

To:

Members of Scrutiny Committee

(Councillors P H Murphy (Chairman), N Thwaites (Vice Chairman), I Aldridge, R Clifford, G S Dowding, B Maitland-Walker, J Parbrook, P Pilkington and R Woods)

Members of Cabinet

(Councillor A Trollope-Bellew (Leader), M Chilcott (Deputy Leader), M Dewdney, A Hadley, C Morgan, S J Pugsley, K H Turner, D J Westcott)

Our Ref CS

Contact Marcus Prouse mprouse@westsomerset.gov.uk

Date 24 July 2017

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING
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OR IN OTHER LANGUAGES ON REQUEST**

Dear Councillor

I hereby give you notice to attend the following meeting:

SCRUTINY COMMITTEE

Date: Thursday 3 August 2017

Time: 3.30 pm

Venue: Council Chamber, Council Offices, Williton

Please note that this meeting may be recorded. At the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during the recording will be retained in accordance with the Council's policy.

Therefore unless you advise otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact Committee Services on 01643 703704.

Yours sincerely



BRUCE LANG
Proper Officer

RISK SCORING MATRIX

Report writers score risks in reports uses the scoring matrix below

Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
Impact							

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

- Mitigating actions for high ('High' or above) scoring risks are to be reflected in Service Plans, managed by the Group Manager and implemented by Service Lead Officers;
- Lower scoring risks will either be accepted with no mitigating actions or included in work plans with appropriate mitigating actions that are managed by Service Lead Officers.

SCRUTINY COMMITTEE

Meeting to be held on Thursday 3 August 2017 at 3.30 pm

Council Chamber, Williton

AGENDA

1. Apologies for Absence

2. Minutes

Minutes of the Scrutiny Committee held on 15 June 2017, to be approved and signed as a correct record – **SEE ATTACHED.**

3. Declarations of Interest

To receive and record any declarations of interest in respect of any matters included on the Agenda for consideration at this Meeting.

4. Public Participation

The Chairman to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public wishing to speak at this meeting there are a few points you might like to note.

A three-minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue. There will be no further opportunity for comment at a later stage. Your comments should be addressed to the Chairman and any ruling made by the Chair is not open to discussion. If a response is needed it will be given either orally at the meeting or a written reply made within five working days of the meeting.

5. Notes of Key Cabinet Decisions/Action Points

To review the Key Cabinet Decisions/Action Points from the Cabinet Meeting held on 21 July 2017 – **SEE ATTACHED.**

6. Cabinet Forward Plan

To review the latest Cabinet Forward Plan for the months of July onwards, published on 13 July 2017 – **SEE ATTACHED.**

7. Chairman's Announcements

An opportunity to update the Committee on any matters of interest or matters arising.

8. Health and Wellbeing in West Somerset

To consider Report No. WSC 87/17 to be presented by Andy Heron, Chief Operating Officer for the Somerset Partnership NHS Trust – **TO FOLLOW.**

The purpose of the report is to update Members on the current situation in the NHS within West Somerset. South Western Ambulance Service NHS Foundation Trust have also been invited to attend and speak on this item.

9. West Somerset Council Asset Strategy 2017-2020

To consider Report No. WSC 88/17 to be presented by Councillor Chilcott – **TO FOLLOW.**

The purpose of the report is to recommend to Council to adopt the West Somerset Council 2017-2020 Asset Strategy and Action Plan.

10. Business Rates Revaluation Relief

To consider Report No. WSC 89/17 to be presented by Councillor Chilcott – **SEE ATTACHED.**

The purpose of the report is to recommend to Cabinet the amendment of the Discretionary Rate Relief policy to include a new relief for revaluation from 1 April 2017.

11. Public Conveniences Transfer Update

To consider Report No. WSC 90/17 to be presented by Councillors Chilcott and Dewdney – **SEE ATTACHED.**

The purpose of the report is to further update the Scrutiny Committee on the public convenience transfers, as requested by Members.

12. Hinkley Point C Annual Statement to EDF Energy (For Information)

To consider Report No. WSC 91/17 to be presented by Councillors Morgan, Chilcott, Hadley, Turner and Westcott – **SEE ATTACHED.**

The purpose of the report is to summarise and bring to the attention of Members the content of the Annual Statement relating to the Hinkley Point C project which is to be sent to EDF Energy.

13. Scrutiny Committee Work Plan

To receive items and review the Scrutiny Committee Work plan for 2017/18. - **SEE ATTACHED.**

COUNCILLORS ARE REMINDED TO CHECK THEIR POST TRAYS

The Council's Vision:

To enable people to live, work and prosper in West Somerset

The Council's Corporate Priorities:

- Local Democracy:
Securing local democracy and accountability in West Somerset, based in West Somerset, elected by the people of West Somerset and responsible to the people of West Somerset.
- New Nuclear Development at Hinkley Point
Maximising opportunities for West Somerset communities and businesses to benefit from the development whilst protecting local communities and the environment.

SCRUTINY COMMITTEE

Minutes of the Meeting held on 15 June 2017 at 3.30 pm

Present:

Councillor P H MurphyChairman
Councillor N ThwaitesVice-Chairman

Councillor I Aldridge
Councillor G S Dowding
Councillor J Parbrook

Councillor P Pilkington
Councillor B Maitland-Walker
Councillor R Woods

Members in Attendance:

Councillor M Chilcott
Councillor A Hadley

Councillor M Dewdney
Councillor A Trollope-Bellew

Officers in Attendance:

Assistant Director - Resources and Support (P Carter)
Assistant Director - Corporate Services (R Sealy)
Finance Manager (J Nacey)
Democratic Services Officer - Scrutiny (M Prouse)
Democratic Services Officer (C Rendell)

SC 1 Apology for Absence

An apology was received from Councillor R Clifford.

SC 2 Minutes

(Minutes of the Meeting of the Scrutiny Committee held on 20 April 2017 –
circulated with the Agenda.)

RESOLVED that the Minutes of the Scrutiny Committee held on 20 April 2017,
with amendments, be confirmed as a correct record.

SC 3 Declarations of Interest

Members present at the meeting declared the following personal interests in
their capacity as a Member of a County, Parish or Town Council:-

Name	Minute No.	Description of Interest	Personal or Prejudicial or Disclosable Pecuniary	Action Taken
Cllr I Aldridge	All items	Williton	Personal	Spoke and voted
Cllr B Maitland-Walker	All items	Carhampton	Personal	Spoke and voted
Cllr P Murphy	All items	Watchet	Personal	Spoke and voted
Cllr J Parbrook	All items	Minehead	Personal	Spoke and voted
Cllr N Thwaites	All items	Dulverton	Personal	Spoke and voted
Cllr A Trollope-Bellew	All items	Crowcombe	Personal	Spoke
Cllr M Chilcott	All items	SCC	Personal	Spoke

SC 4 Cabinet Key Decisions and Actions

(Copy of the Cabinet Key Decisions from the meeting held on 17 May 2017, circulated at the meeting)

RESOLVED that the Cabinet Key Decisions from the meeting held on 17 May 2017, be noted.

SC 5 Cabinet Forward Plan

(Copy of the Cabinet Forward Plan published 19 May 2017, circulated at the meeting)

The Chairman noted that item FP/17/7/16 on the West Somerset Opportunity Area, would also be added to the Scrutiny Forward Plan.

RESOLVED that the Cabinet Forward Plan published on 19 May 2017, be noted.

SC 6 Chairman's Announcements

The Chairman reminded Members to send their suggested items for the Work Plan to the Scrutiny Officer.

Members of the Committee held a discussion on the future of Scrutiny and how it would run within the proposed new Council. Officers would arrange some workshops to be attended by Members from both Councils. The former Scrutiny Officer was quoted 'Members should be reassured that they would be involved at the earliest opportunity in discussions about how to design optimal governance arrangements for a new Authority'. The Leader of the Council gave an update on the timescales of when decisions would be received from Government.

SC 7 Quarter Four 2016/2017 Performance Report

The report WSC 56/17 was presented by Councillor Trollope-Bellew.

The purpose of the report was to provide Members with key performance management data up to the end of quarter four 2016/2017, to assist in monitoring the Council's performance.

The West Somerset Council Scorecard contained details of the quarter four 2016/2017 position against the Council's key corporate indicators. It was stressed that the information was correct at 31 March 2017.

There were 29 individual measures which were reported within the Corporate Scorecard. The following results were provided for an overview:-

- 17 green
- 4 amber
- 4 red
- 1 no longer required
- 3 not available

Further details were provided on the four red measures:-

- KPI5 – Average processing times for new Housing Benefit claims. This had been affected by the delayed information received from the Department of Work and Pensions (DWP). The Housing Benefit Department would have met the performance indicator level if it had not been for the DWP.
- KPI6 – Average processing times for changes in circumstances. This had improved throughout the year. The department had only just missed the target due to circumstances outside of their control. This was again affected by the delays caused by the DWP which was described under KPI5.
- HC4.5 – Disabled Facilities Grants and the average time to complete the process once the case had been allocated. This was due to long term staff absence and a renewed contractor service.
- TH2 – Skill level within the workforce. This was a difficult target to meet due to forces beyond the control of the Council and also due to the age of the population that lived within the area.

During discussion, the following points were raised:-

- The Chairman was appalled by the delay in the time it took to process customers' benefit claims, which was caused by the DWP. Other Members queried whether the DWP had been challenged on the delay. *Officers would investigate this and report back to the Committee.*
- Clarification was sought on how the figures were calculated for the averages detailed in the report on the performance indicators. *The figures were a running cumulative average and were not a result for each quarter.*
- Savings on staffing within the Benefit Department had been noticed within another report to be brought to Scrutiny. Had this contributed towards the delay in the time it took to process benefit claims? *There were a range of factors which had contributed to the delay. The DWP was one, which had started with the introduction of Universal Credit. However, there had been some staffing issues within the Benefit Department as well as issues with a computer system migration which had caused a small backlog.*
- Concern was raised on the time it took to complete work on Disabled Facilities Grants. Members were hopeful that this would be improved.
- Officers were congratulated on KPI160 and the reduction of staff sickness. However, the performance indicator set for this was deemed

to be too high and should be set to reflect the national average of 4.3 days instead of the current target of 8.86 days.

This request would be reported back to the relevant department to be revised.

- Concern was raised on TH14A, timeliness of draft minutes, and why it was no longer required.

It was believed that this was now reported at a service level rather than at corporate level. However, this could be revised and a realistic target set in respect of when minutes were produced. It was agreed that seven days was too restricted.

RESOLVED that:-

(1) The report be noted; and

(2) The comments made by the Scrutiny Committee be forwarded to the Cabinet to consider ways in which the performance of the four red measures could be improved.

SC 8 Revenue and Capital Outturn 2016/2017

The report WSC 57/17 was presented by Councillor M Chilcott.

The purpose of the report was to provide Members with details of the Council's financial outturn position for both revenue and capital budgets, together with information regarding the end of year reserve balances, for the financial year 2016/2017.

The Revenue Outturn position for 2016/2017 was a net underspend of £270,890. It was recommended that a proportion of this was allocated in 2017/18: £100,000 to mitigate increased budget risk in respect of Business Rates and £70,000 to provide additional funds to support "invest to save" initiatives. This would leave £100,890 of the net underspend within general reserves for a contingency to cover unforeseen, unavoidable and essential costs arising in the future that could not be addressed within the annual budget.

The main variances between quarter two and the final outturn position were contributed to by ten different departments:-

- Member Services;
- Revenues and Benefits;
- Council Tax Administration;
- Building Control;
- Parking – Off Street;
- Interest and Other Income;
- Development Control;
- Housing;
- Roughmoor Depot and Enterprise Centre; and
- Other

The General Reserves position for 2016/2017 showed a closing balance of £867,776 which included a net underspend for the year. If Members approved the proposed allocations, this would be reduced to £697,776 compared to the current recommended minimum reserves balance of £600,000.

The Earmarked Reserves balance was £2,882,998 at the end of March 2017. This comprised reserves held for specific spending plans and contingencies such as allocated funds for Transformation, Business Rates volatility, specific grants and contributions committed or ring-fenced to be spent in future years.

The General Fund Capital Programme Outturn position for 2016/2017 was a net overspend of £250 against the approved Programme, with £1,666,979 spent during the year and £3,911,185 of the approved Programme planned to be spent in future years.

During discussion, the following points were raised:-

- Members queried the rules on what money could be borrowed and lent to other organisations. The Council had secured a loan to enable the Somerset Waste Partnership to purchase new fleet vehicles. Social Landlords were mentioned as one type of organisation the Council could lend money to.

The Finance Team were currently working on a protocol to be used to assess which groups would qualify to borrow money. The Council had to be careful not to show favour to any particular groups but would probably lean towards community groups and partner organisations.

- Concern was raised on what would happen to the West Somerset Hinkley money once the proposed new Council was created. And would the new creation of the new Council limit any future funds?

No. Due to the Section 106 Agreement, the Hinkley money would be ring-fenced for West Somerset and the areas stated in the agreement. The hope was that the Hinkley money would have been spent by 2018.

- Members queried the amount of money raised by the increased Business Rates from Hinkley B Power Station and the associated risks of another appeal being submitted by EDF.

Members and officers had urged the Government to request EDF and the Valuation Office to have discussions before April 2017 about the increase in the rates. These discussions had resulted in a figure of over £20,000,000 being agreed upon. However, EDF had the ability to lodge a further appeal within the next five years against its Business Rates but this would be dependent on various factors which included the outage of the power station.

- Information was also given on the amount of money required to be kept as a 'safety net' to mitigate against the risk of another appeal.
- Members congratulated officers on the ability to save money across the board and were hopeful that a proportion of the funds that were underspent could be spent on local community projects.

Officers were looking into ways to improve the budget monitoring process to help prevent such a large underspend in the future. It was confirmed that some of the savings were one offs and might not re-occur.

- The challenges faced with financial year end were acknowledged. There were other Council's that had 'real time' accounts, however, West Somerset Council was dependent upon other partner organisations and

departments to provide their accounts prior to the final accounts being calculated.

RESOLVED that the Scrutiny Committee:-

- 1) Noted the Council's reported General Fund Reserve Budget underspend of £270,890 for the financial year 2016/2017, which took into account proposed earmarked reserve transfers including budget carry forwards;
- 2) Supported a recommendation to allocate £170,000 from the 2016/2017 underspend as followed:-
 - a) £100,000 to the Business Rates Smoothing Reserve to mitigate budget risk for reductions in Business Rates funding;
 - b) £70,000 to the Sustainability Fund earmarked reserve to help fund opportunities such as "invest to save" plans to support the financial sustainability of the Council;
- 3) Supported a recommendation to Cabinet and Council to approve the net Earmarked Reserve transfers as set out in Table 4 and Appendix B of the report, which included recommended the Budget Carry Forward of 2016/2017 underspends for specific service costs in 2017/2018 which totalled £247,189.
- 4) Supported a recommendation to Cabinet and Council to approve the proposed Capital Programme Budget Carry Forwards which totalled £1,788,064 for general schemes to be funded using capital receipts, capital grant and Section 106 Agreement contributions (as set out in Appendix D of the report);
- 5) Supported a recommendation to Cabinet and Council to approve the proposed Capital Programme Budget Carry Forwards which totalled £2,123,121 for Hinkley Section 106 Agreement funded schemes (as set out in Appendix D of the report); and
- 6) Noted the residual net overspend of £250 in relation to the Capital Programme for general schemes in 2016/2017.

SC 9 Initial Medium Term Financial Plan 2018/2019

The report WSC 58/17 was presented by Councillor M Chilcott.

The purpose of the report was to present Councillors with the proposed Medium Term Financial Strategy (MTFS) for 2018/2019 onwards, including an updated set of estimates and assumptions contained with the initial draft of the Council's Medium Term Financial Plan (MTFP).

The MTFS provided the Council's plan for balancing the budget over the medium term which included the approach to managing costs and optimizing/forecasting the funding that would be available to support spending on services. The MTFP contained the financial forecasts that underpinned the strategy.

In February 2017, despite balancing the budget for 2017/2018, the Council had forecasted a budget gap of £785,000 in 2018/2019 which would rise to £1,200,000 by the 2021/2022 financial year. This was despite all the actions taken by the Council to balance the books in response to funding reductions in previous years.

Since the Council approved the 2017/2018 Budget, there had been a significant change to the Business Rates retained funding estimates. The 2017/2018 Finance Settlement, which was determined by the Government, used the first draft results of the 2017 Revaluation of Ratable Values (RV) undertaken by the Government's Valuation Office Agency (VOA). This included a huge increase from £8,000,000 to £29,480,000 in the RV for Hinkley B Power Station.

There was concern that the new RV would inevitably lead to an appeal and plans had to be set for the strong probability that it would be reduced and included a large provision for a potential refund in the 2017/2018 budget estimates. Senior Councillors and officers had lobbied the Government, VOA and EDF and sought an urgent resolution given the significant uncertainty this created in the Council's financial planning.

In March 2017, the VOA had announced an updated 2017 RV for Hinkley B, which had been agreed between the VOA and EDF. This was £20,720,000. At the same time, the 2010 RV was increased from £8,000,000 to £9,680,000. Although the agreed RV of £20,720,000 was lower than the draft RV, it was higher than had been planned for and this enabled the increase of the Business Rates retention estimates with greater confidence.

During discussion, the following points were raised:-

- Clarification was requested on the figures stated in the report. The recommended minimum net balance of £128,000 and the budget gap of £130,000 were considered to be very similar. The Chairman believed that the Council had made consistent cuts and in some cases, services had ceased. All of the easy savings had been made and he queried what more could be done without services being affected.
There were still unknown factors that could lead to service cuts. The Council had older assets that could need work completed on them that was unknown. This was only one of the examples that was given. The Council required a contingency fund and so the minimum net balance was needed to mitigate any risks.
- Members suggested that the Council Tax could be raised to create income to use to close the budget gap. However, customers would need the reassurance that further cuts to services would not be made.
The Council used to send out a survey with the Council Tax bills and a majority of those that responded fed back that they would not be against a Council Tax rise to fund services.
- Both Councillors and staff were challenged by the Finance Team to suggest and make savings. There were still areas that could generate money and others that could be made more efficient to save money rather than cut costs.
- Members were reminded that any one off payments throughout the year came from the balance reserve. The MTFP had done what it could to protect services.

RESOLVED that the Scrutiny Committee:-

- 1) Noted the revised estimates, and in particular the ongoing risks and uncertainty, within the Medium Term Financial Plan and supported the

proposed financial strategy that sought to deliver a balanced budget prior to the formation of a new Council;

- 2) Supported a recommendation to Cabinet and Council to approve a Revised Budget for 2017/2018 with the following changes:-
 - a) Revised Collection Fund Business Rates Surplus/Deficit budget from a deficit of £223,546 to a surplus of £480,685 – a net increase in funding of £704,181;
 - b) A transfer to the Business Rates Smoothing Reserve of £704,181 to mitigate budget risk from Business Rates funding volatility;
 - c) Revised 2017/2018 Business Rates Retention estimates by an additional £30,700 in respect of Section 31 Grant, with related transfer to General Reserves; and
- 3) Supported a recommendation to Cabinet and Council to agree in principle a further transfer to the Business Rates Smoothing Reserve in 2018/2019 to mitigate the increased budget risk in respect of Business Rates funding volatility as reflected in the updated Medium Term Financial Plan estimates.

SC 10 Scrutiny Committee Work Plan

The following items were requested to be added onto the Scrutiny Work Plan:-

- Parking Strategy Overview to be moved to December;
- Hinkley Annual Review to be brought to the August meeting;
- Civil Contingency. A review on the Council's emergency planning information was requested. The current information available on the Council's website was limited and could be improved;
- Update on Public Conveniences to be brought to the August meeting;
- Details of the role of Planning Enforcement within West Somerset was requested to be added to the Work Plan;
- The Committee Members were reminded that the Somerset Partnership NHS Trust were scheduled to return for the August meeting;

RESOLVED that the Scrutiny Forward Plan published on 7 June 2017, with the additional items, be noted.

The meeting closed at 5.55pm.

DATE: 21 July 2017

NOTES OF KEY DECISIONS

Note: The details given below are for information and internal use only and are not the formal record of the meeting

AGENDA ITEM	DECISION	CONTACT LEAD OFFICER
Forward Plan (Agenda Item 5)	Agreed that the Forward Plan for the month of September 2017 be approved.	Assistant Chief Executive
Quarter 4 2016/17 Performance Report (Agenda Item 6)	Agreed that the Council's performance be noted.	Corporate Strategy and Performance Officer
Revenue and Capital Outturn 2016/17 (Agenda Item 7a)	<p>Agreed (1) that the Council's reported General Fund Revenue Budget underspend of £270,890 for the financial year 2016/17, which takes into account proposed earmarked reserve transfers including budget carry forwards, be noted.</p> <p>Agreed (2) that it be recommended to Council to allocate £170,000 from the 2016/17 underspend as follows:</p> <p>a) £100,000 to the Business Rates Smoothing Reserve to mitigate budget risk for reductions in business rates funding;</p> <p>b) £70,000 to the Sustainability Fund earmarked reserve to help fund opportunities such as "invest to save" plans to support the financial sustainability of the Council.</p> <p>Agreed (3) that it be recommended to Council to approve the net Earmarked Reserve transfers as set out in Table 4 and Appendix B of the report, including recommended Budget Carry Forward of 2016/17 underspends for specific service costs in 2017/18 totalling £247,189.</p> <p>Agreed (4) that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £1,788,064 for general schemes to be funded using capital receipts, capital grant and S106 contributions (as set out in Appendix D of this report).</p> <p>Agreed (5) that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £2,123,121 for Hinkley S106-funded schemes (as set out in Appendix D of this report).</p> <p>Agreed (6) that the residual net overspend of £250 in relation to the Capital Programme for general schemes in 2016/17 be noted.</p>	Finance Manager
Initial MTFP 2018/19 (Agenda Item 7b)	<p>Agreed (1) that the revised estimates, and in particular the ongoing risks and uncertainty, within the Medium Term Financial Plan be noted and that the proposed financial strategy that seeks to deliver a balanced budget prior to the formation of a new council be supported.</p> <p>Agreed (2) that it be recommended to Council to approve a Revised Budget for 2017/18 with the following changes:</p> <p>a) Revise the Collection Fund Business Rates Surplus/Deficit budget from a deficit of £223,546 to a surplus of £480,635 – a net increase in funding of £704,181.</p> <p>b) A transfer to the Business Rates Smoothing Reserve of £704,181 to mitigate budget risk from business rates funding volatility.</p> <p>c) Revise the 2017/18 Business Rates Retention estimates by an additional £30,700 in respect of S31 Grant, with a related transfer</p>	Finance Manager

	<p>to General Reserves.</p> <p>Agreed (3) that it be recommended to Council to agree in principle to a further transfer to the Business Rates Smoothing Reserve in 2018/19 to mitigate the increased budget risk in respect of business rates funding volatility as reflected in the updated MTFP estimates.</p>	
<p>HPC POB Allocations of CIM Fund (Agenda Item 8)</p>	<p>Agreed that the following recommendations of the Hinkley Point C Planning Obligations Board be endorsed:</p> <p>a) To approve the release of £19,745 from the 1st Annual Payment to the Salvation Army (Bridgwater) for the Youth Space project, with the condition that the requirement to monitor outcomes for young people are included in the terms and conditions of the grant.</p> <p>b) To recommend to West Somerset Full Council that the application from Lower Lakes CIC for the Bridgwater Oasis project is not approved as it did not sufficiently meet the funding criteria.</p> <p>c) To recommend to West Somerset Full Council that £501,688 is released from the CIM fund ring-fenced for West Somerset to West Somerset Council for the Enterprising Minehead project.</p>	<p>Community and Housing Lead (HPC) – Energy Infrastructure</p>
<p>Future Management of Voluntary and Community Sector Grant Funds (Agenda Item 9)</p>	<p>Agreed (1) that the formation of a cross party Grants Panel as outlined in Appendix A to the report to discuss applications and make recommendations to the Lead Member for Community and Customer be approved.</p> <p>Agreed (2) that the Grants Panel will consider applications for Somerset West Lottery Local Community Fund and Big Energy Switch Fund.</p> <p>Agreed (3) that the Somerset West Lottery Local Community Fund and the Big Energy Switch Fund be managed by Somerset Community Foundation (SCF) for 2017/18.</p> <p>Agreed (4) that the design of the final application form, guidance notes and report be agreed between officers and the SCF and signed off by the Lead Member for Community and Customer.</p>	<p>Housing & Community Project Lead</p>

For a record of the reasons for the decision; details of any alternative options considered and rejected by the decision-making body at the meeting at which the decision was made; a record of any conflict of interest relating to the matter decided which is declared by any member of the decision-making body which made the decision; and in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service, please use the attached link below, to the Council's website where the minutes and relevant reports can be viewed:

<https://www.westsomersetonline.gov.uk/Council---Democracy/Council-Meetings/Cabinet-Meetings/Cabinet---21-July-2017>

Date: 21 July 2017

Weekly version of Cabinet Forward Plan published on 13 July 2017

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
FP/17/7/01 02/08/2016	21 July 2017 By Leader of Council	Title: Corporate Performance Report Quarter 4 Decision: to provide Members with an update on progress in delivering corporate priorities and performance of council services	No exempt / confidential information anticipated	Richard Doyle, Corporate Strategy and Performance Officer 01823 356309
FP/17/7/02 02/08/2016	21 July 2017 By Lead Member Resources & Central Support	Title: Financial Monitoring Report Quarter 4 Decision: to provide Members with details of the Council's financial outturn position in 2017/18 for both revenue and capital budgets, together with information relating to end of year reserve balances	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/17/7/03 02/08/2016	21 July 2017 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/17/7/04 19/10/2016	21 July 2017 By Lead Member Resources & Central Support	Title: Allocation of Hinkley Point C Community Impact Mitigation Funding Decision: to present the recommendations of the HPC Planning Obligations Board for the allocation of monies from the CIM Fund	No exempt / confidential information anticipated	Lisa Redston, CIM Fund Manager 01984 635218
FP/17/7/05 19/08/2016	21 July 2017 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Decision: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 358403
FP/17/7/07 19/10/2016	21 July 2017 By Lead Member Resources	Title: Initial Medium Term Financial Plan 2018/19 to 2022/23	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
	& Central Support	Decision: to present the updated Medium Term Financial Plan and suggested outline approach to 2018/19 budget setting		
FP/17/7/08 15/06/2017	21 July 2017 By Lead Member Community and Customer	Title: Grant Panel for Somerset West Lottery Decision: to recommend to Council a Grant Panel for Somerset West Lottery	No exempt / confidential information anticipated	Angela Summers, Housing and Community Project Lead 01823 635318
FP/17/9/02 19/10/2016	6 September 2017 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/17/9/03 26/01/2017	6 September 2017 By Lead Member Regeneration and Economic Development	Title: West Somerset Opportunity Area Decision: to update Members on the West Somerset Opportunity Area	No exempt / confidential information anticipated	Corinne Matthews, Economic Regeneration and Tourism Manager 01984 635287
FP/17/9/04 19/05/2017	6 September 2017 By Lead Member Housing, Health and Wellbeing	Title: Seaward Way – Development Proposals Decision: to recommend to Council to approve the proposals on the future investment and development of Seaward Way, Minehead	Contains information that could release confidential information relating to the financial or business affairs of any particular person (including the authority holding that information)	Tom Gillham, Assistant Director Asset Development Projects 07585 306981
FP/17/11/02 19/01/2017	1 November 2017 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Decision: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 358403
FP/17/11/03 19/01/2017	1 November 2017 By Lead Member Resources	Title: Allocation of Hinkley Point C Community Impact Mitigation Funding	No exempt / confidential information anticipated	Lisa Redston, CIM Fund Manager 01984 635218

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
	& Central Support	Decision: to present the recommendations of the HPC Planning Obligations Board for the allocation of monies from the CIM Fund		
FP/17/11/04 19/01/2017	1 November 2017 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/17/11/05 04/06/2015	1 November 2017 By Lead Member Resources & Central Support	Title: Review of Financial Regulations [FR2] Decision: to recommend to Council to approve updated Financial Regulations	No exempt / confidential information anticipated	Paul Fitzgerald, Assistant Director Resources 01823 358680
FP/17/11/06 26/04/2017	1 November 2017 By Lead Member for Community and Customer	Title: Review of the Council Tax Rebate Scheme for 2018/19 Decision: to review the Council Tax Rebate Scheme 2018/19 for recommendation to Council	No exempt / confidential information anticipated	Heather Tiso, Revenues and Benefits Manager 01823 356541
FP/17/11/06 19/04/2017	30 November 2017 By Lead Member Resources & Central Support	Title: Medium Term Financial Plan Update and Initial Budget Options Decision: to present the updated Medium Term Financial Plan position and consider initial budget options for 2018/19 budget setting	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/17/11/07 19/04/2017	30 November 2017 By Lead Member Resources & Central Support	Title: Fees and charges 2018/19 Decision: To recommend proposed fees and charges to Full Council for approval	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/17/11/08 19/04/2017	30 November 2017 By Lead Member Resources & Central Support	Title: Review of Earmarked Reserves Decision: to consider review undertaken to ensure earmarked reserves continue to be required for their intended purpose and to return any surplus reserves to general balances	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
FP/18/1/01 19/01/2017	3 January 2018 By Leader of Council	Title: Corporate Performance Report 2017-18 Quarter 2 Decision: to provide Members with an update on progress in delivering corporate priorities and performance of council services	No exempt / confidential information anticipated	Richard Doyle, Corporate Strategy and Performance Officer 01823 356309
FP/18/1/02 19/01/2017	3 January 2018 By Lead Member Resources & Central Support	Title: Budget Monitoring Report Quarter 2 Decision: to provide Members with details of the Council's expected financial outturn position in 2017/18 for both revenue and capital budgets, together with information relating to predicted end of year reserve balances	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/18/1/03 19/01/2017	3 January 2018 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Decision: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 358403
FP/18/1/05 19/01/2017	3 January 2018 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/18/2/01 19/04/2017	7 February 2018 By Lead Member Resources & Central Support	Title: Draft Annual Budget and Council Tax Setting 2018/19 Decision: to provide Members with all the information required for Council to approve the revenue budget and council tax requirement for 2018/19 for recommendation to Council	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/18/2/02 19/04/2017	7 February 2018 By Lead Member Resources	Title: Draft Capital Programme 2018/19 Decision: to present the draft Capital Programme	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
	& Central Support	2018/19 for recommendation to Council		
FP/18/2/03 19/04/2017	7 February 2018 By Lead Member Resources & Central Support	Title: Treasury Management Strategy 2018/19 Decision: to present the draft Treasury Management Strategy 2018/19, including the Annual Investment Strategy, Minimum Revenue Provision Policy and Prudential Indicators, for recommendation to Council	No exempt / confidential information anticipated	Jo Nacey, Financial Services Manager / Deputy S151 01823 356537
FP/18/2/04 19/04/2017	7 February 2018 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/18/3/01 19/04/2017	7 March 2018 By Lead Member Resources & Central Support	Title: Allocation of Section 106 funds held Decision: to make proposals for the allocation of monies secured through planning obligations to individual schemes, and to update members with the current funding position	No exempt / confidential information anticipated	Tim Burton, Assistant Director Planning and Environment 01823 358403
FP/18/3/02 19/04/2017	7 March 2018 By Lead Member for Energy Infrastructure	Title: Hinkley Point Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/18/3/03 19/04/2017	7 March 2018 By Lead Member Resources & Central Support	Title: Allocation of Hinkley Point C Community Impact Mitigation Funding Decision: to present the recommendations of the HPC Planning Obligations Board for the allocation of monies from the CIM Fund	No exempt / confidential information anticipated	Lisa Redston, CIM Fund Manager 01984 635218

Note (1) – Items in bold type are regular cyclical items.

Note (2) – All Consultation Implications are referred to in individual reports.

The Cabinet comprises the following: Councillors A H Trollope-Bellew, M Chilcott, M Dewdney, A Hadley, C Morgan S J Pugsley, K H Turner and D J Westcott.

The Scrutiny Committee comprises: Councillors P H Murphy, N Thwaites, R Clifford, G S Dowding, B Maitland-Walker, J Parbrook, R Woods, I Aldridge and P Pilkington.

Report Number: WSC 89/17

West Somerset Council

Scrutiny Committee 3 August 2017

Proposed changes to Business Rates Revaluation Relief

This matter is the responsibility of Councillor Mandy Chilcott

Report Author: Dean Emery, Principal Revenues Officer

1 Executive Summary

- 1.1 Cabinet is asked to consider amending the Discretionary Rate Relief policy to include a new relief for revaluation from 1 April 2017. The inclusion of this additional relief will require approval by Full Council.
- 1.2 In the Budget on 8 March, the Chancellor announced that the Government 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. Local government is 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
- 1.3 The total funding available to support local authority's discretionary relief schemes is:

2017/18	2018/19	2019/20	2020/21
175	85	35	5

2 Recommendations

- 2.1 The Scrutiny Committee is asked to support the use of Council's local discount powers from 1 April 2017 to award Revaluation Relief to those organisations that face significant increases in their business rates bills following revaluation.

3 Risk Assessment (if appropriate)

Risk Matrix

Description	Likelihood	Impact	Overall
There is a risk any reduction in Discretionary Rate Relief could result in a number of enterprises and organisations going out of business and ceasing to exist.	2	3	6
<i>Regular monitoring of use and effectiveness of discretionary rate relief and continued emphasis on supporting those that meet the policy objectives. Flexible policy that can be reviewed readily</i>	1	2	3

continued overleaf...

Risk Matrix

Description	Likelihood	Impact	Overall
Expenditure on Discretionary Rate Relief exceeds finance available through Medium Term Plan	2	4	8
<i>Close monitoring of expenditure and review policy where appropriate</i>	1	2	3
Changes to future Government funding	3	3	9
None	2	3	6

Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
			Impact				

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

- 3.1 The scoring of the risks identified in the above table has been based on the scoring matrix. Each risk has been assessed and scored both before and after the mitigation measures have been actioned.

4 Background

- 4.1 A range of Mandatory and Discretionary Rate Reliefs reduce (in some cases to Nil) 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 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 may vary from Council to Council. A full review and updating of the policy was undertaken in 2015 with the policy coming in to effect from 1 April 2016.

- 4.2 The Local Government Finance Bill 2012 introduced the Business Rates Retention Scheme. The scheme 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. Business rates retention is intended to provide incentives for local authorities to drive economic growth, as the authorities will be able to retain a share of the growth that is generated in business rates revenue in their areas, as opposed to the previous system where all business rates revenues were held centrally. The share to be paid to central government from business rates collected is 50%, while the remaining 50% of business rates is retained locally (40% District, 9% County, 1% Fire authorities).
- 4.3 Under the former arrangements, the Government met the cost of Mandatory Relief in full on the basis that local authorities had no choice but to award it under set criteria. The costs of discretionary relief had to be met in full or in part, by the local authorities as awards were decided upon based on the Council's own criteria. Under the new rules West Somerset Council 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 our policy. The financing of reliefs need to be both affordable and balance the needs of the business and those of the local tax payer.
- 4.4 A Business Rates Revaluation normally takes place every five years. A revaluation was originally due to take effect from 1 April 2015 but Government delayed it by two years. Therefore the new rating List comes in to effect on 1 April 2017.
- 4.5 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 can last for between one and five years depending on the level of increase or decrease in rateable values.
- 4.6 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.
- 4.7 The Chancellor announced in the Spring Budget a number of measures to provide support to these ratepayers, along with support for pubs and businesses facing the largest increases

5 Proposed Policy Changes for 2017/18 - Discretionary Revaluation Relief

- 5.1 The Government has announced the establishment of a £300m discretionary fund 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 2017 revaluation

- 5.2 The intention is that every billing authority in England will be provided with a share of the £300m 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 £300m will cover the four years from 2017/18:
- £175m in 2017/18
 - £85m in 2018/19
 - £35m in 2019/20
 - £5m in 2020/21
- 5.3 The DCLG published a consultation on the design of the discretionary relief on 9 March, seeking views on the allocation of the fund, arrangements for compensation for local authorities, and the operation of local schemes. This can be accessed at: <https://www.gov.uk/government/consultations/discretionary-business-rates-relief-scheme>. West Somerset Council's proposed share of the £300m is as follows:
- 2017/18 - £148k Estimate of Relief £97,664 Reserves £50,336(see 7.1)
 - 2018/19 - £72k
 - 2019/20 - £30k
 - 2020/21 - £4k
- 5.4 As Members will see from Appendix A, we have designed a Discretionary Revaluation Relief Policy that is based on the following criteria:
- Relief will only be granted where the rateable value is less than £200,000 as at 01 April 2017 & the gross rates increase is greater than 5%
 - Reductions if awarded will be to further increase the Transitional Relief that is phasing in the increased charge. Each year will be less and less over 4 years.
 - The scheme is designed solely to assist ratepayers who have seen a significant increase in bills due to revaluation
 - Relief will only be granted for premises which are occupied
 - Relief will not be awarded where mandatory relief has been granted
 - Taxpayers will be invited to apply
 - All relief awarded is subject to state aid €200,000 (de-minimus)
 - 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 premise's wholly in the Council's area

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

- 5.5 We will invite applications from taxpayers to confirm their "state aid" position as we will be unable to award relief to any business that has already received more than €200,000 in state aid (de-minimus level).
- 5.6 There is 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. The authority will however, upon request, review decisions made.

6 Links to Corporate Aims / Priorities

6.1 This report is most closely linked with Key Theme 2 – Business & Enterprise.

7 Finance / Resource Implications

7.1 The use of the Council's local discount powers to grant Revaluation Relief will be reimbursed in full by Government through s31 grant funding. In year one 2017/18 it is estimated that the relief granted from modelling will be £97,664. A reserve of £50,336 will be used to award relief from for other applications. Where funding remaining then there will be supplementary payments to those that are receiving revaluation relief as at 31/03/2018. Current funding rules will not allow for a carried forward amount.

8 Legal Implications

8.1 There are no direct legal implications associated with this report

9 Environmental Impact Implications

9.1 There are no environmental implications associated with this report.

10 Safeguarding and/or Community Safety Implications

10.1 Safeguarding and community safety implications have been considered, and there are not expected to be any implications relating to this report.

11 Equality and Diversity Implications

11.1 Members need to demonstrate they have consciously thought about the three aims of the Public Sector Equality Duty as part of the decision making process. The three aims the authority must have due regard for:

- Eliminate discrimination, harassment, victimisation
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

11.2 The public sector equality duty, as set out in section 149 of the 2010 Equality Act, requires the Council, when exercising its functions, to have "due regard" to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, and to advance equality of opportunity and foster good relations between those who have a "protected characteristic" and those who do not share that protected characteristic.

11.3 The "protected characteristics" are: age, disability, race (including ethnic or national origins, colour or nationality), religion or belief, sex, sexual orientation, pregnancy and maternity, and gender reassignment. Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

11.4 A full Equalities Impact Assessment was carried out as part of the original policy review approved by Full Council on 21 October 2015. There are no further implications associated with the proposed policy revisions.

12 Social Value Implications

12.1 There are no social value implications associated with this report.

13 Partnership Implications

13.1 There are no Partnership implications associated with this report.

14 Health and Wellbeing Implications

14.1 There are no Health and Wellbeing implications associated with this report.

15 Asset Management Implications

15.1 There are no asset management implications associated with this report.

16 Consultation Implications

16.1 The grant determination states that a condition of the fun is that consultation is undertaken with 'relevant authorities'. The relevant authorities for the purpose of this scheme are any major precepting authority and any combined authority. We have consulted the major precepting authorities of Somerset County Council and Devon and Fire and Rescue Service and at the time of writing this report, we are awaiting their formal response.

17 Scrutiny Comments / Recommendation(s)

17.1 Not applicable

Democratic Path:

- **Scrutiny Committee - Yes**
- **Cabinet - Yes**
- **Full Council - Yes**

Reporting Frequency: **Ad hoc**

List of Appendices (delete if not applicable)

Appendix 1 Draft Discretionary Revelation Relief Policy - **TO FOLLOW**

Contact Officers

Name	Dean Emery
Direct Dial	01823 356567
Email	d.emery@tauntondeane.gov.uk

Report Number: WSC 90/17

West Somerset Council

Scrutiny Committee – 3rd August 2017

Public Toilet Transfers

This matter is the responsibility Lead Member Cllr Mandy Chilcott and Cllr Dewdney

Report Author: Chris Hall

1 Executive Summary

This briefing is a further update for the Scrutiny Committee on public toilet transfers, as requested by the committee.

Of the 13 toilets originally covered by the Full Council decision, 9 have been transferred.

2 Recommendations

2.1 It is recommended that Members note the content of the report.

3 Risk Assessment

Risk Matrix

Description	Likelihood	Impact	Overall
Williton PC are not able to reach a decision on the transfer of this toilet	4	3	12
<i>This toilet would remain closed</i>	4	3	12
Potential for anti-social behaviour at closed sites	3	3	9
<i>Asset management team, property services and operational delivery will share the responsibility to manage the closed sites until alternative uses are found</i>	3	2	6
Facilities at Selworthy have an uncertain future and may not be reopened.	4	3	12
<i>National trust have taken back the facilities and their intentions would appear to be to keep them open to the public.</i>	2	2	4
<i>If closed facilities are not put to alternative uses WSC may be liable for the ongoing business rates costs</i>	4	3	12

<i>This does apply to Carousel, and may also apply to market Street Watchet and Porlock Central subject to the view of the District Valuer</i>	4	2	8
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4 Background and Full details of the Report

- 4.1 This report follows on from the previous Scrutiny report in April 2017.
- 4.2 The Asset Management Group have considered the future of the assets and their current suggestions are identified in the table at the rear of this report.

5 Key updates since the last report

- 5.1 Minehead facilities are open under a management agreement awaiting feedback from the MTC meeting on 27th June.
- 5.2 Minehead Warren Road has been reopened, MTC requested that they also operate these facilities which we were very happy to facilitate.
- 5.3 Porlock central toilet have now closed, this was planned as their preference was to retain the Doverhay facilities in place of Central.
- 5.4 Blue Anchor facilities were originally operating from a lease so that they could have a trial run before entering into a freehold. This has been a great success and they returned to WSC much sooner than expected to make the freehold request. This has been completed.
- 5.5 Wheddon Cross transfer is not yet complete and remains in the hands of solicitors.
- 5.6 Williton Parish Council have not made a decision on the transfer of the toilets at Killick Way, WSC have continued to provide information as it is requested.
- 5.7 National Trust have taken back control of the toilets at Selworthy
- 5.8 Asset Management group confirm that Market Street, Watchet; Carousel, Minehead and central car park, Porlock will be marketed with the support of Lambert Smith Hampton.

6 Links to Corporate Aims / Priorities

- 6.1 Nothing specific as this is an update report only.

7 Finance / Resource Implications

- 7.1 The finances have changed since the last report as WSC will no longer need to pay business rates on the Selworthy facilities whilst they remain closed, but the carousel facilities have business rates due 3 months earlier than expected.
- 7.2 There were costs reported to Members in the previous report estimated at £2k pa based upon all facilities (excluding Selworthy) that were not transferred being put to alternative uses within 6 months of closure. Assuming this remains a reasonable

assumption then costs have decreased as the savings against Selworthy are greater than the increase costs at the carousel.

- 7.3 If the facilities cannot be put to alternative uses and funded by others within this timeframe, then WSC will have additional NNDR costs for Carousel and possibly costs for Porlock Central and Market Street, Watchet.
- 7.4 Whilst the National Trust appear to have accepted back the facilities at Selworthy WSC are still responsible for the lease. It is possible that there may be costs in bringing forward the expiry date / terminating the lease. These cost are not yet known as negotiations have not been concluded.
- 7.5 The full saving of £107k was taken from the budget from April 2017, any overspends, currently estimated at £1.3k will need to be managed throughout the year.

8 Legal Implications

- 8.1 All transfers and licences to occupy have been progressed through the legal service. For some facilities management agreements had to be put in place to allow enough time for parties to complete the lease and in the case of MTC then the management agreements were needs until the Town Council's democratic process is completed. This had no impact on the facilities being open to the public.
- 8.2 The facility at Selworthy is leased from the National Trust. The lease requires that WSC maintain the facility in a clean and proper condition, as it is closed this will only be for the outside. As noted elsewhere NNDR is no longer payable on this site. In recent weeks the National Trust have taken back control of the building and have been renovating it negotiations will need to be concluded to bring the lease to its end.

9 Environmental Impact Implications

- 9.1 This update report evidences that many of the toilets that may have otherwise had to close continue to be available to the public preventing some of the environmental impacts that were of concern when the original decisions were made.

10 Safeguarding and/or Community Safety Implications

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

11 The Equality and Diversity Implications

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

12 Social Value Implications

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

13 Partnership Implications

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

14 Health and Wellbeing Implications

14.1 By transferring so many of the facilities we, with the support of the town and parish councils have been able to support the health and wellbeing needs of our local communities.

15 Asset Management Implications

15.1 The asset management team continue to work alongside the operational team to complete any final negotiations or transfer requirements.

15.2 Instructions have been made to market the remaining closed facilities. These will be thought Lambert Smith Hampton. It was them who dealt with the sale of Church Street in Dunster and delivered WSC such a good return.

16 Consultation Implications

16.1 There are no identified implications as a result of this update report.

Democratic Path:

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

Reporting Frequency : Once only

Contact Officers

Name	Chris Hall	Name	
Direct Dial	01823 356499	Direct Dial	
Email	c.hall@tauntondeane.gov.uk	Email	

Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
			Impact				

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

Toilet Location	Originally subject to Full Council budget decision	Transferred	Status
Minehead – Summerland Car Park	YES	YES	Open, freehold transfer awaiting feedback from decision by MTC on 27 th June
Minehead – Quay West car park	YES	YES	Open, leasehold transfer awaiting feedback from decision by MTC on 27 th June
Minehead – Blenheim Gardens	YES	YES	Open, freehold transfer awaiting feedback from decision by MTC on 27 th June
Minehead – Warren Road Seafront	YES	YES	Open, MTC have taken a short term management agreement to keep this facility open whilst they consider longer term options.
Dunster – Dunster Steep car park	YES	YES	Open, freehold completed 5 th May.
Watchet - Harbour Road	YES	YES	Open, freehold transfer completed 18 th May.
Blue Anchor – Seafront	YES	YES	Open, freehold transfer completed 30 th May.
Porlock – Doverhay car park	YES	YES	Open, 35yr leasehold transfer completed 21 st July
Dulverton – Lion Stables car park	YES	YES	Open, freehold transfer completed 31 st March.
Watchet - Market Street	YES		Closed, transfer not being progressed. AMG recommend putting this on the rental market in July subject to a change of planning use. This site is currently with the District Valuer for assessment as the building is on a combined assessment with the car park so needs to be split. Looking at the breakdown of the current assessment it is anticipated that this property would have a rateable value of less than £2899 so should be exempt permanently from paying business rates under current government legislation but as yet we cannot confirm.
Minehead – Carousel Amusements	YES		Closed, transfer not being progressed. AMG recommend an asset review and possible change of use, no suggested use yet. Business rates become payable from 30 th June '17.

Williton – Killick Way	YES		Closed, transfer may still be possible. Parish Council have requested detail on a 3 year lease which has been provided to them but no decision has been reached by them to date. Alternative uses could include storage for WSC's own need as part of the CASA project, this site may be suitable in the short term. Due to a low rateable value, whilst closed this property will be permanently exempt from paying business rates.
Selworthy	YES		Closed, National Trust have taken back control of these facilities. Due to a low rateable value, whilst closed this property will be permanently exempt from paying business rates. Negotiation is still needed to remove ourselves from the lease.
Porlock – Central car park	No – Porlock have given notice to terminate		Closed, transfer not being progressed. AMG recommend an asset review and possible change of use, no suggested use yet. This site is currently with the District Valuer for assessment as the building is on a combined assessment with the car park so needs to be split. Looking at the breakdown of the current assessment it is anticipated that this property would have a rateable value of less than £2899 so should be exempt permanently from paying business rates under current government legislation but as yet we cannot confirm.
Wheddon Cross	No – the transfer was already under negotiation	YES	Closed, freehold transfer agreed and being processed with solicitors. Due to a low rateable value, whilst closed this property will be permanently exempt from paying business rates.

Report Number: WSC 91/17

West Somerset Council

Scrutiny Committee – 3rd August 2017

Hinkley Point C – Annual Statement to EDF Energy

This matter is the responsibility of Cabinet Members Cllrs Morgan, Chilcott, Hadley, Turner, and Westcott

Report Author: Andrew Goodchild, Assistant Director for Place and Energy Infrastructure

1 Executive Summary / Purpose of the Report

- 1.1 The purpose of this report is to summarise and bring to the attention of Members the content of the Annual Statement relating to the Hinkley Point C project which is to be sent to EDF Energy.

2 Recommendations

- 2.1 That Members note the content of the Annual Statement

3 Risk Assessment (if appropriate)

Risk Matrix

Description	Likelihood	Impact	Overall
That the Council does not effectively discharge its responsibilities and meet its legal obligations as set out in the two Section 106 agreements which related to the Hinkley Point C development	2	5	10
<i>That the Council properly discharges its responsibilities in terms of both staff time and use of funds in accordance with the two Section 106 agreements and provides a robust description of that activity within the Annual Statement</i>	1	5	5

Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
Impact							

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%

4 Background and Full details of the Report

- 4.1 Members will recall that there are two Section 106 agreements between EDF Energy and West Somerset Council (and others) in relation to the Hinkley Point C project. The first relates to the Site Preparation Works (SPW) planning permission which West Somerset Council granted in January 2012 and the second to the main Development Consent Order (DCO) which was granted by the Secretary of State in March 2013.
- 4.2 Both agreements include a series of payments made to West Somerset Council for staff to work in specific areas and contributions for the Council to administer and spend in specific areas and in accordance with specific criteria. Both agreements require the Council to provide an Annual Statement to EDF Energy detailing the previous year's activity.
- 4.3 There are various 'triggers' within the agreements, an important one in relation to the DCO was 'transition' which took place on 16th June 2016. This was the formal notification to West Somerset Council that EDF Energy were to cease using the SPW's planning permission and all work on the main HPC site was thereafter to be undertaken using the DCO consent.
- 4.4 Following transition, in accordance with the agreements the Council would have to submit an Annual Report for both SPWs in August and the DCO in December. Helpfully, EDF Energy recognise the confusion this would cause and have agreed that from 16/17 onwards the Councils can submit one Annual Statement and that this can be done in

June/July and will relate to the Councils financial year. This means that going forwards, the Annual Report can be produced at the same time as the financial outturn and that Members and EDF Energy will be presented with the same information. One consequence of this change is that this 'Annual Statement' relates to the period 1st July 2016 to 31st March 2017 rather than a full year.

- 4.5 Appendix A of this report sets out the financial information and commentary which is to be presented to EDF Energy.
- 4.6 To bring some of the key areas of activity 'to life' the following additional appendices are also included:
- Housing and Accommodation – Appendix B
 - Economic Development, Tourism and Skills and Training – Appendix C
 - Economic Development – Appendix D
 - Skills and Training – Appendix E
 - CIM Fund – Appendix F
- 4.7 The Annual Statement is a joint statement between West Somerset Council, Sedgemoor District Council and Somerset County Council. To help Members, the areas which relate to West Somerset Councils activity have been included in this report.

5 Links to Corporate Aims / Priorities

- 5.1 The Corporate Plan for 2017/18 sets out Key Themes and Issues, the following relate directly or indirectly to the work carried out by the Place and Energy Infrastructure team.

Key Theme 1 Our Communities	Key Issue Increase the availability and affordability of homes for local people - to both buy and to rent.
	Key Issue The retention of young people – West Somerset experiences a net migration of young people which impacts negatively on the sustainability, balance and vibrancy of some of our communities.
Key Theme 2 Business Enterprise &	Key Issue Encourage inward investment and the creation of new higher-paid jobs for local people.
	Key Issue Support and promote West Somerset's vital tourism and agricultural sectors.
	Key Issue Work with stakeholders to improve the skills, knowledge and aspirations of young people in particular.
	Key Issue Greater promotion of West Somerset as a place in which to set up business.
	Key Issue Maximise the local economic benefits from Hinkley Point C.
Key Theme 3 Our Place &	Key Issue Influence others to improve the road network within West Somerset and the way in which it is managed and maintained.
	Key Issue

Infrastructure	Work with others to find solutions that ensure facilities valued by local communities and visitors (such as public toilets) continue to be available.
	Key Issue Mitigate negative impacts on the community from the construction phase of Hinkley Point C.

6 Finance / Resource Implications

- 6.1 The detailed financial position is set out in Appendix A and was reported in the recent Q4 outturn report.

7 Legal Implications (if any)

- 7.1 The Council is legally obligated to administer and spend the contributions within the Section 106 agreement including the provision of an Annual Statement to EDF Energy.

8 Environmental Impact Implications

- 8.1 A number of the contributions were secured directly in response to the impacts set out in the Environmental Statement for the project and therefore needs to be spent on projects and initiatives to mitigate that impact.

9 Safeguarding and/or Community Safety Implications

- 9.1 As the workforce increases so does the potential for community safety implications. The Council has recently re-employed a community safety project officer to liaise with the community and other agencies / the emergency services and EDF Energy to develop proactive measures to minimise this potential.

10 Equality and Diversity Implications (if any)

- 10.1 Various aspects of the work described in the Annual Statement including Housing, Skills and Training and Community Safety are at a macro level directly involved in ensuring that the Council meets its Public Sector Equality Duty.

11 Social Value Implications (if any)

- 11.1 N/A

12 Partnership Implications (if any)

- 12.1 A significant amount of the activity described within the Annual Statement involves partnership working with a wide range of organisations and coordinating/shaping that activity and making sure it is tailored to 'West Somerset's needs' is part of the officers within the Place and Energy Infrastructure Team's roles.

13 Health and Wellbeing Implications (if any)

- 13.1 Various aspects of the work described in the Annual Statement including the CIM Fund, Leisure, Housing and Skills and Training are all directly or indirectly improving the health and wellbeing of communities.

14 Asset Management Implications

14.1 N/A

15 Consultation Implications

15.1 No direct implications, some of the initiatives and activity described in the Annual Statement have been the subject of community consultation as required.

Democratic Path:

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

Reporting Frequency : **Once only** **Ad-hoc** **Quarterly**
 Twice-yearly **Annually**

List of Appendices

Appendix A	Annual Statement
Appendix B	Housing and Accommodation
Appendix C	Economic Development, Tourism and Skills and Training
Appendix D	Economic Development
Appendix E	Skills and Training
Appendix F	CIM Fund

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APPENDIX A

Appendix A - Hinkley Point C s106 Funds

Detailed Analysis of Contributions and Allocations for Period 1 July 2016 - 31 March 2017 West Somerset Council

s106 Category / S106 Schedule and Para	Description	Funding Received £	Approved Allocations £	Unallocated Fund £	Expenditure to 30/6/16 £	Expenditure from 1/7/16 to 31/3/17 £	Total Expenditure £	Financial Position as at 31/3/17 £
Accommodation & Housing	Accommodation & Housing Projects	£1,293,076	£1,220,384	£72,692	£584,229	£288,012	£872,241	£420,835
Sch 2 3.2	See Appendix B - Housing and Accommodation							
Community Mitigation Fund	West Somerset CIM	£2,134,529	£1,105,893	£1,028,636	£393,539	£100,918	£494,457	£1,640,072
Sch 3 2.1 - 2.5	See Appendix F - CIM Fund							
Community Mitigation Fund	Sedgemoor CIM	£1,067,265	£708,419	£358,846	£528,703	£157,508	£686,211	£381,054
Sch 3 2.1 - 2.5	See Appendix F - CIM Fund							
Community Mitigation Fund	Cannington CIM	£533,632	£187,186	£346,446	£165,080	£22,106	£187,186	£346,446
Sch 3 2.1 - 2.5	See Appendix F - CIM Fund							
Community Mitigation Fund	1st Anniversary CIM	£1,751,749	£37,820	£1,713,929	£4,854	£32,966	£37,820	£1,713,929
Sch 3 2.1 - 2.5	See Appendix F - CIM Fund							
Community Mitigation Fund	2nd Anniversary CIM	£1,937,220	£0	£1,937,220	£0	£0	£0	£1,937,220
Sch 3 2.1 - 2.5	See Appendix F - CIM Fund							
Community Mitigation Fund	Stogursey Contribution	£533,632	£202,090	£331,542	£2,088	£0	£2,088	£531,544
Sch 3 4.1-4.3	See Appendix F - CIM Fund							
Ecology	Conservation Management	£250,000	£0	£250,000	£0	£0	£0	£250,000
Sch 5 2.1	During 16/17 good progress has been made and a scheme has been developed with their respective landowner, a formal allocation is expected to be made in September 2017 ready for the 17/18 planting season.							
Economic Development	Business Support Activities	£130,641	£130,641	£0	£70,918	£12,268	£83,186	£47,455
Sch 6 4.1	Activity has been aligned to the original approvals of £64,000 in Mar 2013 (nearing completion) and £66,641 agreed by Council in June 2015 (part completed). The budgets have also been used to attract external funding to the project areas resulting in an additional £228k of matched funding to extend the scope of project activity. See Appendix C - Economic Development, Tourism and Skills and Training and Appendix D for more detail							
Health	Health Task & Finish Group	£20,000	£20,000	£0	£0	£0	£0	£20,000
Sch 8 2.1	The activity of the Health Task and Finish Group has been limited to discussions with Health service colleagues, EDF's on site health care team and partners during 16/17. If and when appropriate initiatives are developed where it is appropriate for this contribution to be utilised approval will be sought from Cabinet							
Landscape & Visual	Landscape Art Schemes	£80,000	£80,000	£0	£80,000	£0	£80,000	£0
Sch 10 3	The landscape art contribution has been spent on number of projects developed and delivered in collaboration with ArtLife							
Landscape & Visual	Land Management and Skills Scheme	£127,789	£127,789	£0	£7,500	£24,190	£31,690	£96,099
Sch 10 4.1	Project activity is aligned with the allocation agreed by Council in March 2015. The allocation was split into projects which assisted businesses in managing the landscape and those which supported the community and young people involved. There is also within this allocation £50k remaining to be agreed for future activity. See Appendix C - Economic Development, Tourism and Skills and Training							
Leisure	Leisure Facilities within West Somerset	£266,816	£263,000	£3,816	£61,667	£10,000	£71,667	£195,149
Sch 11 2.1.1	The 2016/17 period was busy with considerable engagement with several groups. During this period five groups withdrew their applications for various reasons, releasing £21,000 back into the fund to be reconsidered. Two applications were developed and approved; Dunster Marsh Playing Fields MUGA (10K) and Watchet Bowling Club indoor rink project (£50,500) and are progressing well but were not ready to use the funds. Two groups progressed to the stage of drawing down funds and completing their projects. These were; Carhampton recreation centre who refurbished their changing rooms and showers, receiving a £10K contribution towards a £19K project (£5k of which was paid in May 2016) and Minehead Lawn Tennis Club who received £5K towards the £25K cost of floodlighting a third court.							
Leisure	Leisure Facilities within Stogursey	£533,632	£423,600	£110,032	£21,940	£2,100	£24,040	£509,592
Sch 11 2.1.2	In January 2015 Full Council allocated £400,000 towards the redevelopment of the Victory Hall. Since then the project has altered significantly although the provision of a new, multi function community space is still central to the scheme. It is anticipated that funds will begin to be drawn down during 17/18 as the project commences							
Skills & Training	Community Outreach Fund	£15,198	£15,198	£0	£8,590	(£20,198)	(£11,608)	£26,806
Sch 13 2.3	Activity is aligned to the original allocation approval in 2013. Since that time an external budget of Our place funding has also been secured for this area of work. This has permitted a greater level of outreach activity and interventions to take place, particularly with younger age groups (e.g. within schools). See Appendix C - Economic Development, Tourism and Skills and Training and Appendix E for more detail							
Skills & Training	Fit to Work Programme	£30,396	£30,000	£396	£12,016	£40	£12,056	£18,340
Sch 13 5.1	Activity is aligned to the original allocation approval of Sept 2013 covering activity focussed on developing skills for the workplace. See Appendix C - Economic Development, Tourism and Skills and Training and Appendix E for more detail							
Service Level Agreement	Technical Support	£103,730	£103,730	£0	£89,600	£14,130	£103,730	£0
Sch 14	Technical support is provided by ARUP to both West Somerset Council and Sedgemoor District Council as and when applications to discharge planning requirements are made to the Councils. The remaining Site Preparation Works funds were used up during 16/17.							

s106 Category / S106 Schedule and Para	Description	Funding Received £	Approved Allocations £	Unallocated Fund £	Expenditure to 30/6/16 £	Expenditure from 1/7/16 to 31/3/17 £	Total Expenditure £	Financial Position as at 31/3/17 £
Tourism	Marketing & Promotional Initiatives	£342,311	£342,311	£0	£78,452	£82,055	£160,507	£181,804
Sch 15 2.1.2	All funding from the Site Prep Works Section 106 allocation is aligned to activity set out in the Hinkley Tourism Action Partnership's Strategy and Action Plan 2015-17. Activity and funding for this plan was signed off by Council in two parts in Feb 2015 and July 2016. A significant proportion of the funding is allocated to ongoing contracts in areas such as PR, advertising, monitoring surveys and service level agreements, which require relatively regular payments, and helps to explain why about 50% of funding was still to be spent by 31 Mar 2017. However, as contracts and agreements come to an end £330k will have been spent by Dec 2017, leaving just £12k for contracts in 2018. As of 31 March 2017, £93,792 had been secured as match funding and which has been used to directly deliver and enhance activity in the plan. At the time of writing (Jul 17) a further £120,000 of indirect match funding has been secured from Coastal Communities to assist regeneration plans in Minehead following a £10k contribution from these funds. See Appendix C - Economic Development, Tourism and Skills and Training							
Tourism	Tourist Information Centres	£210,699	£150,050	£60,649	£149,100	£38,500	£187,600	£23,099
Sch 15 2.1.3	All of the Site Prep Section 106 funding was allocated for spend by 31 March 2017. The last proposal put to Council for sign off in Novemebr 2016, utilised the last £60k of Site Prep Works funding and earmarked about £10k of the DCO allocation. All funding is being allocated to Tourist Information Centres named in the planning agreements, and is being delivered by way of service level agreements and regular payments with each centre. See Appendix C - Economic Development, Tourism and Skills and Training							
Service Level Agreement	Officer appointments to support delivery of s106 Agreement	£1,887,557	£1,887,557	£0	£1,887,557	£0	£1,887,557	£0
Sch 2 3.2 12 Sch 3 3.2 Sch4 3.1.1 Sch 4 3.1.6 Sch 6 2.1 Sch 13 2.3 Sch 14 Sch 15 2.1.1	At the present time the following posts are funded via the S106 agreement: Director for Growth and Development (5%); Assistant Director for Place and Energy Infrastructure (50%); Housing and Community Lead - Hinkley Point (100%); Housing Initiatives Implementation Officer (100%); Hinkley Point Accountant (100%); Executive Assistant to Assistant Director (100%); Environmental Health Officer (1 day a week); Economic Development and Tourism Manager (1 day a week); Senior Economic Development Officer (100%); Senior Tourism Officer (100%); Employment and Skills Officer (3 days a week). The following posts remain vacant: Planning Lead; Planning Officer; Communications Officer and Community Safety Officer. The funding from the Site Preparation Works was used up in March 2016 and since then DCO Funds have been used.							

WSC TOTAL (SLA)	£13,249,872	£7,035,668	£6,214,204	£4,145,833	£764,595	£4,910,428	£8,339,444
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Hinkley Finance Report 2016/2017

West Somerset

S106 Housing and Accommodation Contribution

1) Introduction

- 1.1** This section reports against the £733,680 spent in total from the Hinkley Point C Site Preparation s106 Housing and Accommodation contribution on Housing initiatives in West Somerset. Activities have been agreed in accordance with the legal agreement.
- 1.2** The aim of the Housing and Accommodation contribution is to mitigate any potential adverse effects on the local private rented and low cost housing market, and particularly the ability of those on lower incomes to access local housing, that might arise as a result of the Hinkley Point C development.
- 1.3** £4m of funding secured through the Site Preparation section 106 agreement was paid to West Somerset Council for Housing initiatives in West Somerset and Sedgemoor in May 2014.

2) Outputs

- 2.1** The Development Consent Order s106 agreement states that the £4m provided through the Site Preparation Works s106 would be “sufficient to provide a minimum of 800 additional bed spaces in Sedgemoor and West Somerset”.
- 2.2** Based on expected demand in each area and the thresholds identified for vacant bed spaces in the private rented sector housing (PRS) market the target of 800 bed spaces has been allocated as follows:
- West Somerset 250
 - Sedgemoor 550
- 2.3** The Housing and Accommodation Contribution has been spent to date on a range of inter-dependant initiatives that aim to meet this target for additional bed spaces and to support local people, especially those on low incomes, to access and sustain accommodation in the PRS.
- 2.4** The report details outputs from these initiatives in the West Somerset area.
- 2.4.1** The following outputs were achieved as a result of the allocated funding.

New Bed Spaces

	Initiative	Target Bed spaces	Bed spaces achieved 15/16	Bed spaces achieved 16/17	Total bed spaces achieved
Housing Initiatives	Empty Homes/Over Shops grant.	16	0	8	8
	DIY Empty Homes	5	5	0	5
	Minor Improvement Grant	10	0	10	10
	Minor Improvement Loan	See above	See above	See above	See above
	1 st Time Buyer Loan	12	3	0	3
	Lodgings Scheme/ Rent a Room	50	24	19	43
	Sustainable Management Scheme	40	5	35	40
	Home Move Plus	60	23	32	55
Enabling and Other Schemes	Former Croft House	56	56	0	56
	Prospect House	9	9	0	9
	Doniford Road	355	0	355	355
	New Bed Space Totals	613	125	459	584

Accessing and Sustaining Tenancies

	Initiative	Target	Achieved 15/16	Achieved 16/17	Total achieved
Initiatives and Other	Somerset Homelet (Bed spaces advertised)	200	644	321	965
	Flexible Rent Support/ Furniture (Persons)	26	0	58	58
	Social Enterprise (Persons)	0	0	0	0
	Landlord Training (No. of sessions delivered)	5	5	0	0
	Tenant Ready scheme (No. of people signed up)	20	3	6	9
	Credit Union Website (No. of people signed up)	15	tbc	tbc	tbc
	Totals		266	652	380

2.5.1 In West Somerset activities are focussed on the main settlement areas most likely to face pressure on the local private rented sector housing market i.e. Minehead, Williton, Watchet and Stogursey.

3) Funding

The following of the Site Preparation S106 Housing Allocation (West Somerset) has been spent to date:

	Budget £	Spend 15/16 £	Spend 16/17 £	Spend to achieve outputs £
Empty Homes Grants/Over the Shops	90,000	0	40,000	40,000
DIY Empty Homes Loans	30,000	25,000	0	0*
Minor Improvement Grant	30,000	0	6,000	6,000
Minor Improvement Loan	25,000	0	0	0
First Time Buyer Loans	50,000	8000	0	8000
Somerset West Lodging Scheme	40,000	30,000	0	30,000
Sustainable Management Service	64,000	20,000	20,000	40,000
Home Moves Plus	60,000	60,000	0	60,000
Somerset Homelet	5,100	2,055	2,055	5,100
Flexible Rent/Furniture Fund	42,000	0	9,400	9,400
Social Enterprise	14,900	14,900	0	14,900
Landlord Accreditation Training	5,000	2,500	2,500	5,000
Tenant Ready Scheme	15,000	15,000	0	15,000
Credit Union Website	3,180	3,180	0	3,180
Prospect House	37,800	37,800	0	37,800
Croft House	56,000	56,000	0	56,000
Doniford Road	379,000	0	379,000	379,000
Admin	24,300	9,650	14,650	24,300
Total	971,280	284,085	473,605	733,680

*Loan repaid

4) Summary of Funded Activity

4.1 Empty Homes/Living Over the shops Grant

There have been challenges to delivery of the scheme in West Somerset, with low take up from home owners. The newly employed HPC Housing Initiatives Officer has worked with the delivery partner, Empty Homes officers and the community to identify and remove barriers and we are now seeing good take up of the scheme. This work will continue to ensure all targets are met.

4.2 DIY Empty Homes Loans

Administered by Wessex Resolutions CIC. One loan of £25,000 has been issued to date, delivering 5 bed spaces in Minehead, this loan has now been repaid.

4.3 Social Enterprise Project

Somerset Care and Repair has recruited a Social Enterprise Trainer and is working with the probation service to provide volunteers interested in gaining work experience in renovating empty homes. To date there has been no promotion or take up of this scheme by those living in West Somerset, although the scheme has proved successful in Bridgwater.

4.4 First Time Buyer Loans

3 bed spaces have been achieved to date at a cost of £8,000. Progress has been slow overall however on this product, the Housing Initiatives officer is working closely with the delivery partner and housing developers to increase take up of this scheme.

4.5 Flexible Rent Support

To date, flexible rent support has supported 38 households (58 bed spaces) into the Private Rented Sector at a cost of £9,400. The support is loan based, and these costs are being recovered from the households supported. The target for supporting individuals for this scheme was 26, the scheme is performing well.

4.6 Minor Improvement Grant & Loan

There was low take up of this scheme in West Somerset during the first year. Subsequent promotion of the scheme and working closely with partners has significantly improved take up with 3 grants awarded and 4 further applicants likely to generate 15 to 20 bed spaces exceeding the target of 10.

4.7 Somerset West Lodging Scheme

This scheme has delivered 43 bed spaces against a target of 50 in West Somerset. Take up of this scheme has been significant in Sedgemoor and we are now working with the delivery partner to focus activity in West Somerset to ensure targets are met.

4.8 Sustainable Management Service

This scheme is entitled Somerset West Lettings Agency and contributions of £25,000 have been paid by both Councils to assist in re-housing vulnerable adults. There have been difficulties in focussing the delivery partners activity in West Somerset, however focussed promotional activity and the establishment of a base for the service in West Somerset has seen improved take up, resulting in several landlords now using the scheme. Several flats and a large HMO now being managed by the service in Minehead.

4.9 Landlord accreditation training

The Landlord accreditation training sessions were well attended. Providing landlords with the skills required to provide good quality, well managed units of accommodation reduces churn in the market and increases the net bed spaces in use at any time. At the same time it reduces pressure and disruption in the market thereby provides mitigation against the increased demand.

4.10 Credit Union Website

This initiative specifically addresses the costs involved in upgrading Bridgwater and District Credit Union's systems and website so that they provide the functionality and user-friendly website that allows clients easier access to Credit Union membership. Better access to the Credit Union will encourage tenants and potential tenants to save towards the cost of a new home (i.e. covering the Universal Credit new claim period, or for paying a rent deposit of their own or for property improvements or funding towards furnishing their new property). A key benefit will be an increase in housing options for residents and keeping the private rented sector affordable and accessible for single people in particular.

4.11 *Tenant Ready Scheme*

9 Individuals have completed the scheme in West Somerset with 8 currently working through the scheme. It is not likely the target of 20 will be reached by the end of the scheme, however we will continue to work with partners to support take up of the scheme in West Somerset.

4.12 *Homelet*

The Homelet website has been successful in West Somerset with landlords using the website to advertise 965 bedspaces in the area since 2015. There is room for improvement to encourage further take up and we are working with partners to review the website to make it more 'user friendly' and to carry out promotional activity.

4.13 *Home Moves Plus*

The Home Moves Plus initiative encourages and supports downsizing in social rented properties in West Somerset to free up latent bed spaces that can then be taken up by those currently living in Private Rented accommodation thus relieving pressure on the private rented market. This scheme has been piloted in West Somerset with great success and is now being rolled out into Sedgemoor and Taunton Deane.

5) *The Next Steps*

West Somerset Council is now moving into 'Phase 2', a review of all initiatives has been carried out and remaining s106 site preparation funding has been allocated to continue those schemes which have been successful and to renegotiate terms and conditions where practised needs to be improved. The target for new bed spaces in West Somerset has now been exceeded by 334, however the initiatives will continue to seek to unlock new bed spaces in West Somerset, especially in high demand areas. The initiatives will also continue to support those who are vulnerable or on low incomes to access and sustain low cost accommodation in West Somerset. We will continue to ensure value for money from the schemes and will look to recycle funding wherever possible.

Hinkley Finance and Scrutiny Report 2016/17

Reporting Period 1 July 2016 to 31 Mar 2017

Economic Development

Small Business Enterprise Support - During this period, support has been provided in the form of business workshop training on a range of topics such as finance, marketing and digital themes. Follow-up 1-2-1 support has also been provided to help implement within the business the knowledge imparted at the workshops. This has been provided by a consortium of training providers under the banner 'Get Business Get Digital'. A separate option to take up business mentoring support has also been provided through Cornerstone Mentoring. Through the training events **145 businesses have been supported** during the reporting period.

HPC Supply Chain - The number of businesses registering on the supply chain portal continued to rise. However, as registrations begin to flatten off, supply chain support has increasingly focussed on the mapping of business capability to supplier need and promotion of appropriate businesses to main contractors resulting in 3 suppliers having been matched to an HPC work package. Through the supply chain contract, Get Business Get Digital programme and Cornerstone Mentoring **144 individuals were able to access 1-2-1 business support**.

Strategically

Following the EU referendum in June 2016, research was commissioned to understand the likely immediate impact on West Somerset business. The report identified particular concerns amongst employers in construction, manufacturing, food processing and tourism with regard to **recruitment of sufficiently skilled staff should access to the EU labour market be restricted** and also highlights that given the scope of Hinkley to mitigate against a potential Brexit downturn locally, it is imperative that the Hinkley opportunity is maximised; it is suggested that this is achieved by committing resources to supply chain development in order to support local business and capitalise on the opportunity.

We have been able to identify opportunities for the Council to be working commercially to support indigenous business expansion in Minehead. Funds have assisted in purchasing the necessary expertise to draft the headline business case for the construction of new business premises in Minehead (at Seaward Way). Taking such a development forward will assist in freeing up business space in the town in readiness for potential inward investment interest related to the HPC project.

We continue to work with the LEP and countywide local authority colleagues on opportunities for Inward Investment and helping to support indigenous growth within the County through tracking availability of business premises. Contributions have also supported the Nuclear South West inward investment activity and the LEP Partnership Manager's role. Appropriate allocations of funding have also been allocated to support the LEP-wide Growth Hub signposting service which levers in significant ERDF funding for the area.

In November the Business Conference held at St Audries Park highlighted some of the wider opportunities available for business in the area including the latest on Hinkley supply chain, the construction of the National College for Nuclear just outside the District in

Cannington as well as the work of the area's Coastal Community Teams in successfully bringing partners together to secure funds for grass-roots regeneration projects.

Local initiatives

As well as supporting other Coastal Communities Teams, the team has dedicated significant time to work with the partners of the Coastal Communities Team in Minehead to bring forward a project called Enterprising Minehead. This has resulted in a sizable application to the CIM fund in March and a successful Coastal Communities Fund bid (see Tourism section).

In supporting this overall Enterprising Minehead project;

- Feasibility work was completed in February on the potential for a Business Improvement District for Minehead which has suggested that taking the project forward to the next stage would be worthwhile.
- Partners have been brought together to work on a framework for a Hospitality and Tourism Academy with the purpose of both supporting and showcasing the skills base in this sector.

Employment and Skills

Employment and Skills Group – The ED Team co-ordinates and currently chairs this group of partners. The group is used to provide strategic input into employment and skills activity. It is also used as a means to develop and co-ordinate new activity often with input from partner agencies. Updates from the West Somerset Opportunities Area (WSOA) project have been provided at the meetings and the WSOA Project Manager will be attending future meetings. The group also links to the Hinkley Jobs Brokerage Team.

West Somerset Employment Hubs – Support was provided to the West Somerset Employment Hub Network which resulted in a **successful CIM fund bid which secured £76,352** for a two-year project to support and develop their network. An officer for the project was recruited in August 2016 and WSC has agreed to host this post within the Economic Development Team.

The project is progressing well and is on target. Volunteers have been trained, resource packs have been developed and a fourth hub was launched in Stogursey in Oct 2016. The group is on course to develop its own CIC in 2017. In the meantime each hub continues to support individuals in rural communities who are seeking work or to develop new skills. 60 people were assisted during the reporting period.

My Future Project – This took place in partnership with Somerset County Council. West Somerset College, Minehead Middle and Danesfield Middle offered number of Careers, Education, Information, Advice and Guidance assemblies during Nov/December. Support provided included workshops on confidence and communication, interview skills, dress to impress and CV writing. These included interactions with: HPC Inspire Programme, Cosmic, Western Outreach Network and Exmoor National Park. **Over 1000 engagements were made.** Upcoming activity will include a Speed Dating event with local Employers and Motivational Workshops.

Recruit West Somerset Jobs and Careers Fair - In February 2017 **30 local employers** who were looking to recruit attended this event in Minehead. **Over 200 individuals who were seeking employment came along** and during the week leading up to the event a

number of workshops took place to help ensure that individuals were suitably prepared for the day. These included: CV and interview workshops. Plans for 2018 Jobs and Careers Fair are currently underway as well as specific job recruitment fairs planned with the Hinkley Jobs Brokerage team in Spring / Summer 2017.

West Somerset Opportunity Area

In October 2016 West Somerset was one of 6 areas (subsequently increased to 12), identified as the most challenged when it comes to social mobility, and will have access to funding to address some of the biggest challenges. A local partnership board has been formed with early years providers, schools, colleges, universities, businesses, charities and local authorities to ensure all children have the opportunity to reach their full potential.

Areas were identified following rankings within a Social Mobility Index, which looks at the chances that a child from a disadvantaged background will do well at school and get a good job. The Index is based on a wide range of indicators, which include; housing affordability, local wages, early years, educational attainment at primary and secondary school and access to university. West Somerset performed poorly across all the indicators, which is why it has been nominated as one of the areas to receive support. Four areas of priority have been identified:

Priority 1: Increase the percentage of children achieving a good level of development at the end of the early years foundation stage.

Priority 2: Increase the percentage of children reaching the 'expected standard' at key stage one.

Priority 3: Increase the percentage of young people achieving level 2 and level 3 qualifications at 16, enabling more young people to access a broader, more accessible learning offer and progressing to University.

Priority 4: Increase the number of young people in Somerset who are prepared for the world of work and expand availability and take up of apprenticeships, through targeted activity with local employers.

The Partnership Board which is Chaired by Fiona MacMillan (who has a number of non-executive directorships including Board member of NNB Genco, Heart of the SW LEP and Chair of the Somerset Employment & Skills Working Group) is working on a 3 year plan of activity that covers a number of different work streams. The Hinkley Point Project is an important element of this, and as the activity is developed it is important that the support provided by the Economic Development Team is aligned to this, does not duplicate and adds value.

An example of where there is already joint activity is in the skills and employment elements of the Enterprising Minehead programme, specifically in relation to the Tourism & Hospitality Academy development.

Land Management and Skills Scheme

Confidence Building through Land Management - This period covered the 4th and 5th stages of Somerset Rural Youth Project's delivery, with activity including a 12 week accredited course, supporting participants into employment and further development with 'train the trainer' courses. Participants were from a variety of backgrounds: 18 were NEET, 2 were in part-time education and 3 had serious mental health issues.

Hedge-laying - Somerset Hedge Group held 2 training events in Sept and Oct 2016 at Cannington and Crowcombe respectively. A hedge laying competition ran in November, open to the general public as well as those who participated on the training courses. A total of 24 people competed at the event held on the Cothelstone Estate.

Building resilience (within the agricultural community) – Quantock Hills AONB delivered 4 workshops during this period covering cover crops, animal health, woodland resilience and pest control. 87 people attended these. Seven farm plans have been completed. The focus over the next few months will be on preparation for a conference and completion of remaining farm plans.

Orchards – 3 workshops have been delivered to which a total of 43 people attended. An orchard newsletter has been distributed to attendees to strengthen the links between growers and producers in the Quantock area.

Species ID and monitoring - Activity in this period has been preparatory for delivery - building networks and connections, especially with youth group organisations such as the guides and brownies. Provisional agreement between organisations for a woodland bird/night jar survey as well as a community event to be held in summer 2017.

Flexible Development Grant – This grant was offered to assist young people / those on a low income in gaining 'tickets' i.e. qualifications to permit the individual to work on the land unsupervised. Courses undertaken by participants included safe use of pesticides, cross cutting and small tree felling. By the end of delivery, 16 individuals received a total of 32 separate grant awards.

Future activity

A second round of the Flexible Development Grant will run, this time through West Somerset College who will also be offering conservation grazing skills and landscape management courses. These are scheduled to run Spring / Summer 2017.

Tourism

The nine month period between July 2016 and March 2017 saw the beginning of Phase 2 of the Hinkley Tourism Strategic Action Plan. Agreed to by Full Council in July 2016, the plan set out how it would utilise the second Section 106 payment for Site Prep Works, and formed part of an overall 3 year plan (ending in Dec 2017) to spend the entire £342,311 available from the EDF allocation.

Phase 2 of the plan saw the continuation of a number of crucial contracts set up under Phase 1, such as in PR, visitor surveys and service level agreements with Visit Somerset and Visit Exmoor. It also saw the development of some new activity, which included the development of a business survey to monitor industry confidence, a match funded project with Natural England to promote the England Coast Path, and procurement of an advertising agency to deliver an £85k marketing campaign from April to August 2017.

In terms of funding, **approximately 45% of the Site Prep Works allocations had been spent by March 2017**. However, all of the funding has been allocated to activity under the Strategic Action Plan. This includes commitments to on-going contracts and service level agreements. **By the end of December 2017, and the end of the plan, some 97% of the entire £342,311 available under Site Prep Works will have been spent**. A small amount will be required to maintain the business survey contract into 2018.

Up until 31 March 2017, **£93,792 of match funding had been secured to directly help in delivering activity within the plan**. A boost of 27% to the total pot. In addition to this, £10k of funding from the plan was allocated to support the Enterprising Minehead bid made to Coastal Communities Fund. **This contribution helped secure £120k of funding**. While this will not go to delivering work directly in the Strategic Action Plan, it is being used to maximise the potential of invaluable regeneration work in our key town, which in turn will enhance and complement work in the plan.

The Hinkley Tourism Strategic Action Plan is based around three key strategic aims and nine priority areas of work. The following table highlights what has been achieved between January 2015 and March 2017. The current Phase 2 plan will run for a further eight months until December 2017.

Hinkley Tourism Strategic Action Plan 2015-17 - Targets and Achievements				
Priorities	Total allocated S106 budget to Dec -17	Targets	Achieved to 31-Mar 2017	Overview
1. Fostering positive perceptions	£ 40,000	50 pieces of PR activity	41	PR activity generated 26 regional/national articles, 15 local (including competition) 4 press visits took place.
2. Creating a welcoming experience	£ 25,000	15 initiatives to support visitors, TIC's and businesses	14	Figure includes 2 travel plans, 2 sets of visitor and business tools, 1 Welcome International training programme, 6 TIC's supported, 3 new social channels.
3. Monitoring the impacts on industry	£ 46,926	Visitor net promoter score of 70% or more	72%	Two of four visitor surveys completed. Net promoter scores represent the % of visitors that would proactively promote the area to others.
4. Evolving new customer products	£ 20,385	10 new products supported and/or match funded	9	This includes new products, networks or infrastructure (e.g. Steam Coast Trail, England Coast Path, Watchet Boat Museum, Somerset e-book, Watchet CCT, Cheddar Tourism). MATCH FUNDING £53,292

5. Capitalising on digital trends & tools	£ 25,000	30,000 new customers from new marketing tools	37k	Customers generated from the development of new tools such as the Somerset e-book, Secrets PR social media channels and new web content.
6. Delivering targeted marketing campaigns	£ 90,000	50,000 new customers from target markets	0	As of 31 March 2017, planned marketing campaigns had not begun. These are planned for Apr to Aug 2017.
7. Building industry capacity	£ 45,000	5% increase in membership and income	3%	This target is measures growth of Visit Exmoor and Visit Somerset. Service Level Agreements are in place and full results will be known by Dec 2017. Current indication is for 3%.
8. Encouraging higher value growth	£ 25,000	100 employees developing new skills	125	Various training programmes and workshops have been held including COOL Toolkit training, digital and busines workshops and Welcome International session. MATCH FUNDING £40,500
9. Supporting local delivery	£ 25,000	Business confidence to not go below 35%	42%	Industry confidence is measured in business survey. After wave 1 of 8, confidence for the next 12 months was at 42%.
TOTAL Site Prep Works S106 Funding	£342,311			

Tourist Information Centres

A separate Site Prep Works Section 106 allocation exists for supporting the Somerset wide Tourist Information Centres (TIS's) named in the original agreement with EDF Energy. In the past nine months funding support has been continued under target-led service level agreements with Minehead TIC, Porlock Visitor Centre, Watchet Visitor Centre, Burnham-on-Sea TIC, and Cheddar Information Centre. Sedgemoor District Council take responsibility for Burnham and Cheddar.

Minehead

Minehead's 'Enterprising Esplanade' project has been developed through close liaison with the Minehead Coastal Communities Team and takes its lead from the priorities and strategic direction set out in the Minehead Economic Plan developed in 2016. The project aims to tackle some of the key challenges faced by the town. The activity is focussed on the three core areas of People, Place and Business:

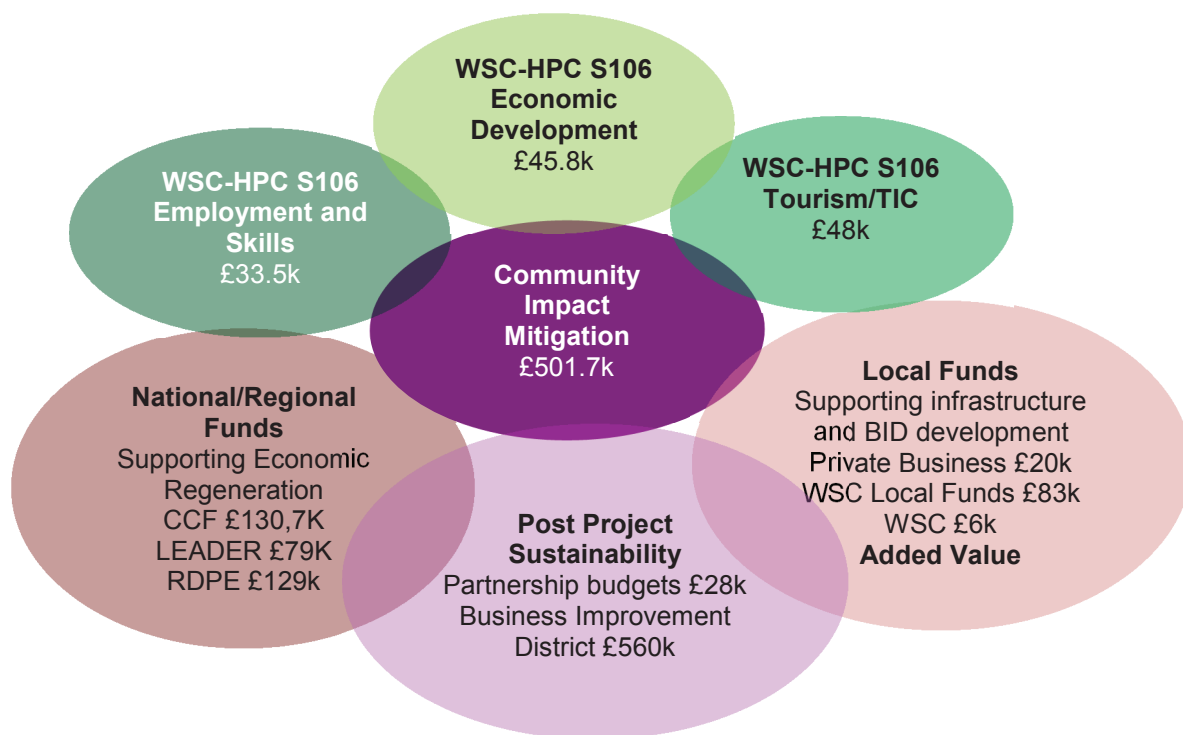
People: The project seeks to establish the town as a Centre of Excellence for training in customer service and hospitality. It will focus on developing more business focussed apprenticeships, improved links between education and business and creating a workforce of tourism ambassadors for the town and surrounding area.

Place: This element aims to fundamentally change the perception of the town. It will transform the seafront through new landscaping and contemporary key attractors to maximise interest. A programme of major events will be introduced, whilst new seafront business opportunities and tourism products will offer visitors more to do, whilst new branding and marketing will promote a lively seafront offering.

Business: This element will support businesses and their employees to excel in customer service. The programme will also aim to develop a Business Improvement District (BID), encouraging business input to significantly add to the momentum of the project and its capacity to develop the town’s competitiveness and sustainability

The team has been working to secure funds for delivery of all aspects of the project. Significantly during this period **£130.7K has been secured from the DCLG Coastal Communities Fund** and in March 2017 the team submitted a **£501.2k bid to the HPC Community Impact Mitigation Fund (CIM)**, the final decision on which is expected in August 2017. A further **£79k bid has just been submitted to LEADER** to assist with seafront development in the form of a new ‘Maritime’ themed interpretation trail to include augmented reality and a central focal point open air gallery as well as a destination website for the town.

The Venn diagram below shows the funding matrix that the team is currently working to in order to secure funds for all aspects of this wide reaching project. £288k has already been secured to match the CIM fund bid. The team will be working on securing remaining funds over the coming year. *NB: figures in the matrix below are indicative only*



Steam Coast Trail

A small amount of economic development allocation (£2,500) was utilised for technical support to assist the Steam Coast Trail project in 2014. This resulted in a successful grant award of £637,050 from the Coastal Community Fund to deliver phase 1 of the multi-user path network and carry out preparatory works for phase 2. The Steam Coast Trail project has since **successfully secured funding of £330,000 to deliver phase 2** of the network from the Hinkley Point C Community Impact Mitigation Fund. West Somerset Council will continue to support the project through assistance with financial management and hosting the role of project officer.

Concluding Comments

During this period the HPC project has increased momentum considerably. The team has been working to ensure that our businesses and communities are best prepared to gain benefit from the development. The intention is also to use the HPC project to affect economic transformation, and with this in mind the team have invested significant time in developing and preparing future projects such as 'Enterprising Minehead' which aims to use the opportunities presented by Hinkley to leave legacy for the town and its residents and its economy.

The Team are:

Gordon Dwyer, Senior Economic Development Officer (S106 funded)

Robert Downes, Senior Tourism Officer (S106 Funded)

Nicki Maclean, Tourism & Economy Projects Officer (S106 / WSC funded)

Emily Wishart, Employment & Skills Officer (S106 funded)

Colleen Blake, Employment Hub Development Officer (CIM project funded)

Briony Turner, Steam Coast Trail Officer (externally funded)

Corinne Matthews, Economic Development & Tourism Manager (externally funded)

Corinne Matthews

Tel: 01984 635287 Email: cmatthews@westsomerset.gov.uk July 2017

Activity delivered between 2013 to 2016 using the HPC site prep works ECONOMIC DEVELOPMENT allocation

£130,641

allocated from HPC site prep works

Business Mentoring (£10k)

20 Mentors recruited and trained
Mentoring Network set up
Over 50 Businesses assigned a mentor
Match secured from LEADER



Post Project legacy -

Cornerstone Mentoring CIC developed and continues to provide a successful service

Data and Research (£15k)

Purchase and maintenance of up to date business data

Businesses targeted with key messages on Hinkley to increase engagement with the project leading to 3rd highest number of registrations on the HPC supply chain portal

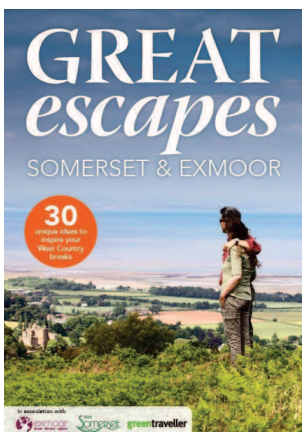
West Somerset promotion within the context of the Hinkley project

Inward Investment promotion and tracking

Business Conference

£228,070

secured in matched funding



Supporting Tourism and Hospitality (£13k)

Marketing for the tourism sector
Skills training raising standards in hospitality
Tourism Toolkit
Refreshed Visit Exmoor website
Great Escapes campaign
Match funding secured from EU Interreg

Food and Drink (£4k)

Food and Drink supply chain and Collaboration Project
Meet the Buyer Event

Literature promoting local food and drink suppliers

Early start up support for Somerset Larder Consortium

'Eat Exmoor' training for chefs using local produce

Match funding for activity secured from LEADER



Supply Chain Enhancement (£20,470)

364 West Somerset Businesses registered on the HPC supply chain portal
 494 'mapped capabilities' of West Somerset Businesses
 35 businesses promoted to main contractors in 2016
 6 Somerset-wide supplier collaborations have secured contracts and 4 others are currently being supported
 Event activity to disseminate key updates to businesses
 Support for regional nuclear collaborative activity

West Somerset Business Conference Nov 2016



Attendee interest on supply chain themes and new management techniques



Small Business and Enterprise Support (£26,171)

Provided from Oct 2015 to Oct 2017 The 'Get Business Get Digital' programme. Workshops on business and digital themes with some tourism focus.

By November 2016:

- 24 business workshops delivered
- 35 hrs of 1:2:1 follow up support
- 45 hrs of mentoring support



Town and Village Centre Support (£20k) and Local Economic Initiatives (£20k)

Professional Masterclasses held for retail businesses
 National Skills Academy workshops for retail
 Roadwork Mitigation Programme for Watchet
 Small project facilitation for a range of initiatives including:
 Porlock shop local; Minehead Vision Group; local signage
 Steam Coast Trail - Preparation of business case and assistance with legal costs
 Coastal Communities and Coastal Revival bid preparatory work

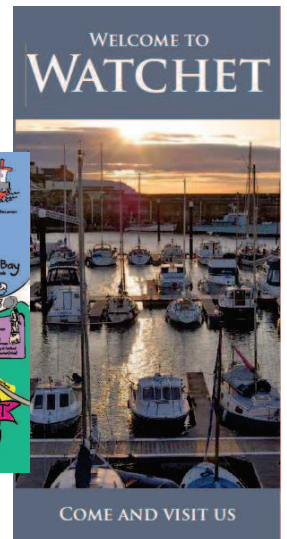


Washford Cross Roadworks Mitigation

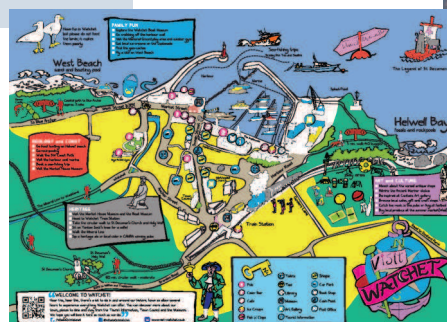
PR Campaign throughout 2015 through Radio adverts, Twitter and Facebook

Welcome to Watchet leaflet

Infographic map



Steam Coast Trail - Preparatory business case and legal costs funded resulting in a further £637k for West Somerset infrastructure



**Appendix E: Summary of activity delivered/supported between 2013 to 2017 using the Section 106 Hinkley Point C
Allocations for Employment and Skills**

Project / Initiative Name	Lead Partner(s)	Other Partner(s)	Target Audience	Output / Outcome	Project Status	Source of Funding from S106 HPC Allocation
2013 Jobs and Career Fair	West Somerset Council and Job Centre Plus		Those seeking employment / to learn new skills	90 attendees	Completed	Community Outreach Operational Budget
Access to Employment Fund	West Somerset Council	West Somerset College and Somerset Skills & Learning	Those seeking employment / to learn new skills	39 assisted to access accredited skills training	Completed	Community Outreach Operational Budget
Currach Project	Minehead Development Trust	West Somerset Council	Those seeking employment / to learn new skills	15 long term unemployed engaged	Completed	Community Outreach Operational Budget
Minehead Sea Angling Community Project	Minehead Development Trust	West Somerset Council	Those seeking employment / to learn new skills	15 engaged	Completed	Community Outreach Operational Budget
Community Employment Hubs (Outcome of the Our Place Project)	West Somerset Council	Multiple	Those with barriers to obtaining work / seeking employment	4 Employment Hubs developed to date, over 300 engagements	Current and Ongoing	Community Outreach Operational Budget
Skills Swap Brokerage (Outcome of the Our Place Project)	West Somerset Council and Onion Collective	Multiple	Engaging those furthest away from the job market into learning activities	60 engagements	Current and Ongoing	Community Outreach Operational Budget
My Futures Programme Careers, Education,	West Somerset Council and	West Somerset College, Dansfield Middle School and	School / College students (future workforce)	9 career focused assemblies, 1110	Current and Ongoing	Community Outreach Operational Budget

Information, Advice and Guidance Sessions	Somerset County Council	Minehead Middle School		engagements to date		
Phoenix Project	West Somerset Council and	Devon and Somerset Fire and Rescue Service, JCP	Those seeking employment / to learn new skills	12 long term unemployed engaged	Completed	Fit to Work
Community Learning Project	West Somerset Children's Centre	West Somerset Council	Engaging those furthest away from the job market into learning activities	12 engaged	Completed	Fit to Work
Access to Training Fund Children Centre	West Somerset Children's Centre	WSC	Engaging those furthest away from the job market into learning activities	3 assisted to access skills training	Completed	Fit to Work
Community Learning / Taster Sessions	West Somerset College	West Somerset Council	Engaging those furthest away from the job market into learning activities	3 roadshows 16 attendees	Completed	Fit to Work
Construction Industry Event	West Somerset Council	HPC, West Somerset College	HPC Jobs Service Engagement	37 attendees	Completed	Fit to Work
Intensive supported training project	West Somerset College	West Somerset Council	Those seeking employment / to learn new skills	14 engaged	Completed	Fit to Work
Upskilling – flexible funding pot	West Somerset Council	West Somerset College	Training for employability	14 assisted to access skills training	Completed	Fit to Work
Digital Skills Project	Somerset Skills & Learning	West Somerset Council	Those seeking employment / to learn new skills	4 engaged	Completed	Fit to Work

HPC Information Sessions	West Somerset Council, Sedgemoor District Council	HPC	HPC Jobs Service Engagement	98 attendees across 2 sessions	Completed	Fit to Work
2015 Pathways to Employment Event	West Somerset Council	Job Centre Plus	Those seeking employment / to learn new skills	375 attendees	Completed	Fit to Work
2017 Recruit West Somerset and	West Somerset Council, Job Centre Plus	Opportunity Plus	Those seeking employment / to learn new skills	205 attendees	Completed	Fit to Work
Transitional Skills Workshops	West Somerset Council, Job Centre Plus	Opportunity Plus	Engaging those furthest away from the job market into learning activities	51 engaged	Completed	Fit to Work

West Somerset

S106 Community Impact Contribution

1) Introduction

1.1 This section reports against the £3,125,810 spent in total from the Hinkley Point C Site Preparation s106 Community Impact contribution and the Annual Community Impact contribution on projects and initiatives in Somerset. Allocation of grants from this fund to third parties have been agreed by the Planning Obligations Board and West Somerset Council in accordance with Site Preparation s106 agreement.

1.2 The aim of the Community Impact contribution and the Annual Community Impact contribution is to support community based projects and initiatives that aim to mitigate the intangible and residual impacts of the HPC development and associated projects on the local communities affected by them which aim to promote or improve the social, economic or environmental wellbeing of those local communities. The funding should be allocated to:

- *Minimise the environmental, economic and social impact whilst maximising the environmental, economic and social benefits of the Development primarily within the administrative boundaries of West Somerset and Sedgemoor but also, where appropriate across a wider area within the County of Somerset;*
- *Direct funding towards community impact and mitigation measures and in doing so, seek to ensure that all funds are used to achieve the most appropriate mitigation of effects arising from the Development;*
- *Attract additional funding from other private and public sector sources where possible.*

1.3 The table below identifies the Community Impact contributions set out in the s106 agreement.

Provision	Purpose	Amount	Available from
Community Impact Mitigation Contribution	Promoting and improving the quality of life in West Somerset	£2,134,529	Implementation of Phase 2 of the Development
Community Impact Mitigation Contribution	Promoting and improving the quality of life in Bridgwater and Sedgemoor	£1,067,264	Implementation of Phase 2 of the Development
Community Impact Mitigation Contribution	Promoting and improving the quality of life in Cannington	£533,632	Implementation of Phase 2 of the Development
Annual Community Impact Mitigation Contribution	Mitigating the intangible and residual impacts of the development	£1,751,748	1 st Anniversary of Phase 2
Annual Community Impact Mitigation Contribution	Mitigating the intangible and residual impacts of the development	£1,843,946 (estimated)	2 nd Anniversary of Phase 2

2) Expenditure

2.1 Table 1 sets out the expenditure to date.

3) Outputs

3.1 Table 2 gives details of the projects funded to date.

4) Added Value

4.1 An objective of the Community and Annual Impact contributions is to attract further match funding from private and public funders into those areas affected by the HPC development. To date projects that have been awarded funding from the Community Impact contribution have secured or are in the process of drawing approximately £5,119,449 into West Somerset, Sedgemoor, Cannington and Stogursey. In addition to this communities have raised approximately £232,743 through community fundraising activities toward their projects.

5) Promotion and Community Engagement activity

5.1 During 2016/17 a range of promotional activities have been carried out to raise awareness of the CIM fund to communities in Somerset and especially those in the most impacted areas. West Somerset Council, Sedgemoor District Council and the public relations team at EDF have promoted the CIM fund through direct emails, newsletters, press releases, posters and through a range of promotional videos on social media websites. The promotional activity was carried out during October and November 2016 and has resulted in a noticeable increase in the number of Expressions of Interest to the CIM fund.

5.2 A number of direct community engagement activities have been carried out. Officers have attended several forums, such as the Somerset VCS forum, the West Somerset VCS forum, the Bridgwater Conversation and the West Somerset Supporting Families forum to interact with the community and begin conversations about the potential impacts of the HPC development and projects that may be suitable for funding.

6) Next Steps

6.1 The HPC Community Fund, administered by Somerset Community Foundation, is currently in the design stage with plans to open the fund to applications in the October 2017. West Somerset Council is working closely with the Somerset Community Foundation to ensure that the application processes for both funds are clear and easy for applicants to navigate while both funds are available.

6.2 Officers will continue to work closely with communities to raise awareness of the Community Impact funding available and to support applicants interested in applying.

6.3 The Planning Obligations Board will continue to review the application and decision making processes to ensure the funding is used as effectively as possible for those communities that are most affected by the development.

TABLE 1 - Expenditure	TOTAL	West Somerset	Sedgemoor	Cannington	1st Annual	2nd Annual	Stogursey
	£	£	£	£	£	£	£
CIM Fund Received(including Inflation Uplift)	6,700,000	2,000,000	1,000,000	500,000	1,600,000	1,600,000	500,000
Inflation Uplift	724,395	134,529	67,265	33,632	151,749	337,220	33,632
TOTAL Received	7,424,395	2,134,529	1,067,265	533,632	1,751,749	1,937,220	533,632
Stogursey Parish Council - Burgage Road Play Area	(90,373)	(90,373)					
Stogursey Earplug scheme							(2,087)
Wembdon Village Hall - New VH & Play Area	(250,000)		(250,000)				
Victory Hall – Stogursey							(200,000)
Somerset Youth & Community Sailing Association	(9,600)		(9,600)				
Tropiquaria - Relocation of primates	(40,000)	(40,000)					
Tropiquaria - Relocation of play area	(37,350)	(37,350)					
Porlock Shellfish Project	(800)	(800)					
Westfield Street Café	(110,000)		(110,000)				
Williton Bowling Club	(13,000)	(13,000)					
Kilve Cricket Club	(22,000)	(22,000)					
Onion Collective	(243,119)	(243,119)					
Williton Parish Council	(250,000)	(250,000)					
Stogursey Football Club	(750)	(750)					
North Petherton Playing Fields	(46,000)		(46,000)				
SDC - Sydenham Together	(60,000)		(60,000)				
Tropiquaria - Marketing	(1,000)	(1,000)					
Bridgwater Education Trust	(18,295)		(18,295)				
Sydenham and Bower FHWG	(200,000)		(200,000)				
Cannington Village Hall	(186,186)			(186,186)			
Victoria Park Community Centre	(14,524)		(14,524)				
Watchet War Memorial Pavilion	(7,500)	(7,500)					
Otterhampton Parish Play Area	(37,820)				(37,820)		
Bridgwater Doctors Cricket Club	(1,000)			(1,000)			
Stogursey and District Victory Hall	(400,000)	(400,000)					
Greenways and Cycle Routes Ltd	(65,000)				(65,000)		
West Somerset Council - Employments Hub	(57,036)	(57,036)					
Bridgwater Town Centre Support Scheme	(116,070)		(116,070)				
Southern Bridgwater and North Petherton Mitigation Scheme	(344,850)		(242,776)		(102,074)		
Watchet Arts Group	(1,000)	(1,000)					
YMCA SC Beach Hotel	(12,500)	(12,500)					
Steam Coast Trail (Phase 2)	(287,950)	(287,950)					
Current Committed Balance	(3,125,810)	(1,464,378)	(1,067,265)	(187,186)	(204,894)	-	(202,087)
Current Uncommitted Balance	4,298,585	670,151	-	346,446	1,546,855	1,937,220	331,545

TABLE 2 - Outputs

Name of Organisation	Name of Project	Date of award	Amount Awarded	Expected completion date	Current Status
Stogursey Parish Council	Burgage Road Play area	17/09/14	£90,373	30/5/15	Project completed. Play equipment now in use by community.
Wembdon Village Hall	Wembdon Village Hall and Playing Fields.	17/09/14	£250,000	1/7/17	Project completed. The hall is being well used by the community. Official opening 21 st July 2017.
Somerset Y & C Sailing Assoc	Purchase of dinghies and extended sailing opportunities	05/11/14	£9,600	1/4/15	Project completed. Dinghies purchased and being used by young people, clubs and schools in Bridgwater.
Porlock Parish Council	Porlock Bay Shellfish project website	02/12/14	£800	1/5/15	Project completed. Website now live and successfully promoting the Community Interest Company
Tropiquaria Ltd	Relocation of primate and animal enclosures	19/11/14	£40,000	1/4/15	Project completed. All enclosures now completed and all animals relocated.
Tropiquaria Ltd	Replacement of play equipment	19/11/14	£37,350	1/6/15	Project completed. Play area completed and now in use.
Westfield United Reform Church	Westfield Street Café	18/03/15	£110,000	1/3/17	Project completed. Now open to the public. Café is well used with a range of activities to provide safe space for young people, reduce isolation, provide a job and IT club and language classes.
Williton Bowling Club	Improvement to Green	04/03/15	£13,000	1/1/16	Project completed. Bowling club extending activities to wider public.
Kilve Cricket Club	New stores and scoreboard	03/06/15	£22,000	1/8/16	Project completed. Facilities being well used a received by community, men's, ladies and youth teams.
Onion Collective	Watchet Boat Museum and Visitor Centre	17/06/15	£243,120	21/7/16	Project Completed. Project has reported significant increase in visitors to boat museum and visitor centre is promoting tourist attractions and activities available.
Williton Parish Council	Williton Pavilion Project	17/06/15	£250,000	31/6/18	Project ongoing- construction not yet started. Building plans amended to incorporate requests from Big Lottery to include meeting room and separate baby changing facilities. Have now secured all funding and ready to begin construction in September 17.
Stogursey Football Club	Goal Posts	5/6/15	£750	22/6/15	Project Completed. Goals purchased and in use by club.

North Petherton Playing Fields	Parkersfield Playing Fields	22/7/15	£46,000	1/12/15	Project completed. Play equipment and BMX track very well received and used by wider community. Community events taking place regularly.
Sedgemoor District Council	Sydenham Together	22/7/15	£60,000	1/4/18	Project ongoing. Together team continue to work collaboratively to support most vulnerable in the community.
Tropiquaria	Marketing	13/7/15	£1000	14/7/15	Project completed. Positive feedback and results from Summer marketing campaign.
Bridgwater Education Trust	Student Business Mentoring Scheme	4/8/15	£18,295	1/1/18	Project on track. Now being delivered by Careers South West (CSW). Delivery progressing well. Celebration event took place in April. Awaiting monitoring report.
Sydenham and Bower Health and Wellbeing Group	Coronation Park Enhancement	16/9/15	£200,000	1/12/15	Project completed. Play equipment and recreation ground now in use.
Cannington Village Hall	Village Hall enhancement project	18/11/15	£186,186	1/8/16	Project completed. Facilities in use by community, monitoring of activity and use ongoing.
Victoria Park Community Centre	Digital Inclusion and Job Club	4/11/15	£14,524	1/7/18	Project on track. Clubs being delivered in partnership with Sedgemoor District Council.
Watchet War Memorial Ground	Pavilion Enhancement project	6/1/15	£7500	4/4/16	Project completed. Improved facilities in use by teams.
Otterhampton Parish Council	Play and Recreation area enhancement	16/3/16	£37,820	31/6/16	Project completed. Now open, well received and used by community. Community events taking place.
Bridgwater Doctors Cricket Club	Cannington Cricket Club enhancements	24/3/16	£1000	1/5/16	Project completed. Equipment being used by teams.
Stogursey and District Village Hall Committee	Victory Hall Project	11/5/16	£400,000	1/6/18	Project not yet started. New plans developed and costed. Seeking match funding opportunities.
Greenways and Cycloroutes Ltd	Brean Down Way	20/7/16	£65,000	1/6/17	Project completed. Very well received by community, cyclists and local businesses. High useage numbers.
WS Employment Hub Network (WSC)	Employment Hub Sustainability Projects	20/7/16	£57,036	1/7/18	Project on track. New hubs now opened in Stogursey and pop up hub in Dulverton.
Watchet Arts Group	Heritage Murals Project	6/9/16	£1000	31/10/16	Project Completed.
YMCA Somerset Coast - Beach Hotel	Kitchen Theatre	2/11/17	£12,500	31/3/17	Project Completed. Kitchen open and in use.
Friends of Steam Coast Trail	Steam Coast Trail Phase 2	22/3/17	£331,710	1/4/2019	Project on track. Negotiations with landowners continue.

Scrutiny Committee – Work Programme 2017/18

August	October	December	January (Budget)	February	TBC
Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	Notes of any Key Cabinet Decisions / Action Points.	West Somerset Opportunity Area Draft Plan – C. Matthews
Somerset Partnership NHS Trust – A. Heron.	Review of the Council Tax Rebate Scheme for 18/19 – H. Tiso	Parking Strategy Overview – C. Hall	Draft Revenue Budget		Homelessness Reduction Act – S. Lewis
Asset Strategy Report – T. May	Updated MTFP – J. Nacey		Draft Capital Budget		Somerset Waste Joint Scrutiny Feedback – R. Lillis?
Update Report on Toilets in West Somerset – C. Hall	Fees and Charges – J. Nacey		Draft Treasury and Investment Strategy		Investment Strategy Protocol – I. Timms
Hinkley Annual Report – A. Goodchild	Budget Options – J. Nacey				Role of Planning Enforcement in WS – T. Burton
Revaluation Relief – D. Emery					