilst this development stood up well as a proposition in its own right it was one half of the Coal Orchard site. The development had been designed and planned on this basis which would enable further growth of The Brewhouse Theatre to create an improved cultural offer across the site.

The plan to redevelop The Brewhouse was being progressed strongly in parallel with the area the subject of this report. The approach to enhancing the public realm would also significantly provide a strong link through the site, north to south from the redeveloped Railway Station to the town centre.

There were several junctures at which the Council would need to evaluate spend so the expenditure required would be committed in stages. This would be managed through the existing Programme Board arrangements. The stages were:-



- Appointment of a project management and design team to undertake a reserved matters application;
- Tendering a design to a Contractor;
- Appointing a preferred Contractor to undertake the build; and
- Post completion – operating/marketing the development.

To enable the confidential Appendix B to the report to be discussed, it was **resolved** that the press and public be excluded from the meeting as it included exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and that the public interest in withholding the information outweighed the public interest in disclosing the information to the public.

**Resolved** that:-

- (a) The development of Coal Orchard, Taunton be delivered “in principle” by Taunton Deane Borough Council through a Direct Contracting approach – Option 2A in the Confidential Appendix B to the report. Final sign off to be subject to consultation with the Leader of the Council and the Portfolio Holder; and
- (b) A Supplementary Budget within the Capital Programme for the preferred option be approved in line with total investment costs summarised in the Confidential Appendix B, to be funded by capital borrowing.

## 10. **Reports of the Leader of the Council and Executive Councillors**

### (i) **Leader of the Council (Councillor Williams)**

Councillor Williams’s report covered the following topics:-

- Fire Safety;
- Transformation;
- A358;
- Firepool, Taunton;
- Parking Strategy;
- The Brewhouse Theatre;
- Wellington Heritage;
- Taunton Garden Town;
- Nexus 25;
- Official Opening of Tangier Central, Taunton;
- International Cricket comes to Taunton;
- The Deane House;
- Connecting Devon and Somerset Phase 2 Gigaclear Ultrafast Broadband Installation; and
- 75<sup>th</sup> Anniversary of formation of 40 Commando Royal Marines.

### (ii) **Sport, Parks and Leisure (Councillor Mrs Herbert)**

The report from Councillor Mrs Herbert dealt with activities taking place in the following areas:-

- Parks and Open Spaces;
- Community Leisure – Working with the Friends of Longrun Meadow; The Playing Pitch Strategy; and Leisure Procurement Member Workshops;
- Summer Sunday Bandstand Concerts; and
- GLL (Taunton Deane) – Walk Well Volunteer Event; Health Walk Outing; Sports Fest in Wellington; Dementia Awareness Week; Mental Health Awareness Week; Lambrook Activity Day; Swim Skills Badge Testing for Brownies and Cubs; and Inclusive Membership Launch.

**(iii) Corporate Resources (Councillor Parrish)**

The report from Councillor Parrish provided information on the following areas within his portfolio:-

- Electoral Services;
- The Mayoralty and Democratic Services;
- The Deane House Accommodation Project;
- ICT Services;
- Revenues and Benefits;
- Corporate Services - Corporate Performance and Strategy; Communications; Customer Services Project; and Southwest One Succession Project;
- Resources and Support Services – HR and Organisational Development; Accommodation move; Apprenticeship Levy; Wellbeing; and Procurement Team; and
- Finance – Statement of Accounts; External Audit; Medium Term Financial Plan; and New Finance and Procurement System.

**(iv) Community Leadership (Councillor Mrs Jane Warmington)**

Councillor Mrs Warmington presented the Community Leadership report which focused on the following areas within that portfolio:-

- Fire Safety Update – Following the tragic fire at Grenfell Tower, London;
- Local Crime and Policing Update;
- National Award for One Team Working;
- Taunton Deane Star Volunteer Award; and
- Somerset West Lottery Launch.

**(v) Housing Services (Councillor Beale)**

Councillor Beale submitted his report which drew attention to the following:-

- Deane Housing Development – Creechbarrow Road, Taunton; Weavers Arms, Rockwell Green, Wellington; Laxton Road, Taunton; 12 Moorland Close, Taunton – Community Centre and 3 units plus 4 unit conversion at 121-123 Outer Circle; Oake; Off-Site Manufacture; Development Pipeline; and Affordable Housing;
- Welfare Reform – Discretionary Housing Payment and Universal Credit;
- Anti-Social Behaviour Service – Performance;
- Repairs and Maintenance – Personal Digital Assistants;
- Review of the Somerset Strategic Housing Framework; and
- Fire Safety.

(Councillor Henley declared a personal interest as an employee of the Department of Works and Pension during the discussion of the above item.)

(vi) **Environmental Services and Climate Change (Councillor Berry)**

The report from Councillor Berry drew attention to developments in the following areas:-

- Environmental Health – Food Hygiene Inspections; Anti-Littering Campaign; Food Safety Week; and Safety Advisory Groups;
- Licensing – Performance; Appeals; and T20 International Cricket;
- Street Sweeping and Toilet Cleaning – IdVerde Contract;
- Somerset Waste Partnership – Replacement of the Managing Director; Fly-tipping following the introduction of certain charges at Recycling Centres; and Summer Barbecues; and
- Cemeteries and Crematorium.

Due to the lateness of the hour, the Mayor suggested that rather than extend the duration of the meeting, questions for the other Executive Councillors in respect of their reports (details follow) could be dealt with via e-mail. This was agreed.

(vii) **Economic Development, Asset Management, Arts and Culture, Tourism and Communications (Councillor Edwards)**

The report from Councillor Edwards covered:-

- Business Development - The Glass Box, Taunton; Heathrow Logistics Hub; Taunton Deane Business Awards; Support for the Creative Innovation Centre (CICCIC), Taunton; Employment and Skills Prospectus; LEADER rural funding; Somerset West Cycle Network; Programme of support for start-up and young businesses; and Taunton Garden Town and Inward Investment Communications Strategy;
- Destination, Events, Retail Marketing and Visitor Centre –

Destination Marketing, Events; Retail Marketing; and Visitor Centre;

- Strategic Regeneration Projects – Coal Orchard Redevelopment; and Lisieux Way, Taunton;
- Asset Management Service General Fund Activities – Estate Management Work; and Asset Data and Compliance Work;
- Media, Marketing and External Communications.

(viii) **Planning Policy and Transportation (Councillor Habgood)**

The report from Councillor Habgood provided information on the following areas within his portfolio:-

- Planning Policy;
- Junction 25 – Local Development Order;
- Mid Devon Local Plan;
- Neighbourhood Plans – Trull and Staplehay; Other plans;
- Garden Town Status;
- Major Planning – Coal Orchard; and Firepool; and
- Car Parking – Maintenance; Income and usage; and Variable Message Signage.

(Councillors Coombes, Ms Durdan and Morrell left the meeting at 7.40 p.m, 8.23 p.m, and 8.30 p.m. respectively.)

(The meeting ended at 9.32 p.m.)

## Taunton Deane Borough Council

At a meeting of Taunton Deane Borough Council held in the John Meikle Room, The Deane House, Belvedere Road, Taunton on 26 July 2017 at 6.30 p.m.

Present      The Mayor (Councillor Prior-Sankey)  
                  The Deputy Mayor (Councillor Mrs Herbert)  
                  Councillors Aldridge, Beale, Mrs Blatchford, Bowrah, Brown, Cavill,  
                  Coles, Cossey, Edwards, Farbahi, Gage, Gaines, Habgood, Hall,  
                  James, Ms Lisgo, Morrell, Parrish, Mrs Reed, Ross, Ryan,  
                  Mrs Smith, Mrs Smith-Roberts, Mrs Stock-Williams, Sully, Townsend,  
                  Mrs Tucker, Watson, Ms Webber, Williams and Wren

Mrs A Elder – Chairman of the Standards Advisory Committee

### 1.      **Apologies**

Councillors Mrs Adkins, M Adkins, Berry, Booth, Coombes, Davies, D Durdan, Miss Durdan, Mrs Floyd, Govier, Mrs Hill, Horsley, Hunt, R Lees, Mrs Lees, Martin-Scott, Nicholls, Mrs Warmington and Wedderkopp.

### 2.      **Declaration of Interests**

Councillors Coles and Prior-Sankey declared personal interests as Members of Somerset County Council. Councillors Brown, Cavill, Gaines, James, Mrs Reed, Ross, Mrs Stock-Williams, Townsend and Watson all declared interests as Members of Town or Parish Councils.

### 3.      **Public Question Time**

- (a)      Julie Richardson, the Chairman of Milverton Parish Council, reported that at the Corporate Scrutiny Committee meeting it was stated that approval of the sale of land would result in 'closure' for Taunton Deane of this longstanding matter. But what about the position of the residents of Milverton?

Reference was made to the Certificate of Lawfulness which had been issued by the Council on dubious grounds. She hoped that the current review of the evidence which had led to its issue would result in its revocation.

Creedwell Orchard had caused significant concerns about a variety of factors. The most recent planning application had been refused as the scheme was unsustainable and contrary to Taunton Deane's Planning Policies. Milverton was blighted by the possible development of this land as had the possibility of building affordable housing which was much needed.

In considering the sale of the land, there was a need to consider more than the pecuniary interest of the Council.

Sustainability should lie at the heart of decision making. So how could the implementation of a 1970's development be sustainable when there would be no affordable or social housing, nowhere for people to work and no Community Infrastructure Levy (CIL) payments to meet anticipated strains on infrastructure.

There would be no benefit for Milverton but many problems for local residents offset by limited returns for Taunton Deane. Was it right residents should pay such a high price? If the proposed sale of land was approved it would commit Milverton to 25 years of development. It was time to stop this travesty.

Ms Richardson urged Councillors to reject the proposal.

- (b) Gill Lumby stated that Councillor Ms Lisgo had been very wise to ask for a summary of the Creedwell Orchard saga to be given to the Corporate Scrutiny Committee as, unlike many Milverton residents, most Councillors would be unaware of the whole story.

The Parish Council had always sought to act collaboratively in the best interests of local residents and therefore had an excellent reputation for ignoring party politics. She liked to think that Taunton Deane worked in the same way as this was how democracy worked best.

Taunton Deane had made a wise and considered decision in 2015 to refuse Mr Notaro's latest plans but this had left an extant permission for a typical 1970's housing estate.

How would this fit into the Conservation Area? Where were people going to park? Who would be speaking to those many elderly residents worried about traffic or explain why Milverton was now blighted with some unable to sell their houses? What about air quality and the further damage that would be caused to the raised cobbled pavements by lorries?

The development of Creedwell Orchard was likely to have a detrimental effect on the value of all properties in Milverton. When would the Council instruct the District Valuer to comprehensively re-value them?

Why had some Councillors recently 'fallen over backwards' to accommodate the developer's requirements? Why had there been such a rush and lack of transparency about this matter? Finally, why had this parcel of land not been put up for public auction?

- (c) Roger Cotton stated that the proposed development of land at Creedwell Orchard had first been granted outline permission in December 1975. However, six years later a letter had been sent to the developer by the Council stating that the permission had expired. This letter remained on the Council's files.

However, in November 2006 an application for a Certificate of

Lawfulness was received claiming that work had been commenced on site before the planning consent expired. The Certificate was granted in 2007 without any debate by Councillors. If due diligence had been undertaken by the Legal Services Manager, the letter confirming that the planning permission had lapsed should have led to the Certificate of Lawfulness being rejected.

The Certificate had, up to now, not been subject to legal challenge – the cost of a Judicial Review was beyond the means of the people of Milverton. But it was understood that its validity was currently being researched by the Council's Solicitor.

Would it not be sensible to defer any decision on the access land until the Solicitor's findings were known?

If the sale was transacted and the Certificate was found to be invalid, the Council would face significant difficulty – possibly litigation for financial loss.

A particular concern was the fact that the sale of land had not been of a competitive nature but solely between the Council and one applicant. Why was the sale being conducted in undue haste? There must be some reason behind it.

- (d) Molly Burton stated that there were many things that concerned local people about the proposed sale of land. Why was there a lack of transparency about the agreement? Why could the full detail of the agreement not be open to the public? Surely it was in the public interest to know what value had been placed on the land. Why was the proposal tabled as a special full meeting with such short notice? Why had the Scrutiny Committee not had sight of this matter until all the documents had been prepared and were ready for signature? Why was the Scrutiny Committee not asked to vote on the principle of the deal?

Ms Burton felt that the development of Creedwell Orchard concerned local residents more than anything else and yet they had had little chance to challenge the proposal as they were not privy to all the information. This was a sad lack of democracy.

- (e) Michael Reynolds considered that the developer who wished to build on the land at Creedwell Orchard was no friend to affordable housing. Nor in fact was the contract agreement which Councillors were being asked to approve.

The agreement would result in the net loss of at least 20 affordable homes. In the last housing allocation Milverton's affordable housing target had been reduced from 40 to 20 because of the pending Creedwell Scheme.

The developer now proposed to implement the 1975 scheme which had no affordable housing component and a loss of a further 18

affordable homes. There would also be no CIL contribution so the Council would have to find money from other sources to meet infrastructure obligations.

It was clear that the assured capital receipt from the sale would deliver at best only three or four affordable homes.

Future overages were dependent on events, control over which would be forfeited to the developer, and subject to the usual hazards of overage agreements.

Councillors were being asked to approve an arrangement which would result in only three or four affordable houses being built against the loss of 23. What kind of bargain was that?

Mr Reynolds suggested a better way forward which would give control back to the Council. This was reserving the sale of the access land until such time as a deliverable, sustainable development with affordable housing was put forward and approved.

- (f) Chris Mann was confident that Councillors would base their decision not solely on financial gain but on Council Policy.

Back in 2007 the then Growth and Development Manager had written a letter stating that in his professional view the land at Creedwell Orchard should not be sold as it conflicted with the Council's current Planning Policies.

Despite the Executive first agreeing to the proposed sale in 2012, the Growth and Development Manager had subsequently confirmed that his previous views about conflict with policy remained the case.

This was one of many reasons why this unjust saga should come to an end. Not least among others were the views of the eminent QC John McDonald who was of the opinion that the Certificate of Lawfulness should never have been granted.

Councillors had recently raised the question as to whether the Certificate should be revoked. As a consequence, the entirety of the evidence which had led to its issue was, at last, under review.

Should the outcome be revocation, the Council would be placed in an awkward position if the access land had already been sold.

However, revocation would finally allow applications for smaller, sustainable developments in accordance with policy including much needed affordable housing plus, with the site available to all developers rather than just one, the Council would be sure of achieving best value.

The Mayor thanked everyone for their contributions.



4. **Land at Creedwell Orchard Housing Estate, Milverton**

Prior to consideration of this matter the Mayor requested the Council's Legal Officer, Mrs Lesley Dolan to clarify the status of the information contained in the Confidential Appendix 2 to the report.

Mrs Dolan confirmed that in her opinion the information fell within one of the categories of 'Exempt information' as outlined in the Access to Information Act 1985 (as amended). In the circumstances, when the public interest test was applied it was clear that greater harm to the Council would be caused if the information was disclosed.

Despite this advice, it was proposed by Councillor Morrell, seconded by Councillor Ross that the information should be made publicly available.

In accordance with Standing Order 18(2)(b), the Mayor called for a formal roll call of votes to be taken in respect of the above motion and recorded in the Minutes.

The motion was put and was lost with nine Councillors in favour and twenty four against, as follows:-

<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Councillor Aldridge	Councillor Beale	
Councillor Coles	Councillor Mrs Blatchford	
Councillor Farbahi	Councillor Bowrah	
Councillor Gaines	Councillor Brown	
Councillor Ms Lisgo	Councillor Cavill	
Councillor Morrell	Councillor Cossey	
Councillor Ross	Councillor Edwards	
Councillor Mrs Smith-Roberts	Councillor Gage	
Councillor Wren	Councillor Habgood	
	Councillor Hall	
	Councillor Mrs Herbert	
	Councillor James	
	Councillor Parrish	
	Councillor Prior-Sankey	
	Councillor Mrs Reed	
	Councillor Ryan	
	Councillor Mrs Stock-Williams	
	Councillor Mrs Smith	
	Councillor Sully	
	Councillor Townsend	

	Councillor Mrs Tucker	
	Councillor Watson	
	Councillor Ms Webber	
	Councillor Williams	

Following the above vote the Mayor invited Councillor Williams to introduce the item.

Considered report previously circulated, concerning the Option Agreement with S Notaro Limited (SNL) for the purchase of land at Creedwell Orchard Housing Estate, Milverton.

An Option Agreement was originally entered into with SNL on 27 February 2014 for a period of 10 years following Executive approval given at its meeting on 13 July 2013 in respect of the small area of land outlined on the plan included in the report which was currently owned by the Council.

The land was to be used to provide access to land to the south-east which was owned by SNL and had the benefit of an extant planning permission for 72 dwellings, comprising a mix of houses and bungalows.

The Option Agreement with SNL for the purchase of land at Creedwell Orchard should have been triggered by 19 July 2017. Reported however that the option had not been exercised and it therefore no longer existed.

SNL had indicated to the Council in late May 2017 that current planning issues with delivering the extant scheme as intended meant that SNL were not in a position to exercise the existing Option Agreement. An alternative proposal was made by SNL to acquire the land outright to enable SNL to start developing a smaller number of units under the extant scheme.

Reported that this proposal was fundamentally different – the Council would receive a smaller sum up-front but with overage built in providing that if all 72 dwellings under the extant permission were constructed the Council would ultimately receive the same as intended under the option. Should less than 72 dwellings under the extant consent be built then the Council would ultimately receive less than it would have done under the option.

The land was currently worth in the region of £75,000 if the Council was to ignore that the land provided access to a development site. Whilst disappointing that the option had not been exercised it still represented a sound commercial transaction as the sale price, ignoring any overage was significantly greater than the alternative value.

Further reported that commercial discussions with SNL had taken place during June and detailed terms agreed subject to Council approval. On the basis the offer made sound commercial sense it had been bought to Members for consideration.

Noted that a conditional contract had been agreed with SNL for the outright sale of the Council land needed to access SNL's land. The contract was conditional only on the Council supporting this transaction and the sale price

would be payable by 31 July 2017. There were no other conditions.

Other than this now being a straightforward sale and at a lesser up front sum but with an overage incorporated, this new transaction did reflect the principal terms set out in the previous option. The principal terms of this proposed sale were set out in the Confidential Appendix 2.

Noted that the eventual capital receipt obtained from the sale of the land, together with any subsequent overage, would be reinvested into affordable housing which would greatly assist the Council in fulfilling its Corporate Aim of quality sustainable growth and development.

The Corporate Scrutiny Committee had considered this matter at its re-convened meeting on 25 July 2017. After a long discussion, the Committee had agreed to support the sale of the land to NSL.

**Resolved** that the Council's freehold interest of its land, as outlined on the plan included as Appendix 1 to the report, be sold to S Notaro Limited for the sale price together with overage and other provisions as set out in Confidential Appendix 2.

(The meeting ended at 8.29 p.m.)

# Taunton Deane Borough Council

Full Council – 3 October 2017

## Playing Pitch Strategy

This matter is the responsibility of Executive Councillors Catherine Herbert and Roger Habgood

Report Author: Ann Rhodes (Planning Policy Officer)

### 1 Executive Summary / Purpose of the Report

- 1.1 The Playing Pitch Strategy (PPS) plays a number of important roles in sport, leisure and planning terms. At its basic level, the PPS provides an audit of the quality, quantity and accessibility of playing pitches, establishes the current levels of demand (and therefore whether pitches are being over or under used) and projects forward demand likely to arise by the end of the strategy period, so that the appropriate level of pitch provision can be planned for the future.
- 1.2 The document also sets out a “direction of travel” with a number of detailed actions, recommendations and options for pitches which gives greater clarity to stakeholders (such as clubs, providers, owners and managers of pitches) and bodies (such as TDBC, sports governing bodies and Sport England) to enable them to work together on the delivery of pitches and facilities going forward.

### 2 Recommendations

- 2.1 Full Council is recommended to formally adopt the Playing Pitch Strategy as a Taunton Deane Borough Council document, to provide weight and enable it to be used by the Council, National Governing Bodies and local stakeholders across sport, leisure and planning to collectively protect, enhance and provide playing pitches in the Borough.

### 3 Risk Assessment (if appropriate)

#### Risk Matrix

Description	Likelihood	Impact	Overall
The NPPF requires LPA's to ensure an integrated approach to planning of provision, guard against unnecessary loss, and ensure established facilities are able to develop. The PPS provides the Council and Stakeholders with robust evidence for this.	5 (Certain)	4 (Moderate)	20 (Very High)

<p>The production of the PPS follows the established, National Governing Body (NGB) backed, Sport England PPS Methodology. Not adopting of PPS lessons its weight with NGB's and other funding bodies, effecting the ability of stakeholders and the Council to successfully bidding for support and funding to provide new provision.</p>	<p>5 (Certain)</p>	<p>4 (Moderate)</p>	<p>20 (Very High)</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------	-------------------------	---------------------------

#### 4 Background and Full details of the Report

4.1 The National Planning Policy Framework (NPPF) considers that sustainable development is one which supports strong, vibrant and healthy communities. Key to that is a high quality built environment that support its health, social and cultural well-being. NPPF para 7.

4.2 The NPPF (paragraph 70) states that to deliver the social, recreational and cultural facilities and services the community needs, planning policies and decisions should:-

- plan positively for the provision....,
- guard against the unnecessary loss....,
- ensure that established...facilities...are able to develop and modernise in a way that is sustainable, and retained for the benefit of the community; and
- ensure an integrated approach to considering the location of housing, economic uses and community facilities and services.

4.3 The Government's Planning Practice Guidance (NPPG) refers open spaces (including playing pitches) providing health and recreation benefits to people living and working nearby; ecological value and contributes to green infrastructure. It also references Sport England guidance in relation to assessing needs for sport. Paragraph: 001, Reference ID: 37-001-20140306.

4.4 The production of the PPS follows the established, National Governing Body (NGB) backed, Sport England PPS Methodology. The assessments looked at all sports which use a playing pitch: Football, Rugby, Hockey, Cricket, Rounder's and Polo (please see appendix for list of pitches). The project encompassed:

- Surveys of all playing pitches (grass, sand and artificial) in the Borough during the playing season to ascertain the quantity and quality of the playing pitches;
- Survey of all local clubs about their current training and match requirements, future expansion plans, club perspective on pitches used;
- Survey of those who own and maintain the playing pitches (i.e. Parish Councils, Charities, TDBC DLO, Clubs) to understand quality of playing surface, any planned or identified improvements;
- Survey of NGB's to understand of their views on teams and facilities in Taunton Deane;
- Tailored engagement with wider community and Elected Members to understand any key issues round pitches or ancillary facilities;

- Studying the demographic of the Borough now and, for TDBC up to 2028, (the Core Strategy time period), looking at how that growth is distributed across the settlements in the Borough;
- Interrogation of all the data listed above to provide the Council and Local Stakeholders with a clear understanding of the quantity and quality of existing playing pitches, current and future deficits in the availability of playing pitches, and options for addressing that shortfall.

4.5 The PPS evidence collection took around 12 months, because it is important to survey pitches during their playing season. The data and information collected through the pitch surveys and conversations with the clubs, owners and maintenance teams was fact-checked with those that provided the data, to make sure their comments have been accurately recorded and ascertain if there have been any other matters since the initial surveys were undertaken. The raw data was then shared with the Members at an informal briefing and then with the NGB's and Sport England.

4.6 This evidence base established a set of principles and guidelines for scenarios going forward. These were published for consultation between 5 May and 2 June 2017.

4.7 The PPS proposed: an increase in playing pitch provision standard of 0.21 ha per 1,000 population, from 1.21 ha to 1.42 ha to reflect growth and change to 2028.

4.8 The PPS Football Recommendations:-

Protect:

- Protect the existing supply of pitches identified in the assessment.
- Protect "mothballed" pitches previously used for any pitch sport to form a strategic reserve which can be brought back into use to quickly respond to identified local demand.
- Ensure that relevant planning policies and designations are in place to protect the greenspace on which grass playing pitches are located to ensure continued policy protection whether or not the sites continue in the long term for sports pitch use.

Enhance:

- Enhance capacity on existing pitches by improving quality and improve maintenance to ensure that the better quality is sustained in the long-term.
- Enhance the quality of changing and other ancillary facilities where necessary and possible to help ensure the quality of the experience for the sport is enhanced.
- Gain the secure use of pitches which currently have unsecure use through clubs and relevant authorities working with pitch providers / owners to seek a long-term secure use agreement to provide certainty of supply and reduce the need for additional new pitches.
- Improve the current use of existing pitches, where physically and logistically possible, by considering flexibility of when matches take place.
- Enhance the quality of existing pitches where flooding is known to be an issue preventing consistency and certainty of play by improving drainage.

- Enhance the quality of existing pitches where they are subject to dog fouling. This can be done through the introduction of fencing and is being trialled by the Borough Council on other sites. If this proves to be a successful deterrent, fencing could also be introduced at other public park sites. If the problems cannot be remedied, the long-term position in relation to specific sites may need to be reconsidered and the pitches re-purposed for recreational only use and sports pitches replaced at an alternative site or sites (for example one or more hub sites) which can be protected from dog fouling.

Provide:

- Where the loss of an existing pitch is unavoidable, provide replacement pitch capacity to good quality standard in a location appropriate to demand to mitigate loss.
- Ensure that the provision of any new pitches and facilities meet the most up-to-date quality design standards and dimensions supported by the NGB and Sport England.
- Ensure that any new facilities and other associated pitch infrastructure are provided to meet the most up-to-date Building Regulations (Part M) and the Equality Act 2010/15, including, but not restricted to, those relating to accessibility.
- Ensure that any new pitches and facilities have a sustainable long-term business and financial management plan in place to ensure long-term viability.
- Ensure that all new pitches and facilities have a secure community use agreement in place for the long-term (preferably in perpetuity) and that the appropriate body is identified to monitor and enforce such agreements.
- New pitches should be secure and be resistant to dog fouling and vandalism.
- Consider provision of additional pitches on hub sites, to include multi-sports if necessary to ensure that pitches are financially sustainable in the long-term and to help ensure economies of scale can be achieved.
- Enable the supply of pitches to accommodate existing and future demand to a total equivalent of 15 good quality full size pitches across the Borough broadly across the following phases during the strategy period. This total amount of supply should come from a variety of sources, i.e. the projected demand is unlikely to need to be delivered solely through additional, new, grass pitches. Increased capacity and reconfiguration of existing pitches is part of the solution.

Options to meet provision include:-

Taunton Action	When
As an alternative to improving quality of existing pitches, to provide additional capacity and ensure better quality, existing public park pitches could be re-purposed for leisure and recreational use as part of Taunton's green infrastructure network and perform a key role in enhancing Taunton as a "garden village" location. Re-purposing existing sites in this way could be enabled by the provision of new good quality pitches and facilities on urban extension sites. Further work would be required to better quantify replacement and additional delivery in accordance with this strategy approach. In effect, the provision of the total number of 9 pitches	2017-22

Taunton Action	When
in the Taunton sub –area would be needed on new sites together with replacement capacity of sites being repurposed, less capacity being introduced for matches on 3G pitches.	
Staplegrove (Sports Club) – discuss with Sports Club (including football and cricket club) and Staplegrove Youth FC opportunities for additional or replacement pitches in phases 1 and 2 of Staplegrove development, within context of improving capacity and quality of provision for football (particularly youth), and the future for growth of cricket and provision of artificial pitch capacity on north and west side of Taunton. Consider opportunities to overcome difficulties of sharing the cricket and football pitches on the Sports Club site.	2017-19

Wellington Options to accommodate demand to 2028 (subject to further feasibility assessment)	Challenges and comments
<p>A – Baseline +</p> <p>Provision for football and cricket remains as it is. Provide an additional 2.5 full size equivalent grass pitches for football to provide additional capacity for growth (or 0.5 if spare capacity elsewhere in sub-area can be utilised (West Buckland and Sampford Arundel). Support rugby in reconfiguration of Beech Grove to provide additional pitch and provide additional 1.5 pitches at location to be determined.</p>	<p>Continued sharing challenges on Playing Field sites. Football club continues to be dispersed. Rugby club additional provision likely to be away from club home ground. New pitch sites would each need a set of changing facilities.</p>
<p>B – Central (hub)</p> <p>Consolidate cricket (and tennis) on Playing Field site. Retain small 3<sup>rd</sup> pitch for use by primary school. Secure certainty of long-term agreement for rugby on Beech Grove site. Fill ditch between club and Beech Grove and rotate existing Beech Grove pitch to enable additional pitch space on site. As football solutions introduced, enable rugby use to be formalised on Recreation Ground site with additional full size pitch and training pitch. Courtfields school host 3G and 2x adult pitches provided for community use on combination of school site and possibly</p>	<p>Capital cost of 3G. Floodlighting –impact of / on bats? Access / parking for expanded rugby and football club sites. Impact on Local Nature Reserve. Need to level at least part of site between school and allotments – cost implication. Cost of levelling and drainage improvements at Recreation Ground site. Would need to reconfigure provision for school – e.g. athletics track. Dependent on agreement of school / landowner. Would need to keep Dobree in reserve or re-purpose.</p>



Wellington Options to accommodate demand to 2028 (subject to further feasibility assessment)	Challenges and comments
field to north west adjacent to allotments and Local Nature Reserve. Potential space on site for junior pitch too.	
C – Central + Dobree As option B but without additional junior pitch on hub site and instead retaining Dobree pitch.	As option B but retaining Dobree pitch.
D – Central (small) + Dobree + Longforth As option C but with reduced capacity on hub site (probably not requiring field site), providing a 3G and 1xadult pitch only with additional new adult pitch at Longforth Farm site and retaining Dobree.	As option B but without need to use field and levelling it to accommodate pitch(es).
E – Football hub on new site (3G + grass) Football club moves to alternative hub site elsewhere (for example, on outskirts of town) with site providing 3G plus 2-3 adult pitches (or equivalent capacity to suit age groups).	Cost of purchasing land and developing 3G and grass pitches. Planning acceptability in relation to location. Would need to re-purpose Dobree.
F - Football hub on new site (grass only) Football club moves to alternative hub site elsewhere (for example, on outskirts of town) with site providing 5-6 adult pitches (or equivalent capacity to suit age groups). Could work in combination with use of some of existing pitch supply to reduce number of new grass pitches required - e.g. retain Dobree.	As option E. Provision does not resolve midweek evening training demand in Wellington – more than one grass pitch unlikely to be supported by FA for floodlighting?

#### 4.9 The PPS Hockey Recommendations:-

##### Protect:

- Protect the existing supply of sand based pitches identified in the assessment.
- Protect the current number of hours used by hockey in the peak period as a minimum for both formal competitive hockey and informal and social formats of the game.

### Enhance:

- Support the refurbishment / resurfacing of the AGPs at Wellington School and Heathfield School in the early part of the strategy period to ensure that the surface is of the appropriate quality and standard for hockey play.
- Gain the secure use of pitches which currently have unsecure use to provide certainty of supply and reduce the need for additional new pitches.
- Improve the current use of existing pitches, where physically and logistically possible, by considering flexibility of when matches take place and also the amount of a full size AGP used for training.

### Provide:

- Where the loss of an existing pitch is unavoidable, provide replacement capacity to good quality standard in a location appropriate to demand to mitigate loss.
- Ensure that the provision of new pitches and facilities meet the most up-to-date quality design standards and dimensions supported by the NGB and SE.
- Any new pitches provided should be floodlit to ensure evening peak period capacity throughout the year.
- Ensure that any new facilities and other associated pitch infrastructure are provided to meet the most up-to-date Building Regulations (Part M) and the Equality Act 2010, including, but not restricted to, those relating to accessibility.
- Ensure that any new pitches and facilities have a sustainable long-term business and financial management plan in place to ensure long-term viability.
- Ensure that all new pitches and facilities have a secure community use agreement in place for the long-term (preferably in perpetuity) and that the appropriate body is identified to monitor and enforce such agreements. Agreements should ensure that community use is available during the whole 34 peak period (Monday-Thursday 5pm-9pm, Friday 5pm-7pm and Saturday and Sunday both 9am-5pm).
- The provision of additional pitches and / or facilities should be closely coordinated between NGB, clubs, Sport England, the local authority, and the land owner (where not one of the aforementioned bodies).
- Seek a graduated approach to increased use of pitches currently used by football for training and informal play as 3G provision is developed. Monitor closely the change in demand to map against projected demand and understand the real demand on the ground for additional match and training time. Look to secure new floodlit sand based AGP for hockey use in the latter part of the strategy period should demand not be effectively catered for on secure sites.
- The provision of additional pitches should be based on the above recommendations and also spatial gaps, demand and need in relation to existing provision and demand from sub areas. In order to ensure long-term viability, it is most likely that locations in Taunton will be the most favourable.
- There are a number of locations (options) that should be considered by the local authority and key stakeholders for a new additional full size AGP if it is required during the strategy period. The identification of options below does not indicate that any or all of them will come forward – they are options for consideration within the context of the assessment and requirements for hockey AGP provision identified. The sites listed are not in any preferential or priority order.

Options to meet provision include:

Option Sites
<b>TAUNTON</b>
Monkton Heathfield Development (Phase 2) urban extension
Comeytrove urban extension
Land allocated in the SADMP in policy TAU12 "Blackbrook recreational open space" (amounting to 8 hectares of open space recreational land)
Heathfield School, subject to the school confirming future plans for the school's extension onto the Primary School site
<b>WELLINGTON</b>
Courtfields School, which has indicated interest in hosting an AGP in the long-term

#### 4.10 The PPS Cricket Recommendations:-

##### Protect:

- Protect existing pitches used from loss. This also extends to where a club folds, as additional capacity on a lost ground may be required by other clubs and this should be explored in relation to potential demand where this scenario happens.
- Protect pitches in local authority control no longer used for cricket should this reserve capacity be needed to respond to demand to 2028.
- Ensure that relevant planning policies and designations are in place to protect the greenspace on which grass playing pitches are located to ensure continued policy protection whether or not the sites continue in the long term for sports pitch use.

##### Enhance:

- Support larger clubs' growth by helping establish links and playing time at second / satellite (smaller) clubs in rural parts of the Borough where there is likely to be less growth in team numbers. Support this by improving the quality of facilities at these sites where necessary to do so.
- Gain the secure use of pitches which currently have unsecure use through clubs and relevant authorities working with pitch providers / owners to seek a long-term secure use agreement to provide certainty of supply and reduce the need for additional new pitches.
- Improve the current use of existing pitches where spare capacity notionally exists, where physically and logistically possible, by considering flexibility of when matches take place.
- Support projected growth in the women's and junior games by ensuring that the quality of ancillary facilities meets their needs (i.e. that they are fit for purpose) where junior and women's teams play and train.
- Support the future of rural clubs by providing small amounts of investment, where needed, to make significant improvements to the quality of ancillary facilities. Good quality facilities can help to attract and help retain players.

Provide:

- Consider additional capacity on existing grounds where feasible and spare capacity equates to real availability on the days demand requires.
- Where the loss of an existing pitch is unavoidable, provide replacement pitches to good quality standard in a location appropriate to demand to mitigate loss.
- Ensure that the provision of any new pitches and facilities meet the most up-to-date quality design standards and dimensions supported by the NGB and SE.
- Ensure that any new facilities and other associated pitch infrastructure are provided to meet the most up-to-date Building Regulations (Part M) and the Equality Act 2010, including, but not restricted to, those relating to accessibility.
- Ensure that any new pitches and facilities have a sustainable long-term business and financial management plan in place to ensure long-term viability.
- Ensure that all new pitches and facilities have a secure community use agreement in place for the long-term (preferably in perpetuity) and that the appropriate body is identified to monitor and enforce such agreements.
- Enable the supply of pitches to accommodate existing and future demand to a total equivalent of 78 good quality grass pitches and 3 artificial pitches across the Borough broadly across the following phases during the strategy period.

Options to meet provision include:-

Taunton Action	When
Consider losing artificial pitch at Taunton Green (which is in a poor condition and unused) and replacing as part of Staplegrove development if cricket forms part of the pitch provision. This could also enable fencing to be introduced to prevent dog fouling on the football pitches at Taunton Green.	2017-19
Staplegrove CC (Sports Club) – discuss with Sports Club (including football and cricket club) opportunities for additional pitches in phases 1 and 2 of Staplegrove development, within context of future for growth of cricket and provision of artificial pitch capacity on north and west side of Taunton. Consider opportunities to overcome difficulties of sharing the cricket and football pitches on the Sports Club site.	2017-19
Should long-term secure future of Taunton St Andrews Cricket Club at Wyvern sports club not be achievable, consider relocating the club to a new facility (subject to discussion with the club) as part of one of the urban extensions, providing a new hub which can support future growth.	2017-19

Wellington Action	When
Consider consolidating use of the Playing Field for cricket (and tennis) whilst retaining use of the 3 <sup>rd</sup> junior pitch for Beech Grove Primary	2017-19

Wellington Action	When
School and informal play.	
Consider providing additional capacity for cricket during the strategy period, if required at Courtfields School or Longforth Farm where junior play (at least) could be accommodated, including provision of an artificial pitch.	2017-19

#### 4.11 The PPS Rugby Recommendations:-

##### Protect:

- Protect the existing supply of pitches identified in the assessment.
- Protect “mothballed” pitches previously used for any pitch sport to form a strategic reserve which can be brought back into use to quickly respond to demand.
- Ensure that relevant planning policies and designations are in place to protect the greenspace on which grass playing pitches are located to ensure continued policy protection whether or not the sites continue in the long term for sports pitch use.

##### Enhance

- Enhance capacity on existing pitches by improving quality, introducing floodlights where necessary and feasible and improve maintenance to ensure that the better quality is sustained in the long-term.
- Enhance the quality of changing and other ancillary facilities where necessary and possible to help ensure the quality of the experience for the sport is enhanced.
- Gain the secure use of pitches which currently have unsecure use through clubs and relevant authorities working with pitch providers / owners to seek a long-term secure use agreement to provide certainty of supply and reduce the need for additional new pitches.
- Improve the current use of existing pitches, where physically and logistically possible, by considering flexibility of when matches take place.

##### Provide:

- Where the loss of an existing pitch is unavoidable, provide replacement pitches to good quality standard in a location appropriate to demand to mitigate loss.
- Ensure provision of any new pitches and facilities meet the most up-to-date quality design standards and dimensions supported by the NGB and Sport England.
- Ensure that any new facilities and other associated pitch infrastructure are provided to meet the most up-to-date Building Regulations (Part M) and the Equality Act 2010, including, but not restricted to, those relating to accessibility.
- Ensure that any new pitches and facilities have a sustainable long-term business and financial management plan in place to ensure long-term viability.

- Ensure that all new pitches and facilities have a secure community use agreement in place for the long-term (preferably in perpetuity) and that the appropriate body is identified to monitor and enforce such agreements.
- Seek to provide additional capacity at (or, if this is not possible, within close proximity to) existing club home grounds as a preference over sites far from home grounds, where physical, ownership and planning constraints do not prevent such change. This will help to ensure the long-term financial stability of clubs given the social tradition and culture of the sport.
- Enable the supply of pitches to accommodate existing and future demand to a total equivalent of 19 good quality full size pitches across the Borough broadly across the following phases during the strategy period.

Options to meet provision include:

Action	When	Estimated additional capacity provided	
		Full size match equivalents	Full size pitch equivalent
Consider changing the use of the Wellington Recreation Ground pitches from football to rugby use to allow the rugby club to expand if necessary post 2020. Possible capacity for 1 full size + 1 training pitch. Would probably require improvements to drainage and levelling to ensure good quality pitches. Option only "live" if existing football capacity / sites can be replaced elsewhere assuming cricket consolidated on Playing Field site.	2020-22	7	2
Consider opportunity to deliver strategic 3G for rugby only use (location would have to be at a club site to make it viable but would also require clubs (and possibly some schools) to commit to use to ensure long-term sustainability). Additional capacity depends on whether pitch is on an existing grass pitch or additional.	2020-2028	7-12	2-4
Consider sharing use of a new 3G pitch with football to introduce additional capacity for training, particularly if sole rugby use pitch is not feasible	2017-2028	3-12	1-4
If long-term security of tenure cannot be secured at Wyvern club for rugby club, consider alternative site for club home ground (subject to discussion with the club).	2017-19		

#### 4.12 Other: Strategy Recommendations

There are also a Rounders Team, American Football Team, and Baseball Team and in

the Borough.

- Rounders: current situation is satisfactory and there are numerous open spaces which could be used to meet future demand.
- American Football: team are in process of agreeing to be based at Victoria Park.
- Baseball: having a permanent base would benefit the club.

Options:

- Land allocated in the SADMP in policy TAU12 "Blackbrook recreational open space" (amounting to 8 hectares of open space recreational land);
- Ash Meadows, formerly football pitches, subject to securing community use and the work necessary being undertaken to reinstate the site and safe access to it / them and football use not being required;
- St Augustine School site, formerly a football pitch, subject to securing community use and the work necessary being undertaken to reinstate the site and ancillary facilities and football or rugby use not being required;
- West Monkton – as part of phase 2 development of urban extension; or,
- Wellington – at Longforth Farm.

4.13 The Strategy is not a blue print, it provides options to help unlock solutions. The Strategy process is: plan, monitor, and manage, and repeat going forward.

4.14 This document gives greater clarity to stakeholders (such as clubs, providers, owners and managers of pitches) and bodies (such as TDBC, sports governing bodies and Sport England) to enable them to work together on the collective delivery of pitches and facilities going forward.

4.15 The next step is exploring and testing the options with NGB's and Local Stakeholders to establish which are geographically and financially viable. A meeting has already taken place with local stakeholders in Wellington and Wellington Town Council has committed some resource towards the delivery of a solution. The next meeting with the NGB's is 23 October 2017.

4.16 Full Council is therefore requested to adopt the Playing Pitch Strategy as a TDBC document, to provide weight and enable it to be used by the Council, NGB's and Local Stakeholders across sport, leisure and planning to collectively protect, enhance and provide playing pitches in the Borough.

## **5 Links to Corporate Aims / Priorities**

5.1 The PPS links to the following TDBC Corporate Strategy 2016-20 aims:-

- Theme 1c People - Work with others to support the wellbeing of an older population and our most vulnerable residents;
- Theme 3e Our Place - Ensuring our environment remains attractive;

- Theme 4b An Efficient and Modern Council - Make better use of our land and property assets; investing in, transferring or selling assets where it makes sense to do so;
- Theme 4c An Efficient and Modern Council - Support members to undertake their roles within their communities through improved access to information.

## **6 Finance / Resource Implications**

- 6.1 The PPS provides evidence and guidance to inform planning policy (i.e. Infrastructure Delivery Plan, Development Plan Documents), sports and leisure development (i.e. club, owners and maintenance teams, CIL bids), and planning application decisions (i.e. onsite-provision, protection or disposals of pitches).
- 6.2 The PPS is supported by the NGB's and Sport England. This is vital for securing support and funding from these organisations to protect, enhance and provide playing pitches.
- 6.3 Parishes receive 15% of Community Infrastructure Levy receipts in their area, 25% of if they have a neighbourhood plan. These funds could be used for the enhancement or provision of playing pitches. The PPS provides evidence and guidance to steer those investment decisions.

## **7 Legal Implications**

- 7.1 No known implications.

## **8 Environmental Impact Implications**

- 8.1 No known implications.

## **9 Safeguarding and/or Community Safety Implications**

- 9.1 No known implications

## **10 Equality and Diversity Implications**

- 10.1 No known implications

## **11 Social Value Implications**

- 11.1 The PPS provides information on positive Social Value for future playing pitch procurement decisions. Social benefits (i.e. increase in community welfare, health and wellbeing), Economic benefits (i.e. joint bids for external funding, pooling investment from multiple stakeholders and organizations, a framework for well-planned enhancement and provision that delivers the maximum benefit/cost ration) and Environmental benefits (i.e. green spaces positive contribution to ecology and climate).

## **12 Partnership Implications**

- 12.1 The PPS has positive partnership implications. It is a document produced with input



from, and for use by, all tiers of local government, local stakeholders and NGB's and Sport England.

### **13 Health and Wellbeing Implications**

13.1 The PPS supports the following Health & Wellbeing priorities:

- Theme 1: People, families and communities take responsibility for their own health and wellbeing.

Action: Community action: greater support for community-led action to encourage healthier lifestyles;

Action: Healthy planning and policy: ensure that health and wellbeing is given due consideration in planning and other policy decisions to maximise the positive impact of our environment on healthy lifestyles.

- Theme 2: Families and communities are thriving and resilient.

Action: Well-connected, vibrant communities: supporting neighbourhoods and communities to take responsibility for shaping and transforming their own lives and their local services.

### **14 Asset Management Implications**

14.1 No known implications

### **15 Consultation Implications**

15.1 Throughout the development of the PPS specific consultation has been undertaken with NGB's, Sport England, clubs, owners (incl. TDBC, Parish/Town Councils) and maintenance teams. The PPS was also subject to wider public and stakeholder consultation.

### **16 Scrutiny Comments / Recommendation(s)**

16.1 The Playing Pitch Strategy was considered by the Community Scrutiny Committee at its meeting on 19 September 2017. Members agreed to recommend Full Council to formally adopt the Strategy.

#### **Democratic Path:**

- **Scrutiny – Yes**
- **Executive – No**
- **Full Council – Yes**

**Reporting Frequency: Once only**

## List of Appendices

Appendix A	List of Playing Pitches
Appendix B	Playing Pitch Strategy – available on the Members Portal

## Contact Officers

Name	Ann Rhodes	Direct Dial	01823 346484 / 219522
Email	a.rhodes@tauntondeane.gov.uk		

**Appendix A: List of Playing Pitches** - each pitch has a separate id number and are colour coded by sport (and for AGPs by type):

BA1	baseball
R2	rugby
C3	cricket grass
C4b	cricket artificial
C5c	cricket nets
AGP5	AGP - hockey and football
F6	football
ROU8	rounders

**Pitches in active use:**

PPS Pitch ID	Site Name	Village / Town	Postcode
F1_share	Bishop Fox School Grounds	Taunton	TA1 3HQ
F92_share	Bishop Fox School Grounds	Taunton	TA1 3HQ
F2	Bishops Hull Playing Field	Bishops Hull	TA1 5DZ
F6	Bishops Lydeard Football Club (pitch 1)	Bishops Lydeard	TA4 3BA
F3a_main	Bishops Lydeard Football Club (pitch 2)	Bishops Lydeard	TA4 3BA
F7a_main	Bishops Lydeard Football Club (west of Cothelstone Road) (pitch 5)	Bishops Lydeard	TA4 3BA
F11	Civil Service Sports Ground	Taunton	TA1 4TE
F12	Cotford St Luke Recreation Field	Cotford St Luke	TA4 1JG
F111	Courtfields Community School Grounds	Wellington	TA21 8BG
F15	Creech St Michael Recreation Ground	Creech St Michael	TA3 5QW
F17a_main	Galmington Playing Field (pitch 1)	Taunton	TA1 5NU
F18	Galmington Playing Field (pitch 2)	Taunton	TA1 5NU
F20	Gordon Hawkins Playing Field (pitch 1) (AKA Blackbrook Pavilion)	Taunton	TA3 5AA
F21	Gordon Hawkins Playing Field (pitch 2) (AKA Blackbrook Pavilion)	Taunton	TA3 5AA
F77	Gordon Hawkins Playing Field (pitch 3) (AKA Blackbrook Pavilion)	Taunton	TA3 5AA

F24	Hamilton Gault Playing Field (pitch 1) (AKA Hamilton Park)	Taunton	TA1 2ER
F25	Hamilton Gault Playing Field (pitch 2) (AKA Hamilton Park)	Taunton	TA1 2ER
F110_share	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
F27_share	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
F31_share	Kings College Playing Fields	Taunton	TA1 2LX
F32	Kingsmead Community School Grounds	Wiveliscombe	TA4 2NZ
F35	Milverton Recreation Ground	Milverton	TA4 1LY
F37	Norton Fitzwarren Parish Council Playing Field	Norton Fitzwarren	TA2 6SX
F38	Norton Fitzwarren Parish Council Playing Field	Norton Fitzwarren	TA2 6SX
F39	Norton Manor Camp Playing Field	Norton Fitzwarren	TA2 6PE
F40	Pitminster Recreation Ground (AKA Blagdon Hill)	Pitminster	TA3 7SE
F41	Priorswood Playing Fields (pitch 1) (AKA Cleeve Road)	Taunton	TA2 8DW
F42	Priorswood Playing Fields (pitch 2) (AKA Cleeve Road)	Taunton	TA2 8DW
F45	Richard Huish Playing Field (AKA Ash Meadows)	Taunton	TA1 3HQ
F46	Ruishton Recreation Ground	Ruishton	TA3 5JF
F51	Somerset College for Arts and Technology (pitch 1) (AKA SCAT)	Taunton	TA1 5AY
F57	Staplegrove Sports Club (pitch 1)	Staplegrove	TA2 6EQ
F53a_main	Staplegrove Youth Football Club (pitch 1)	Staplegrove	TA2 6EE
F62_share	Taunton Academy (AKA Wellsprings LC)	Taunton	TA2 7PA
F64	Taunton Green (pitch 1) (AKA Taunton Green Playing Field)	Taunton	TA2 7AX
F65	Taunton Green (pitch 2) (AKA Taunton Green Playing Field)	Taunton	TA2 7AX
F85_share	Taunton School Upper Playing Fields (AKA pitch next to Gipsy Lane)	Taunton	TA2 6NJ
F86_share	Taunton School Upper Playing Fields (AKA pitch next to Greenway Road)	Taunton	TA2 6NJ
F67	Taunton Town Football Ground	Taunton	TA1 2EH
F84	Trull - King George V Playing Field	Trull	TA3 7LF
F69	Victoria Park (pitch 1)	Taunton	TA1 3HX
F70	Victoria Park (pitch 2)	Taunton	TA1 3HX
F72	Wellington Playing Field (pitch 1)	Wellington	TA21 8NE
F73	Wellington Playing Field (pitch 2)	Wellington	TA21 8NE

F75	Wellington Recreation Ground (pitch 1)	Wellington	TA21 8NG
F22_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
F23_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
F79	White Street Sports Ground	North Curry	TA3 6HN
AGP4	Bishop Fox School Grounds	Taunton	TA1 3HQ
AGP9	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
AGP10	Kings College 1	Taunton	TA1 3DY
AGP11	Kings College 2	Taunton	TA1 3DY
AGP1	Kings Hall School	Cheddon Fitzpaine	TA2 8LA
AGP2	Norton Manor Camp Playing Field	Norton Fitzwarren	TA2 6PE
AGP5	Queen's College Playing Fields 1	Taunton	TA1 4QS
AGP6	Queen's College Playing Fields 2	Taunton	TA1 4QS
AGP16	Taunton North Youth Club (AKA Taunton North FC)	Taunton	TA2 8EY
AGP13	Taunton School (main site) (AKA Blue pitch adjacent to Keeling Pool)	Taunton	TA2 6JJ
AGP12	Taunton School (Upper) (AKA Upper / Sports Field)	Taunton	TA2 6AD
AGP15	Taunton Vale Hockey Club 1	Taunton	TA2 6LP
AGP14	Taunton Vale Hockey Club 2	Taunton	TA2 6LP
AGP7	The Castle School (AKA Castle Sports Centre)	Taunton	TA1 5AY
AGP8	Wellington School Grounds (AKA Princess Royal Sports Complex)	Wellington	TA21 8PL
AGP3	YMCA	Taunton	TA1 2JZ
BA1_share	Taunton Academy (AKA Wellsprings LC)	Taunton	TA2 7PA
C36a	Appley Pavilion Cricket Ground (AKA Ashbrittle, Stawley and Clayhanger CC)	Stawley	TA21 0HH
C36b	Appley Pavilion Cricket Ground (AKA Ashbrittle, Stawley and Clayhanger CC)	Stawley	TA21 0HH
C29a_share	Bishop Fox School Grounds	Taunton	TA1 3HQ
C29b_share	Bishop Fox School Grounds	Taunton	TA1 3HQ
C29c	Bishop Fox School Grounds	Taunton	TA1 3HQ
C30	Bishop Fox School Grounds	Taunton	TA1 3HQ
C37a_share	Bishops Hull Playing Field (AKA Bishops Hull CC)	Bishops Hull	TA1 5EB
C37b_share	Bishops Hull Playing Field (AKA Bishops Hull CC)	Bishops Hull	TA1 5EB

C37c	Bishops Hull Playing Field (AKA Bishops Hull CC)	Bishops Hull	TA1 5EB
C38a	Bishops Lydeard Cricket Club	Bishops Lydeard	TA4 3HT
C38b	Bishops Lydeard Cricket Club	Bishops Lydeard	TA4 3HT
C39a	Churchinford Sports Field (AKA Churchinford CC)	Churchinford	TA3 7QJ
C39b	Churchinford Sports Field (AKA Churchinford CC)	Churchinford	TA3 7QJ
C40	Civil Service Sports Ground	Taunton	TA1 4TE
C43a	Fitzhead Cricket Club	Fitzhead	TA4 3JP
C43b	Fitzhead Cricket Club	Fitzhead	TA4 3JP
C43c	Fitzhead Cricket Club	Fitzhead	TA4 3JP
C20a	Hatch Beauchamp Recreation Ground	Hatch Beauchamp	TA3 6SG
C20b	Hatch Beauchamp Recreation Ground	Hatch Beauchamp	TA3 6SG
C44a	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
C44b	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
C13	Kings College Playing Fields Pitch 1	Taunton	TA1 2LX
C14a_share	Kings College Playing Fields Pitch 2	Taunton	TA1 2LX
C14b	Kings College Playing Fields Pitch 2	Taunton	TA1 2LX
C15a_share	Kings College Playing Fields Pitch 3	Taunton	TA1 2LX
C15b	Kings College Playing Fields Pitch 3	Taunton	TA1 2LX
C16_share	Kings College Playing Fields Pitch 5	Taunton	TA1 2LX
C17_share	Kings College Playing Fields Pitch 6	Taunton	TA1 2LX
C3	Kings College Playing Fields Pitch 4	Taunton	TA1 2LX
C33a	Kings Hall School (main pitch)	Cheddon Fitzpaine	TA2 8LA
C33b	Kings Hall School (main pitch)	Cheddon Fitzpaine	TA2 8LA
C34a	Kings Hall School (north field)	Cheddon Fitzpaine	TA2 8LA
C34b	Kings Hall School (north field)	Cheddon Fitzpaine	TA2 8LA
C35	Kings Hall School (south field)	Cheddon Fitzpaine	TA2 8LA
C45	Kingsmead Community School Grounds	Wiveliscombe	TA4 2NZ
C31a	Lydeard St Lawrence Cricket Club	Lydeard St Lawrence	TA4 3RY
C31b	Lydeard St Lawrence Cricket Club	Lydeard St Lawrence	TA4 3RY

C31c	Lydeard St Lawrence Cricket Club	Lydeard St Lawrence	TA4 3RY
C46a	Milverton Recreation Ground	Milverton	TA4 1LY
C46b	Milverton Recreation Ground	Milverton	TA4 1LY
C21	Norton Manor Camp Playing Field	Norton Fitzwarren	TA2 6PE
C47	Nynehead Cricket Club	Ham	TA21 9HJ
C49a	Pitminster Recreation Ground	Pitminster	TA3 7SE
C49b	Pitminster Recreation Ground	Pitminster	TA3 7SE
C50a	Queen's College Playing Fields	Taunton	TA1 4QS
C50b	Queen's College Playing Fields	Taunton	TA1 4QS
C51	Queen's College Playing Fields	Taunton	TA1 4QS
C52	Queen's College Playing Fields	Taunton	TA1 4QS
C56a	Sampford Arundel Cricket Club	Sampford Arundel	TA21 9QN
C56b	Sampford Arundel Cricket Club	Sampford Arundel	TA21 9QN
C19	Somerset County Cricket Ground	Taunton	TA1 1XX
C57	Staplegrove Sports Club (AKA Staplegrove CC)	Staplegrove	TA2 6EF
C58a	Stoke St Gregory Recreation Ground (AKA Stoke St Gregory CC and Stoke Saints CC)	Stoke St Gregory	TA3 6EQ
C58b	Stoke St Gregory Recreation Ground (AKA Stoke St Gregory CC and Stoke Saints CC)	Stoke St Gregory	TA3 6EQ
C59a	Stoke St Mary Cricket Club	Stoke St Mary	TA3 5SU
C59b	Stoke St Mary Cricket Club	Stoke St Mary	TA3 5SU
C61a	Taunton Deane CC	Taunton	TA1 3QE
C61b	Taunton Deane CC	Taunton	TA1 3QE
C61c	Taunton Deane CC	Taunton	TA1 3QE
C28	Taunton Green	Taunton	TA2 7AX
C11c	Taunton School Playing Fields		TA2 6JJ
C4a_share	Taunton School Playing Fields	Taunton	TA1 1ET
C4b	Taunton School Playing Fields		TA1 1ET
C4c	Taunton School Playing Fields		TA1 1ET
C6	Taunton School Playing Fields	Taunton	TA2 6JJ
C7a_share	Taunton School Playing Fields	Taunton	TA1 1ET

C7b	Taunton School Playing Fields	Taunton	TA1 1ET
C10_share	Taunton School Upper Playing Fields	Taunton	TA2 6NJ
C11a_share	Taunton School Upper Playing Fields	Taunton	TA2 6NJ
C11b_share	Taunton School Upper Playing Fields	Taunton	TA2 6NJ
C12_share	Taunton School Upper Playing Fields	Taunton	TA2 6NJ
C9_share	Taunton School Upper Playing Fields	Taunton	TA2 6NJ
C1a	Taunton Vale Sports Club (AKA Taunton CC)	Taunton	TA2 6LP
C1b	Taunton Vale Sports Club	Taunton	TA2 6LP
C2a	Taunton Vale Sports Club (AKA Taunton CC)	Taunton	TA2 6LP
C2b	Taunton Vale Sports Club (AKA Taunton CC)	Taunton	TA2 6LP
C22a_share	The Castle School (AKA Castle Sports Centre)	Taunton	TA1 5AY
C22b_share	The Castle School (AKA Castle Sports Centre)	Taunton	TA1 5AY
C22c	The Castle School (AKA Castle Sports Centre)	Taunton	TA1 5AY
C62	Trull Cricket Club	Trull	TA3 7NP
C63a_share	Wellington Playing Field (AKA Wellington CC)	Wellington	TA21 8NE
C63b	Wellington Playing Field (AKA Wellington CC)	Wellington	TA21 8NE
C23b	Wellington School Grounds (Bulford site)	Wellington	TA21 8NX
C23c	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex (PRSC))	Wellington	TA21 8NX
C23a_share	Wellington School Grounds (Bulford site, 1st XI) (AKA PRSC)	Wellington	TA21 8NX
C24a_share	Wellington School Grounds (Eight Acre site, 2nd XI) (AKA PRSC)	Wellington	TA21 8NX
C24b	Wellington School Playing Field (AKA PRSC)	Wellington	TA21 8NX
C25	Wellington School Playing Field (Gills) (AKA PRSC)	Wellington	TA21 8NX
C54a	West Bagborough Cricket Ground (AKA Bagborough CC)	West Bagborough	TA4 3EL
C54b	West Bagborough Cricket Ground (AKA Bagborough CC)	West Bagborough	TA4 3EL
C54c	West Bagborough Cricket Ground (AKA Bagborough CC)	West Bagborough	TA4 3EL
C55	West Monkton Cricket Club	Monkton Heathfield	TA2 8BP
C26a_share	White Street (AKA North Curry CC)	North Curry	TA3 6HN
C26b	White Street (AKA North Curry CC)	North Curry	TA3 6HN



C27a_share	Wiveliscombe Recreation Ground (AKA Wiveliscombe CC)	Wiveliscombe	TA4 2TF
C27b	Wiveliscombe Recreation Ground (AKA Wiveliscombe CC)	Wiveliscombe	TA4 2TF
C18_share	Wyvern Sports Club (AKA Taunton St Andrews CC)	Taunton	TA1 3BJ
C18b_share	Wyvern Sports Club (AKA Taunton St Andrews CC)	Taunton	TA1 3BJ
F93	Blackbrook Primary School Grounds	Taunton	TA1 2LZ
F94	Cheddon Fitzpaine School Playing Field	Rowford	TA2 8JY
F95	Cotford St Luke Primary School	Cotford St Luke	TA4 1HZ
F96	Creech St Micheal Primary School Grounds	Creech St Michael	TA3 5QW
F97	Halcon Primary School Grounds	Taunton	TA1 2BU
F98	Holway Park Primary School Grounds	Taunton	TA1 2JP
F81	Lydeard St Lawrence Primary School	Lydeard St Lawrence	TA4 3SF
F99	Lyngford Park School Grounds	Taunton	TA2 8RY
F100	Oake & Bradford Primary School	Oake	TA4 1JA
F101	Parkfield School Grounds	Taunton	TA1 4PR
F88	Pitminster Recreation Ground (AKA Blagdon Hill)	Pitminster	TA3 7SE
F89	Pitminster Recreation Ground (AKA Blagdon Hill)	Pitminster	TA3 7SE
F80	Priorswood Primary School	Taunton	TA2 7UA
F112	Ruishton C of E Primary School Playing Field	Ruishton	TA3 5JZ
F82	Sampford Arundel Community Primary School Grounds	Sampford Arundel	TA21 9QT
F102	Sampford Arundel Recreation Ground	Sampford Arundel	TA21 9QP
F48	Somerset College for Arts and Technology (pitch 2) (AKA SCAT)	Taunton	TA1 5AY
F49	Somerset College for Arts and Technology (pitch 3) (AKA SCAT)	Taunton	TA1 5AY
F50	Somerset College for Arts and Technology (pitch 4) (AKA SCAT)	Taunton	TA1 5AY
F52	St Georges Catholic School	Taunton	TA1 3NR
F103	St John's Primary School Playing Field	Wellington	TA21 9EX
F113	Staplegrove School Playing Field	Staplegrove	TA2 6UH
F53b_over	Staplegrove Youth Football Club (pitch 1)	Staplegrove	TA2 6EE
F55b_over	Staplegrove Youth Football Club (pitch 3)	Staplegrove	TA2 6EE
F55c_over	Staplegrove Youth Football Club (pitch 3)	Staplegrove	TA2 6EE

F104	Stawley Primary School Grounds	Stawley	TA21 0HH
F105	Stoke St Gregory C of E Primary School Grounds	Stoke St Gregory	TA3 6EG
F106	Trull School Grounds	Trull	TA3 7ER
F107	Wellesley Park School Grounds	Wellington	TA21 9AW
F108	Wellsprings School Grounds	Taunton	TA2 7NF
F109	Wiveliscombe Primary School Grounds	Wiveliscombe	TA4 2LA
F120	Bishops Lydeard Primary School Playing Field	Bishops Lydeard	TA4 3AP
F121	Bishops Lydeard Primary School Playing Field	Bishops Lydeard	TA4 3AP
F13_share	Court Fields Community School Grounds	Wellington	TA21 8BG
F14	Creech St Michael Recreation Ground	Creech St Michael	TA3 5QW
F16	Dobree Park Playing Field	Rockwell Green	TA21 9RS
F119	Milverton Community Primary School Playing Field	Milverton	TA4 1JP
F123	North Curry Primary School	North Curry	TA3 6NQ
F118	Norton Fitzwarren School Playing Field	Norton Fitzwarren	TA2 6TB
F117	Nynehead School Playing Field	Nynehead	TA21 0BN
F43	Priorswood Playing Fields (pitch 3) (AKA Summerleaze Crescent)	Taunton	TA2 8DW
F68	Rockwell Green Primary School Playing Field	Rockwell Green	TA21 8LH
F47	Sky College	Taunton	TA2 7HN
F114	Thurlbear C of E Primary School Playing Field	Thurlbear	TA3 5BP
F115	West Buckland Community Primary School Playing Field	West Buckland	TA21 9JY
F33	Woodlands Green	Taunton	TA3 5JR
R39	Civil Service Sports Ground 1	Taunton	TA1 4TE
R40	Civil Service Sports Ground 2	Taunton	TA1 4TE
R3	Kings College Playing Fields	Taunton	TA1 2LX
R4	Kings College Playing Fields	Taunton	TA1 2LX
R13	Kings Hall School	Cheddon Fitzpaine	TA2 8LA
R14	Kings Hall School	Cheddon Fitzpaine	TA2 8LA
R15	Kings Hall School	Cheddon Fitzpaine	TA2 8LA
R41	Queen's College Playing Fields 1	Taunton	TA1 4QS

R42	Queen's College Playing Fields 2	Taunton	TA1 4QS
R6_share	Taunton School Playing Fields (AKA pitch west of College Road and tennis courts (garage entrance off Greenway))	Taunton	TA2 6AD
R7_share	Taunton School Playing Fields (AKA pitch west of College Rd (SW of garage Greenway Rd))	Taunton	TA2 6AD
R8_share	Taunton School Playing Fields (AKA pitch west of College Rd (SW of garage Greenway Rd))	Taunton	TA2 6AD
R24_share	Wellington School Grounds (Eight Acre site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R25_share	Wellington School Grounds (Eight Acre site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R26_share	Wellington School Grounds (Wellesley Park site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
F4	Bishops Lydeard Football Club (pitch 3)	Bishops Lydeard	TA4 3BA
F5	Bishops Lydeard Football Club (pitch 4)	Bishops Lydeard	TA4 3BA
F8	Bishops Lydeard Football Club (pitch 6) (AKA west of Cothelstone Rd, northern end of site)	Bishops Lydeard	TA4 3BA
F36	North Curry Recreation Ground (AKA Greenway Playing Field)	North Curry	TA3 6NH
F58	Staplegrove Sports Club (pitch 2)	Staplegrove	TA2 6EQ
F59	Staplegrove Sports Club (pitch 3)	Staplegrove	TA2 6EQ
F60	Staplegrove Sports Club (pitch 4)	Staplegrove	TA2 6EQ
F56	Staplegrove Youth Football Club (pitch 4)	Staplegrove	TA2 6EE
F87_share	Taunton School Upper Playing Fields (AKA pitch next to Gipsy Lane)	Taunton	TA2 6NJ
F74	Wellington Playing Field (pitch 3)	Wellington	TA21 8NE
F90	White Street Sports Ground	North Curry	TA3 6HN
F91	White Street Sports Ground	North Curry	TA3 6HN
ROU1	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU12	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU13	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU14	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU15	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU16	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU17	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU2	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU3	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ

ROU4	Bishop Fox School Grounds (SASP)	Taunton	TA1 3HQ
ROU11	Court Fields Community School Grounds	Wellington	TA21 8BG
ROU7	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
ROU8	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
ROU18	Kingsmead Community School Grounds	Wiveliscombe	TA4 2NZ
ROU19	Kingsmead Community School Grounds	Wiveliscombe	TA4 2NZ
ROU6	Nethercott Way Recreation Ground	Lydeard St Lawrence	TA4 3SG
ROU10	Taunton Academy		TA2 7PA
ROU9	Taunton Academy		TA2 7PA
ROU5	The Castle School	Taunton	TA1 5AY
R36	Beech Grove Playing Field	Wellington	TA21 8NG
R46_share	Bishop Fox School Grounds	Taunton	TA1 3HQ
R49_share	Court Fields Community School Grounds	Wellington	TA21 8BG
R47_share	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
R48_share	Heathfield School Grounds	Monkton Heathfield	TA2 8PP
R1_share	Kings College Playing Fields	Taunton	TA1 2LX
R2_share	Kings College Playing Fields	Taunton	TA1 2LX
R31_share	Kings College Playing Fields	Taunton	TA1 2LX
R35	Kingsmead Community School Grounds	Wiveliscombe	TA4 2NZ
R27	Norton Manor Camp Playing Field	Norton Fitzwarren	TA2 6PE
R43	Queen's College Playing Fields 3	Taunton	TA1 4QS
R44	Queen's College Playing Fields 4	Taunton	TA1 4QS
R45	Queen's College Playing Fields 5	Taunton	TA1 4QS
R16	Richard Huish Playing Field	Taunton	TA1 3HQ
R37_share	Taunton Academy (AKA Wellsprings LC)	Taunton	TA2 7PA
R18	Taunton Rugby Club (main) (AKA Main / 1st pitch)	Bathpool	TA2 8BT
R17	Taunton Rugby Club (motorway)	Bathpool	TA2 8BT
R19	Taunton Rugby Club (training)	Bathpool	TA2 8BT
R5_share	Taunton School Playing Fields (AKA main pitch in front of school)	Taunton	TA2 6AD

R10_share	Taunton School Upper Playing Field NE (AKA pitch in north east corner)	Taunton	TA2 6NJ
R9_share	Taunton School Upper Playing Field SE (AKA pitch next to Greenway Road)	Taunton	TA2 6NJ
R11_share	Taunton School Upper Playing Fields (AKA pitch west of AGP and north of wickets)	Taunton	TA2 6NJ
R12_share	Taunton School Upper Playing Fields (AKA pitch west of AGP and south of wickets)	Taunton	TA2 6NJ
R34	The Castle School (AKA Castle Sports Centre)	Taunton	TA1 5AY
R32	Wellington Rugby Club	Wellington	TA21 8LL
R20_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R21_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R22_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R23_share	Wellington School Grounds (Bulford site) (AKA Princess Royal Sports Complex)	Wellington	TA21 8NX
R30	Wiveliscombe Recreation Ground	Wiveliscombe	TA4 2TF
R29	Wiveliscombe Rugby Ground (Plain Pond)	Wiveliscombe	TA4 2UD
R28	Wyvern Sports Club	Taunton	TA1 3BJ
F83	Bishops Henderson School Grounds	Taunton	TA1 4TU
F3b_over	Bishops Lydeard Football Club (pitch 2)	Bishops Lydeard	TA4 3BA
F7b_over	Bishops Lydeard Football Club (west of Cothelstone Road) (pitch 5)	Bishops Lydeard	TA4 3BA
F19	Galmington Playing Field (pitch 3)	Taunton	TA1 5NU
F17b_over	Galmington Playing Field (pitch 4)	Taunton	TA1 5NU
F17c_over	Galmington Playing Field (pitch 5)	Taunton	TA1 5NU
F78	Gordon Hawkins Playing Field (pitch 4) (AKA Blackbrook Pavilion)	Taunton	TA3 5AA
F26	Hamilton Gault Playing Field (pitch 3) (AKA Hamilton Park)	Taunton	TA1 2ER
F28	Kings College (Covent Site) Grounds	Taunton	TA1 3TF
F29_share	Kings College Playing Fields	Taunton	TA1 2LX
F30_share	Kings College Playing Fields	Taunton	TA1 2LX
F54	Staplegrove Youth Football Club (pitch 2)	Staplegrove	TA2 6EE
F55a_main	Staplegrove Youth Football Club (pitch 3)	Staplegrove	TA2 6EE
F66	Taunton Green (pitch 3) (AKA Taunton Green Playing Field)	Taunton	TA2 7AX
F71	Victoria Park (pitch 3)	Taunton	TA1 3HX
F76	Wellington Recreation Ground (pitch 2)	Wellington	TA21 8NG

F116	West Buckland Recreation Ground	West Buckland	TA21 9NA
------	---------------------------------	---------------	----------

**Pitches No Longer in Use as Formal Pitches:**

<b>PPS Pitch ID</b>	<b>Site Name</b>	<b>Village / Town</b>	<b>Postcode</b>
F90	The St Augustine of Canterbury School Grounds	Taunton	TA2 7EF
F91	Ash Meadows	Taunton	TA1 3HQ
F92	Ash Meadows	Taunton	TA1 3HQ
F88	Cannonsgrove	Taunton	TA3 7HP

# Taunton Deane Borough Council

## Full Council – 3 October 2017

### Deane Helpline Funding - Change to the Capital Programme

This matter is the responsibility of Councillor Terry Beale

Report Author: Chris Hall

#### 1 Executive Summary

This report seeks approval to alter the Capital Programme to support the purchase of replacement lifeline equipment required following BT infrastructure upgrades.

#### 2 Recommendations

- 2.1 It is recommended that Members approve a supplementary estimate of £94,347 to the Capital Programme.
- 2.2 That Members approve the transfer of £94,347 from the capital financing reserve/revenue underspend identified in 2017/2018 to fund this work.

#### 3 Risk Assessment

##### Risk Matrix

Description	Likelihood	Impact	Overall
Customer being unable to contact the Deane Helpline in an emergency	3	5	15
<i>Equipment notifies the customer if it has failed, equipment replacement</i>	1	5	5
Loss of customer and their income if equipment is not replaced	5	5	25
<i>The mitigation of this is to replace the equipment as a prevention</i>	1	5	5
Reputational damage if we fail to act quickly	3	3	9
This report is brought before Full Council on the earlier scheduled meeting	3	3	9
Loss of customers who may be concerned about reliability of equipment	3	3	9
Act quickly to resolve the equipment issues and inform customers	2	3	6

Risk that a customer or their family may take action against TDBC if an emergency call does not connect in the event of a life changing or life threatening incident in the home.	4	5	20
Equipment replacement to be undertaken in order of priority and reported failures to be treated as emergencies	2	5	10

## 4 Background

- 4.1 Deane Helpline customers are reliant upon lifeline equipment to support the monitoring and response service from Taunton Deane's Control Centre based at Kilkenny Court.
- 4.2 The service has around 1800 customers, lifelines are supplied by the Council and loaned to the customer whilst they have a contract with us, and returned upon completion of that contract.
- 4.3 Over the past few years the replacement of these lifelines has been considered and a schedule of replacing the units, starting with the older generation units first, has been implemented. However, due to the rate the units are failing, this is now becoming unmanageable within the current budget.
- 4.4 BT have recently started infrastructure upgrades across the area and this has created problems with the reliability of the older lifeline models
- 4.5 Over the past months Control Room Operators at the Deane Helpline have recognised that there has been an increasing amount of faults being reported by customers of particular machines. The machines in question are Lifeline 400's, Lifeline Connect and Lifeline Connect +, all developed by Tunstall, between 2000-2012 and subsequently made obsolete in 2012.
- 4.6 The issues that have been reported to the Deane Helpline in relation to these machines are as follows:-
- Jamming main BT line into the property;
  - Potential for alarm call not to go through to the Control Centre;
  - Microphone in machine not working; and
  - Customer's landline not working.
- 4.7 With the exception of the issue with the microphone in the units, all the other issues are in direct relation to the upgrading of the telephone lines by BT. Due to the machines' age they are no longer compatible with the new generation of telephone wiring and are beginning to fail at a rapid rate, meaning replacement is needed with new units as repair/upgrade is not possible due to the discontinuation of the machines.
- 4.8 As yet we have not had an emergency call fail to connect to the contact centre but without reliable equipment we cannot have certainly that this would not happen.
- 4.9 In order for Deane Helpline to continue to offer the best possible service to its customers and guarantee their safety we urgently need to replace 953 units that are failing.



- 4.10 Equipment changeover will be managed through Lifeline Officers swapping over equipment as it becomes faulty, and through the planned contact visits with service users. During a failure the equipment gives off an audible and visible warning in the clients home so they are aware there is an issue and have been making contact. The accreditation of the service requires that the equipment is exchanged within 48 hours. As a service we recognise that this is a critical failure and would be dealt with as an emergency, it would never go beyond the 48 hour period.

## **5 Links to Corporate Aims / Priorities**

- 5.1 Approval of the supplementary budget will continue to support vulnerable people living in their own homes.

## **6 Finance / S151 comments**

- 6.1 Deane Helpline is a service with a turnover of £1,030,000 and produced a profit before support services and capital charges of £22,000 in 2016/2017.
- 6.2 The current method of charging for the service is through a subscription model with the customer paying for the lease of the equipment, monitoring, and emergency response based on a weekly cost.
- 6.3 Without lifelines customers are no longer covered by the service and we will no longer have the income that those customers generate. The loss of 953 customers would mean an annual income loss of £290,398 pa.
- 6.4 The replacement lifeline units cost £99 each (zero rated vat) and the current charge for the service is £5.86 per week. A simple calculation of one against the other would neglect to take account of the other costs of monitoring and emergency response but the impact of the loss of those customers would be catastrophic for the business.
- 6.5 The funding has been identified from the capital financing reserve/revenue underspend identified in 2017/2018. Deane Helpline's revenue budget carries the cost of the capital depreciation, this will be an additional pressure of £18,870 over five years.

## **7 Legal Implications**

- 7.1 We are currently aware of an issue with the reliability of the lifeline equipment, we may therefore be presenting a risk to this authority that our emergency arrangements for these customers are not sufficient.
- 7.2 In the event of a failure in an emergency situation we may be open to a civil claim if we have been aware of an issue and failed to act appropriately in that customer or family's view.

## **8 Environmental Impact Implications**

- 8.1 There are no implications of this report.

## **9 Safeguarding and/or Community Safety Implications**

- 9.1 Although a choice based service customers are often vulnerable and depend upon this provision to allow them to continue to live independent lives.
- 9.2 Failure of the equipment undermines this independence and may place additional pressure on supported housing services.

## **10 The Equality and Diversity Implications**

- 10.1 There are no identified implications if Members support the recommendations of this report. It would however be the more vulnerable members of our community that would be impacted if this equipment is not replaced.

## **11 Social Value Implications**

- 11.1 There are no identified implications as a result of this report.

## **12 Partnership Implications**

- 12.1 There are no identified implications as a result of this report.

## **13 Health and Wellbeing Implications**

- 13.1 There are no identified implications as a result of this report.

## **14 Asset Management Implications**

- 14.1 There are no identified implications as a result of this report.

## **15 Consultation Implications**

- 15.1 There are no identified implications as a result of this report.

### **Democratic Path:**

- **Full Council – Yes**

**Reporting Frequency :**  **Once only**

### **Contact Officers**

Name	Chris Hall	Name	Liam Canham
Direct Dial	01823 217578	Direct Dial	01823 217629
Email	c.hall@tauntondeane.gov.uk	Email	

# **Taunton Deane Borough Council**

## **Council Meeting – 3 October 2017**

### **Part I**

To deal with written questions to, and receive recommendations to the Council from, the Executive.

### **(i) Councillor John Williams**

#### **(a) Taunton Deane Borough Council Corporate Plan 2017/2018**

The Executive has previously considered a report which introduced Taunton Deane's draft Corporate Plan for 2017/2018, a copy of which is attached to these recommendations at Appendix A.

The Corporate Plan flows from the Council's four year strategy which covers the period 1 April 2016 to 31 March 2020. The 2017/2018 Corporate Plan will be the second year of this strategy.

The Plan describes the actions which will be taken during the year to ensure the Council's strategic objectives are achieved for the people and place of Taunton Deane and set out how progress will be monitored and measured.

The Corporate Plan does not cover everything that the Council does, but it focusses on a combination of those issues that matter most to local people and the unique challenges arising from Taunton Deane's changing social, economic and environmental contexts.

The plan is a key component of the Council's corporate planning and performance management framework. It links the strategic priorities of the Council directly to the activities of each individual employee as can be seen from the illustration below:-



A number of changes to the draft Corporate Plan suggested by both the Corporate Scrutiny Committee and the Executive have been incorporated into the latest draft

**Recommended** that the Taunton Deane Borough Council Corporate Plan for 2017/2018 be adopted.

## **(b) Financial Monitoring – Outturn 2016/2017**

The Council's financial performance for the 2016/2017 financial year was considered by the Executive at its meeting on 3 August 2017.

The revenue outturn position for the financial year 2016/2017 is as follows:-

- The General Fund (GF) Revenue Outturn position for 2016/2017 is a net underspend of £101,000 (0.7%). The underspend has decreased since the end of quarter 2 due to significant variances in Rent Allowances and Rebates; Cemeteries and Crematorium; Council Tax Collection; Leisure Procurement; and Interest Costs and Income.
- The Housing Revenue Account (HRA) is a 'Self-Financing' account for the Council's Housing Landlord function, which is budgeted to 'break even' (net of approved transfers to/from HRA Reserves). The HRA Outturn for 2016/2017 is a net underspend of £882,000 (3.3% of gross income).

The year-end financial statements reported that Deane DLO has made an overall deficit of £44,000 after contributing £101,000 to the GF. This deficit has been

transferred from the DLO Trading Account Reserves which, together with a £200,000 contribution to Transformation, has decreased the reserve balance to £121,000.

The Deane Helpline has reported a net deficit of £64,000 for the year, which is an underspend of £53,000 against the final budget and represents the net cost of the service to the GF.

Under regulations the Council has to report how its Licencing and Land Charges services perform in the financial year. This is set out in the table below. These services set fees and charges based on estimated reasonable costs and aim to break even each year. When this does not occur, the Council can transfer any surplus/deficit to a self-financing reserve. During the next round of fees and charges setting, adjustments will be made with the view to achieving a break-even position on a three year rolling basis.

**Licensing and Land Charges Self-Financing Reserves**

	Balance Brought Forward £	Under/(over)-recovery in 2015/2016 £	Balance Carried Forward £
Land Charges	(56,160)	(31,480)	(56,160)
Licencing	49,050	50,000	(950)
Taxi-Licencing	(19,640)	(16,970)	(36,610)

With regard to the budget for the Unparished Area of Taunton, although £59,786 has been allocated to a variety of schemes during the 2016/2017 financial year, £43,204 is available for allocation during the current year.

The capital outturn position for 2016/2017 is as follows:-

- The General Fund profiled Capital Programme at the end of 2016/2017 is £25,832,000. The actual expenditure on the Capital Programme during 2016/2017 is £10,256,000, with £15,527,000 being carried forward to support delivery of approved schemes in 2017/2018. This will leave a net underspend of £49,000 (0.1%) against the overall programme.
- The HRA approved Capital Programme at the end of 2016/2017 is £20,129,000. This relates to schemes which will be completed over the next five years. The actual expenditure on the Capital Programme during 2016/2017 is £11,762,000, with £9,399,000 for planned investment to implement approved schemes in future years. A net overspend of £32,000 (1%) is reported against the overall programme.

The GF Reserves balance as at 31 March 2017 stood at £2,186,000. The balance remains above the minimum reserves expectation within the Council's Budget Strategy (£1,600,000).

The HRA Reserves balance as at 31 March 2017 stood at £3,224,000, which is above the minimum level (£1,800,000) set within the Council's Budget Strategy and the HRA Business Plan.

The total General Fund Earmarked Reserves balance as at 31 March 2017 is £17,344,000, and for HRA Earmarked Reserves the balance is £6,847,000, representing funds that have been set aside for specific purposes to be spent in 2017/2018 or later years. This has grown largely in respect of funds committed to support growth and infrastructure development, future capital programme spending, the Business Rates funding volatility, creating a new Council and funding set aside to support service restructuring and transformation projects.

The Outturn Report has previously been considered and supported by the Corporate Scrutiny Committee.

**Recommended that:-**

- (1) The Council's financial performance and end of year position for the General Fund and the Housing Revenue Account, including pre-approved carry forwards and transfers to earmarked reserves be noted;
- (2) The reported General Fund Revenue Budget underspend of £101,000 in 2016/2017 and the General Reserves Balance of £2,186,000 as at 31 March 2017 be noted;
- (3) The General Fund Revenue Budget Carry Forwards totalling £302,000 be approved;
- (4) A General Fund Capital Programme Budget Carry Forward totalling £15,527,000 be approved;
- (5) A Housing Revenue Account Capital Programme Budget Carry Forward totalling £9,399,000 be approved; and
- (6) £590,000 of Supplementary Budget allocations in 2017/2018 for the Housing Revenue Account, utilising 2016/2017 underspends, for the following areas be also approved:-
  - (i) £250,000 to provide additional technical development capacity to the in-house team for development appraisal work on complex sites;
  - (ii) £25,000 to replace the Halcon One Team Co-ordinator post until 31 March 2018;
  - (iii) £55,000 for additional officer capacity to address anti-social behaviour for a period of 18 months due to additional pressures on the team;
  - (iv) £70,000 to fast-track replacement of Piper lifelines in Sheltered Housing where these are reaching the end of their operational life;
  - (v) £40,000 to both revamp and upgrade Ladymead Road, Taunton shops for remarketing as commercial premises or to make a change of use and convert to a One Team Community Hub; and
  - (vi) £150,000 to pilot a Fabric First approach to appraise options to address thermal performance and water ingress issues in some property types.

## **(ii) Councillor Patrick Berry**

### **Supplementary Budget Request – Cemeteries and Crematorium**

At its last meeting, the Executive considered a request for a Supplementary Budget to enable a number of areas within the Cemeteries and Crematorium service which require investment beyond that achievable in the existing Revenue Maintenance budget.

This would enhance the services offered to the public and extend the life of some assets through the creation of new plots and new income opportunities.

With the exception of the Children and Baby Memorial Gardens where the cost will be recovered but without surplus, the following projects have the ability to deliver income greater than the initial cost:-

#### **(1) Wellington Cemetery Grave Spaces**

Currently there are only four new grave spaces remaining in Wellington Cemetery. Once these have been sold the site will no longer generate income but will still need to be maintained to the current standard.

With an investment of £23,000 the hard standing located at the centre of the cemetery can be removed to free up land for up to 100 new burial spaces. This work will ensure that Wellington will have a capacity for full burial for the next eight to ten years and will allow a continuation of service whilst further options for future burial land are identified.

The income generated from this project is likely to be upwards of £100,000 for the sale of graves, memorial rights and interments.

#### **(2) St Mary's Cemetery – New Grave Spaces**

£26,000 invested in this site will allow for much of the main drive to be removed and re-laid to create 120 full new grave spaces.

By carrying out these works it will mean a further choice to the bereaved for grave locations and will allow the provision of traditional type memorials on the plot to be re-introduced. The income generated from this project will be upward of £120,000.

At the current rate of burials 120 graves will extend the life of this service for approximately 20 years.

#### **(3) Cremation Memorial Walkway and Cremation Plots**

The Council's post cremation memorials and plots are limited in choice and older in fashion. Releasing an area that has never previously been looked at and memorialising closer to the car park in a prime location would generate further interest and retain more cremated remains on site.

Setting out the area in a formal garden arrangement using set, installed memorials at a cost of £24,000 will create a tranquil and modern reverent area for remembrance. This will provide additional choice, lengthen the life of the cemetery and create a further income stream of up to £70,000.

#### **(4) New Children and Babies Garden at the Crematorium**

The present baby garden is adjacent to the workers' yard. There is little choice to memorialise or remember the deceased who are laid to rest there. Many other crematoria have formalised, dedicated gardens for this specialist area that are very popular and give great comfort to the bereaved.

The current area at the Taunton Deane Crematorium will benefit from investment estimated at £15,000. Memorials can be provided for a longer term at a cost that will only recover the cost of purchase and installation.

It is intended that the service will work with local child bereavement charities to ensure that they have input into the design and layout of the new garden and explore the possibility of some third party funding from them.

#### **(5) Natural Burial/Remembrance Area**

An area of Taunton Crematorium has been set out to create a natural spinney/copse for interments of ashes and some full interments. Tree works and planting have taken place to provide an alternative to the formal memorial and burial sections our cemeteries offer.

The formalisation of this natural area will give relief to the high usage the current Garden of Remembrance has seen and will extend the life of onsite ashes interments that are not witnessed.

It is proposed to install a hardwood boardwalk at a cost of £6,000 where each board can be memorialised at a cost of £200 per tread for 10 years. This will become a working memorial and allow year round access to this site, without anyone walking through the planting. Income generated is estimated at £55,000.

Further reported that this item had been considered and supported by the Corporate Scrutiny Committee at its meeting on 17 August 2017.

#### **Recommended that:-**

- (a) A supplementary capital budget of £94,000 for the improvements to the Cemeteries and Crematorium as set out above be approved; and
- (b) The transfer of £94,000 from the Waste Earmarked Reserve to add to the Revenue Contribution to Capital ("RCCO") budget to provide the funding for the Capital Supplementary Estimate be also approved.



### **(iii) Councillor Richard Parrish**

#### **Proposed Business Rates Revaluation Relief**

The Executive has recently considered a report concerning a proposal to amend the Council's Discretionary Rate Relief Policy to include a new Relief for Revaluation from 1 April 2017.

A range of Mandatory and Discretionary Rate Reliefs can often reduce the amount of Non-Domestic Rates (commonly known as Business Rates) a business or organisation has to pay. The qualifying rules and levels of relief for Mandatory Reliefs are set by the Government and are the same throughout the country.

The rules and levels of award for Discretionary Rate Reliefs are set by each Council and, as such, might vary from Council to Council. A full review and updating of this Council's policy was undertaken in 2015 with the policy coming into effect from 1 April 2016.

The Local Government Finance Bill 2012 introduced the Business Rates Retention Scheme which is designed to help achieve two of Government's key priorities - Economic Growth and Localism. The scheme enables the retention of a proportion of the Business Rates revenue generated in a local area by the relevant local authorities.

Although 50% of Business Rates collected is paid to Central Government the remaining 50% is retained locally (40% District, 9% County, 1% Fire authorities).

With regard to the former arrangements, the Government had met the cost of Mandatory Relief in full on the basis that local authorities had no choice but to award it under set criteria. However, the costs of Discretionary Relief had been met in full or in part, by local authorities as awards had been decided upon based on the Council's own criteria.

Under the new rules Taunton Deane has to contribute 40% towards the cost of most relief - even those that it has no choice about awarding. Therefore it is important to recognise the financial risk of applying reliefs when considering any changes to the current policy.

A Business Rates Revaluation normally takes place every five years. However, following a two year delay the Government issued the new Rating List with effect from 1 April 2017.

Each Rating List has a Transitional Relief Scheme which is designed to phase in both the increases and decreases in the amount of Business Rates payable following revaluation. This phasing could last for between one and five years depending on the level of increase or decrease in rateable values.

However Transitional Relief does not provide support for changes in Business Rate Reliefs. Despite the increase in the threshold for eligibility to Small Business Rate Relief, some ratepayers will no longer be eligible to receive it due to an increase in their Rateable Value. This situation may also apply to current recipients of Rural Rate Relief.

The Chancellor announced in the Spring Budget a number of measures to provide support to these ratepayers, along with support for public houses and businesses facing the largest increases.

Alongside the new Rating List, the Government announced the establishment of a £300,000,000 Discretionary Fund over four years from 2017/2018 to support those businesses facing the steepest increases in their Business Rates bills.

The intention was that every billing authority in England will be provided with a share of this fund to support their local businesses. Billing authorities will be expected to use their share of the funding to develop their own Discretionary Relief Schemes to deliver targeted support to the most hard-pressed ratepayers. The £300,000,000 will be divided over the four years as follows:-

- £175,000,000 in 2017/2018;
- £85,000,000 in 2018/2019;
- £35,000,000 in 2019/2020; and
- £5,000,000 in 2020/2021.

The Department of Communities and Local Government published a consultation on the design of the Discretionary Relief on 9 March 2017, seeking views on the allocation of the fund, arrangements for compensation for local authorities, and the operation of local schemes. Taunton Deane's proposed share is as follows:-

- 2017/2018 - £276,000;
- 2018/2019 - £134,000;
- 2019/2020 - £55,000; and
- 2020/2021 - £8,000.

Following this consultation, the Council has drafted a revised Discretionary Revaluation Relief Policy that is based on the following criteria:-

- (a) Relief will only be granted where the Rateable Value is less than £200,000 as at 1 April 2017 and the gross rates increase is greater than 5%;
- (b) Reductions if awarded will be to further increase the Transitional Relief that is phasing in the increased charge. Each year this will be less and less over four years;
- (c) The scheme is designed solely to assist ratepayers who have seen a significant increase in bills due to revaluation;
- (d) Relief will only be granted for premises which are occupied;
- (e) Relief will not be awarded where Mandatory Relief has been granted;
- (f) Taxpayers will be invited to apply;
- (g) All relief awarded will be subject to 'state aid' €200,000 (de-minimis); and
- (h) Relief will be targeted to local businesses, not national or multi-national in nature. Local businesses are, for the purpose of the scheme, those which have premises wholly in the Council's area.

A copy of the draft Policy for the granting of the Revaluation Relief is attached as Appendix B to the recommendations.

The Council will consider every application for Discretionary Revaluation Relief on its merits.

There will be no statutory right of appeal against any award of Discretionary Revaluation Relief, although as with any decision by a public authority, this could be challenged by Judicial Review. Taunton Deane will however, upon request, review decisions made.

The Corporate Scrutiny Committee supported the revised Discretionary Revaluation Relief Policy at its meeting on 17 August 2017.

**Recommended** that the use of the Council's local discount powers from 1 April 2017 to award Revaluation Relief to those organisations facing significant increases in their Business Rates bills following Revaluation be supported.

## Taunton Deane Borough Council Corporate Plan 2017 - 18

### People



### Business & Enterprise



### Our Place

### An Efficient & Modern Council

**“Working with our communities to keep Taunton Deane  
a great place in which to live, work, learn and enjoy”**



## Introduction



Cllr. John Williams  
Leader of the  
Council

### **Welcome to Taunton Deane Borough Council's Corporate Plan for 2017-18.**

Having agreed our Corporate Strategy for the next four years (2016-20), setting out our vision, priorities, values and principles, we are committed to putting the Strategy into action and making a difference for local people and business.



Penny James  
Chief Executive

We are progressing plans to create a new council for the combined communities of Taunton Deane and West Somerset. Our proposal has recently been submitted to the Secretary of State for their consideration. We aim, with Government support, to have this new council in operation in 2019.

Alongside this timeline we are implementing major changes to how we do things to ensure we improve service delivery to our customers and deliver savings. Meantime we need to deliver good services to our residents and this Corporate Plan identifies the key actions we will take during the 2017/18 financial year to ensure the Council's strategic objectives are delivered.

### **The Taunton Growth Prospectus**

- provides a clear economic vision for our County Town. Our vision is supported by key projects that will enable Taunton to achieve it's full economic growth potential.

### **The Housing Revenue Account Business Plan 2012-2042**

- TDBC is the only district council in Somerset still to own and manage its own housing stock. The Plan sets out the Council's overall aims and objectives for the housing service, as a landlord for approximately 6,000 homes.

### **The Core Strategy**

- TDBC is the local planning authority for the Borough. The Core Strategy sets out a vision for Taunton Deane and strategic objectives, spatial strategy and policies for meeting that vision. It also reflects the strategic objectives of the 'Sustainable Community Strategy' as well as national planning policy. The Plan specifies the locations and quantity of growth to be accommodated within the Borough up to 2028 and identifies strategic site allocations, including mixed-use urban extensions.

### **The Priority Areas Strategy**

- The PAS seeks to tackle disadvantage and deprivation in some of Taunton Deane's most deprived communities.

**“Working with our communities to keep Taunton Deane a great place in which to live, work, learn and enjoy”**

## Elected Members of the Borough Council - Portfolio Holders

**The Executive are responsible for decisions affecting the day-to-day running of the Council, linking the necessary action to implement the Council's policies. The Executive are the policy forming team for the Council.**



**Leader of the Council:  
Cllr John Williams**



**Deputy Leader: Cllr Mark Edwards**  
Areas Covered: Business Development, Asset Management and Communications.



**Cllr Jane Warmington**  
Areas Covered: Community Leadership.



**Cllr Richard Parrish**  
Areas Covered: Corporate Resources.



**Cllr Patrick Berry**  
Areas Covered: Environmental Services & Climate Change.



**Cllr Terry Beale**  
Areas Covered: Housing Services.



**Cllr Robert Habgood**  
Areas Covered: Planning Policy & Transportation.



**Cllr Catherine Herbert**  
Areas Covered: Sports, Parks & Leisure.

## Joint Management Team

**Taunton Deane Borough Council shares a Management Team with West Somerset Council.**

**The Joint Management Team works closely with the Council Leaders, elected Members and with our partners to deliver the corporate priorities for both Councils**



**Penny James**, Chief Executive for Taunton Deane Borough Council and West Somerset Council

The Chief Executive leads delivery of the corporate management and operational responsibilities of the Councils, and statutory obligations are Head of Paid Service, Returning Officer and Electoral Registration Officer.



**Shirlene Adam**, Director - Operations

The Director of Operations main role during 2017/18 will be to focus on the Transformation agenda and the potential creation of a new council.



**James Barrah**, Director - Housing & Communities

The Director of Housing and Communities main role during 2017/18 will be to focus on the deliver of services to our community and all the support functions that enable this to happen.



**Brendan Cleere**, Director - Growth & Development

The Director of Growth & Development has overall responsibility for planning, regeneration, delivery of community infrastructure, inward investment and economic development. Key priorities include the Hinkley Point nuclear new build.



**Bruce Lang**, Assistant Chief Executive & Monitoring Officer

The Assistant Chief Executive & Monitoring Officer is responsible for Elections and offers support to the senior leadership team on key projects.



## The Purpose of the Corporate Plan

The Corporate Plan for 2017/18 flows from our four-year Corporate Strategy, which covers the period 1st April 2016 through to 31st March 2020. We are now in the second year of the strategy.

The Plan describes the actions we will take during the year to ensure the Council's strategic objectives are achieved for the people and place of Taunton Deane and sets out how we will monitor and measure our progress.

The Corporate Plan does not cover everything that the Council does, but it focuses on a combination of those issues that matter most to local people and the unique challenges arising from the Borough's changing social, economic and environmental contexts.

## How do we use it?

The plan is a key component of our corporate planning and performance management framework. It links the strategic priorities of the Council directly to the activities of each individual employee as can be seen from the illustration below.



## Key Theme 1

## People

### Why is this important?

**Taunton Deane is growing and will have an increasing older population. These changes will require greater housing and employment provision as well as services which support the needs of an older population and our most vulnerable residents.**



### The key issues we aim to influence and improve:

#### Key Issue

Facilitate an increase in the availability of affordable homes and Council homes for local people – to both buy and to rent;

#### What we will do in 2017/18

- Facilitate the delivery of the affordable housing development pipeline to achieve the target of 200 new affordable homes completed during 2017/18 with at least 10% being new build council housing.

#### Key Issue

Work with partners in both the private and public sector to develop a range of additional housing types suitable in particular for single person households, young people in rural communities and elderly people;

#### What we will do in 2017/18

- Refocus Hinkley Housing Plan to get approval for and deliver a range of private sector housing projects to help mitigate impact of Hinkley workers on housing supply.
- Continue Somerset West Private Sector Housing Partnership (SWPSHP) focus on landlord accreditation enforcement, empty homes etc to ensure suitability and supply of private rented accommodation.
- Through close partnership working secure the delivery of new build affordable homes with at least 10% secured suitable for single persons households, rural housing and for elderly people during 2017/18.

## **Key Issue**

Work with others to support the wellbeing of an older population and our most vulnerable residents;

## **What we will do in 2017/18**

- Put in place appropriate support for housing tenants to transition across to Universal Credit from October 2016; liaising with Revenues and Benefits, Department for Work & Pensions, Citizens Advice Bureau etc.
- Continue working with 'Inspired to Achieve' project within the Housing Service to support unemployed tenants into sustainable employment.
- Support One Teams to continue working in our high priority areas that have a high level of demand on public services.
- Deliver or enable health promotion work in the community targeted at vulnerable residents, such as disabled facilities grants, the Wellington Isolation event, Archie dementia awareness, flu jab clinics and legal high awareness raising at schools.
- Implement new local lottery to raise money for voluntary and community sector organisations to offer additional support to vulnerable local residents.
- Increase the defibrillator network in Taunton Deane through grant funding to rural parish councils/community groups to improve community resilience."
- We will work with DWP to explore affordable and sustainable local support for Universal Credit for more vulnerable residents, where personal budgeting support and claims assistance may be required (subject to external funding).

### **Key Issue**

Facilitate the creation a broad range of high quality employment opportunities that recognises the different needs of rural and town communities in order to provide local people with more rewarding futures.

### **What we will do in 2017/18**

- Aim to adopt the Taunton Deane Site Allocations and Development Management Plan.
- Undertake a review of the Core Strategy (sets out a vision for Taunton Deane and strategic objectives, spatial strategy and policies for meeting that vision) and is an enabler to growth.

### Employment Site –

- Junction 25 Strategic Employment Site – Adopt Local Development Order (LDO) in place by Autumn 2017.

**“Working with our communities to keep Taunton Deane a great place in which to live, work, learn and enjoy”**

## Key Theme 2

## Business & Enterprise

### Why is this important?

**An increasing local working-age population and the desire to keep our town centres vibrant means that sustaining our local economy must be central to the Council's priorities and planning.**



### The key issues we aim to influence and improve:

#### Key Issue

Encourage inward investment and the promotion of the district as a place in which to visit and do business;

#### What we will do in 2017/18

- Work with and support Nuclear South West to deliver a sector focused campaign throughout the year.
- Work with and support into Somerset to deliver a targeted marketing campaign by December 2017.
- Work with Coast Communications to develop a marketing campaign to promote sector specific inward investment by December 2017.

#### Key Issue

Further develop the offering of the Deane in terms of social, leisure and culture in order to make the area an even more attractive proposition for investment;

#### What we will do in 2017/18

- Work with Arts Taunton to develop a cultural strategy for Taunton Deane to inform the emerging Somerset Cultural strategy by October 2017.
- Apply a strategic approach to the financial support provided to key arts and cultural organisations by May 2017.
- Deliver an events portal for events organisers to encourage additional events in the area by July 2017.

- Develop an annual programme of events in partnership with the Taunton Events Group by March 2018.

#### Coal Orchard (Phase 2)

- Secure detailed planning consent by 30th November 2017.
- Decommission St James St Pool by 31st December 2017.
- Evaluate in partnership with TTA the detailed investment case for the Brewhouse by summer 2017.

#### Firepool - Taunton Town Centre Regeneration

- Secure Outline Planning consent by Summer 2017.
- Assemble all necessary land (North site) by 31st March 2018.

#### **Key Issue**

Ensure the Council is perceived as being 'business friendly', ensuring rules are applied appropriately and are not excessive;

#### **What we will do in 2017/18**

- Deliver the Taunton Deane business conference to by 30th September 2017.
- Work with Key Taunton town centre businesses and organisations to create a refreshed approach to co-ordination of activity in the town centre by 31st March 2018.
- We will work with our new street and public toilet cleaning contractor to provide a seamless transition protecting the service within the town centre.

#### **Key Issue**

Promote the Taunton town centre and the existing 'gems' such as the Museum of Somerset and Castle Green;

#### **What we will do in 2017/18**

- Work with key visitor businesses and groups to develop a clear offer for day visitors to the area by March 2018.
- Develop a new approach to marketing the town centre by March 2018.

### **Key Issue**

Identify suitable affordable employment sites, particularly in rural areas;

### **What we will do in 2017/18**

- Will be considered as part of the review of the Core Strategy (sets out a vision for Taunton Deane and strategic objectives, spatial strategy and policies for meeting that vision) and is an enabler to growth.

### **Key Issue**

Push for the rollout of fibre broadband and better mobile phone signal coverage across the Deane;

### **What we will do in 2017/18**

- Provide financial contribution to support the implementation of the Connecting Devon and Somerset (CDS) phase 2 Superfast Broadband rollout by 30th March 2018.

### **Key Issue**

Continue to work with partners to remove barriers to jobs and housing growth by addressing infrastructure constraints and securing funding for that infrastructure.

### **What we will do in 2017/18**

- Commence work on the development of an Infrastructure Delivery Strategy.
- Refresh Taunton Growth Prospectus.
- Use the new Garden Town's Programme funding to support the delivery of the infrastructure necessary to deliver sustainable new communities.

### **New Garden Communities**

#### Monkton Heathfield

WRR construction to start (Autumn 2017)

#### Comeytrove/Trull/Staplegrove

We will continue to work with the developers and site promoters to overcome the viability challenges of the schemes.

### **Key Issue**

Support business start-ups and expansion within the Deane.

#### **What we will do in 2017/18**

- Work in partnership with Somerset County Council and the Local Enterprise Partnership to enable the delivery of Wiveliscombe Enterprise Centre by 31st March 2018.
- Work in partnership with Cosmic to support 40 businesses to develop their digital skills and expertise by 31st March 2018.
- Work with the Taunton Digital group to deliver their agreed action plan by 31st March 2018.
- Evaluate the council's approach to financial support for businesses and create new policy by 31st March 2018.



## Key Theme 3

## Our Place

### Why is this important?

**We want to keep Taunton Deane a place to be proud of and one which is well-maintained, welcoming to residents, visitors and businesses and is easy to get around.**



### The key issues we aim to influence and improve:

#### Key Issue

Work with, lobby and influence others to further improve the Deane's transport links including additional cycle paths, measures that tackle congestion as well as a new railway station for Wellington.

#### What we will do in 2017/18

- Taunton Town Centre Public Space improvements – to identify preferred options by end of 2017 and prepare to implement a trial by 2018.
- 20 year Transport Strategy for Taunton - Fully evidenced work complete with strategy published by summer 2017.
- Improve access to 4km of Public Rights of Way between the built up areas of north-east Taunton and Monkton Heathfield to Hestercombe Gardens and the Quantock Hills AONB.

#### Major Transport Schemes

- Junction 25 capacity improvements.
- Transport Infrastructure improvements for A358 – preferred route announced by Summer 2017.

#### Toneway Corridor

- Develop Outline Business Case for Toneway Corridor Improvements.

**Key Issue**

Work with others to improve way finding within the Deane through improved signage and support improved signage at the entry points from the motorway into the Deane which promotes the area as a place to visit;

**What we will do in 2017/18**

- Install additional pedestrian way finding system in Taunton by 30th June 2017.
- Lobby partners to improve signage packages at motorway entry points by 31st March 2018.

**Key Issue**

Make finding a car parking space in Taunton quicker and easier through the provision of electronic parking signs;

**What we will do in 2017/18**

- Install Variable Message Signage for car parking onto the highways network Taunton Town Centre by 31st December 2017.
- Provide pay on foot car parking systems for seven town centre car parks by 31st November 2017.

**Key Issue**

Ensuring our environment remains attractive including through street cleaning and grass cutting;

**What we will do in 2017/18**

- Conclude grounds maintenance review as part of the tenant and leaseholds satisfaction project in Housing and identify recommendations for improvement;
- Support community clean up days and litter picks in One Team areas, working with partners.
- We will hold our cleaning contractors to account should standards drop below that expected.
- We will prosecute those caught fly tipping waste and crackdown on commercial abuse of domestic waste collections.
- Help facilitate green infrastructure related grant application by working with local communities.
- Ensure that landscape proposals for the major development sites, approved at the planning stage, have been implemented as agreed.

- Help prepare the outline masterplan for the major extension at Monkton Heathfield in collaboration with the developers and local stakeholders to ensure green infrastructure (including paths /play areas) are co-ordinated and complementary.

### **Key Issue**

Work with others to introduce measures that reduce the risk of flooding within our communities.

### **What we will do in 2017/18**

#### Strategic Flood Alleviation Improvements

Upstream flood water storage scheme (Bradford On Tone)

- Phase 2 – Combined option assessment and preferred option by Autumn 2017
- Completion of Phase 2 Options Appraisals by end of 2017.

## Key Theme 4

### An Efficient & Modern Council

#### Why is this important?

**Like all Councils, we continue to be challenged by significant budget cuts and pressure on services. We need to continue to collaborate with a range of organisations to deliver and enable outcomes that are important to our communities and find new ways of working that ensure we continue to get the best possible value out of the funds available to us.**



#### The key issues we aim to influence and improve:

##### Key Issue

Review how services are delivered, by whom and to what standard in order to best allocate our resources;

#### What we will do in 2017/18

##### The Transformation Programme

The Transformation High Level Business Case approved by both TDBC and WSC in July and Sept 2016 respectively, details the ambition for change and explains what this will mean for our staff, our customers, our systems and processes, and our councillors

The Design Principles and New Operating Model that underpin our transformation approach reflect that the customer is at the heart of everything we do, be it public, colleague, councillor, business, potential investor etc. To achieve our transformation vision, we recognise we need to completely review what we do, how we do it and who will do it.

The desired outcome for our communities, our organisation, our members and staff can only be achieved by radical changes to how we operate to deliver services.

This programme of change is significant and will take 18-24 months to complete.

The key activities (which will be included within a detailed Programme Plan) planned for the next 12 months (2017-18) include:

- Finalising the organisational design and the staffing structure required to support the transformed delivery model. Appointing staff into the new structure.
- Developing and delivering an organisational development programme to deliver the people change fundamental to the successful delivery of the transformation outcome and benefits.

- Undertake service and business process reviews to ensure that our processes reflect the corporate design principles.
- Specify, procure and implement the core technology platform that is fundamental to achieve the required transformational change.
- Deliver key supporting technology solutions to enable the new ways of working.
- Refurbishment of Deane House and West Somerset House to provide fit-for-purpose offices and the opportunity to provide rental space.
- During 2017/18, should the Secretary of State approve a proposal to create a new council covering the existing TDBC and WSC areas then work will be undertaken in line with the relevant legislation to determine the governance arrangements of a new authority. If the Secretary of State does not agree to create a new council then the electoral review of the existing TDBC areas will be recommenced with the Boundary Commission to agree a new warding pattern in time for the 2019 local elections based on the agreed principle that the future size of the council will be 43.
- To ensure that proper and transparent procedures are in place to effectively manage and distribute the unparished area funds’.
- Seek approval for and deliver the Housing Revenue Account (HRA) programme of projects to transform and improve the service to our tenants.
- During the year 2016/17 the contract with Southwest One ended. This resulted in some services returning to Taunton Deane Borough Council and the implementation of systems to replace SAP. Throughout 2017/18 we will embed those systems and consider the optional way of delivering back office services in line with our design principles.

**Key Issue**

Make better use of our land and property assets; investing in, transferring or selling assets where it makes sense to do so;

**What we will do in 2017/18**

- Approval of the detailed organisational design and implementation of the design commenced.
- Progress the transfer of the public conveniences to the Parish and Town Council.
- Development and implementation of the Council's 2017-2020 General Fund Asset Strategy and Asset Management Plan.
- Delivery of the Compliance Action Plan.

**The Accommodation Programme**

The Accommodation Programme is being delivered as part of the Transformation programme which will deliver new ways of working. This will include new office furniture and telephone systems, better IT enablement, agile and more SMART office style working. The programme will also deliver reductions in overall operating costs and have the potential to generate income through the renting of space to other organisations that will reduce overall costs and repayment periods.

**Deane House Accommodation**

Fully refurbish Deane House and create modern office facilities

**Moorland House**

New build of Location Offices based within the Halcon area to better enable service delivery and partnership working.

**Key Issue**

Support members to undertake their roles within their communities through improved access to information;

**What we will do in 2017/18**

- Continuing to hold 'Making a Difference' Workshops to support and prepare members to be actively engaged in shaping the transformation programme for the council going forward; reviewing the decision making processes (timetable of meetings, constitution etc) to provide members with additional capacity to focus on the community engagement element of their role.
- Member working groups (New Council and IT) will explore possibilities relating to digital agenda management.

## Key Issue

Improve access to service information and the ability for staff, customers and members to self-serve through efficient and modern ICT systems.

## What we will do in 2017/18

- In April 2017 we will go live with a new website to improve customer self-service and our aims for channel shift.

## ICT Strategy

- Implement the recently approved ICT Strategy to support Transformation for both Councils, in particular to move to a single ICT platform, and enabling "smart" working for staff.
- Procuring and commencing the implementation of the software to support the delivery of our transformation objectives and Corporate Design Principles.

## New Systems

- Make the move away from the SAP system and go live with new systems for Finance and Procurement, HR and Case Management.
- Go live with a new website for TDBC, enabling the public to access TDBC services via a revamped and up to date website, accessible through a variety of devices.
- Consider the implementation of the modern.gov system for producing electronic committee minutes and agendas.

## Service Delivery Models

- Monitoring of our 1 year contract with SCC for the management of Customer Services function and during that time working up detailed plans of how TDBC will run that service from 1st December 2018 in line with transformation vision and One Team strategies.
- Work with our new Payroll services provider and implement the changes necessary to comply with Government legislation on working with intermediaries and the requirement to make such payments subject to Income Tax and National Insurance deductions.
- We will go live with a new Finance, HR and Customer Relationship Management systems and develop their use throughout the year.

## Measuring our Progress

**Performance measures are set at a corporate, team and individual level within the Council in order that we can track progress, take remedial action where necessary and know when and whether the desired outcome has happened.**

We have established a 'basket' of corporate measures, which are summarised below, which will be reported to our Councillors and published on our website, which relate to our strategic aims.

### Key Theme 1 – People

- Homelessness - number of households making a homeless application.
- Number of households in Council provided temporary accommodation.
- Disabled Facilities Grants - Average time to complete DFG process once allocated by Somerset West Private Sector Housing Partnership.
- Disabled Facilities Grants - Average overall waiting time for high priority DFGs (once recommendation made by OT)
- Affordable Homes - Number of units delivered within the Borough
- Affordable Homes - Number of units suitable for single person households, rural housing or elderly persons
- Total net increase in the number of homes within the Borough.

### Key Theme 2 – Business & Enterprise

- Births of new enterprises (Business 'birth' rates as a % of business stock)
- Skill level within the workforce (NVQ Level 2, 3 & 4)
- Benefit claimant count as % of resident Taunton Deane population
- Employment Rate within the Borough.
- Unemployment Rate within the Borough
- Long term unemployed (more than 12 months)
- Youth unemployment (18-24 year olds)
- Wage levels within the Borough
- Business survival rate (5 year survival %)



### Key Theme 3 – Our Place

- Fly-Tipping; Number of reported incidents
  - Fly-Tipping - reported fly-tipping removed with 5 days of report
  - Number of Street Cleansing reports (overflowing litter bins, overflowing dog bins and general litter detritus).
  - Street Cleansing - % service requests actioned within 5 working days.
- 

### Key Theme 4 – An Efficient & Modern Council

- % MAJOR planning applications determined within 13 weeks (or within agreed extension of time) Majors' are defined as residential developments of 10 or more units, or retail/commercial developments of more than 1000 square metres of additional floor space
- % MINOR planning applications determined within 8 weeks. Minor's are defined as residential developments of less than 10 units, or retail/commercial developments of 1000 square metres or less of additional floor space.
- % of OTHER planning applications determined within 8 weeks – Other's are defined as applications for advertisement consent, changes of use, listed building and conservation area consents and all householder applications.
- Freedom of Information Requests - percentage processed within the statutory 20 working day deadline
- Staff Sickness Absence – Average number of days per full-time equivalent members of staff.
- Abandoned telephone call rate to main Council Switchboard number - as a % of total calls received.
- Corporate Complaints - Percentage of recorded complaints receiving a full response within 20 working days.
- Ombudsman -Number of complaints investigated by the Ombudsman requiring a remedy (excludes minor injustices)
- Invoice payment - % of undisputed invoices for commercial goods and services paid within 30days of receipt
- Average processing times for new Housing Benefit claims
- Average processing times for change in circumstances to Housing Benefit claims
- Environmental health requests completed within 60 days
- % Council Tax collected
- % Non-domestic Rates collected

- TDBC Housing rents - % Income collected as a percentage of rent owed
  - Housing Repairs & Maintenance Completion of repairs within priority target times: Urgent (Emergency)
  - Housing Repairs & Maintenance Completion of repairs within priority target times: Non Urgent.
-

## For more information contact

Corporate Strategy & Performance Manager  
 Taunton Deane Borough Council  
 The Deane House  
 Belvedere Road  
 Taunton TA1 1HE

Email: [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)



### English

If you would like this document translated into other languages or in Braille, large print, audio tape, or CD please telephone us on 01823 356356 or e-mail us at [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

### Bengali

অপনি যদি এই দলিলপত্র অন্য কোন ভাষায় অনুবাদ করে চান, বা ব্রেল, বড়ো ছাপার অক্ষর, অডিও-টেপ বা সিডিতে চান, তাহলে আমাদের টেলিফোন করুন এই নম্বরে 01823 356356 বা অথবা ই-মেল করুন [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

### Chinese

如果你要這文件翻譯成其他語言或盲人凸字、大號字、聲帶、或光碟，請致電我們，電話 01823 356356 或電郵 [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

### Hindi

अगर आप इस दस्तावेज़ का अनुवाद दूसरी भाषाओं या ब्रेल, बड़े अक्षरों वाली छपाई, ऑडियो टेप, या सीडी में चाहते हैं, तो कृपया हमें इस नंबर पर फ़ोन कीजिये 01823 356356 या यहाँ ईमेल कीजिये [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

### Portuguese

Se desejar a tradução deste documento para um outro idioma ou em Braille, letras grandes, cassete de áudio ou CD, contacte-nos pelo telefone 01823 356356 ou pelo endereço de correio electrónico [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

### Polish

W celu uzyskania niniejszego dokumentu w innym języku, w języku Braille'a, wydrukowanego dużym drukiem, nagranych na taśmie dźwiękową lub CD prosimy o kontakt pod numerem telefonu 01823 356356 lub na adres [enquiries@tauntondeane.gov.uk](mailto:enquiries@tauntondeane.gov.uk)

# **Policy for the granting of the Revaluation Relief**

DRAFT

## Version Control

<i>Version</i>	<i>Version date</i>	<i>Revised by</i>	<i>Description</i>
1	May 2017	LM	Policy
2	May 2017	DA	Revisions
4	July 2017	LM	Amendments
5	July 2017	DA	Sign off
6	July 2017	LM	Amendments DE

DRAFT

## Contents

1.0	Purpose of the Policy .....	4
2.0	Discretionary Relief – Legislative Background .....	5
	Introduction .....	5
	The Council’s general approach to granting Discretionary Relief .....	6
3.0	Effect on the Council’s Finances .....	8
4.0	Discretionary Relief – EU State Aid requirements .....	10
5.0	Administration of Discretionary Relief – General approach .....	11
	Applications and Evidence .....	11
	Granting of relief.....	11
	Variation of a decision.....	12
6.0	Scheme of Delegation.....	13
	Granting, Varying, Reviewing and Revocation of Relief .....	13
	Reviews .....	13
	Appeals .....	13
7.0	Consultation.....	14
8.0	Decisions by the Council under this scheme .....	15
	Discretionary Business Rate Relief Scheme– the Council’s policy for granting discretionary relief. ....	15
	Applications for relief under this scheme .....	15
	Applications for relief under this scheme .....	16
	Amount of Relief .....	16
	Variation and amendment of relief under the scheme.....	16
9.0	Reporting changes in circumstances .....	18
10.0	Fraud.....	18
	Appendix A .....	19
	Application Form for the Discretionary Business Rate Relief Scheme.....	19

DRAFT

## 1.0 Purpose of the Policy

- 1.1 The purpose of this policy is to determine the level of Discretionary Business Rates Relief to be granted to certain defined ratepayers within the Council's area.
- 1.2 The Local Government Finance Act 1988 and subsequent legislation requires the Council to grant discretionary relief for premises occupied by Charities and similar organisations that own or occupy them wholly or mainly for charitable purposes. Likewise, certain premises situated within a rural settlement area will be eligible for relief. Powers have also been granted under the Localism Act 2011, which allow for the granting of discretionary rate relief to any premises where the Council feels the granting of such relief would be of benefit to the local community.
- 1.3 In addition to the above, Central Government is keen that in certain cases, assistance should be provided to businesses who have had increases in their rate liability due to the revaluation of premises in April 2017. In these cases, and where the Council meets Central Government guidelines, grants are available under section 31 of the Local Government Act 2003.
- 1.4 Whilst the Council is obliged to grant relief to premises, which fall within the mandatory category, the Council also has powers to grant discretionary relief and reductions to ratepayers, subject to certain criteria being met.
- 1.5 This document outlines the following areas:
  - Details of the criteria for receiving an award under the Discretionary Business Rates Relief Scheme;
  - The Council's general policy for granting of all types of Discretionary Reliefs;
  - Guidance on granting and administering the reliefs;
  - European Union requirements including provisions for State Aid; and
  - The Council's Scheme of Delegation.
- 1.6 This document covers all aspects of the new Discretionary Business Rates Relief scheme which is available from 1<sup>st</sup> April 2017. Where businesses apply for relief they will be granted (or not granted) relief in line with the following policy.

## 2.0 Discretionary Relief – Legislative Background

### Introduction

- 2.1 The original purpose of discretionary relief was to provide assistance where the property does not qualify for mandatory relief, or to 'top' up cases where ratepayers already receive mandatory relief.
- 2.2 Over recent years, and particularly since 2011, the discretionary relief provisions have been amended to allow authorities the flexibility to provide more assistance to businesses and organisations.
- 2.3 The range of bodies, which are eligible for discretionary rate relief, is wide and has been developed by both the Council and Central Government to address certain issues with business rates.
- 2.4 Unlike mandatory relief, ratepayers are obliged to make a written application to the Council. The Council will expect all businesses to make applications in such a format as is required (which may vary from time to time) and for the business to provide such information, evidence, certificates etc. as required in order to determine whether relief should be awarded.
- 2.5 The Council is obliged to consider carefully every application on its merits, taking into account the contribution that the organisation makes to the amenities within the authority's area. There is no statutory appeal process or Tribunal against any decision made by the Council, although as with any decision of a public authority, decisions can be reviewed by Judicial Review. The authority will however, upon request, review decisions made. Details of the internal review process are given within this policy.
- 2.6 The granting of discretionary relief falls broadly into the following categories:
- a. Discretionary Relief – Charities who already receive mandatory relief;
  - b. Discretionary Relief – Premises occupied by organisations not established or conducted for profit whose main objects are charitable or are otherwise philanthropic or religious or concerned with education, social welfare, science, literature or the fine arts **or** premises occupied by organisations not established or conducted for profit and wholly or mainly used for purposes recreation;
  - c. Discretionary Relief – Granted under the Localism Act 2011 provisions;
  - d. Local Newspaper Relief (from 1<sup>st</sup> April 2017 for a period of two years);
  - e. Local Public House Relief (from April 2017 for a one year period);
  - f. Supporting Small Businesses Relief (from 1<sup>st</sup> April 2017 for a period of five years or until business pay their full rate charge or their transitional rate charge (calculated in accordance with the Non-Domestic Rating (Chargeable Amounts) (England) Regulations 2016); and
  - g. Discretionary Business Rates Relief Scheme (from 1<sup>st</sup> April 2017 for a period of up to four years).
- 2.7 This policy document purely covers the granting of awards under the Discretionary Business Rates Relief Scheme (g. above) which covers a period from 1<sup>st</sup> April 2017 for up to four years. The decision to grant or not to grant discretionary relief is a matter purely for the Council. The Council's policy for granting other reliefs can be found on the Council's website [www.tauntondeane.gov.uk](http://www.tauntondeane.gov.uk).



## **The Council's general approach to granting Discretionary Relief**

- 2.8 In deciding which organisations should receive discretionary rate relief, the Council has considered the following factors and priorities:
- a. That any award should support business, organisations and groups that help to retain services in the Council's area and not compete directly with existing businesses in an unfair manner;
  - b. It should help and encourage business, organisations, groups and communities to become self-reliant;
  - c. Awarding discretionary relief should not distort competition or significantly change the provision of services within the Council's area;
  - d. Local organisations will be given priority over national organisations. Where requested, the organisation will need to supply the Council with clear evidence of **all** financial affairs including, and most importantly, the amounts of monies raised, used and invested locally. This will be essential where the organisation is national in nature;
  - e. To enable appropriate organisations to start, develop or continue their activities, which deliver outcomes to the community and that also relate to the priorities of the Council, which, without granting discretionary relief they would be unable to do;
  - f. To assist the Council in delivering services which could not be provided otherwise;
  - g. To assist the Council to meet its priorities; and
  - h. To ensure that the financial impact of awarding discretionary business rate relief is justified in terms of the local outcomes achieved by the organisation receiving it.
- 2.9 Where any reduction or remission is granted to a ratepayer under S49 Local Government Finance Act 1988(Hardship Relief) where hardship is proven to the Council, then there will be no requirement to grant Discretionary Rate Relief for that amount.
- 2.10 In certain cases, the order in which relief is granted is specified. Mandatory relief shall be granted in all cases where the criteria is met irrespective of whether discretionary relief can be granted or not.

## **The Council's approach to granting Government led Discretionary Relief schemes**

- 2.11 Over the past few years, a number of schemes have been led by Central Government but without specific legislative changes. These are administered under S47 of the Local Government Finance Act 1988 and guidance is often provided. The Council is keen to support such initiatives especially where they are designed to help local businesses and will look to maximise both the reliefs given as well as maximising any grants receivable. However, the Council reserves the right to vary its approach where thought appropriate.
- 2.12 In the case of the Discretionary Business Rate Relief scheme, Central Government is keen that individual Councils develop their own scheme to meet local needs. Government has allocated funds to

the Council using a particular methodology, but it has been keen to point out that this should have **no** bearing on the actual scheme adopted by the Council.

DRAFT

### **3.0 Effect on the Council's Finances**

- 3.1 The granting of discretionary relief will, in the main, potentially involve a cost to the Council. Since the change to the funding for Non-Domestic Rating in April 2013, the effect of the relief is complex.
- 3.2 Any amounts granted prior to 1<sup>st</sup> April 2013 and continuing since that date will be included in the Council's baseline within the Business Rates Retention Scheme. Any amounts granted for similar cases after 1<sup>st</sup> April 2013, the costs of the relief will be borne in accordance with the Business Rates Retention Scheme share namely 50% borne by Central Government, 40% by the Council, 9% by Somerset County Council and 1% by Devon and Somerset Fire and Rescue Service. This also applies where mandatory relief is granted.
- 3.3 In March 2017, Central Government announced that it would make available a discretionary fund of £300 million over four years from 2017-18 to support those businesses that face the steepest increases in their business rates bills as a result of the revaluation. Government determined that Councils would be best placed to determine how this fund should be targeted and administered to support those businesses and locations within their area that are in the greatest need.
- 3.4 Where Central Government leads an initiative such as the Discretionary Business Rates Relief Scheme, grants are often made available. This is not automatic and Central Government will look to the Council to adopt any recommended criteria when granting in these areas to ensure that any grant is paid
- 3.5 Every authority within England is to be provided with a share of the fund to support their local businesses. This is to be administered through billing authorities' discretionary relief powers under section 47 of the Local Government Act 1988. The full effects of the financial allocation are shown below.
- 3.6 The allocation of monies to authorities and the methodology of the funding award is completely separate to the scheme itself and Government believes that local authorities are best placed to judge the particular circumstances of local ratepayers and direct the funding where it is most needed to support local economies.
- 3.7 The funding of £300m is not provided equally over the four-year period but in the following approximate proportions:
- Year 1 (2017/18) 58%
- Year 2 (2018/19) 28%
- Year 3 (2019/20) 12%
- Year 4 (2020/21) 2%

- 3.8 Councils will be compensated for any relief granted under section 31 of the Local Government Act 2003. The Government is unclear at this stage as to whether any underspend can be 'vired' from one year to the next although their initial guidance is that any underspend will be returned to Treasury<sup>1</sup>.
- 3.9 A key criteria of reimbursement will be that all Billing Authorities will consult with major precepting authorities when formulating their schemes.
- 3.10 The financial effects to the Council of the Discretionary Business Rates Relief Scheme are shown in the following table

<b>Amount of discretionary fund awarded (£000s) - Taunton Deane Borough Council</b>			
2017-18	2018-19	2019-20	2020-21
276	134	55	8

- 3.11 The above is to be awarded up to the maximum level set by Central Government. It is possible for the Council to grant more relief than that allocated by grant. However, once the maximum grant level has been reached, any additional amount granted is borne 50% borne by Central Government, 40% by the Council, 9% by Somerset County Council and 1% by Devon and Somerset Fire and Rescue Service.

<sup>1</sup> DCLG Letter 27<sup>th</sup> April 2017 – Discretionary Rates Relief Scheme – Payment of Section 31 grant to reimburse cost of relief

## 4.0 Discretionary Relief – EU State Aid requirements

- 4.1 European Union competition rules generally prohibit Government subsidies to businesses. Relief from taxes, including non-domestic rates, can constitute state aid. The Council must bear this in mind when granting discretionary rate relief.
- 4.2 Rate relief for charities and non-profit making bodies is not generally considered to be state aid, because the recipients are not in market competition with other businesses. However, where other bodies receive relief and are engaged in commercial activities or if they are displacing an economic operator or if they have a commercial partner, rate relief could constitute state aid.
- 4.3 Relief will be State Aid compliant where it is provided in accordance with the De Minimis Regulations (1407/2013)<sup>2</sup>. The De Minimis Regulations allow an undertaking to receive up to €200,000 of De Minimis aid in a three-year period (consisting of the current financial year and the two previous financial years).
- 4.4 Where the relief to any one business is greater than the De Minimis level, then permission will need to be obtained from the European Commission. In such cases the matter will be referred to the Department for Communities and Local Government (DCLG) for advice and then referred back to the Council for consideration. It will be for the ratepayer to provide confirmation as to whether the State Aid provisions apply to them.
- 4.5 In all cases, where discretionary relief is to be granted or where liability is to be reduced, when making an application, ratepayers will be required to provide the Council with sufficient information to determine whether these provisions are applicable in their case.

---

<sup>2</sup> <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2013:352:0001:0008:EN:PDF>

## 5.0 Administration of Discretionary Relief – General approach

- 5.1 The following section outlines the procedures followed by officers in granting, amending or cancelling discretionary relief and reduction. This is essentially laid down by legislation<sup>3</sup>

### Applications and Evidence

- 5.2 In the case of this relief, the Council will invite businesses to apply. Application forms are produced by the Council both in hard copy and electronic format. The relevant application form is included within Appendix A of this policy. The Council will specify how applications are to be received and this may vary from time to time.
- 5.3 Organisations are required to provide a completed application form plus any such evidence, documents, accounts, financial statements etc. necessary to allow the Council to make a decision. Where insufficient information is provided, then no relief will be granted. In some cases, it may be necessary for officers to visit premises and we would expect organisations claiming relief to facilitate this where necessary.
- 5.4 Applications should initially be made to the Revenues and Benefits Section and will be determined in accordance with this policy.
- 5.5 **The Council will provide this service and guidance free of charge. Ratepayers are encouraged to approach the Council direct and NOT pay for such services through third parties.**

### Granting of relief

- 5.6 In all cases, the Council will notify the ratepayer of decisions made.
- 5.7 Where an application is successful, then the following will be notified to them in writing:
- The amount of relief granted and the date from which it has been granted;
  - If relief has been granted for a specified period, the date on which it will end;
  - The new chargeable amount;
  - The details of any planned review dates and the notice that will be given in advance of a change to the level of relief granted; and
  - A requirement that the applicant should notify the Council of any change in circumstances that may affect entitlement to relief.
- 5.8 Where relief is not granted then the following information is provided, again in writing:
- An explanation of the decision within the context of the Council's statutory duty; and
  - An explanation of the appeal rights (see below).

---

<sup>3</sup>The Non-Domestic Rating (Discretionary Relief) Regulations 1989

- 5.9 Discretionary relief is to be granted from the beginning of the financial year in which the decision is made. Since 1997 decisions can be made up to 6 months after the end of the financial year for which the application was made. In such cases, the Council *may* backdate its decision.
- 5.10 A decision to award discretionary relief and how much relief is given is normally only applicable to the financial year for which the application is made. However, the Council reserves the right to grant relief for any other period as appropriate. In relation to the Discretionary Business Rate Relief scheme, awards will, in the main be granted from 1<sup>st</sup> April 2017.
- 5.11 A fresh application for discretionary relief will be necessary for each financial year **or** at such time-period as the Council determines.

### **Variation of a decision**

- 5.12 Variations in any decision will be notified to ratepayers as soon as practicable and will take effect as follows:
- Where the amount is to be increased due to a change in rate charge or a change in the Council's decision which increases the award – this will apply from a date determined by the Council as appropriate;
  - Where the amount is to increase for any other reason it will take effect at the expiry of a financial year, and so that at least one year's notice is given;
  - Where the amount is to be reduced due to a reduction in the rate charge or liability including any reduction in rateable value, awarding of another relief or exemption this will apply from the date of the decrease in rate charge; and
  - Where the amount is to be reduced for any other reason, it will take effect at the expiry of a financial year, and so that at least one year's notice is given.
- 5.13 A decision may be revoked at any time, however, a one year period of notice will be given and the change will take effect at the expiry of a financial year.

## **6.0 Scheme of Delegation**

### **Granting, Varying, Reviewing and Revocation of Relief**

- 6.1 All powers in relation to reliefs are given under the Local Government Finance Act 1988, the Local Government and Rating Act 1997, the Local Government Act 2003 and the Localism Act 2011. However section 223 of the Local Government Act 1992 allows for delegation of decisions by the Council to Cabinet, Committees, Sub-Committees or Officers.
- 6.2 When the application has been returned complete with state aid declaration and officer will process the form and apply an award of relief as appropriate. The relief will be first approved by the Senior Revenues Officer or the Principal Revenues and Debt Recovery Officer. When first approvals are complete, the application will be sent to s151 for final approval. The above follows current policy.
- 6.3 Applications that are refused will, on request, be reconsidered if additional supporting information is provided or the refusal is subsequently considered to be based on a misinterpretation of the application.

### **Reviews**

- 6.4 The policy for granting relief will be reviewed annually or sooner where there is a substantial change to the legislation or funding rules. At such time, a revised policy will be brought before the relevant committee of the Council or executive member as appropriate.
- 6.5 The monitoring of the amount granted will be monitored monthly by the Principal Revenues Officer or the Senior Revenues Officer.

### **Appeals**

- 6.6 Where the Council receives an appeal from the ratepayer regarding the granting, non-granting or the amount of any discretionary relief, the case will be reviewed by the Principal Revenues and Debt Recovery Officer or the Senior Revenues Officer. Where a decision is revised then the ratepayer shall be informed, likewise if the original decision is upheld.
- 6.7 Where the ratepayer continues to be aggrieved by the decision, the case will be referred to the Revenues and Benefits Manager for review. Where appropriate, cases of this nature may also be referred to the Executive member as appropriate. All appeals will test whether the policy has been applied correctly.
- 6.8 Ultimately the formal appeal process for the ratepayer is Judicial Review although the Council will endeavour to explain any decision fully and openly with the ratepayer.



## 7.0 Consultation

- 7.1 The Council has consulted with the major preceptors in relation to this scheme and has taken their comments into account when determining the eligibility criteria. This is an essential part of the Discretionary Business Rates Relief Scheme and is in line with the grant determination issued by the Department of Communities and Local Government (DCLG) No.31/3071.
- 7.2 The grant determination states that a condition of the fund is that consultation is undertaken with 'relevant authorities'. Relevant authorities for the purposes of this scheme means:
- a. Any major precepting authority; and
  - b. Any combined authority.
- 7.3 In the case of the Council only the major precepting authorities have been consulted namely:
- a. Somerset County Council;
  - b. Avon and Somerset Police and Crime Commissioner; and
  - c. Devon and Somerset Fire and Rescue Service.

DRAFT

## 8.0 Decisions by the Council under this scheme

- 8.1 Decisions by the Council are made directly in line with the Scheme of Delegation as outlined within section 6 of this policy. Any decision to award relief under this scheme will follow the core principles of the Council's discretionary relief policy as defined by section 2.8.
- 8.2 It should be noted that, whilst the funding from Central Government for Discretionary Business Rate Relief Scheme is limited, the decision of the Council whether to award any relief under this scheme **cannot not take account** of the level of any funding.

### Discretionary Business Rate Relief Scheme- the Council's policy for granting discretionary relief.

#### Applications for relief under this scheme

- 8.3 The Council is keen to identify ratepayers who may qualify for the relief and as such will look to encourage certain ratepayers to apply. The Council will look to simplify the application process wherever possible, but it will expect any ratepayers to provide such information as is required by the Council to support their application.
- 8.4 The Council has decided that relief under the scheme will be awarded using the following criteria:
- a. The scheme is designed **solely** to assist ratepayers who have suffered significant increases in rate liability due to the revaluation and the subsequent increase to their Rateable Value;
  - b. Relief will not be awarded where mandatory relief is granted and in line with legislative requirements, no relief can be granted to any precepting authority;
  - c. Relief will only be granted to those hereditaments whose rateable value at 1<sup>st</sup> April 2017 of the hereditament less than £200,000 and where the increase calculated in 8.4(d) is greater than 5%;
  - d. In assessing any potential entitlement to an award under this scheme, the Council will compare the following:
    - i. The rate liability of the ratepayer at 31<sup>st</sup> March 2017 for the 2016/17 financial year after any reliefs and reductions; and
    - ii. The rate liability of the ratepayer at 1<sup>st</sup> April 2017 for the 2017/18 financial year taking into account any transitional relief or discretionary relief granted under any other provision;
  - e. Relief will only be given to premises which are liable for occupied rates. **No relief within this scheme will be granted for unoccupied premises** or where the premises becomes re-occupied;
  - f. Relief will only be granted to ratepayers who were in occupation at 31<sup>st</sup> March 2017 and in occupation on 1<sup>st</sup> April 2017. Relief will cease at any point the hereditament becomes unoccupied and will not be re-granted;
  - g. Ratepayers (including previous ratepayers) taking up occupation after the 1<sup>st</sup> April 2017 will **not** be eligible for relief on the basis that new ratepayers would not have suffered from increases due to a revaluation;

- h. Relief will be targeted to local businesses and not those business that are national or multi-national in nature. Local businesses are, for the purposes of this scheme, those which have premises wholly in the Councils area;
- i. Relief may be awarded for more than one premises as long as **all** other criteria are met;
- j. Relief (or further relief) will **not** be awarded where the hereditament has an increase in Rateable Value after the 1<sup>st</sup> April 2017 which increases the rate charge above the 1<sup>st</sup> April 2017 value.
- k. Where a ratepayer is in receipt of any award under this policy, the authority will **not** consider any application for relief under Section 44A of the Local Government Finance Act 1988 for the same hereditament.

## Applications for relief under this scheme

- 8.5 The Council is keen to identify ratepayers who may qualify for the relief and as such will look to encourage certain ratepayers to apply. The Council will look to simplify the application process wherever possible, but it will expect any ratepayers to provide such information as is required by the Council to support their application

## Amount of Relief

- 8.6 The amount of relief is tapered and will be calculated as follows:
- 2017/18**  
Where the increase in rates payable as calculated in 8.4d is greater than 5%, the award shall reduce the increase to 5%
- 2018/19**  
Award = 2017/18 award x 50% (for clarity this will be half of the relief awarded in 2017/18)
- 2019/20**  
Award = 2018/19 award x 50% (for clarity this will be half of the relief awarded in 2018/19)
- 2020/21**  
Award = 2019/20 award x 10% (for clarity this will be 10% of the relief awarded in 2019/20)
- 8.7 In exceptional circumstances, the authority shall consider applications on a case by case basis where the ratepayer falls outside of the criteria detailed in paragraph 8.4 but where the ratepayer can demonstrate that they are experiencing severe financial difficulties due to the revaluation on 1<sup>st</sup> April 2017.

## Variation and amendment of relief under the scheme

- 8.8 As with all reliefs, the amount of relief awarded under the Discretionary Businesses Rates relief scheme will be recalculated in the event of a change of circumstances. In effect, relief is calculated on a daily basis in line with the ratepayer's liability on that day. This will include, for example, a backdated change to the rateable value of the hereditament. This change of circumstances could arise during the year in question or during a later year.
- 8.9 The Non-Domestic Rating (Discretionary Relief) Regulations 1989 (S.I. 1989/1059) requires the Council to provide ratepayers with at least one year's notice in writing before any decision to revoke or vary a decision so as to increase the amount the ratepayer has to pay takes effect. Such a revocation or

variation of a decision can only take effect at the end of a financial year. But within these regulations, the Council may still make decisions which are conditional upon eligibility criteria or rules for calculating relief which allow the amount of relief to be amended within the year to reflect changing circumstances.

DRAFT

## **9.0 Reporting changes in circumstances**

- 9.1 Where any award is granted to a ratepayer, the Council will require **any** changes in circumstances which may affect the relief to be reported as soon as possible and in any event not more than 21 days from the happening of the event. This will be important where the change would result in the amount of the award being reduced or cancelled e.g. where the premises comes unoccupied or is used for a purpose other than that determined by the Council as eligible for relief.
- 9.2 Where a change of circumstances is reported, the relief will, if appropriate be revised or cancelled. Where any award is to be reduced, the Council will look to recover the amount from the date the change of circumstances occurred.
- 9.3 Where a change in circumstances is not reported and it is subsequently identified that it would have reduced the relief awarded, the Council reserve the right to remove any award completely.

## **10.0 Fraud**

- 10.1 Where a ratepayer falsely applies for any relief, or where the ratepayer provides false information, makes false representation, or deliberately withholds information in order to gain relief, prosecutions will be considered under the Fraud Act 2006.

DRAFT

**Appendix A**

**Application Form for the Discretionary Business Rate Relief Scheme.**

DRAFT

# **Council Meeting – 3 October 2017**

## **Report of Councillor John Williams – Leader of the Council**

### **1. Taunton Garden Town**

- 1.1 Taunton's status as the only new Garden Town in the South West was the focus of a visit to the County Town on 11 July 2017 by the President of the Royal Town Planning Institute (RTPI), Stephen Wilkinson.
- 1.2 Taunton was named as one of the nation's new Garden Towns by the Government earlier this year. Mr Wilkinson met the joint Planning Team, part of the One Team workforce shared through the successful partnership between Taunton Deane Borough Council and West Somerset Council. The team, recently highly commended in national awards, organised a walking tour of Taunton plus a visit to Monkton Heathfield, one of the new Garden Communities.
- 1.3 Mr Wilkinson said, in the right places, new Garden Towns are part of the solution to the housing crisis. Taunton's Planners will be critical in ensuring infrastructure is delivered in a co-ordinated way. This is critical for the successful delivery of new development to create great places.
- 1.4 Mr Wilkinson also spent time with the joint Planning Team and said he was impressed to see first-hand how effectively Planning across Taunton Deane and West Somerset is being managed by a single team. He said their hard work, professionalism and success is reflected in their achievements – gaining Garden Town status for Taunton, steering two development plans through the adoption process and delivering new housing development supported by a Master Plan at Monkton Heathfield. Their successful, collaborative approach is to be commended.
- 1.5 The RTPI represents over 24,000 members worldwide and shapes planning policy, raises professional standards and are the only body in the UK to confer Chartered status to planners, the highest professional qualification.
- 1.6 May I put on record our thanks to the team and our appreciation for making our bid successful and offer our congratulations for being highly commended in the National Awards. No mean feat.

### **2. Visit to Taunton by John Glen MP, Minister for Tourism and Heritage**

- 2.1 On 14 August, John Glen MP, Minister for Heritage and Tourism enjoyed a whistle-stop tour of Taunton. The Minister was impressed with the County Town and its plans for the future.

- 2.2 The visit also included a tour of Hestercombe and a meeting with Arts Taunton. It offered the chance to show the Minister at first-hand what Taunton, the South West's first Garden Town has to offer. The Minister fully supported the need to plan and invest for the future and commended Taunton Deane on its proactive stance. He was particularly impressed by our Visitor Centre, its business focus and role in serving the wider community in its relatively new location. At The Brewhouse Theatre, the Minister learned of the ambitious plans for the arts centre and the Coal Orchard regeneration.
- 2.3 The Minister was most helpful in signposting potential funding sources which he recognised would be needed. He did urge us to keep in touch and to watch for announcements as they come. In his tour of the town centre, Mr Glen was briefed on the public realm enhancement and parking improvements, including pay on exit. It was a very positive meeting.

### **3. Transformation**

- 3.1 Our Transformation Team is now in place and, with support from our partners, is working hard to implement the vision for change we all agreed last year. The team have initially focussed on the key elements of programme planning and are now getting into activity in their areas - as evidenced by their update to our JPAG Forum in September 2017.
- 3.2 I encourage all Councillors to attend our next 'Making A Difference' Session on 10 October 2017 where we will hear more about the important "process redesign" work. This is fundamental to getting things right for our customers and I am sure you will want to get involved, so please come along and find out more.
- 3.3 Another key focus for the team has been the procurement and evaluation of bids for our technology. It is essential we make sure we have the right technology partner, one who can work with us to support us in delivering our ambition for our place and our organisations. We hope to be able to share the outcomes from this in the next month or so. I would like to thank all those involved, including Member colleagues from the Member Working Group in this very thorough evaluation process which will help us make sure we end up with the right partner.
- 3.4 Work is well underway on developing our HR Approach and associated support and training for staff. One of the first areas we have launched is some behavioural training around the "Customer". Councillors are encouraged to attend this as it is being rolled out across our organisation - the dates have been circulated to you already. The feedback from staff who have attended has been very positive and I am looking forward to joining in one of the sessions. I hope many Councillors will do their best to attend.
- 3.5 We have recently undertaken a Change Readiness Questionnaire for staff which will help ensure the support we give as we progress our Transformation programme is making a difference.



- 3.6 I must thank all our staff for their “let’s get on with it” approach to the decant of areas of The Deane House. I have been really impressed by everyone’s ability to shift to working in a very different and flexible way in such a quick timescale. Well done to the team driving this and to all who have been affected by the changes. The first floor of The Deane House (excluding the John Meikle Room/Committee rooms – now being used to accommodate relocated staff) is clear and ready for building works to commence in late October.
- 3.7 Moorland House (Creechbarrow Road development) is now complete and we hope that staff can start working from here at the end of September.
- 3.8 Early work has begun - with funding from the Local Government Association Productivity Expert Programme – to develop our approach to our commercial ambitions. More on this to come.
- 3.9 Regarding our submission to the Secretary of State for Communities and Local Government to create a New Council for our area – we await his decision.

#### **4. Hinkley Housing Zone including Taunton Garden Town – Bid to the Government’s Housing Infrastructure Fund**

- 4.1 I am delighted to report that close partnership working between Somerset County Council (SCC), Taunton Deane Borough Council, West Somerset Council and Sedgemoor District Council has resulted in an expression of interest for ‘Forward Funding’ being submitted by SCC under the Government’s Housing Infrastructure Fund, administered by the Homes and Communities Agency (HCA).
- 4.2 This Council has already allocated substantial New Homes Bonus funding (£16,600,000) to support the delivery of key infrastructure and was also one of the first authorities in the country to implement the Community Infrastructure Levy (CIL). However, these funding streams in themselves are not sufficient to deliver the critical infrastructure required to support and accelerate our commitment to housing and economic growth.
- 4.3 The Housing Infrastructure Fund offers a critical opportunity to assist the local authorities in mitigating the housing impacts of Hinkley Point C and delivering the Taunton Garden Town vision by ensuring the timely delivery of infrastructure to unlock key housing sites within the area. It is also an excellent opportunity to address concerns expressed by our communities about the capacity of existing infrastructure – such as roads, schools, public transport, green spaces and flood alleviation assets – to support further growth.
- 4.4 The ‘Forward Fund’ expression of interest seeks a total of £83,000,000 to deliver nearly 18,000 homes across Taunton and Bridgwater. Key infrastructure in Taunton, for which funding is sought, includes the Toneway Corridor improvements, Phase 1 of a Bus Rapid Transit scheme from

Monkton Heathfield to the Town Centre, an outer relief road for Monkton Heathfield and new schools for Comeytrove, Staplegrove and Monkton Heathfield.

- 4.5 In addition to the Forward Fund expression of interest submitted by Somerset County Council, this Council has submitted a bid to the 'Marginal Viability' (MV) fund – also part of the Housing Infrastructure Fund. The MV fund is a smaller pot of money that is designed to enable 'the last piece' of infrastructure needed to unlock major housing delivery. Our bid was for £7,200,000 towards the Staplegrove Spine Road and will enable the delivery of 1,600 homes and access to the planned new school.
- 4.6 Competition for the Housing Infrastructure Fund (both Forward Fund and MV pots) is expected to be fierce. Forward funding expressions of interest will be assessed by the HCA through the Autumn period and those authorities that make the initial 'cut' will be invited to have further discussions in early 2018. Decisions are anticipated in spring 2018, although firm dates are not yet known. The timetable for MV bids is expected to be shorter, and we hope to learn the outcome by the end of December 2017.

## **5. Merchant Navy Day – 1 September 2017**

- 5.1 Taunton Deane Borough Council showed its support for the Merchant Navy with a flag raising ceremony at The Deane House at 11.00 am on 1 September. The Red Ensign was raised by the Deputy Mayor, Councillor Catherine Herbert, alongside representatives from the Merchant Navy Association, 40 Commando Royal Marines, 675 Rifles Squadron, the Army Air Corps, Councillors and officers. The event was held to mark Merchant Navy Day that has been celebrated on 3 September every year since 2000 to raise public awareness of the UK's continuing dependence on seafarers and remember their sacrifices, salute their courage and support their future.
- 5.2 The work of the Merchant Service during World War One led King George V to decree in 1928 that they should be known as the 'Merchant Navy'. By the end of the Second World War more than 4,700 British ships had been sunk and more than 35,000 Merchant Seamen had lost their lives.
- 5.3 Merchant Navy Day honours the brave men and women who kept Great Britain going during both World Wars and celebrates our dependence on modern day Merchant Seafarers who are responsible for 95% of the UK's imports, including much of the food we eat, most of the fuel we burn and virtually all the products and goods we take for granted.

## **6. Council Meetings**

- 6.1 Most of Taunton Deane Borough Council's Committee meetings are now being held at the Brittons Ash Community Centre, Bridgwater Road, Taunton, with the exception of Planning Committee which is being held in the Main Hall of the new West Monkton Primary School (alongside the Brittons Ash Community Centre).

Full Council meetings will be held at Shire Hall, Shuttern, Taunton. This change has been put in place while the refurbishment of The Deane House takes place. The venues in West Monkton have parking available nearby and are served by the 21/21A First Bus service which operates into the evening.

## **7. Celebrating Pip's Park**

- 7.1 A new sign has been erected to celebrate the Taunton Green Space named in honour of one of the town's champions. Sadly, the glass sign put up at the entrance to Pip's Park was vandalised but a new, sturdy, stainless steel sign is now in place, complete with the poem that appeared on the original. The new sign was designed, made and fitted by Will Shakspeare, of Shakspeare Glass who had created the original.
- 7.2 Pip's Park – named in honour of the late Pip Youngman – is the riverside park that provides welcome communal space for new flats and the offices at the Firepool site. It is one of a network of Green Spaces throughout Taunton – the South West's first Garden Town. It is proving popular with staff at the Viridor offices and residents of the newly-built apartments as it provides space to walk the dog, to meet or simply to sit and enjoy.
- 7.3 The poem that features on the sign at the park's entrance was written by Pip Youngman who was not just a poet but a noted inventor as well as one of Taunton's greatest champions. He inspired one of Taunton's more unusual waterside walks, the Space Walk, along the Bridgwater-Taunton Canal which still gives walkers huge enjoyment. It is a true scale model of the solar system running along the canal, centred on the sun at Maunsell Lock. The walk uses the 14-mile towpath to display a model of the sun and its planets in their proportionally correct sizes and distances apart. He used the scale of 530 million to one to give an idea of the vast distances between planets. Unusually for a solar system model, there are two sets of planets with the sun at the centre, allowing walkers to follow the trail from Pluto, near The Brewhouse Theatre in Taunton, to the sun at Maunsell Lock, encountering planets along the way. The "other" Pluto is Bridgwater.
- 7.4 Pip was also a staunch supporter of plans to regenerate and revitalise the town centre bringing the river and waterways back into focus. I am delighted to see that sign back in place. Pip Youngman was inspirational and shared our vision to regenerate the town and put the river back at the heart of Taunton.
- 7.5 It is a fitting tribute to Pip, as a brilliant inventor and designer but also a great champion of Taunton. I believe that Pip would be truly supportive of the plans and aspirations currently being considered by the River Tone Task and Finish Group to create an attractive waterside environment.

## **8. Broadband Upgrade**

- 8.1 The next 16 Somerset communities to benefit from high speed Broadband have been announced. They are among the 21 in Somerset and Devon to be

connected in the latest phase of the Connecting Devon and Somerset (CDS) Broadband rollout, being delivered by its new partner, Gigaclear. It is a key milestone for the local government-led Broadband programme which has already provided 278,000 homes and businesses with superfast Broadband access and overall a total of 320,000 with improved Broadband access.

- 8.2 Gigaclear are carrying out pre-construction survey work and are building a new pure fibre network that will connect direct to homes and businesses with the capability to deliver speeds of up to 1000Mbps. Work to lay new cables is due to start in November 2017, initially providing almost 9,000 homes and businesses with access to the ultrafast network by February 2018.
- 8.3 The first Somerset communities to benefit from this latest phase of CDS are: Rooksbridge, Lympsham, Brean, Weare, Crickham, Ashill, Roundham, Merriott, Over Stratton, Dowlish Ford, Isle Abbots, Corfe, Blagdon Hill, Buckland St Mary, Bradford on Tone, and Wadeford. They have been selected based on their location near existing connections to main Broadband networks. Local information and demonstration events will be held in all of the areas where the roll-out has been announced. Communities not in the initial wave of connection will be kept informed as the programme is updated.

## **9. Visit to Conquest Centre**

- 9.1 I recently visited the Conquest Centre and was delighted to do so. The Centre is a leading Somerset Charity dedicated to providing a range of equine activities for adults and children with a wide range of abilities. The Centre is open six days a week following academic term times, offering coaching for disabled and able-bodied clients. All activities are delivered by qualified instructors with specialist expertise in working with people with disabilities, behavioural difficulties and emotional problems and are supported by a team of specially trained volunteers.
- 9.2 Conquest began its journey in 1965. Today it provides around 220 activity sessions a week for adults and children with disabilities and additional needs, as well as catering for families/carers, volunteers and public riders. Their services are used by local clubs and associations, disability support groups, care homes, schools and Community Payback.
- 9.3 There is a cafe on-site which is open to the whole community and run by its trainees with additional needs, offering them the opportunity to gain work and life skills. There is also a sensory room and outdoor play and picnic area.
- 9.4 Conquest is a major attraction throughout the year, with over 30,000 visitors per year and we must remember that this fantastic charitable facility is solely funded by voluntary contributions on income generation from services provided. They are not in receipt of any public subsidy so do need donations to keep this invaluable service going.

## **10. Nexus 25 – Draft Local Development Order**

- 10.1 The Statutory Consultation on the Draft Local Development Order (LDO) took place between the 20 July and 30 August 2017, a period of six weeks (two weeks longer than the statutory requirement of at least 28 days). There were some 43 responses to the consultation exercise. The scope of the statutory consultation did not include issues such as whether or not it is appropriate to use an LDO for the site and whether or not this site is the most appropriate compared with any other locations, it is concerned essentially with what the LDO should consist of and how it should be worded.
- 10.2 Issues raised in response included concerns around the Transport Appraisal, Travel Plan and treatment of remaining Environment Agency issues through conditions. As a result, it was decided to delay reporting the results of the public consultation to the Community Scrutiny Committee until the formal comments of Somerset County Council (SCC), as Highways Authority and the Environment Agency are received.
- 10.3 It is now intended to report the matter to the scrutiny meeting on 17 October 2017 before progressing to Full Council. This change in timetable should have little or no impact upon the overall timescale for the final adoption of the LDO as this will have to await the decision of SCC in relation to the Junction 25 planning application.

## **11. A358 Upgrade – Current Position**

- 11.1 Highways England (HE) have advised the Council and interested parties that, following the comments they received during the consultation earlier this year, they intend to undertake an additional 'supplementary consultation' in the Autumn.
- 11.2 We are led to believe that the supplementary consultation will offer options for the route of the upgraded A358 between West Hatch and the M5 at Taunton. We are also led to believe that some additional material will be presented in relation to those options. The consultation period is likely to be six weeks long.
- 11.3 HE have advised that they will hold consultation events in parish/community halls along the route in an attempt to ensure as many people as possible can attend. We also understand that they are making increased efforts to engage with hard-to-reach groups.
- 11.4 I welcome these steps and await the detailed proposals. We will, of course, prepare a comprehensive response, given the strategic importance of the improvements to the A358. Once timings of the consultation are clearer and the material is examined, as before, officers will prepare a draft response which will be debated prior to our response being sent.

Councillor John Williams

# **Council Meeting – 3 October 2017**

## **Report of Councillor Roger Habgood – Planning Policy and Transportation**

### **1. Planning Policy**

- 1.1 Work on the review of the evidence base to support local Planning Policy continues.

### **2. Garden Town Strategy and Plan**

- 2.1 A Members' Briefing regarding the Council's Green Infrastructure Strategy is currently being arranged for mid-October 2017. Details to follow shortly.
- 2.2 The strategy will help to identify future projects key to realising the aims of our new Garden Town status.

### **3. Junction 25 Local Development Order (LDO)**

- 3.1 The formal consultation on the LDO for the Strategic Employment Site took place in July / August 2017.
- 3.2 A total of 43 responses were received together with comments from Somerset County Council (SCC), the Highways Agency (HA) and the Environment Agency (EA) and these will now be reported to the Community Scrutiny Committee in October before Full Council's consent to approve the LDO.
- 3.3 The final making of the LDO is dependent on planning permission for the M5 Junction 25 Improvement Scheme being in place.

### **4. Mid Devon Local Plan**

- 4.1 Mid Devon District Council submitted its Local Plan Review 2013 - 2033 to The Planning Inspectorate on 31 March 2017, for examination into the legal compliance and soundness of the Plan.
- 4.2 Taunton Deane Borough Council responded earlier in the year to the proposals for a large allocation at Junction 27 anchored by 14,000 sqm of retail floorspace. Concerns were expressed about the compliance of such a proposal with National Planning Policy and its potential impact on Wellington and Taunton Town Centres.

- 4.3 The Secretary of State appointed Mr Paul Griffiths BSc (Hons) BArch IHBC to conduct the examination and to report to the Council in due course.
- 4.4 Following feedback from respondents Mid Devon District Council has chosen to review the sustainability impact of their plans.

## **5. Neighbourhood Plans**

- 5.1 Ann Skippers Bsc MRTPI has been appointed to examine the West Monkton and Cheddon Fitzpaine Neighbourhood Development Plan. It is expected that the examination will be completed by the end of November 2017. Potentially therefore a referendum could be called in early 2018.
- 5.2 The Council continues to support the Creech St. Michael and Ruishton and Thornfalcon Neighbourhood Plans.

## **6. Major Planning**

### **Staplegrove**

- 6.1 In response to the deferral of both applications at the recent Planning Committee meeting, discussions with the developers have recommenced.

### **Comeytrove/Trull Garden Community**

- 6.2 A viability case has been submitted which is currently being scrutinised and is under discussion with the developers.

### **Firepool**

- 6.3 The outstanding quality development discussions are continuing with the developer regarding car parking and a small number of other transport related issues.

### **Housing Objectively Assessed Need (OAN)**

- 6.4 Members may wish to note that the Government has recently increased the housing numbers for Taunton Deane.
- 6.5 The OAN consultation is currently being considered by officers. The OAN consultation document also proposes a further increase in planning fees.

### **Planning Appeal**

- 6.6 The Council continues to defend an appeal regarding the proposed development of land at Bagley Road, Wellington. In essence the five year land supply is being challenged at Public Inquiry.

## **7. Variable Message Signage and Pay on Exit**

- 7.1 The contract for the supply and installation of this signage has been let. The signs will be installed during the winter period in readiness for the Pay on Exit Car Park improvements in the New Year.

## **8. A358 Upgrade**

- 8.1 The Highways England (HE) supplementary consultation is welcomed. The Council awaits details and will of course be drawing up a response.

Councillor Roger Habgood



# **Council Meeting – 3 October 2017**

## **Report of Councillor Mrs Catherine Herbert - Sports, Parks and Leisure**

### **1. Parks and Open Spaces**

- 1.1 Vivary Park has had a glorious summer with great bandstand concerts, the Flower show and hundreds of families all enjoying the beautiful setting.
- 1.2 We await the results of the South West in Bloom Competition after a positive sunny judging day in July. We now look forward to some maintenance works such as the dredging of the lake and replacing of the ropes around the rose garden.

### **2. Community Leisure**

- 2.1 We have recently welcomed back Steve Hughes to run the leisure procurement for us as Alison North's skills have been utilised as part of the Transformation Project.
- 2.2 Steve brings a depth of knowledge about Taunton Deane and our facilities along with now extensive experience of working with other delivery partners across the country.

### **3. GLL (Taunton Deane)**

#### **Wacky Wednesdays in Wellington**

- 3.1 Over the summer holidays GLL delivered four events in and around Wellington as part of the Wellington ONE Team Community Partnership with Taunton Deane Borough Council, Knightstone, GetSet and other local agencies. Three events were held at Longforth Farm, Wellington Monument and Rockwell Green. Due to wet weather the fourth event was held at Wellington Sports Centre and had a 'Beach and Pool Party' theme. 148 children and parents attended and some of the activities included paddling pools, smoothie bikes and sandpits.

#### **Pride in Priorswood**

- 3.2 GLL Community Foundation supported Pride in Priorswood's Spacehive campaign this summer, with a cash donation and staff time to support the event. The event was well attended, with numbers in excess of 400 each Tuesday during the holidays. GLL staff encouraged young people and their families to participate in a variety of sports and physical activities, including table tennis, volleyball, football, treasure hunts, games, etc.

### **Kids Swim for a Quid**

- 3.3 Taunton Pool and Blackbrook Leisure Centre and Spa provided slots across the week where children could swim for just £1. There was a great uptake of this offer at both centres.

### **Council Swim Project**

- 3.4 Over the summer months GLL supported 221 people to have free swimming as part of the Council's Free Swim voucher scheme which sees GetSet workers and the ONE Teams providing low income families with opportunities to swim for free over the summer holidays. 94 adults and 127 children in total across Taunton and Wellington took up the vouchers from June to August.

### **National Play Day**

- 3.5 National Play Day was held at Wellsprings Leisure Centre on Wednesday, 2 August 2017. The whole afternoon's activities were dedicated to celebrating this national event. Unfortunately, due to bad weather, the majority of the activities were held indoors, with bouncy castles, games, arts and crafts, den building, etc. Strategically placed gazebos gave the children the opportunity to go outside and toast marshmallows on an open fire. There was also a planned visit by the Somerset and Devon Fire Brigade Service.

### **Discovery Trail**

- 3.6 GLL joined many local organisations in North Taunton by providing an activity at Wellsprings Leisure Centre on Thursday, 9 August 2017. The aim of the trail was for families to visit outdoor spaces in North Taunton and take part in an activity. On completion all participants received a stamp for their card. Refreshments and awards were provided and 50 children and parents took part.

Councillor Catherine Herbert

# Council Meeting – 3 October 2017

## Report of Councillor Richard Parrish – Corporate Resources

### 1. Corporate Services

#### Transformation Programme Technology

- 1.1 Transformation Programme Technology Procurement of the 'Universal Transaction Portal' (UTP) software to enable the delivery of the new operating model is underway.
- 1.2 The UTP needs to provide for things such as integration with back office systems to enable end-to-end self-service, the easy configuration of processes to support Business Process Re-engineering, easy to use intuitive software, remote access, access via smart devices, live performance data etc.
- 1.3 This is a critical procurement so we have a large team of officers and Members involved in this process which is progressing well. Key phases have been as follows:-
  - o Early June 2017 – Invitation to tender issued to 20+ suppliers on the G-Cloud;
  - o Mid July – Six bids received;
  - o Mid July to early August – Evaluation of written bids;
  - o Mid August – Bidder demonstrations;
  - o September – Reference site visits; and
  - o Target to conclude the process and make a decision w/c 25 September

#### Telephony Rollout (Smart Phones & 8x8)

- 1.4 8x8 is a web based telephony system which is replacing the existing Deane House (DH) and West Somerset House (WSH) phone systems currently in use.
- 1.5 The rollout is progressing to plan and priorities are being driven by The Deane House accommodation moves. It is the intention to complete the rollouts across both sites by the New Year.
- 1.6 Existing mobile phones are being upgraded to smart phones to enable agile working. Smart phones allow easy access to e-mail, calendars, contacts etc. plus the 8x8 App to link direct lines to smart phones.
- 1.7 We are also trialling new Mobile Device Management (MDM) software to enable even greater access via smart phones and tablets.

## **ICT Priorities and Resourcing**

- 1.8 There is a huge current demand on the ICT Service, both transformation and business as usual. Officers are currently reviewing all work requests, suggesting prioritisation and identifying the resource required to deliver them. This is a necessary and pragmatic approach at a time of significant change which has my support.
- 1.9 General Data Protection Regulations (GDPR) are new European Regulations scheduled to come into force from May 2018.
- 1.10 Key changes include the right to be forgotten, positive consent being required, removal of the fee for subject access requests, significant increase in the fines for Data Protection breaches, general tightening up of procedures and expectations. It is therefore essential that we are prepared for these changes.
- 1.11 We are currently identifying any specific changes we need to make and evolving an appropriate project plan to achieve this. Attendance at a number of seminars and courses to gain knowledge on how to approach this is being undertaken.

## **Facilities Management**

- 1.12 Members will be aware that the team are heavily involved in supporting The Deane House accommodation moves. Member sessions have been held to view plans and design features and Members have been invited to view the new office equipment in situ in the John Meikle Room.

## **Customer Contact Service – Taunton Deane**

- 1.13 This service is scheduled to return to Taunton Deane's direct management on 1 December 2017. Officers are working with Somerset County Council to ensure the smooth transition of the service which is currently underway.

## **2. Electoral Services**

- 2.1 All Election Accounts for the Police and Crime Commissioners Election and the European Union Referendum have been signed off and full reimbursement of costs have been received from HM Government in this regard.
- 2.2 In response to the initial mail out for the Electoral Register canvass, a 60% return has been received. Reminders have been sent out and will be followed up by personal visits if necessary in time for the new Electoral Register to be published on 1 December 2017.
- 2.3 A Wellington Town Council by-election is to be held on 19 or 26 October 2017. At the time of writing this report the date has yet to be confirmed.

### **3. Revenues and Benefits**

- 3.1 Consultation on options for our Council Tax Support (CTS) scheme in 2018/2019 ended on 27 August 2017. Public participation in the consultation was significantly improved on the number of responses obtained from last year when only 78 residents submitted their views. This year we obtained 372 replies with participation from every parish as well as the unparished areas.
- 3.2 This will allow Members to have greater confidence in the results from consultation when deciding any revision to the scheme for 2018/2019.
- 3.3 A report will be presented to the Corporate Scrutiny Committee on 12 October 2017. This will reflect the views we have received as well as considering the financial implications and equality impact of each of the proposed options.
- 3.4 Council Tax collection at the end of August 2017 was 52.95% - slightly under our target of 53.00%. In accordance with the policy approved by Members, we have imposed 17 penalties, each of £70, to residents who have failed to inform us of changes affecting their entitlement to a Council Tax discount for 2017/2018.
- 3.5 Business Rate Collection at 47.97% is behind of our target of 50.40% but officers are confident that we will achieve the target for 2017/2018 by 31 March 2018.
- 3.6 We are performing well in speed of benefit processing for 2017/2018 with the average time to reassess benefit under seven days from when the customer tells us of a change in their circumstances. We are working out new claims on average within 21 days of the date they are submitted.

### **4. HR and Organisational Development**

#### **Payroll and HR System**

- 4.1 Officers have been working on system guides and developing the systems this quarter. We will shortly be launching a pilot with a group of staff to trial the on-line recording of absence, expenses and overtime.

#### **Building Services and Open Spaces**

- 4.2 Managers are being supported in individual meetings with their staff to discuss performance, conduct and training and development. This information will provide baseline data which will be used to tailor the staff development plan for each service.
- 4.3 We have also been working with UNISON to provide Men's Mental Health training to these services.

## **Accommodation Move**

- 4.4 A 'Working Flexibly Guide' has been produced with Health and Safety to support the accommodation moves in The Deane House. We have also supported staff through the move, addressing any individual concerns and ensuring that everyone has the equipment they need to do their job. The HR Team themselves have relocated to the top floor of The Deane House.

## **Trade Union Act 2016**

- 4.5 We have been negotiating with UNISON on a process to record facilities time as we now have a legal duty to publish this data annually from 31 March 2018. We have also held discussions regarding a service level agreement to cover the cost of UNISON membership deductions made through the payroll.

## **Transformation**

- 4.6 The team has been supporting this project and two employees will shortly join the Transformation Team to lead the HR workstream on recruitment and job evaluation. This will involve some minor restructuring of other duties within the remainder of the team.
- 4.7 We have also finalised the successful extraction of SAP payroll data and payslips for the last 10 years prior to the SAP system being closed.

## **5. The Mayoralty and Democratic Services**

- 5.1 Andrew Randall has taken on additional duties which now sees him stepping up to act, initially for the next six months, as formal deputy for Richard Bryant. I am sure Members will join with me in congratulating him on his career advancement which is well deserved.
- 5.2 The team have also ensured that the Brittons Ash Community Centre is now the established location for Taunton Deane's Committee meetings due to the refurbishment works taking place to the The Deane House. Members have already been informed.
- 5.3 Initial meetings have been held with the supplier of the Modern.gov system which will be a key piece of transformation technology and which will improve the way we collate reports and agendas for committees and will eventually lead to a largely paperless report process.
- 5.4 The team continues to provide support for the Mayor's functions and activities.

## **6. Procurement Team**

- 6.1 The Procurement Team continue to provide support across a wide range of projects and business as usual activity.
- 6.2 The team is also providing procurement design, support and advice to the Unified Transaction Portal project to support Transformation. This complex procurement is currently in the evaluation stage. Other strategic projects include the North Taunton Master Planning, Firepool development, Seaward Way and Leisure Contracts.
- 6.3 Invitations to tender have been issued for:-
- Professional Services – Coal Orchard Development; and
  - The Mental Health Support Service.

Tenders that have either been recently awarded or are currently being evaluated include - The Tonedale Regeneration Strategy, New Vehicles and a Vehicles Management Solution.

- 6.4 Current areas of focus for the team include:-
- (a) Continued working with the Property Team to plan and support major procurement projects, including implementing Taunton Deane's use of the Devon and Somerset approved contractors list (SLOAC);
  - (b) Similarly working with the Housing Enabling and Development Team to support major projects;
  - (c) Developing tenders for several projects in the Planning/Economic Development areas;
  - (d) The review of cleaning provision across the whole of Taunton Deane/West Somerset; and
  - (e) The Procurement Team is also providing interim support to South Somerset District Council on a part time basis – notably the procurement of new Cremators and input into their commercial activities. Other operational and transactional activity continues as usual.

## **7. Finance**

### **Medium Term Financial Plan / Budget**

- 7.1 The Budget Setting process has started for 2018/2019 and we are firstly looking to our outturn position for 2016/2017 to see if there are any ongoing underspends we can feed into the 2018/2019 as easy wins. We are also reviewing our Earmarked Reserves, as we do every year, to see if they are truly committed or if we can bring those funds back to General Reserves. These workstreams are nearly complete.

## **Fees and Charges**

- 7.2 As part of the Budget process our Fees and Charges are being reviewed to ensure that charging is appropriate and at least covering costs. Some areas have statutory fee levels; others we simply aim to cover the direct costs and others, such as pre-planning advice we offer as a service for which we can recognise a profit.

## **New Finance and Payroll System**

- 7.3 Officers continue to embed the new Finance and Payroll systems and to help users get the most from its functionality.

## **Projects**

- 7.4 We are making progress with many potential capital projects and now have a Project Accountant on the team who will bring a strengthened commercial viewpoint to our financial analyses by undertaking in depth analyses.
- 7.5 The Chancellor has announced that the Autumn Budget 2017 will take place on 22 November 2017. We await the detail to evaluate any effect that the Budget may have for the Council.

Councillor Richard Parrish



# Council Meeting – 3 October 2017

## Report of Councillor Mrs Jane Warmington - Community Leadership

*THINK DIFFERENTLY, DO DIFFERENTLY ~ The strategic vision for Taunton Deane's most disadvantaged areas is that residents lives will improve significantly and that these priority areas will look better, feel safer and in the future place a more proportionate demand on public services. These services are already being delivered differently in our urban areas through co-ordinated, frontline, problem-solving, multiagency one teams providing early help and aiming to be based together in the area they serve. Rural parishes with more scattered communities are being helped to access services through community centres and local village agents who identify, signpost and support isolated residents to get the help they need. Urban priority areas need excellent education and health facilities within them if we are to build independence, resilience and raise aspirations in individuals, families and communities, to sustain improvements and reduce the need and costs of interventions in the future.*

### 1. Somerset West Lottery Update

- 1.1 The number of weekly lottery tickets most sold on line through the dedicated website [www.somersetwestlottery.co.uk](http://www.somersetwestlottery.co.uk) is now over 700. This could raise over £50,000 a year for the 93 Good Causes now registered. These include the Community Fund which will be added to the Taunton Deane small grants pot administered by the Somerset Community Foundation and presided over by the Council's Grants Panel.

### 2. Somerset One Team Coordinator

- 2.1 We would like to welcome Andy Lloyd who has been appointed as the Somerset-wide One Team Coordinator initially for two years after a successful partnership bid to the Police and Crime Commissioner. Andy is based at County Hall with Lucy Macready (who leads on Community Safety which now sits within Public Health).
- 2.2 Andy's appointment will support fledgling and more established One Teams across Somerset. This includes regular Coordinators' meetings, representing One Teams at Partnership meetings, helping to establish best practice, reporting on successful initiatives and much more.
- 2.3 Andy has recently retired from Avon and Somerset Police working in South Somerset across Neighbourhood Policing. He comes with a great deal of experience which includes working with other partner agencies and is really pleased to be working across the Somerset One Teams.

### 3. Halcon One Team Coordinator

- 3.1 We would also like to welcome Rich Shadrack also recently retired from the Police who has joined the Halcon One Team as Interim Coordinator. The Halcon One Team has been without a coordinator since April and although staff across the partners have worked hard to cover this, the coordinator role (and project support

officer) are essential to make the most of supporting frontline staff from different agencies to work together most effectively.

- 3.1 Rich comes highly recommended and keen to be directly involved with our first and longest running One Team in Halcon, Taunton.

#### **4. Legal Highs Education Programme**

- 4.1 This programme has been delivered by Stand Against Violence (SAV) on the Council's behalf and they were asked to deliver an educational programme to schools in Taunton Deane to tackle social issues of Legal Highs (as they were then) within the context of other related issues such as violence and promoting good citizenship.
- 4.2 Unfortunately the use and abuse of Legal Highs (now 'illegal highs' under new legislation or New Psychoactive Substances to give them their correct name) are only a small part of the larger picture of drug and alcohol abuse and general deteriorating behaviour in society. It is important to tackle the contributing factors together to be realistic and be as effective as possible.
- 4.3 SAV have done this by increasing knowledge of the various issues, focusing on the fact that young people have a choice and for each choice there are consequences. They want young people to realise for themselves that they need to avoid the negative social impact and dangers associated with Legal Highs and stay safe.
- 4.4 SAV adapted their tried and tested techniques and included the topic of Legal Highs using their experienced and skilled teaching workforce in age appropriate workshops. They offered these to twenty Primary and Middle Schools, six Secondary Schools and one Pupil Referral Unit (PRU). In the eighteen schools where these have been delivered so far, they have demonstrated improved attitudes towards Legal Highs and the associated risk factors involved.
- 4.5 There were a number of barriers to delivering the programme though, with some schools not responding, or accepting the offer of workshops and then finding it difficult to fit this into their timetable.
- 4.6 So far a total of 1,315 young people have been reached at six secondary schools; 480 pupils at eleven primary schools; and four pupils at one PRU - a total of 1,799. The table lists the eighteen schools where the programme has been successfully delivered and those which will be approached again.
- 4.7 Feedback from the schools is that 95% of all young people report that they now have a better understanding of what a Legal High is, and the same percentage report they now understand the consequences of taking Legal Highs and alcohol.
- 4.8 SAV would like to continue these workshops to reach all the schools in Taunton Deane and will contact those again which have yet to engage and hope that they will be able to deliver these within the next academic year.

Delivered		Not yet delivered	
Secondary and PRU	Primary	Secondary	Primary
Taunton Academy	Parkfield Primary	Courtfields Community School	Holway Park
Bishop Foxes	Creech St Micheal		Holy Trinity
Discovery PRU	West Monkton Primary		Cotford St Luke
Heathfield School	Bishops Hull Primary		St James
Kingsmead School	Norton Fitzwarren Primary		Halcon
The Castle School	Churchstanton Primary		St John's
	Priorswood Primary		Blackbrook
	Bishops Hull Primary		Rockwell Green
	St Georges Primary		Wellsprings
	Lyngford Park Primary		St Andrew's
	Bishops Henderson Primary		North Town
	Oake and Nynehead		Beech Grove

4.9 Due to the generosity of others SAV have worked with on this project, they have only spent £12,080 of the total £30,000 grant. We would like them to continue to engage with the remaining schools and will talk to SAV about the future of any remaining funding.

## 5. Bath Spa Evaluation of Taunton Deane One Teams

5.1 Two and a half years ago Bath Spa University's Department of Criminology were commissioned by One Team Partners to undertake an evaluation of Taunton Deane's One Teams as part of the Police Innovation Fund award. Professor Allyson Macvean and Researcher Charlotte Read undertook this work and are the authors of the report.

5.2 The report they produced found that 'This evaluation provides evidence that the One Team philosophy 'Think Differently; Do Differently' is extremely successful in achieving its aims....It seeks to innovate through creative initiatives that enable the community as part of the solution. The achievements that make up this success have been powerfully articulated by the community members themselves, whose voices and sentiments are echoed throughout this report.....Managers need to acknowledge that effective collaborative working is challenging, and while it may

produce thorny issues that need to be grappled with, this in and of itself, is an indicator of the complexities of both partnership working and the social problems that the One Teams are dealing with.'

- 5.3 'What makes the One Team different and sets it apart from other partnership initiatives, is a real commitment to enable and work with the communities in identifying the real causes that impact on their quality of life and developing a range of solutions that only a truly collaborative approach can deliver. This tactic was harder and deeper than traditional partnership approaches and required a greater level of trust, commitment and longevity; all the elements that previous research tells us contribute to the success of partnership working.'
- 5.4 'The research team was also asked to consider the social return on investment for the One Teams.....utilising the New Economy Manchester Model, a number of significant savings in social and fiscal benefits have been identified. For example, this evaluation suggests that the public value benefit of savings in the reduction of crime within the One Team area for the year January to December 2015 was £1,067,612.'
- 5.5 'While these benefits have important implications for long term cost savings for the organisations involved with the One Teams, the greatest social gains are overwhelmingly made within the communities that the One Teams serve. Members of the community become engaged in taking responsibility to ensure that it becomes a safe secure and pleasant area in which residents can lead fulfilling and meaningful lives.'
- 5.6 The report details twenty key findings and fifteen recommendations some of which are in place or already planned as the interim findings came through. Others will be discussed with partners following the initial presentation by Bath Spa to the Taunton Deane Strategic Partnership just over a week ago. We look forward to digesting the findings, and over the coming months developing and implementing the recommendations.
- 5.7 An e-copy of the report is available for Councillors who may have heard some of the findings reported on BBC Somerset on the morning of Friday, 22 September 2017.
- 5.8 The heartwarming responses from the community both within the report and from those interviewed in Halcon by the BBC were wonderful and the greatest possible endorsement of this innovative approach. We are indebted to a hard working Police Sergeant, Andy Murphy QPM who designed this award-winning model in order to change people's lives for the better.

## **6. Community Activities over the Summer**

- 6.1 Community Groups, Community Centres, Taunton Deane's three One Teams, Parishes, Churches, Sports Clubs and others, have filled Taunton Deane with activities over the summer with thousands taking part. We could have had better weather as is often the case but it did not stop most being able to go along to something local to them with lots of others and have fun.

6.2 The energy, enthusiasm, time and effort put in by all those organising events is wonderful. It is one of the things which makes Taunton Deane such a lovely place to live in.

Councillor Jane Warmington

# **Council Meeting – 3 October 2017**

## **Report of Councillor Terry Beale – Housing Services**

### **1. Deane Housing Development**

#### **Woolaways**

- 1.1 The Council has a number of Woolaway houses, dating back to the 1950s. Woolaway construction was a popular post-war housing option as the homes could be built quickly and so help address the national housing shortage. They are categorised as “non- traditional” in construction in that they are made up of concrete columns, beams and panels.
- 1.2 It is now known that Woolaway houses, can suffer deterioration in the structure that affects their life span and the Government universally designated these houses as defective in the Housing Defects Act 1984.
- 1.3 The Council has been awarded Government funding to consult with residents who live in the area, specifically those streets with ageing Woolaway properties. This funding will help pay for experts to work with the Council and the community on technical aspects of the “masterplan” phase that is likely to take 12-18 months. A masterplan creates a blueprint for the future and so the involvement of residents is key to its success.
- 1.4 By far the largest concentration of these homes are in the North Taunton Area and it was decided to begin in that location. The consultation was launched on the 21 September 2017 and initially took the form of a letter to all residents - both tenants and home owners - in the pertinent area and also residents in the immediate vicinity. The first step is to bring the community together to hear about the project and, importantly, to invite them to get involved from the very start.
- 1.5 We have set up a drop in centre in Rochester Road where residents can speak to members of the team and a leaflet has been delivered with all the relevant contact details.
- 1.6 A resident engagement event is being hosted on 4 October 2017 at St Peters Church Hall, Eastwick Road between 1030 and 1900 where information about Woolaways will be provided along with opportunities on how the community can engage in the process. This will be followed up by a personal engagement with each resident affected by the scheme.
- 1.7 An experienced project team has been established to work with the community to bring forward this exciting, yet challenging opportunity for North Taunton.

#### **Weavers Arms, Rockwell Green, Wellington**

- 1.8 The redevelopment scheme is progressing well. It is anticipated that the first completed units will be handed over by end of the year. Three of the nine decants

have elected to return to the development.

- 1.9 A Diversifying Tenure briefing was presented to the Tenants Forum and the Tenant Services Management Board to provide details on the opportunities and mechanisms to broaden Taunton Deane's tenure choice from solely social rent.

## **12 Moorland Close, Taunton**

- 1.10 The developers 'DR Jones Limited' are on site and refurbishment is going well to convert the property into three one bedroom flats and flexible community space on the ground floor.

## **Laxton Road, Taunton and Oake**

- 1.11 We are still examining the best way to move these sites forward.

## **Affordable Housing**

- 1.12 Despite the continuing challenges to deliver affordable housing it is anticipated that delivery in 2017/2018 will be in the region of 200 which will be on target for the year. There are also 78 units being developed by Knightstone at Parmin Close, Taunton (66 Extra Care and 12 Learning Disabilities) and these have an anticipated completion date of March 2018.

## **2. Welfare Reform**

### **Discretionary Housing Payment (DHP)**

- 2.1 We continue to award DHP and there are many reasons why DHP's have been awarded to Council tenants. Some of these include rent shortfall due to the 'Bedroom Tax', low income families and help with arrears or rent.
- 2.2 We will continue to provide help and support to those tenants who need it to claim DHP and also any other Benefits they may be entitled to.

### **Universal Credit (UC)**

- 2.3 UC is fast becoming business as usual now but it continues to be a challenge for both ourselves and for some of our tenants.
- 2.4 There are still however a number of concerns. There does not seem to be any urgency within UC to resolve issues that our tenants face with their claims which we would only assume will get worse with the roll out continuing but now at a much faster pace. They also do not seem to have made any real progress with getting claims right for the first assessment period.
- 2.5 We have also had tenants fail the habitual residency test, and have then had to appeal the decision which has been taking a very long time and is not an easy process especially for those who do not have English as their first language.
- 2.6 Officers are working very hard with colleagues at UC to resolve these matters and

it must be said many other authorities have the same issues. UC are sympathetic with our plight and progress is being made.

### **3. Deane Helpline (DHL)**

- 3.1 The Deane Helpline has managed the Emergency Out of Hours maintenance services on behalf of Aster Properties who cover large area of the south, for the last couple of years. Aster have been very pleased with the service and recommended us to GreenSquare Housing Association.
- 3.2 We are now delighted to have won the GreenSquare Out of Hours maintenance contract and their properties are in Wiltshire, Gloucestershire and Oxford. We are now actively looking for other opportunities within the market place.
- 3.3 DHL recently had its accreditation audit for its Technology Enabled Care (TSA) accreditation and are pleased to announce DHL passed all six modules for Monitoring, Response, Referral, Installation, Telecare Plan and Service Tailoring. No Improvement Observations or Corrective Actions were required. I congratulate them on this fine achievement.
- 3.4 DHL works in partnership with Adult Social Services to deliver the Safe @ Home service. This service is designed to help early discharge from hospital, whereby Social Workers refer clients to have an urgent lifeline installed within 24 hours of discharge. This was noted by the author of the accreditation report:-

*“Deane Helpline continue to cooperate with Social Services for hospital patient discharge. Through their Safe @ Home scheme they are able to provide an alarm within 24 hours throughout the year.”*

### **4. Review of the Somerset Strategic Housing Framework**

- 4.1 The consultation ended on the 30 September 2017 and It is hoped to have a draft document available in the Autumn with the draft County-wide housing priorities. However with the current work streams across Taunton Deane and within other Authorities it may be into the New Year before this is ready.
- 4.2 In addition, another work stream is about to commence to examine ways of integrating health and housing services. This is quite a time consuming project and will be discussed in more detail at a later date.

### **5. Wyndham Road Wiveliscombe**

- 5.1 In this location there is a large block of flats which were built many years ago. In February 2017 it was reported by residents that there are many problems due in part to the age of the building and also the behaviour of some of the residents. These issues include rendering flaking off, exposed rods, dislodged wires, blocked guttering and drains and many others. The work required was complex and time consuming and needed major scaffolding and repairs.



- 5.2 I am delighted to report that apart from a few minor issues the work has now been completed and the building has been transformed. Included in the work was increased lighting, increased fire retardant within the doors and internal decorations including flooring and doors.
- 5.3 This is an excellent example of cooperation across the piste with the local residents working with officers from many areas, from Estate Management to Anti-social Behaviour, from Deane Housing to Deane Property Services.
- 5.4 I congratulate and thank all those involved for a job well done!!

## **6. And Finally....**

- 6.1 The work of the Council is complex and wide ranging and none more than now when there are a large number of projects both within the Authority and emanating from Government. The officers work tirelessly, often long hours to deliver on these projects and they are often the subject of criticism and derision.
- 6.2 I would like to take this opportunity to thank all the officers for their superb work and their continued dedication and loyalty to the work of Taunton Deane Borough Council. It is difficult to single people out but on this occasion I want to particularly thank Jo Humble and her team who have been working extremely hard on a large number of projects always with a smile and good disposition. In particular, the way members of the team led by Rachel Searle have put together the consultation for North Taunton is outstanding!!

Councillor Terry Beale

# **Council Meeting – 3 October 2017**

## **Report of Councillor Patrick Berry – Environmental Services**

### **1. Environmental Health**

#### **Food Safety**

- 1.1 The department plans to introduce a charge for a rescore visit under the Food Hygiene Rating Scheme from January 2018 – a report is under preparation. Taunton Deane had 20 requests for rescore visits last year. The planned charge will be £122.50 with no limit on the number of visits a business can request.
- 1.2 The team would also like to offer a service where copies of the Safer Food : Better Business pack can be printed and also offer an advisory visit as a package – this is under evaluation.
- 1.3 Officers working in Food Safety are continuing with inspections. As the end of Quarter 3 looms, officers are very busy with routine visits, rescore requests, revisits and inspections to new businesses.

#### **Health and Safety**

- 1.4 A prosecution case against one of the leading retailers in Taunton is due to have an initial hearing under a district judge in October 2017.
- 1.5 Tattoo Project - Questionnaires are to be sent out to both Tattoo premises and body piercers in order to update our IT system with correct details. A proforma is currently being designed for use on advisory visits – this will also include CSE (Child sexual exploitation) information.

#### **Environmental Protection**

- 1.6 There are a number of current enforcement cases in Wellington involving noise and overgrown gardens – one garden, is currently being cleared by Deane DLO after enforcement action.
- 1.7 Following complaints of odours from Hammets Wharf, officers are working with a restaurant and the cricket club.

#### **Private Water Supplies**

- 1.8 New consultations on private water supply regulations are underway. We have two experienced officers in this area who both sit on the Somerset Water Group and will input into the consultation on behalf of all local authorities in Somerset. The changes should be minor and not affect the service that we are able to offer.

## **Safety Advisory Group - Events**

- 1.9 A Debrief was held to cover recent events including events held on Castle Green, Taunton where some issues with traffic management were encountered. Events coming up include Wellington Carnival, Taunton Carnival, and Food Fayres. The group is currently working towards Christmas events in the Taunton Town Centre.

## **2. Licensing**

### **Performance**

- 2.1 The team completed 99.3% of all applications within 14 days between the 1 April and 30 June 2017; 4.3% above the service target. For July and August the total is 99.6%, with only one application out of 228 being processed beyond 14 days.

### **Appeal against decision**

- 2.2 One taxi driver appealed to Taunton Magistrate's Court following the revocation of his Hackney Carriage/private hire vehicle drivers licence by the Licensing Sub-Committee on the 31 January 2017. This followed an investigation into a complaint about this driver's standard of driving and behaviour, some of which had been captured on a video camera fitted to the dash board of a lorry. The appeal was heard at Taunton Magistrate's Court on the 19 June 2017. The Magistrates upheld the original decision made by the Licensing Sub-Committee and awarded the Licensing Authority half of its costs.

### **Complaint against decision**

- 2.3 The mother of a girl, who was unwell in a taxi, had to pay the soiling charge and complained to Licensing about the way the taxi driver handled the incident and also the actual value of the soiling charge. Following an investigation by a Licensing Officer, it was concluded that there was no case to answer against the driver.
- 2.4 The mother subsequently complained about investigation outcome to the Licensing Manager, but the complaint was not upheld on the grounds that the investigation had been conducted thoroughly and the Council's taxi fares and charges were lawful and reasonable.

### **Cap on taxi Numbers?**

- 2.5 The Licensing Committee will be asked on Thursday, 28 September 2017 to decide whether TDBC should limit the number of taxis operating in the district. Following complaints from some drivers about there being too many taxis, the Licensing Service carried out an Unmet Demand Survey and consulted with licensed taxi drivers and the public. Having reviewed the results, the Licensing Manager is recommending that no limit or cap be imposed,

principally on the grounds that it would restrict competition and the growth of business.

### **Taunton Town Centre Licence**

- 2.6 Officers have granted an application made by the Economic Development Section to refresh the Alcohol and Entertainment Licence it holds for open spaces in Taunton Town Centre.
- 2.7 The licence was originally held by the Taunton Town Centre Company before its demise and was transferred to the Council. However it has been in need of an update to help it better achieve its aims and also promote the various licensing objectives laid down in the Licensing Act 2003.

### **3. Street Sweeping and Toilet Cleaning**

- 3.1 Idverde continues to maintain standards and joint inspections with Open Spaces management are progressing well. The action taken to address bird fouling under the railway bridge in Station Road, Taunton and in the Cornhill area in Wellington remain successful with residents and business owners pleased with the results.
- 3.2 The infrared motion activated cameras provided by Idverde have been installed at a number of locations and although no offenders have been identified their deterrent value has been noticeable. These cameras are installed for a short period and then moved to prevent fly tippers being able to plan ahead.
- 3.3 Open Spaces will be launching Taunton Deane's involvement with the national Chewing Gum Action Group's campaign this week with all Taunton and Wellington Town Centre bins displaying eye catching vinyl posters and a number of other displays around the towns.

### **4. Somerset Waste Partnership (SWP)**

- 4.1 The SWP has recruited a new Managing Director - Mickey Green - who replaces the partnership's long standing Managing Director, Steve Read, who left to take up a Director role with West Sussex Council.
- 4.2 Mickey brings a wealth of experience from his current role with Somerset County Council, and previous roles with the Department of Communities and Local Government and as a chartered accountant with KPMG.
- 4.3 The press release announcing the new appointment was picked up widely, including in the Somerset County Gazette
- 4.4 **Landfill Fires** : Somerset has suffered from two significant fires at landfill sites in recent months - one at Dimmer and one at Walpole. Aside from the health and safety risks, this sort of incident invariably leads to site closures

which can disrupt collection vehicles, which need to travel further to alternative sites.

- 4.5 The causes of fires of this kind are difficult to pinpoint, but most likely causes are hot ash from barbecues put in wheeled bins, unwrapped broken glass which can act as magnifying glass, or compacting lithium ion batteries (as found in mobile phones, tablets and e- cigarettes).
- 4.6 SWP have worked with Viridor (the landfill contractor) and the fire service to promote safe disposal options and this will continue. While the switch to Waste Transfer Stations (scheduled for 2020) will not necessarily reduce frequency of fires, they will be easier to control.
- 4.7 **Driver Shortages** : This, along with fires, will be included in the SWP Risk Update for the Board meeting on the 29 September 2017. Taunton Deane in particular is seeing a squeeze on driver numbers, in a trend expected to continue for some years to come.
- 4.8 The shortage is driven by a number of factors - including increased (and relatively expensive) new qualification requirements; competition from Hinkley C build; Brexit and weakness of the £ reducing the attractiveness of the UK as an employment base (between 5% and 10% of current drivers are from EU countries).
- 4.9 SWP are initiating a joint working party with Kier (the collection contractor and their recruitment suppliers) to develop short term recruitment solutions, including taking vehicles and recruiters into town centres in Somerset as pop up recruitment fairs.
- 4.10 In the longer term we need to address training/apprenticeship opportunities and try to attract a wider range of people into the role. We encourage members of all partner authorities to signpost people looking for work (CPC qualified drivers especially but loaders too) to SWP, who can then provide them with contact details of their local depots.

## 5. Cemetery and Crematorium

- 5.1 The service is performing to target with cremation numbers and income. We are about to move to a more locally managed ground maintenance service which should give greater flexibility and allow other services to be sold to the public through these in house employees.
- 5.2 Full Council will be considering an investment report which we hope will be supported giving more choice to the public and enhance the longevity of the facilities and the general appearance of the cemeteries.

Councillor Patrick Berry

# Council Meeting – 3 October 2017

## Report of Councillor Mark Edwards - Economic Development, Asset Management, Arts and Culture and Tourism

### Section 1 : Business Development

#### Digital Taunton

- 1.1 Digital Taunton is a business led group, comprising Taunton business leaders who recognise the importance of the digital economy to achieving high value growth and economic development in Taunton. Over the past six months the group has made significant progress in drawing together a cohort of digital businesses and in identifying a clear purpose. Jeremy Hyams, CEO of the Claims Consortium Group, has been appointed as the group's Chairman, supported by the Council, and sitting alongside the UK Hydrographic Office, WPA, Foot Anstey, and some of Taunton's leading providers and users of digital services and infrastructure.
- 1.2 The purpose of the group is to ensure that Taunton builds a community of successful and thriving businesses operating in the digital economy, supported by a workforce with world-class skills, space and infrastructure suited to their growth needs and a culture of collaboration.
- 1.3 The creation of this community will result in the availability of digital economy roles which will be highly attractive to school leavers who will choose to remain in Taunton thus increasing the technology skill pool. Micro businesses will flourish and blossom, the wider business community will prosper and ultimately future proof. Taunton will become the desired location for businesses with digital aspirations and companies will relocate from other counties or cities to be part of the thriving culture.
- 1.4 The strategy is simple - through the creation of the right environment we can facilitate and encourage collaboration and innovation. The group will then work with local businesses to set up mentoring and leadership programmes to nurture and coach the micro businesses attracted to the new environment. Whilst doing this, it will engage with the wider business community through networking and seminars to demonstrate the value and importance of creating a digital strategy to transform their businesses whilst working closely with the local micro businesses. Once the standard has been set, businesses from other areas will see Taunton as the only logical place to base their future operations.
- 1.5 The group has identified a number of key projects that will progress its aims, including the development of suitable workspace and the provision of a workforce with a strong set of digital skills. Over forthcoming months the

group will build the community, make good progress in delivering the key projects and raise Taunton's profile as a first class digital business location.

### **Events to support small businesses**

- 1.6 **Somerset Business Start-up day** was held at The Glass Box, Taunton on Wednesday, 13 September 2017. 15 start up and young businesses attended and heard from statutory and regulatory services, financial organisations, cyber security firms and advisory bodies to advise them about starting a business. The event was part funded by the Council as part of the *Get Business: Get Digital* programme, which is being delivered by Cosmic across part of the County.
- 1.7 **Somerset Soup.** Soups are an innovative crowd funding event that bring people together to raise small-scale investment to kick-start new businesses or ideas. Held at the Creative Innovation Centre in Taunton on 20 September 2017, the soup event attracted 36 people to network and vote on their favourite entrepreneur.
- 1.8 The event was sponsored by TDA, Albert Goodman and the Somerset Chamber of Commerce. The winner was a firm called 'Timepix', which is from Somerton, and which geo-locate historical photos against modern (and historic) maps in a progressive web app, making photo collections easy to explore on desktops and 'walkable' using mobile devices.

### **Connecting Devon and Somerset**

- 1.9 I am pleased to report that the communities of Corfe, Blagdon Hill, Buckland St Mary, and Bradford on Tone will be connected to superfast broadband in the latest phase of the Connecting Devon and Somerset (CDS) rollout. The villages are among 21 across the two counties that have been selected for this round of the £62,250,000 rollout based on their location near to existing connections to main broadband networks.
- 1.10 The biggest public-funded broadband programme in England is supported by funding from the Department for Digital, Culture, Media and Sport, the EU's European Regional Development Fund, the Heart of the South West Local Enterprise Partnership and local authorities across the region including Taunton Deane Borough Council.

### **Visit by the Tourism and Heritage Minister**

- 1.11 The Council's plans for the future were commended by the Tourism and Heritage Minister John Glen MP during a recent tour of Taunton.
- 1.12 The Minister saw at first-hand what Taunton, the South West's first Garden Town, has to offer. He was able to learn about regeneration including the ambitious plans for the Coal Orchard, and he was briefed on the public realm enhancement and parking improvements, including pay on exit parking.
- 1.13 The Minister fully supported the need to plan and invest for the future and was

impressed with our proactive stance even identifying potential funding sources which he recognised would be needed.

- 1.14 It was a timely reminder to us all of what has been achieved in Taunton and a boost to all of us working towards that which is still to come.

### **Taunton Deane Economic Review**

- 1.15 The Business Development Service has recently produced an Economic Review of Taunton Deane, which considers productivity levels and economic wealth, economic and social inclusion, and growth sectors within Taunton Deane. Copies of the document will be inserted into Members' pigeon holes.

### **Taunton Deane Business Directory**

- 1.16 The Business Development Team has also recently commissioned the production of a new Business Directory for Taunton Deane. The attractive publication was produced by a national publisher - Burrows Communications - on the Council's behalf, and was funded mainly through the sale of advertising to local firms. The Council received 2,000 copies of the publication, which have been distributed via local companies, libraries and business meeting places. Copies of the document will also be inserted into Members' pigeon holes.
- 1.17 As part of the deal, Burrows Communications also produced an extensive on-line business directory for the area. Called 'Its-local' the database can be accessed from the Council's website or on [www.taunton.uk.com](http://www.taunton.uk.com).

### **Impact of BREXIT on the Agricultural and Construction Sectors**

- 1.18 The Heart of the South West Local Enterprise Partnership (LEP) has recently issued two reports considering the likely economic impact of the UK's planned departure from the European Union (EU). Focussing on the agriculture and construction industries the two reports draw on extensive consultation with the business community regionally.
- 1.19 The Overview of the Agricultural Industry in the Heart of the South West presents a briefing on the value of the industry to the LEP area's economy, the importance of the Common Agricultural Policy and case studies of imports and exports within the milk, beef, and cereal sectors. The report concludes that leaving the EU poses a risk to those businesses in the agriculture sector that currently export to the EU.
- 1.20 Brexit and Construction in the Heart of the South West considers the state of the sector currently in the area and the prospects faced by departure from the EU. It notes that the construction sector – both house building and larger economic infrastructure projects – is closely linked to the overall health of the economy, as a key enabler of economic growth. It concludes that, while there are unlikely to be short term impacts, over the longer term impacts may occur if private investment in infrastructure falls with investor confidence, and if



public investment currently funded by EU funds is not fully replaced by the Government.

- 1.21 Both reports were produced by Plymouth City Council on behalf of the Brexit Resilience and Opportunities Group. They can be downloaded from the Business Development pages of the Council's website.

## **Section 2 : Events, Place, Retail Marketing and Visitor Centre**

### **Events Marketing**

- 2.1 The new online events portal has now gone live with a soft launch earlier this month (<http://eventspaces.tauntondeane.gov.uk>). The new portal will enable event organisers to book any of our 25 open spaces across Taunton Deane, subject to the relevant approvals. Managed by the Business Development Marketing Team the new portal aims to make the event booking process more seamless and encourage more events to take place. Craig Stone from the Business Development Team will be happy to take any Members through the new site. A briefing for Members of the Taunton Events Group on this new system will take place later this autumn.
- 2.2 New events welcomed to the area in recent months include: –
- Fake Festivals in Longrun Meadow on 29 July 2017;
  - Flavours of the World in Castle Green from 21 to 23 September 2017; and
  - Feast in Castle Green on 30 September and 1 October 2017.

### **Place and Retail Marketing**

- 2.3 Regular liaison continues to take place with retailers in Taunton Town Centre, this includes individual account management and joint meetings, the last of which was attended by the Police.
- 2.4 Chris Bowditch has now finished his placement year as Town Centre Marketing Assistant and has been replaced by Georgie Lane who will continue the day to day liaison with businesses, producing content for e-newsletters, social media and the web.
- 2.5 Taunton, Wellington and Wiveliscombe continue to be promoted through open wi-fi, the destination website and social media platforms.

Visit Taunton has – Facebook: 8,395 likes  
Instagram: 1,300 followers  
Twitter: 6,500 followers

Visit Welly – Facebook: 800 likes  
Visit Wivey – Facebook: 650 likes

New literature produced:-

- The Deano (providing ideas for the School Holidays);
- An updated Food and Drink leaflet for Taunton; and

- A new Street Traders flyer for Taunton Town Centre.

### **Visitor Centre**

- 2.6 The Visitor Centre continues to actively support all Marketing activities providing content for all platforms, in addition to welcoming many visitors to the office.
- 2.7 Bookings continue to remain healthy for the banner and rotunda space in the town centre with a number of flash sales proving very popular.
- 2.8 Promotional space bookings continue to grow with a good mixture of charity, local and national businesses using the spaces available in Fore Street and High Street, Taunton.
- 2.9 The Cards for Good Causes Charity Christmas Card Shop re-opens on 6 October 2017.
- 2.10 Throughput into the Market House (which has now been open for over two years) continue to remain healthy with an increasing number of overseas visitors using our services.

## **Section 3 : Strategic Regeneration Projects**

### **Coal Orchard Redevelopment, Taunton**

- 3.1 The outline planning application for a mixed use scheme on the southern element of the site received conditional approval at planning committee on 21 June 2017. We now need to develop the reserved matters application for the site and will seek to submit this at the earliest opportunity. There is further consultation and development work to do though with a range of interested parties.
- 3.2 We are currently procuring the professional services team necessary to deliver the Council's chosen development option. This will enable us to move forward the development process over the coming months.
- 3.3 We are progressing The Brewhouse element of this redevelopment scoping out further detail on timescales and the funding approach. In recognition of the positive nature of this project the Theatres Trust has asked us to speak at their annual conference on 17 October 2017 about the place-making nature of the project.

### **Lisieux Way site, Taunton**

- 3.4 The Executive has recommended the Council to consolidate its ownerships of the land at Lisieux Way Business Park in Taunton, as representatives have reached an agreement with Thales to acquire all its' interests that will support economic growth, by retaining local jobs, securing new employment opportunities and attracting new businesses to this strategic employment site.

- 3.5 The acquisition of Lisieux Way and planned refurbishment of buildings is the first stage of a more comprehensive regeneration project, aligned with Taunton Deane's Corporate Plan (2017-2018) Key Themes and priorities within the Taunton Growth Prospectus - Delivering the economic vision for our County Town.
- 3.6 Proposals will take forward essential refurbishment plans of buildings, ensuring maintenance and upgrades are carried out and the professional project team will assess potential development and long-term investment opportunities for this strategic employment site.
- 3.7 There are substantial strategic benefits of retaining important hi-tech occupiers in Taunton. Under the Council's ownership, plans for refurbishment and upgrade of utility supplies requested by existing occupier (South West Pathology Services) can be coordinated with the relocation within the site of a specialist firm, such as Novanta (GSI Exotec) that has its own bespoke major investment plans for its new premises.
- 3.8 Historic plans indicated some sections of the site might be able to accommodate other suitable uses, therefore a professional team will support Council officers on the refurbishment and delivery of works scheduled and feasibility studies for the next stage of the process which would involve an option review and master-planning expertise, to assess potential opportunities.

## **Section 4 : Asset Management**

### **Cheddon Road, Taunton**

- 4.1 I am delighted to report that we have completed on the sale of 277 Cheddon Road, Taunton (former Park Keeper's Bungalow) to 5 Rivers Childcare Limited.

### **New Taunton Deane Borough Council Asset Strategy**

- 4.2 There has been a significant piece of work progressed valuating and assessing all Taunton Deane property assets to assess net present value and the 30 years costs to produce an accurate and up to date Asset Register.
- 4.3 This will directly lead to the proposals for a new Asset Strategy. The provisional timetable is as follows:- Draft strategy presented to myself on 23 October then, once confirmed, onwards to the Corporate Scrutiny Committee on the 16 November, the Executive on 29 November and Full Council on 12 December 2017.

Councillor Mark Edwards