

To:

Members of Scrutiny Committee

(Councillors P H Murphy (Chairman), R Lillis (Vice Chairman), D Archer, A Behan, R Clifford, G S Dowding, B Maitland-Walker, J Parbrook, and R Woods)

Members of Cabinet

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

Our Ref CS

Contact Emily McGuinness emcguinness@westsomerset.gov.uk

Date 30 June 2015

**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 9 July 2015

Time: 3.30 pm

Venue: Council Chamber, Council Offices, Williton

There will be a pre-meeting held in the Grabbist Room at 2.30pm to which all Scrutiny Members are invited.

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

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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 9 July 2015 at 3.30 pm

Council Chamber, Williton

AGENDA

1. Apologies for Absence

2. Minutes

Minutes of the Scrutiny Committee held on 12 June 2015, 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 1 July, 2015 – **TO BE CIRCULATED AT MEETING.**

6. Cabinet Forward Plan

To review the latest Cabinet Forward Plan for the months of July onwards, published on 1 July 2015 – **TO BE CIRCULATED AT MEETING.**

7. Presentation by Tom Maughan – Group Mobilisation Manager – Vocare

Tom Maughan from Vocare will be attending to give a presentation to members outlining the future provision of the NHS 111 service in Somerset.

8. Corporate Performance Report – Quarter 4 Outturn 2014/15.

To consider Report No. WSC 107/15 to be presented by Chris Hall, Assistant Director – Operational Delivery. – **SEE ATTACHED**

The purpose of this report is to provide Members with an update on progress in delivering the Council's corporate priorities and the performance of council services for the period from 1st April 2014 to 31st March 2015. The report also provides an overview of the outcome of the latest Council satisfaction survey.

9. Revenue and Capital Outturn 2014.

To consider Report No. WSC 108/15 to be presented by Steve Plenty, Finance Manager – **ITEM WITHDRAWN**

The purpose of this report is to provide Members with an update along with details of the Council's financial outturn position for both revenue and capital budgets, together with information regarding end of year reserve balances, for the financial year 2014/15.

10. Hinkley Point C – Section 106 Agreement – Community Impact Mitigation Fund.

To consider Report No. WSC 109/15 to be presented by Andrew Goodchild, Assistant Director – Energy Infrastructure. - **SEE ATTACHED**

The purpose of this report is to provide Members with an update on the first 12 months of the operation of the Community Impact Mitigation (CIM) Fund. The purpose of the review is to determine whether or not organisations within West Somerset have access to the necessary information, guidance and support to enable them to make successful applications to the CIM Fund.

11. Scrutiny Committee Work Plan

To receive items and review the Scrutiny Committee Work plan for 2014/15. - **SEE ATTACHED**

Members of the Scrutiny Committee are asked to consider the proposal to include an item in the Scrutiny Work Programme relating to Ambulance Service Provision in West Somerset as detailed in the attached document

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 11 June 2015 at 3.30 pm

Present:

Councillor P H MurphyChairman
Councillor R LillisVice Chairman

Councillor D Archer
Councillor B Maitland-Walker
Councillor R Woods

Councillor A Behan
Councillor J Parbrook

Members in Attendance:

Councillor M Dewdney
Councillor A Trollope-Bellew

Councillor K J Mills

Officers in Attendance:

Assistant Chief Executive and Monitoring Officer (B Lang)
Assistant Director – Operational Delivery (C Hall)
Professional Head of Service, Law and Governance SHAPE Partnership Services(R
Pinney)
Democratic Services Coordinator (E McGuinness)
Administrative Support (A Randell)

SC79 Apologies for Absence

Apologies were received from Councillors M Chilcott, R Clifford, S Dowding and K Turner.

SC80 Minutes

(Minutes of the Meeting of the Scrutiny Committee held on 12 March 2015 – circulated with the Agenda.)

RESOLVED that the Minutes of the Scrutiny Committee held on 12 March 2015 be confirmed as a correct record.

SC70 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 P H Murphy	All Items	Watchet	Personal	Spoke and voted

SC71 Notes of Key Cabinet Decisions/Action Points

(Copy of Notes of Cabinet Decisions/Action Points, circulated with the agenda.)

RESOLVED that the Key Cabinet Decisions/Action Points from the meeting held on 3 June 2015, be noted.

SC72 Cabinet Forward Plan

(Copy of the Cabinet Forward Plan published 3 June 2015, circulated with the agenda.)

RESOLVED that the Cabinet Forward Plan published on 3 June 2015, be noted.

SC73 Exclusion of the Press and Public

Resolved that the press and public be excluded from the meeting for the following item because of the likelihood that exempt information would otherwise be disclosed relating to Clause 3 of Schedule 12A to the Local Government Act, 1972 and the public interest in withholding the information outweighed the public interest in disclosing the information to the public.

SC74 Street and Toilet Cleaning Services Contract

The purpose of the report was to set out the history of the Veolia contract and sought support from the Scrutiny Committee to extend this for a further 12 months.

The report outlined the background information to the contract. An introduction to the report was given by Councillor M Dewdney along with further contributions from the Assistant Director- Operational Delivery and the Professional Head of Service – Law and Governance.

The recommendations were proposed by Cllr Murphy and seconded by Cllr Lillis.

Resolved that:-

- (i) Scrutiny members supported the recommendation to Cabinet to extend the existing contract for 12 months.
- (ii) Scrutiny members supported the use of the saving to deliver the functions as identified.

SC75 **Scrutiny at West Somerset Council – Member Training Session.**

Emily McGuinness presented a training session for members of the Scrutiny Committee on the role and processes of Scrutiny and the role members play in supporting the Scrutiny process.

The meeting closed at 4.45 pm.

Report Number: WSC 107/15
Presented by: ANTHONY TROLLOPE-BELLEW, LEADER OF THE COUNCIL
Author of the Report: PAUL HARDING, CORPORATE STRATEGY AND PERFORMANCE
Contact Details: MANAGER

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Report to a Meeting of: SCRUTINY
To be Held on: 9 JULY 2015

Date Entered on Executive Forward Plan [Click here and type Date]
Or Agreement for Urgency Granted:

CORPORATE PERFORMANCE REPORT – QUARTER 4 – OUTTURN 2014/15

1. PURPOSE OF REPORT

- 1.1 This report is to provide Members with an update on progress in delivering the Council's corporate priorities and the performance of council services for the period from 1st April 2014 to 31st March 2015. The report also provides an overview of the outcome of the latest Council satisfaction survey.

2. CONTRIBUTION TO CORPORATE PRIORITIES

- 2.1 The performance report monitors and reports on the delivery of the corporate priorities, the associated objectives and actions.

3. RECOMMENDATIONS

- o That Scrutiny notes performance in 2014/15 and highlights any matters of particular concern to the Cabinet.

4. RISK ASSESSMENT (IF APPLICABLE)

Risk Matrix

Description	Likelihood	Impact	Overall
The key risk is that the Council fails to manage its performance and use the subsequent information to inform decisions and produce improved services for customers.	Likely (4)	Major (4)	High (16)
<i>The mitigation for this will be the continued strong leadership from Lead Members and JMT to ensure that performance management remains a priority.</i>	Unlikely (2)	Major (4)	Medium (8)

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 the mitigation measures have been actioned and after they have.

5. **BACKGROUND INFORMATION**

- 5.1 Regularly monitoring our performance is a key element of the Council's Performance Management Framework.
- 5.2 During 2014/15, performance reports have been presented to Cabinet quarterly. In quarters 2 and 4 reports have also been provided to Scrutiny. Performance reports are also reviewed quarterly by the Councils full senior leadership team.
- 5.3 There are **114** measures in total which are reported. These are split over three areas. The first two areas are the Council's two corporate priorities; where there are 29 and 46 measures respectively. The third area relates to service performance indicators of which there are 39 reported measures.
- 5.4 The full performance report is attached at **Appendix A**. Each action/measure is given a coloured status to provide the reader with a quick visual way of identifying whether it is on track or whether there might be some issues with performance or delivery or an action. The key used is provided below:

Key	
Green	-Target or milestone met -progress is on track (where action extends beyond 31st March 2015)
Amber	- Minor delay - Variance from target or uncertainty (in the case of project milestones which extend beyond 31 st March 2015) - Negative trend, in the case of measures
Red	- Significant delay or significant variance from target.

- 5.5 A summary of the performance headlines is provided below.

5.6 **Corporate Priority Indicators 1 - LOCAL DEMOCRACY**

RED	AMBER	GREEN	NOT DUE	TOTAL
0	7	21	1	29
0.00%	24%	73%	3%	

There are no 'Red' indicators relating to this corporate priority.

5.7 Corporate Priority Indicators 2 - NEW NUCLEAR DEVELOPMENT AT HINKLEY POINT

RED	AMBER	GREEN	NOT DUE	TOTAL
10	4	32	0	46
21%	9%	70%	0.00%	

There are **ten** 'Red' indicators relating to this corporate priority:

- **One** relates to provision of **empty property grants** which was delayed due to delays in WSC receiving Hinkley funding (see 5.1.4 page 10 of Appendix A)
- **Six** of these relate to delivery of **affordable homes** where delivery was anticipated within 2014/15 but have been delayed for a variety of external reasons beyond the control of the Council (see 5.2.2 to 5.2.7 page 10 & 11 Appendix A).
- **One** of these relates to delivery of 15 **low cost home improvement loans**. At the end of March 2015 7 loans had been approved and a further three were in progress. This is demand led. Low cost products are not as attractive in times such as now where standard bank interest rates are also running at low rates. However, there is more the Somerset West Private Sector Housing Partnership can do to promote these products (see 5.4.1 page 11 Appendix A)
- **Two** relate to developing a **programme of investment for ecology funding** provided to the Council. This has been delayed due to the Major Projects Officers being no longer in place. An equivalent post of planning lead once the overall position on the Hinkley Point C project is clear (see 7.1.1 and 7.1.2 page 13 Appendix A).

5.8 Service Performance Indicators

RED	AMBER	GREEN	NOT AVAILABLE	TOTAL
3	3	28	5	39
8%	7%	72%	13%	

There are **three** 'Red' service performance indicators. They are:

- **One** relates to the percentage of **Environmental Health requests** completed within 60 days. The target was to complete 75% requests within this timescale. However the average for the year was 66% completed within this timescale (compares to 67% 2013/14).

The overall performance was affected by the performance in Q4 being lower than usual. This was due to more complex complaints being investigated and the investigations taking longer where enforcement action has been taken. For example light nuisance, defective drainage complaint, noise from licensed premises in Minehead. This is a demand led service which is exposed to volatility in the number of requests received which can often not be anticipated or planned for (see KPI 56a page 16 Appendix A)

- **One** relates to the percentage of households making **homeless applications** where the applicant is accepted as statutorily homeless. The target was for 23% or fewer applications to be accepted as statutorily homeless. In 2013/14 15.68% of applications

were accepted as statutorily homeless whereas for 2014/15 the figure is 29.25%. However, this change is not in fact indicative of a change within our client base but instead reflects a change of approach, introduced part way through 2014/15, in how those who submitted a homeless application but then subsequently failed to attend an appointments with housing officers were treated for the purposes of this calculation (see KPI 46 page 18 Appendix A).

- o **One** measure relates to the average end-to-end time taken to complete **disabled facilities grants**. The target set at the start of the year was for the average time between when the recommendation is received by the Council (Somerset West Private sector Housing Partnership) to the date that the grant is completed. This measure is an indication for how long clients are waiting with us from when the Occupational Therapist has submitted the application. The average has risen to 61 weeks during 2014/15. This is primarily a result of the Council reducing the budget available to undertake this work and consequently demand is far outstripping supply (see KPI 52 page 19 Appendix A).

6 Annual Council Satisfaction Survey

- 6.1 As in previous years the survey was sent out with the annual Council Tax bills. The survey was also available online at www.westsomersetsays.com . Links to the survey were also provided via the council's Facebook and Twitter pages.
- 6.2 A summary of the results of the annual satisfaction survey (compiled from results received at 1 June 2015) are provided as **Appendix B**.
- 6.3 785 completed surveys were received by the 1st June 2015. This is a **14% increase** on last year (667).
- 6.4 Overall the survey shows good satisfaction with council services. Across all services listed the average satisfaction is **79%**.
- 6.5 **81%** of respondents were satisfied with the way in which WSC runs things. This is almost identical to last year and is encouraging during a period of significant change in how the Council delivers its services to the public in conjunction with Taunton Deane Borough Council.
- 6.6 **83%** of respondents agreed that the Council provides value for money. This is the same as for 2014, which had shown the highest level of satisfaction in the past 4 years.
- 6.7 388 comments were received in relation to the survey. This compares to 290 in 2014. These comments have been shared with all members via the Corporate PAG papers for the 24 June 2015 meeting as well as with the Councils senior leadership team.

7. FINANCIAL/RESOURCE IMPLICATIONS

- 7.1 As set out in the financial outturn report on the Scrutiny agenda for 9th July 2015.

8. COMMENTS ON BEHALF OF SECTION 151 OFFICER

- 8.1 As set out in the financial outturn report on the Scrutiny agenda for 9th July 2015.

9. EQUALITY & DIVERSITY IMPLICATIONS

Members need to demonstrate that 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

- 9.1 This report provides an update on performance and does not recommend implementation of new services, policies, practices or changes to service provision which might impact on service users or staff. Therefore officers have not identified any clear equality and diversity implications relating to this report.

10. CRIME AND DISORDER IMPLICATIONS

None directly within this report.

11. CONSULTATION IMPLICATIONS

- 11.1 This report includes measures relating to customer satisfaction at a service level as well as the results of the annual Council survey.

12. ASSET MANAGEMENT IMPLICATIONS

- 12.1 None directly within this report.

13. ENVIRONMENTAL IMPACT IMPLICATIONS

- 13.1 None directly within this report.

14. HEALTH & WELLBEING

Demonstrate that the authority has given due regard for:

- People, families and communities take responsibility for their own health and wellbeing;
- Families and communities are thriving and resilient; and
- Somerset people are able to live independently.

15. LEGAL IMPLICATIONS

- 15.1 None directly with this report

Progress Against Corporate Priorities & Service Measures /Targets

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
PRIORITY 1. LOCAL DEMOCRACY					
Objective 1 Local democracy and accountability remains within West Somerset by working with Taunton Deane Borough Council to establish and implement shared service delivery models that deliver effective, efficient services					
Key Task 1.1 Working with TDBC to establish and implement shared services by April 15. With Tiers 2,3 & 4 in place, design the proposed structures by 31st May and implement by 1st Aug 2014 for service leads/supervisors With service leads/supervisors in place, design the proposed structures by 31st Oct and implement by 1st Feb 2015 for service teams	1.1.1	JMT to receive and sign off the proposed structures for service leads/supervisors	31-May-14	Completed Q1	GREEN
	1.1.2	Recruitment process undertaken and service leads/supervisors structure in place	01-Aug-14	Completed The majority of tier 4/5 structure in place by 1 Aug 2014. Business Growth service restructure was in Place Dec 2014. Private Sector Housing structure was in place 1 March 2015.	GREEN
	1.1.3	JMT to receive and sign off the proposed structures for Service Teams	31-Oct-14	Completed	GREEN
	1.1.4	Recruitment process undertaken and Service Teams structure in place	01-Feb-15	Completed Structure below tier 5 was in place 1 Feb '15	GREEN
	1.2.1	Legal Services – take business case through the democratic process	01-Jan-15	The business case was presented to Mendip Scrutiny on 24 Nov, then to TDBC Corporate Scrutiny on 20 Nov and 12 Jan. MDC, TDBC and WSC Executive/Cabinets approved the business case during January.	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Key Task 1.2 Undertake the work required to deliver the shared services implementation plan including: Subject to acceptance of the business cases, implement the proposals for service transformation of Legal Services & Building Control as the services identified as suitable for fast tracking and any other fast track opportunities that arise by 31st March 2015	1.2.2	Legal Services - Implement the approved business case in accordance with the agreed timescales	31-Mar-15	Completed The Legal Shared service partnership when live 1 April '15 with all staff TUPEd to Mendip DC as the host authority.	GREEN
	1.2.3	Building Control - take business case through the democratic process	01-Jan-15	Completed The Building Control Partnership recommendations were approved by WSC's Council on 15 April '15 and by TDBC's council on 31 March '15	GREEN
	1.2.4	Building Control -Implement the approved business case in accordance with the agreed timescales	31-Mar-15	Following the business case being taken through the democratic process, details regarding savings, cost/sharing, support service provision etc need to be finalised. Current proposals are that the inter-authority agreement to be drafted ready for sign-off by End June '15 and the go live date for the partnership still planned for 1 July with ICT provision/enablement to be in place by Sept '15.	AMBER
	1.2.5	Senior Leadership Team (SLT) to receive and sign off the service transformation programme	31-Dec-14	Work continues regarding the next stage of transformation. Senior leadership discussions continue. Members workshops have been held and a JPAG session held in March that focussed on the transformation phase. Further work will commence following the May elections.	AMBER
	1.2.6	Approve the progress of any other fast track/quick wins – including completion of business case and its sign-off via the democratic process	31-Mar-15	This action will follow key action 1.2.5	AMBER
	Key Task 1.3 Undertake the technology actions to support joint working and shared services including the introduction of common platforms for email account/calendars an	1.3.1	Communication line in place between TDBC & WSC	30-Jun-15	Completed
1.3.2		Shared domain implemented and rolled out to all staff	31-Mar-15	Completed	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
integrated phone system, printing and flexible office space enabling staff and Members to work more effectively by 31st March 2015	1.3.3	Shared Intranet – delivering the ICT capability/in place (Sharepoint)	31-Mar-15	Shared intranet in place and the content and capability now being developed and tested. Roll-out and associated training scheduled for May-June '15.	GREEN
	1.3.4	SLT to oversee the progress, delivery of the capability and roll-out of ICT functionality in line with the programme plan.	31-Mar-15	ICT progress is reported via the highlight report that is presented to the JMASS Joint Project board (JPB) whose membership includes all members of SLT. ICT update meetings are held weekly to track progress against the project plan	GREEN
Key Task 1.4 Undertake HR actions required to support a review of terms and conditions and the implementation of any required changes by 1st April 2015	1.4.1	Terms & Conditions reviewed and any amendments requiring approval to go through the democratic process and working with UNISON	31-Mar-15	Terms and Conditions review underway. The scoping document was presented to JPB of 19 Feb, JPAG of 3 March and JUB on 11 March. Supporting data on Terms & Conditions and costs are currently being refreshed and research on national practice and trends are being gathered. Work is on track for completion and new T&Cs to be in place by 1 April '16	AMBER
	1.4.2	Review and harmonise HR policies where appropriate and any changes requiring approval to go through the democratic process	31-Mar-15	Policies affecting staff that remain on WSC terms have been updated to reflect that legal changes required. The majority of policies will be updated as part of the T&Cs review (see action 1.4.1)	AMBER
Key Task 1.5 By 31st March undertaken corporate/governance work to review policies and align where necessary, the development of a performance management framework and financial monitoring that supports the requirements of the joint management and shared services programme	1.5.1	Review TDBC & WSC's constitutions and align where appropriate and any changes requiring approval to go through the democratic process	31-Dec-14	At WSC, there is now more delegated authority to make minor changes to the constitution (and aligns with TDBC delegated powers) More substantial changes will be incorporated ready for full council(s) approval by the end of the 2015 calendar year.	AMBER
	1.5.2	Review and align performance Management frameworks of TDBC & WSC where appropriate	31-Mar-15	Preparatory work undertaken. To roll into 2015/16.	AMBER
Key Task 1.6 Draft and implement a strategy and supporting plan for internal and external	1.6.1	Work with the LGA Comms support re: Comms	31-Mar-15	Matt Nicholls LGA/Comms continues to support TDBC/WSC regarding communications and engagement associated with JMASS and the preparation for the transformation phase.	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
communications to support the shared services and service transformation programme during 2014/15.	1.6.2	Internal Comms: - Launch new shared Newsletter - Set up shared Intranet	31-Mar-15	The One Team newsletter is produced monthly See action 1.3.3 regarding the shared intranet.	GREEN
Objective 2 Identify additional savings, income generation and maximise existing and new funding opportunities to secure financial sustainability by March 2016					
Key Task 2.1 Deliver 2014/15 budget savings and income generation by April 2015. Achieve savings of £78,177 as a proportion of the overall savings from the WSC budget	2.1.1	Monitor the delivery of the 2014/15 savings target of £78,177 and report progress to Performance & Corporate PAG	31-Mar-15	This is the total of the breakdown of savings is shown in 2.1.2 to 2.1.7 below	GREEN
	2.1.2	Interest payments due on external loans(£42,850) – repayment of existing loan – ensure budget has been reduced	Jul-14	As part of the 2014/15 final budget process it was agreed to move this saving to 2015/16.	NOT DUE
	2.1.3	External Audit (£2,982) – Decrease in Audit fee – ensure budget has been reduced	Apr-14	Completed - Q1	GREEN
	2.1.4	Staff- Post 83 Accounting Technician(£26,423)- vacant post to be deleted – ensure budget has been reduced	Apr-14	Completed - Q1	GREEN
	2.1.5	Staff –shared senior management(£11,400) – ensure budget has been reduced	Apr-14	Completed - Q1	GREEN
	2.1.6	Home Improvement Agency Contact (£22,710) - Negotiated Reduction In Contract	Apr-14	Completed - Q1	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	2.1.7	Staff- Post 66 Housing Options & Advice Officer (£14,662) - Reduction in Hours to 3 days per week	Apr-14	Completed - Q1	GREEN
Key Task 2.2 Identify 2015/16 budget savings and income generation opportunities as part of the budget saving process by Feb 2015.	2.2.1		Feb-15	On track as part of 2015/16 budget setting	GREEN
Key Task 2.3 Monitor and review levels of income from New Homes Bonus and Business Rate Retention and assess any subsequent impact on Medium Term Financial Plan	2.3.1		Feb-15	Monitored throughout 2014/15 as part of the budget monitoring process, which will in turn feed into the Medium Term Financial Plan	GREEN

PRIORITY 2. NEW NUCLEAR DEVELOPMENT AT HINKLEY POINT

Objective 3. Communities in West Somerset can access and understand the process for accessing funding opportunities provided for by the development at Hinkley Point and are supported in delivering funded projects and initiatives					
Key Task: 3.1 To explain to the West Somerset community the	3.1.1	Review and publish the agreed Expression of Interest Form for the Community Impact mitigation fund with the joint Planning Obligations Board	Mar-15	Action complete during Q1 2014	GREEN
	3.1.2	Review and publish an agreed Funding Strategy for the community impact mitigation fund with the joint Planning Obligations Board	Mar-15	Action complete during Q1 2014	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
agreed process for communities and organisations to access and bid for funding, maximising the potential investment in West Somerset from Hinkley Point related funding once funding becomes available	3.1.3	Review and publish an agreed set of Frequently Asked Questions for the community impact mitigation fund with the joint Planning Obligations Board	Mar-15	Action complete during Q1 2014	GREEN
	3.1.4	Review and publish an agreed set of Guidance Notes for the community impact mitigation fund with the joint Planning Obligations Board	Mar-15	Action complete during Q1 2014	GREEN
	3.1.5	Publish agreed set of principles for the operation of the Board with the joint Planning Obligations Board	Mar-15	Action complete during Q1 2014	GREEN
Key Task: 3.2 To improve the community's understanding of the funding available from WSC and Somerset Community Foundation through production of a communications strategy to be launched once each phase of funding becomes available	3.2.1	Review and operate an agreed communications strategy with the joint Planning Obligations Board	Mar-15	Informal discussions have been held with the Planning Obligations Board to discuss the content of the review. The review will formally be carried out in May 15. Activities continue to be delivered in line with the objectives of the current strategy. A publicity campaign and a range of community engagement events are due to be delivered during summer 2015.	AMBER
	3.2.2	Maintain the Councils website, hosting the funding information and outputs from Key Task 3.1	Mar-15	All minutes and notes of the Planning Obligations, Board, committee papers and decisions have been uploaded to the website. The Expression of Interest form and guidance has been reviewed and amended.	GREEN
	3.2.3	Work with key affected communities to advise and explain process for accessing funding opportunities <ul style="list-style-type: none"> • Organise a high quality conference aimed at inspiring and instilling vision within the Community with fringe events aimed at raising capability and skills by March 2015. • Develop in partnership key priorities for the communities of West Somerset that will strategically influence and guide project development and delivery by September 2014. • Build resilient and strong partnerships that can deliver and lead community projects that meet current and future local needs and wants by March 2015. 	Mar-15	Engage WS, and the Housing and Communities project team continue to support organisations to plan effective projects and complete bids for funding. There has been a marked improvement in the quality of bids coming forward for funding and an increase in the number of bids being approved. A publicity campaign and a range of community engagement events are due to be delivered during summer 2015.	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Key Task: 3.3 To support the community during the bidding process, maximising the number of successful bids and potential investment in West Somerset	3.3.1	Work with key affected communities to identify priorities for funding, along with identifying and help source match funding, for presentation to the Planning Obligations Board	Mar-15	Increased support and communications to establish community priorities and assist applicants are described within the Q4 update for 3.2.3. Further capacity has been secured within the Housing and Community Development Project team to support applicants and Engage WS continue to work closely with applicants to bring forward successful bids.	GREEN
	3.3.2	Support appropriate bids from communities in West Somerset if they are compliant with the criteria set out in the s106 legal agreement for funding at the bi-monthly Planning Obligations Board meetings and vote in favour.	Mar-15	During the last round of applications (Deadline 1st January) 4 bids were presented to POB, 2 of which were from West Somerset organisations. 1 was supported by WSC officers as it fully met the criteria, this application was approved by the POB.	GREEN
	3.3.3	Present recommendations from the bi-monthly Planning Obligations Board meeting to Cabinet / Council for approval	Mar-15	All of the recommendations from the Planning Obligations Board have been presented to Cabinet and Council (if required) in accordance with the timetable set out on the CIM Fund information pages on the Council's website.	GREEN
Key Task: 3.4 By March 2015 develop a programme of investment within West Somerset for the leisure funding provided directly to the council from the development at Hinkley Point	3.4.1	Develop, using existing evidence, an investment strategy for the leisure contributions	Nov-14	Somerset Activity & Sports Partnership (SASP) have presented their report and recommendations to Officers, this will be presented for approval to the Planning Obligations Board and subsequently to Cabinet in July 2015 to make recommendations to Full Council. All background work delivered to time. Delay associated with democratic approval process.	AMBER
	3.4.2	Identify and secure match funding opportunities for the leisure contributions and submit proposals to the WSC Planning Obligations Group	Jan-15	SASP have presented their report and recommendations to Officers, this will be presented for approval to the Planning Obligations Board and subsequently to Cabinet in July 2015 to make recommendations to Full Council. All background work delivered to time. Delay associated with democratic approval process.	AMBER
	3.4.3	Present funding allocations to Cabinet / Council for approval	Mar-15	SASP have presented their report and recommendations to Officers, this will be presented for approval to the Planning Obligations Board and subsequently to Cabinet in July 2015 to make recommendations to Full Council. All background work delivered to time. Delay associated with democratic approval process.	AMBER
Objective 4. The economic opportunities that arise from the development and associated activities are maximised					

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Key Task 4.1 Work with key partners and EDF Energy to support businesses and the local working age community to gain economic benefits from the development in terms of contracts awarded to local suppliers and increased employment opportunities	4.1.1	Effectively maintain and use the business database to segment business sectors and target those businesses with timely and appropriate communications and information relating to the HPC Project. Provide an update report to the Economic Development PAG on the use of the data.	Quarterly	A simple funding application system is in place with funds made available to assist businesses with achieving specific certification as a requirement of the supply chain such as ISO and SALSA. General information was disseminated to all businesses via the business rates bills in relation to signing up and updating registrations on the business supply chain portal as well as on general business support available from the Economic Development Team at the Council.	GREEN
	4.1.2	Provide bespoke business support activity to build the capacity and capability of businesses within the Facilities Management and Construction sectors To enable them to realise the opportunities offered by the HPC Project and other developments. Provide an update report to the Economic Development PAG	Quarterly	A further 16 local employees participated on the second Welcome Host Gold training in March and successfully completed the accreditation. Some employees have gone on to participate in further training activity. This quarter has seen direct dialogue with 22 businesses regarding specific business issues. These have received signposting to specific support relating to their needs. A further 10 businesses have had financial support made available to them following their successful application to a small grants scheme. Specific support for Watchet during road works at Washford Cross has included the production and dissemination of nearly 40,000 promotional leaflets across the County. Facebook and Twitter campaigns have also been set in motion to promote the town.	GREEN
Key Task 4.2 Work with key partners and EDF Energy to provide suitable access to skills, training and employment opportunities to benefit local residents and ensure that local businesses have the access to the skilled workforce that they require	4.2.1	Address identified skills gaps and raise attainment levels through delivering packages of support to ensure that individuals are suitably prepared and skilled for work and are able to make the most of job opportunities. Raise aspirations and improve motivation through developing knowledge of local employment and training opportunities and associated progressions routes. Report progress to Economic Development PAG	Quarterly	Contract in place in preparation to launch a "Skills Swap Brokerage" based in Watchet as an informal way of skills development within the community. Activity will commence in Q1 of 2014/15. This has been developed with partners as part of the Our Place Project with WSC as the lead partner	GREEN
	4.2.2	Address identified barriers which are restricting individuals' access to employment and training opportunities. This includes lack of basic skills and IT skills, (mental) health issues, criminal activity / anti-social behaviour and homelessness. Work with the Pre Employment and Skills Steering Group to direct appropriate activity. Report progress to Economic Development PAG	Quarterly	The "Our Place" operational plan was submitted and accepted by Locality in March. This provides a strategic framework for employment and skills activity in West Somerset. Along with other projects recently launched, as part of this activity a "Passport to Employment" will also be set up for pupils at West Somerset College to help them keep records of their skills achievements.	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Key Task 4.3 Work with tourism partners to mitigate the negative effects of the development and take advantage of any opportunities created.	4.2.3	Provide access to mentoring, training and employment opportunities for the long term unemployed through delivery of programmes of training identified as an element of action Expand and enhance the provision of appropriate training opportunities to support those furthest away from the labour market.	Quarterly	Employment Hubs launched in February in Williton and Watchet. Early indications are very positive in terms of the number of users and early success with two users finding employment.	GREEN
	4.3.1	Work with the Hinkley Action Tourism Partnership to adopt a clear strategy and SMART action plan using the on-going development of the Cool Tourism Project to put into place pilot projects and activity within business networks to test the effectiveness of the strategic aims.	June 14 & Quarterly	The HTAP Strategy was signed off by the HTAP Board with the costed first years Action Plan (£160K) and agreed by WS Council on 4th February. The funding is aligned to delivering against the following priorities (1) Improving the Visitor Experience (2) attracting and retaining customers (3) increasing industry resilience. In addition to this a Visitor Monitoring Survey has been commissioned. Work continues to support the three WS TIC's with regular meetings held. A newsletter aimed at the Tourism Industry has been launched and is co-ordinated by Minehead TIC.	GREEN
	4.3.2	Fully develop 2 new tourism business related networks linked to <ul style="list-style-type: none"> • Dunster; • Coleridge way; and use the lessons learnt to replicate activity over at least two other business networks including Porlock . <p>Provide a package of support to each network to include IT training, research, marketing and promotion Report on progress of both tasks to Economic Development PAG</p>	Quarterly	The Interreg Project that WS has been a partner in 'Cool Tourism' has come to an end, with a number of positive outcomes. A presentation was made in advance of the March Council meeting. A sub-site of Vist Exmoor for Minehead Tourism has been developed and has gone live. Development work is being undertaken with Partners to bid for the Interreg Programme (2015-2018) to extend the Cool activity. The town of Watchet is being supported with promotion and marketing activity to help mitigate the impacts of the closure of the B3190 during the construction of the Washford X roundabout.	GREEN
Objective 5. The availability of housing supply within West Somerset is increased if funds become available to mitigate					
Key Task 5.1 Using the Hinkley Point Housing Fund to provide 100 additional bed spaces in the West Somerset area by 31st	5.1.1	Submit a bid for use of the Hinkley housing fund to the Planning Obligations Board detailing the proposed interventions to deliver the key task.	Mar-15	POB Bids agreed on 2nd December were further agreed by Cabinet on 7th January 2015 and Full Council on 21st January 2015	GREEN
	5.1.2	Facilitate the delivery of 15 bed spaces by housing associations in priority areas through Implementation of their Downsizing Policies.	Mar-15	7 additional bedspaces were freed up in the 4th Quarter (18 in the financial year). The recruitment process is well under way for the Post to be hosted by Magna and funded through the Hinkley Housing Fund	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Facilitate the delivery of 30 affordable homes within the West Somerset area by 31st Mar 2015	5.1.3	Work with private developers to maximise opportunities in conjunction with the fund to bring forward both open market and affordable homes on sites in <ul style="list-style-type: none"> • Watchet • Williton 	Mar-15	Discussions are ongoing and additional dwellings will be identified as part of the process	GREEN
	5.1.4	Provide empty property grants and advice to deliver an additional 30 bed spaces over and above the requirements of Key task 5.3	Mar-15	This target has not been met due to delays in securing Hinkley funding the first properties have been referred to Chapter 1 and further suitable properties are being identified. The issue here was simply one of the timing of funding.	RED
Key Task 5.2 Facilitate the delivery of 80 affordable homes within the West Somerset area by 31st Mar 2015	5.2.1	Facilitate the delivery of the remaining 15 additional affordable homes at Brackensfield (Silvermead) Alcombe	Mar-15	All homes complete and occupied	GREEN
	5.2.2	Facilitate the delivery of 8 additional homes to rent at Ellicombe, Minehead (Subject to Planning Approval)	Mar-15	Development is on site in line with the original planning application which will deliver 8 affordable homes in 2015/16. Appeal has been lodged against the Planning Committee decision to refuse a new scheme which will see the affordable housing numbers rise by 1 to 9.	RED
	5.2.3	Facilitate the delivery of 20 additional affordable homes at Townsend Farm in Carhampton	Mar-15	Development is on site and affordable homes will be delivered in 2015/16	RED
	5.2.4	Facilitate the delivery of 19 additional affordable homes at Seaward Way in Minehead	Mar-15	Dependant on sale of land .	RED
	5.2.5	Facilitate the delivery of 4 additional affordable homes to rent on the Croft House site in Williton	Mar-15	Development is on site and affordable homes will be delivered in 2015/16	RED
	5.2.6	Facilitate the delivery of 18 additional affordable homes to rent in Watchet	Mar-15	No further update - delayed by Developer	RED

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	5.2.7	Facilitate the delivery of 4 additional affordable homes for low cost sale in Watchet (Subject to Planning Approval)	Mar-15	No further update - delayed by Developer	RED
Key Task 5.3 To work with landlords and owners of empty properties to return 55 back into use across West Somerset with priority on the eastern area parishes	5.3.1	Return 55 back into use across West Somerset	Mar-15	35 empty properties brought back into use in Quarter 4 following an intervention. Makes a total of 143 for the year.	GREEN
Key Task 5.4 To work with landlords and owners to bring properties up to the Decent Homes Standard making them available for use across the West Somerset area	5.4.1	In partnership with Wessex Home improvement Loans deliver 15 low interest loan products	Mar-15	Year to date there have been 9 referrals, 7 completed 4 cancelled and 3 ongoing. Interest in the loans has been low due to a) people not wanting to take out the loan when they have contacted the team to enquire about assistance and b) SWPSHP haven't promoted the scheme that well due to low level of resources available. SWPSHP are currently working with Wessex on a new promotion exercise. There is a workshop coming up in May for SWPSHP staff to attend with Wessex, to look at the recent promotion pilot in the West of England. West Somerset are not alone in this, loan take up is of concern in the South West area and nationally.	RED
	5.4.2	Delivering 30 Disabled Facilities Grants (Budget has reduced for DFGs and therefore target has come down to 30 (from 40 last year).	Mar-15	30 completed by year end.	GREEN
	5.4.3	Improving 15 privately rented properties to the minimum standard (target reduced from 55 homes - agreed at Housing PAG Sept 2014)	Mar-15	There have been 23 interventions in the year where an intervention lead to improvement.	GREEN
Objective 6. The development at Hinkley Point is carried out in accordance with approved plans and ensuring that the council actively monitors the development and responds to any complaints received in a timely and sound manner					

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Key Task 6.1 When significant development commences on the Hinkley Point C site to establish and maintain thereafter a programme of site visits to Hinkley Point and associated development sites to ensure that the development is carried out in accordance with the approved plans	6.1.1	To make at least one planned / un-planned visit to Hinkley Point and associated development sites every 2 months	Mar-15	Visits and liaison are continuing with EDF and the HP officers group.	GREEN
	6.1.2	To monitor compliance with planning conditions / requirements and obligations through regular meetings / observations	Mar-15	HPC EHO liaising with colleagues at HPC, planning and the Hinkley officers group	GREEN
	6.1.3	Investigate and respond proactively to complaints received in relation to the development being carried out at Hinkley Point within 10 working days	Mar-15	Complaint regarding noise from the site investigated within the EH team and communication made with EDF team. noise monitoring results requested.	GREEN
Key Task 6.2 To monitor and publicise Noise and Air Quality Data on the Councils website to enable communities affected to access data and, following the agreed complaints procedure, to respond appropriately to issues which arise from development activity.	6.2.1		Ongoing	Issues regarding the monitoring data currently being investigated.	GREEN
Key Task 6.3 Once the development commences, continue working with partners to implement a range of community safety initiatives raising awareness of the development project, its potential impacts and preventative measures.	6.3.1	Deliver a range of projects that ensure the community are aware of the impacts of the new build and identify measures to mitigate those impacts: • Regular engagement with emergency services to identify opportunities for collaborative working • Organise partnership meeting to identify opportunities for shared or supportive working	Mar-15	Funding for New Nuclear Programme Team in place including provision for a part time community safety officer. Recruitment to be undertaken post EDF's Financial Investment Decision and Transition to coincide with increases in worker numbers. Assistant Director - Energy Infrastructure is attending meeting as required.	GREEN
	6.3.2	Ensure partnership structures are in place and sufficiently robust to facilitate positive partnership activity, this includes: - Partnership workshops - Continued involvement with the ESLAG (emergency Services And Local Authorities Group) - Engagement with EDFE through regular one-to-ones	Mar-15	Funding for New Nuclear Programme Team in place including provision for a part time community safety officer. Recruitment to be undertaken post EDF's Financial Investment Decision and Transition to coincide with increases in worker numbers. Assistant Director - Energy Infrastructure is attending meeting as required.	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Objective 7. Minimise the effects on the environment by working with partners to positively respond to opportunities to enhance the environment in the affected communities using secured funding within Section 106 agreements are mitigated.					
Key Task 7.1 By July 2014 develop a programme of investment within West Somerset for the ecology funding provided directly to the council from the development at Hinkley Point	7.1.1	Using data supplied from EDF Energy develop a range of sites suitable for the provision of ecology mitigation	Mar-15	The Major Projects Manager is no longer in post and this project has not been progressed. An equivalent post of Planning Lead will be put in place once the overall position on the Hinkley Point C project is clear.	RED
	7.1.2	Present funding allocations to WSC Planning Obligations Group / Cabinet / Council for approval	Mar-15	The Major Projects Manager is no longer in post and this project has not been progressed. An equivalent post of Planning Lead will be put in place once the overall position on the Hinkley Point C project is clear.	RED
Key Task 7.2 To actively work with Somerset County Council to ensure that they develop a clear programme of investment within West Somerset for the contributions where the County Council is the initial recipient from the development at Hinkley Point.	7.2.1	Work with SCC and partner organisations such as AONB service to understand and, where appropriate, influence funding allocations to ensure that mitigation is delivered in favour of affected communities in West Somerset	Mar-15	Panel in place and actively considering application. Lead Member for Environment and AD - Energy Infrastructure both on Panel to ensure that WS based schemes are considered favourably if appropriate.	GREEN
	7.2.2	The Delivery Steering Group (WSC, EDF, SDC & SCC) monitor SCC spend and outcomes in West Somerset area to ensure that communities most affected receive funding as appropriate	Mar-15	The DSG is working well and representatives of the Council attend and monitor activity of all the other parties including EDF Energy, SCC and SDC to ensure that activity is co-ordinated and that affected communities receive funding.	GREEN

OPERATIONS DIRECTORATE -Service Performance Indicators

Street Cleansing - Service Performance Indicators					
KPI 103	% service requests actioned within 5 working days	85% (Higher is better)	Q1 = 89% Q2 = 93% Q4= 95% Q4 = 95%	Average for year = 93% target has therefore been met and exceeded (94% 2013/14)	GREEN
KCI 81	No. of complaints (lower is better)	Average of 20 or fewer over the year	Q4 = 0 complaints logged	5 in total for the year (14 2013/14)	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Waste & Recycling - Service Performance Indicators					
	KPI 88	Fly-tipping: % removed within 48 hrs	75%	Q1=85% Q2=85% Q3= 92% Q4 = 68% Year average is 82.5% . Target has therefore been met and exceeded. (84% 2013/14)	GREEN
	KPI 90	Fly-tipping: No of incidents	No target -measure only	Q4 = 40 incidents 98 incidents to date (77 incidents 2013/14)	AMBER
	KPI 87	% missed collections collected within 24 hours	100%	Q4 = 98.65% 98.78% average for year. (99% 2013/14)	AMBER
	KPI 86	% of waste recycled and composted	41%	48.94% of household waste sent for re-use, recycling and composting this is a 5.2% positive variation and represents an overall positive change of 11.89% (compares to 44% 2013/14)	GREEN
	KCI 82	Waste & Recycling complaints	20 or fewer for the year.	Data for Q4 not supplied as SWP have data issues	NOT AVAILABLE
Building Control - Service Performance Indicators					
	KPI 94	Dangerous structures - % of incidents responded to within 24 hrs.	95%	Q1= 100% (3 reports) Q2 = 100% (2 reports) Q3 = no dangerous structures reported this quarter. Q4 = no dangerous structures reported this quarter. For the year 100% dangerous structures reported were responded to within 24 hours. (100% 2013/14)	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	KPI 92	% applications registered within agreed timescale (5 days)	95%	Q1 = 97.65% Q2 = 92.5% Q3 = 100% Q4 = 98% Average for year was 97% therefore target exceeded. (No comparison for 2013/14 as was against 3 day turnaround and not 5 day)	GREEN
	KPI 93	% of inspections carried out on day registered	95%	Q1= 98.44% Q2 = 100% Q3=100% Q4 = 100% Average for year = 99.61% therefore target exceeded.	GREEN
	KC 187	% of customers who are satisfied or very satisfied with the building control service	85%	97% Results still coming in. 81 questionnaires sent out. 18 questions within the questionnaire. 248 very good, 110 good, 10 poor, 2 very poor. Ave 97.5% for year. (97% for 2013/14)	GREEN
Customer Access - Service Performance Indicators					
	KPI 25	Abandoned in queue call rate %	<8%	Q1 = 8.28% Q2 = 6.82% Q3 = 6.87% Q4= 9.46% Average for year is 7.86%. Therefore target met and exceeded. (8.25% for 2013/14)	GREEN
	KPI 21	Number of unique visitors to Council website	80,000	Q4 - 26,292 (162k hits for the year however this was distorted in Q2 due to testing of website as part of external IT healthcheck).	GREEN
Environmental Health - Service Performance Indicators					
	KPI 54	Average time taken to respond to initial request for service (days)	4 days or lower	Current performance is 1 day for Q4. (Ave for year is 1.5 days)	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	KPI 56a	% of requests completed within stated service standard (60 days)	75% or higher	<p>Q1= 77% Q2= 77% Q3 = 63% Q4 = 47%</p> <p>Average for year is 66%. target not met. Target not met in 2013/14 either when the average performance during the year was 67%.</p> <p>The overall performance was affected by the performance in Q4 being lower than usual. This was due to more complex complaints being investigated and the investigations taking longer where enforcement action has been taken. For example light nuisance, defective drainage complaint, noise from licensed premises in Minehead. This is a demand led service which is exposed to volatility in the number of requests received which can often not be anticipated or planned for.</p>	RED
	KCI 44	% of customers who are satisfied or very satisfied with the environmental health service	80%	Customer satisfaction cards are not currently in use for EH or licensing but in Q1 and Q2 100% of respondents were satisfied or very satisfied but a very limited response rate.	GREEN
Licensing - Service Performance Indicators					
	KBI 59	% of licenses issued on time	90%	<p>Q1=100% Q2= 93% Q3= 88% Q4 = 95%</p> <p>Average for the year is 94% therefore target has been met and exceeded. (96% 2013/14)</p>	GREEN
	KCI 47	% of customers who are satisfied or very satisfied with the licensing service	70%	Customer satisfaction cards are not currently in use for EH or licensing	NOT AVAILABLE
Benefits - Service Performance Indicators					
	KPI	% of customers who are satisfied or very satisfied with the benefits service	97%	<p>75% - whole year - caused by just one bad response, this was due to outputs. The customer was happy with all other parts of the service.</p> <p>Very low response rate.</p>	AMBER
	KBI 3	% of 'Local Authority' error against overall expenditure (lower is better)	<0.48	<p>Year to date: 0.30%</p> <p>Better than target.</p> <p>(0.22% 2013/14)</p>	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	KPI 5	Average processing times for new claims (lower is better)	22 days or lower	22.69 days average for the year. Given green status as very close to target, and should still be upper quartile nationally. (18.08 days 2013/14)	GREEN
	KPI 6	Average processing times for changes of circumstances (lower is better)	9 days or lower	6.52 days average for the year. (5.4 days 2013/14)	GREEN
Revenues - Service Performance Indicators					
	KPI 10	% Council tax collected in the year	97.8% or more	97.25% - this represents and improvement on 2013/14. (97% 2013/14)	GREEN
	KPI 12	% business rates collected in the year	98% or more	98.5% - this represents an improvement on 2013/14. (98% 2013/14)	GREEN
Finance - Service Performance Indicators					
	KB1 132	% of invoices for commercial goods or services paid within 30 days of receipt	90%	Average for year is 92.26% which is above target. (2013/14 95.68%)	GREEN
	KPI 133	Number of invoices received	No target -measure only	Q4 - 716 received (2771 for the year) (2982 received 2013/14)	GREEN

ACE / CORPORATE - Service Performance Indicators

Electoral Services - Service Performance Indicators

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	KPI 16	Form A's returned after personal visits and before internal checks	90%	The way of registering to vote changed to individual electoral registration and the whole process is dealt with different. Therefore this measure is no longer appropriate.	DELETED

HOUSING AND COMMUNITY - Service Performance Indicators

Housing Options - Service Performance Indicators

	KPI 45	Number of Households making homeless applications (lower is better)	195 or fewer for the year	Q1= 33 Q2 = 34 Q3 = 30 Q4 = 27 Total for year = 124 (144 2013/14)	GREEN
	KPI 46	% of homeless applications accepted as statutory homeless (lower is better)	23% or lower	Q1 = 24% Q2 = 29% Q3 = 23% Q4 = 41% Average for year 29.25% (15.68% 2013/14) - In reality the change in performance is largely resultant from a change to how this measure has been calculated part way through the financial year. "not homeless" decisions are no longer being recorded where an applicant failed to attend an appointment . Shortage of privately rented accomodation available within the District at reasonable rents however remains an issue.	RED
	KPI 47	Number of homelessness events prevented (Higher is better)	42 or more for the year	Q1=17 Q2 =22 Q3 =21 Q4=16 76 For the year. (75 for 2013/14)	GREEN
	KCI 41	% customers who are satisfied or very satisfied with the service	90%		NOT AVAILABLE

Housing Enabling - Service Performance Indicators

	KCI 42	% of partners involved in the delivery of new affordable houses satisfied or very satisfied with the service	75%	100% are satisfied. Currently undertaking one-to-one meetings with all delivery partners to ensure that service continues to be tailored to requirements and expectations remain realistic	GREEN
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Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
Private Sector Housing - Service Performance Indicators					
	KPI 52	Disabled facilities grants - average time taken end to end to complete adaptation work	22 weeks	By the end of Quarter 4, the overall average for the year was 61 weeks. The measurement is from the enquiry date i.e. when the Recommendation is received by the Council to the date that the grant is completed. This measure is an indication for how long clients are waiting with us from when the Occupational Therapist has submitted the application. The waiting times are affected by the reduced budget for this service.	RED
	KCI 43	% customers who are satisfied or very satisfied with the private sector housing service	75%	Average 99.2% by year end.	GREEN
GROWTH AND DEVELOPMENT - Service Performance Indicators					
Development Control - Service Performance Indicators					
	KPI 90A	% major planning applications determined within 13 weeks (or within agreed extension of time)	60%	Q1 =33% Q2 =100% Q3=100% Q4=66.6% Average for year is 74%. Target met and exceeded. This measure can be quite volatile due to the relatively small number of major applications in West Somerset. The Council also agreed to reduce staff resource in this area as a budget saving for 2014/15.	GREEN
	KPI 90B	% minor planning applications determined within 8 weeks (or within an agreed extension of time)	80%	Q1=81.48% Q2= 72% Q3=90.4% Q4=88.9% Average for year = 94.2% (191 applications of which 185 determined within 8 weeks or an agreed extension of time). (96% 2013/14)	GREEN
	KPI 90C	% of other planning applications determined within 8 weeks	95%	Q1=91.07% Q2=96.3% Q3=90.4% Q4=94.2% Average for 2014/2015 = 94.2% - 191 applications (177 applications were determined within 8 weeks and 3 applications determined within an agreed extension of time). Green status as within 0.75% of target. (98% 2013/14)	GREEN

Key Task	Ref	Key Action /Measure	Target	UPDATE	Status Q4
	KCI 86	% of customers satisfied with the service received	85%		NOT AVAILABLE

Additional Measures

Staff Sickness					
	KPI 160	Number of days sickness per FTE	8.2 days or fewer per FTE.	Average days sickness absence per Full Time Employee was 7.89 days in 14/15 and below the target set for what has been a year of significant change and uncertainty for staff. (2013/14 7.22 days WSC and 8.2 days TDBC)	GREEN

Appendix B

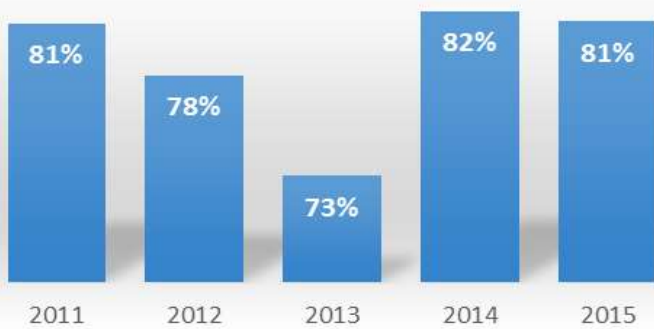
Customer Satisfaction 2015

785 respondents

(Compares to 667 in 2014).

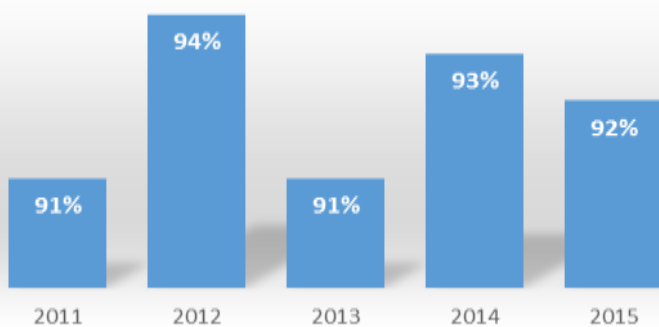
Surveys issued with all 18,000 Council Tax bills and available online. Data compiled 1 June 2015.

Are you satisfied with the way WSC runs things?



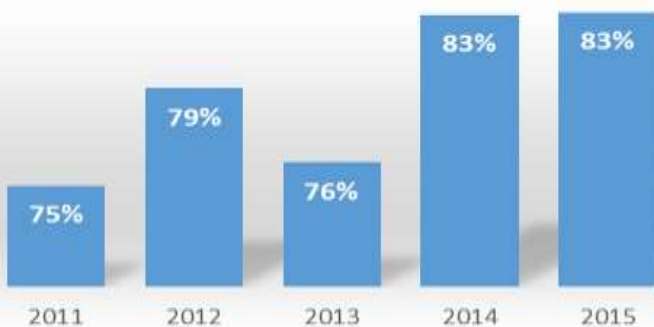
81%* Satisfied.

In the last year has WSC treated you with respect?



92%*
Always or Most of the time.

Do you agree that WSC provides value for money?



83%* Agree.

* 95% confidence that responses represent view of all households. Margin of error for each question +/- 4%.

Areas of Particular Satisfaction 😊

- Customer services staff at Minehead and Williton;
- Waste collection service;
- Benefits;
- Environmental Health.

Areas of Particular Dissatisfaction 😞

- Street cleaning / litter;
- Dog fouling / lack of dog waste bins;
- Car parking charges too high/ winter charging;
- Planning- policy, decisions and enforcement.

Non-WSC issues 😞

- Pot holes / Road works
- Lack of Policing
- Street lighting (left on or not working)

388 comments received 2015
(290 received 2014)

Report Number: WSC 109/15
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Report to a Meeting of: Scrutiny Committee

To be Held on: 9th July 2015

*Date Entered on Executive Forward Plan
Or Agreement for Urgency Granted:* N/A

HINKLEY POINT C – SECTION 106 AGREEMENT – COMMUNITY IMPACT MITIGATION (CIM) FUND

1. PURPOSE OF REPORT

- 1.1 This report to Scrutiny Committee is to provide an update on the first 12 months of the operation of the Community Impact Mitigation (CIM) Fund. The purpose of the review is to determine whether or not organisations within West Somerset have access to the necessary information, guidance and support to enable them to make successful applications to the CIM Fund.

2. CONTRIBUTION TO CORPORATE PRIORITIES

- 2.1 Objective 3 of the Councils Corporate Plan is:

Communities in West Somerset can access and understand the process for accessing funding opportunities provided for by the development at Hinkley Point and are supported in delivering funded projects and initiatives

- 2.2 Key Tasks 3.1, 3.2 and 3.3 all relate directly to the operation of the CIM Fund and the support that the Council offers to community organisations to assist them in accessing the funding.

3. RECOMMENDATIONS

- 3.1 That Scrutiny Committee consider the content of this report and consider the potential for a Task and Finish Group to further assess whether or not the objectives of the Corporate Plan are being met

4. RISK ASSESSMENT (IF APPLICABLE)

Risk Matrix

Description	Likelihood	Impact	Overall
That communities affected by the Hinkley Point C project are not successfully accessing the CIM Fund to address the impacts occurring or those which are likely to occur	3	4	12

<i>That the CIM Fund process is sufficiently clear and accessible and organisations seeking to make applications are sufficiently supported in doing so</i>	2	4	8
That the Council does not have sufficient resources to support communities through the process of accessing the CIM Fund	3	4	12
<i>That the Council makes sure that lessons learnt and support is delivered efficiently and effectively to make the best use of the resources available</i>	2	4	8

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.

5. BACKGROUND INFORMATION

- 5.1 On 27th January 2012 West Somerset Council granted planning permission for EDF Energy to undertake Site Preparation Works at the Hinkley Point C site. This followed the submission of an application in November 2010 and the consideration of the application by West Somerset's Planning Committee in July 2011. The planning permission included a Section 106 agreement which contains a series of obligations (both financial and non-financial) between EDF Energy and the Councils (West Somerset, Sedgemoor District and Somerset County).

Geography

- 5.2 One of the key financial obligations involved EDF Energy paying West Somerset Council two contributions namely, the Community Impact Mitigation (CIM) Fund and the Annual Community Impact Mitigation Fund. The initial CIM Fund payment was paid to the Council in May 2015. This initial £4m was ring fenced geographically in accordance with the Section 106 agreement as set out in the following table:

Geography	Amount
West Somerset Council Area	£2m
Cannington Parish	£0.5m
Bridgwater	£1m
Stogursey Parish	£0.5m
Total	£4m

- 5.3 The Annual CIM Fund payments are £1.52m and £1.6m meaning that the contributions total £7.2m. Unlike the initial £4m, the Annual CIM Funds can be spent anywhere in the County of Somerset.
- 5.4 The first payment of £4m was made in May 2014 and the first annual payment was made in May 2015 with the final annual payment due in May 2016. The CIM Fund was publically launched in June 2014 and so has been operational for 12 months at the time of writing this report.

Governance

- 5.5 The governance of the CIM Fund and the Annual CIM Fund is set out in detail within the Section 106 agreement and both EDF Energy and the Councils are bound by the obligations in this respect. In recognising the need to combine the process by which planning obligations are considered in West Somerset and the wider partners involved in the Hinkley Point C development, a Board known as the Planning Obligations Board was created and replaced West Somerset Councils internal Planning Obligations Group in the decision making

process. In the case of the CIM Fund, the Board make recommendations to Cabinet and Full Council (if the Bid is for more than £25,000) regarding the bids that are received.

- 5.6 Full Council considered the governance of the CIM Fund, the role of the Board and appointed its representatives to the Board in January 2012. Recently the representatives from West Somerset Council changed post the recent local Government election, the Board Members for West Somerset are Cllr Chilcott and Brendan Cleere. The Section 106 agreement states that a Board Member for West Somerset will chair the Board meeting and would have the casting vote if necessary.
- 5.7 The remaining 6 Board Members are made up of 2 from each of Sedgemoor District Council, Somerset County Council and EDF Energy. All three Councils have one Member and one Officer represented. Each organisation has reserve Board Members, in the case of West Somerset the reserves are Cllr Morgan and Andrew Goodchild.
- 5.8 The Board meets once every 2 months to consider bids and, allowing for a period to assess proposals, the end to end time taken to consider bids is approximately 10 weeks, if an application needs to be presented to Full Council. The process allows for 6 funding rounds per year.
- 5.9 The Board are responsible for making recommendations on all CIM Funds apart from those seeking to be funded from the Stogursey Parish £500,000, where Stogursey Parish Council are consulted and their recommendation is presented to Cabinet and Full Council (if required).

Small Grants Fund

- 5.10 In June 2014, Cabinet agreed the Board's recommendation to set up a Small Grants fund for projects seeking under £1,000. Cabinet agreed as part of the process to delegate authority to the Board for applications to the Small Grants fund and set aside an initial £24,000. Any proposals to increase the funding for the Small Grants fund would need to be agreed by Cabinet and Full Council depending on the extent of the fund.

Criteria for Applications

- 5.11 The Section 106 agreement also specifies the criteria by which applications are judged. These were important in ensuring that the CIM Fund met the tests by which all planning obligations are secured. There is no ability for one party to unilaterally change the criteria and it is important that the Board, Cabinet and Council consider applications against the criteria when making their recommendations/decisions. The criteria are as follows:

Criteria	Evaluation Criteria
Priority Impact Zones	<p>Priority shall be given to those areas that are anticipated in the Environmental Statement to experience or which actually experience the greatest adverse impact from the project in accordance with the following hierarchy:</p> <ol style="list-style-type: none"> 1) Directly adjacent to the site 2) Directly adjacent to the main transport routes to and from the site within West Somerset, Sedgemoor and Somerset 3) Within West Somerset and/or Sedgemoor and directly affected by adverse impacts of the project 4) In Somerset but beyond West Somerset and Sedgemoor and experiencing the next greatest degree of adverse impact, with projects which benefit West Somerset and Sedgemoor as well as its immediate area

	5) In Somerset and experiencing indirect adverse impacts or in relation to a measure which benefits West Somerset and/or Sedgemoor.
Quality of Life	The principal purpose of the contribution shall be to enhance the quality of life of communities affected/potentially affected by the Project.
Sustainability	To what extent will the project contribute to achieving sustainable communities, contribute to regeneration objectives and raising environmental sustainability?
Extent of Benefit	To what extent has the applicant demonstrated that the project will ensure a positive benefit and/or legacy to an adequate proportion of people within that community?
Community Need	To what extent has the applicant demonstrated a need for the project
Community Support	To what extent is there demonstrable local community and and/or business support for the project?
Partner Support	To what extent is there demonstrable local partner support for the project?
Governance	Demonstrate that good governance arrangements are in place, including financial and project management to ensure deliverability?
Value for Money	Can the applicant demonstrate value for money and that reasonable effort has been made to maximise the impact of any investment? Has match funding been secured where appropriate?

Application Process

- 5.12 The application process for accessing the CIM Fund follows broadly the Councils own process for considering applications for 'normal' Section 106 contributions. First applicants are invited to submit an Expression of Interest (EOI) to introduce their project and to allow the CIM Fund Manager to make an initial assessment of eligibility. If proposals are eligible, applicants are invited to make a full application, the bi-monthly closing dates for which are published on the Councils website.
- 5.13 Recently, the Planning Obligations Board has agreed to set up a separate website and application form for the Small Grants fund in an attempt to encourage the submission of smaller bids. It is envisaged at the time of writing that the separate part of the website would go live in late summer 2015.
- 5.14 One important aspect of the EOI stage allows officers at West Somerset and Sedgemoor to begin a dialogue with applicants in an attempt to help shape bids. Without the EOI stage, applicants would be expecting a decision within a set period and the ability to help shape and align proposals with other initiatives would be very limited. Some project sponsors have approached the Council before submitting an EOI for advice which is encouraged on the website and during conversations/presentations however, the EOI process does allow this activity to be tracked and requires potential applicants to be reasonable clear on their initial ideas which allows officers to identify the right kind of support.

Assessment of Applications

- 5.15 Once an application is received, the information submitted is checked and the CIM Fund Manager makes an initial assessment against the criteria. If information is missing or not clear the CIM Fund Manager seeks the necessary information prior to the production of the paperwork for the Board meeting. In recent months, applications which have failed to provide the right information have been 'deferred' and have not been presented to the Board. This is a subjective judgement sometimes and ultimately applicants might request that their

application is presented 'as submitted' to the Board. The CIM Fund Managers assessment of the applications is presented to the Board as a recommendation for each of the bids.

- 5.16 The Board at their bi-monthly meeting consider the recommendations of the CIM Fund Manager and on a bid by bid basis make recommendations, either to approve or refuse funding, to Cabinet. Recently the Board decided to 'defer' making a decision on an application given the lack of clarity in some areas of the proposal, this is a positive step as rather than presenting a recommendation to refuse to Cabinet, the Board have sought additional information with the intention of presenting a positive recommendation in relation to a project which meets the majority of the criteria.
- 5.17 Cabinet and Full Council (where bids are over £25,000) do have the ability to reach a different decision to the recommendation of the Board but they must have good reasons, based on the criteria, to do so – the criteria are in place to ensure that the decision to fund projects is consistent with the planning tests which enabled the fund to be secured.

Analysis of Applications – 0-12 Months

- 5.18 Since the CIM Fund was launched in June 2014 a total of 121 Expressions of Interest have been received. Of these 70 were from a West Somerset based organisation or seeking to deliver a project in a West Somerset community.
- 5.19 Of the projects from a West Somerset based organisation or seeking to deliver a project in a West Somerset community which submitted an EOI, 86% have received support and/or advice from officers.
- 5.20 To date 35 Full Applications have been received. Of the applications received 22 were from a West Somerset based organisation or seeking to deliver a project in a West Somerset community.
- 5.21 Of the 35 Full Applications received, 13 of them have been approved and 21 refused, with one application deferred pending further information. Of the 13 applications approved 8 were from a West Somerset based organisation or seeking to deliver a project in a West Somerset community (the application deferred was from a Bridgwater based organisation).
- 5.22 Only one application to date has made a 2nd application and this 2nd application was approved.

Support for organisations in West Somerset

- 5.23 The CIM Fund Manager role is primarily responsible for:
- Appraising applications using a fair and transparent scoring system and make recommendations to POB
 - Negotiating funding agreements (funding conditions, staged payment schedules and project monitoring etc)
 - Ongoing liaison with funded projects to monitor implementation, spend and achievement of project outcomes
 - Providing feedback to applicants post funding decision
 - Maintaining records (EOI's, Applications, Decisions, Payments etc) to enable timely and effective responses to enquiries and ongoing management of the funds
 - Developing and maintaining performance monitoring systems to monitor the implementation of the CIM fund to ensure the overall objectives of the fund are achieved. Provide regular performance reports to POB and others
 - Managing communication with community development officers across partners to enable effective and consistent levels of support for applicants.
 - Developing, reviewing and updating governing documents for the POB (Funding Distribution Strategy, Terms of Reference).

- Regularly reviewing the processes, documents and website to ensure they are effective and relevant.
- Managing the POB meetings, including the preparation of reports, agendas and minutes.
- Preparing reports and recommendations for WS Cabinet and Full Council.
- Liaising with the Finance officer in relation to release of funding and budget monitoring.

5.24 Given the above the ability and scope for the CIM Fund Manager to provide advice to applicants throughout the application and decision making process is necessarily limited, and given the need for this role to appraise applications using a fair and transparent scoring system and make recommendations to POB, it would be inappropriate for the role to also be heavily involved in project development activity.

5.25 In addition to the CIM Fund Manager, both Sedgemoor and West Somerset have put in place support via community development officers to help develop bids with the community. In the case of supporting West Somerset organisations, this is managed by the Housing and Community Project Lead. Two Community Officers are now beginning to support West Somerset applicants, either via direct web or telephone enquiries or notification from the CIM Manager of a new Expression of Interest being received. Prior to May 2015 all enquiries were dealt with by the Housing and Community Project Lead. Level of support will depend upon the ability of the applicant. Types of support can include assistance with designing community surveys to identify level of need for their project, identifying other sources of funding, developing business plans, providing relevant policies and strategies, statistical data to support applications, as well as guidance on completion of the application form.

5.26 In September 2014 Cabinet agreed to contract with Engage West Somerset to provide additional support to organisations making bids. In accordance with the Cabinet decision, a small team of officers including the AD Energy Infrastructure, the Housing and Community Project Lead, the CIM Fund Manager and the Economic Regeneration and Tourism Manager consider new EOI's and as appropriate request that Engage WS work with the organisation. To date Engage have been supporting 3 organisations at a cost of £986. Notably, the one application which was refused initially and then approved was supported prior to making their 2nd application by Engage.

Potential Scope of a Scrutiny Task and Finish Group

5.27 Taking into consideration that the geography, governance and criteria for considering applications are set out within the Section 106 agreement which is legally binding and so cannot be unilaterally amended, it is considered that the scope of a Scrutiny Task and Finish Group should be focused on whether or not communities know enough about the CIM Fund, the process by which it is accessed and whether or not the Council is supporting organisations to make well informed, good quality bids for projects that address the impacts of the Hinkley Point C project. Some potential questions for a Task and Finish Group might be:

- Are 'we' being clear enough within our communications to allow potential bidders to make an informed decision about whether or not to submit a bid?
- Are 'we' listening and learning from the process and our experiences to date about what is working well and where things need to be improved?
- Why have organisations who submitted an EOI not proceeded to make a Full Application?
- Is there a clear and generally understood definition of 'impact' and how this should be interpreted by those considering submitting a bid?
- What are the views of key community groups?
- What are the views of partners such as Engage West Somerset?

- Are we going all that we can to support our communities to benefit from this 'once in a lifetime' funding opportunity?

6. FINANCIAL/RESOURCE IMPLICATIONS

- 6.1 The Community Impact Mitigation Fund is entirely funded by EDF Energy as agreed within the Site Preparation Work (SPW) section 106 agreement. Therefore this will have no impact on both West Somerset Council and Sedgemoor District Council's general fund.
- 6.2 The post of the CIM Fund Manager is currently funded under the Service Level Agreement of the SPW s106 agreement and is part of the approved structure for Energy Infrastructure approved in March 2015. The Community Officers are funded from the general fund.
- 6.3 Due to indexation, the actual amount received was £3.735m in May 2014 with an additional £1.752m paid in May 2015, bringing the total received so far to £5.487m. The Council will receive another payment in May 2016, which based on the current inflation figure is estimated to be £1.844m, bringing the estimated total to £7.331m. For the Stogursey Fund, we have received £0.534m – a Grand total of £7.865m.
- 6.4 Currently, the Council has approved £1.066m of grant from the main CIM fund, inclusive of the £24,000 approval for the small grants, the balance sheet of approved projects is presented at Appendix A. £0.696m within the West Somerset Area and £0.437m within the Sedgemoor Area with the £0.024m for projects under £1,000. No approval has been given so far within the Cannington Parish. Of the £24,000 fund for small projects, only £800 has been approved (which was for the Porlock shellfish project). For the Stogursey CIM fund, the only approved spend so far is the £2,640 for the bespoke earplugs.
- 6.5 The Council has also approved £10,000 from the Energy Infrastructure for a contract with Engage West Somerset so that they can support organisations within West Somerset to submit applications for funding from the CIM Fund. So far, we have spent £1,000 with more due to be invoiced.

7. COMMENTS ON BEHALF OF SECTION 151 OFFICER

- 7.1 Although the money is not funded from our own general fund or from the council tax payer, it is vitally important that we are able to demonstrate that we have spent the money appropriately and obtain as much benefit as we can from the fund and to demonstrate good stewardship. Any unused grant at the end of the project (around 2025) will be paid back to EDF Energy.
- 7.2 The CIM Fund supports the delivery of one of West Somerset Corporate Objectives titled the New Nuclear Development at Hinkley Point. The CIM Fund will enable West Somerset Council to maximise opportunities for West Somerset Communities and Business and protect local communities from the development. If the CIM Fund is managed effectively, it will hugely help us meet this priority.

8. EQUALITY & DIVERSITY IMPLICATIONS

- 8.1 **Members need to demonstrate that 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 are:
- 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

8.2 Ensuring that the Council is delivering good quality advice and support to organisations will help to ensure that there are no equality and diversity implications arising from the CIM Fund application process.

9. CRIME AND DISORDER IMPLICATIONS

9.1 There are no crime and diversity implications which arise from this report.

10. CONSULTATION IMPLICATIONS

10.1 Ensuring that bids are properly informed via consultation within the particular community and whether or not this is being done effectively is one aspect which any Scrutiny Task and Finish Group could examine as Community Support is one of the CIM Fund criteria.

11. ASSET MANAGEMENT IMPLICATIONS

11.1 There are no asset management implications which arise from this report.

12. ENVIRONMENTAL IMPACT IMPLICATIONS

12.1 There are no environmental impact implications which arise from this report.

13. HEALTH & WELLBEING

Demonstrate that the authority has given due regard for:

- People, families and communities take responsibility for their own health and wellbeing;
- Families and communities are thriving and resilient; and
- Somerset people are able to live independently.

13.1 Ensuring that the Council is delivering good quality advice and support to organisations will help to ensure that opportunities to address health and wellbeing issues within communities which assist with addressing the impacts of the Hinkley Point C project.

14. LEGAL IMPLICATIONS

14.1 It is important that the terms of any Scrutiny Task and Finish Group recognise the obligations by which the Council and the other signatories to the Section 106 agreement are fixed and cannot be unilaterally amended by one party. There are no legal implications that directly arise from a review of the way in which the Council supports its communities and community based organisations to access the CIM Fund.

APPENDIX A:

Hinkley Fund Community Impact Mitigation Fund Approval Balances			
	£	£	
CIM Fund received under SPW Phase 2		3,735,426	
CIM Fund received under SPW Phase 2+1		1,751,749	
		5,487,175	
<u>Less previously approved allocation</u>			
Stogursey Parish Council - Burgage Road Play Area	(90,373)		
Wembdon Village Hall - New VH & Play Area	(250,000)		
Somerset Youth & Community Sailing Association	(9,600)		
Tropiquaria - Relocation of primates	(40,000)		
Tropiquaria - Relocation of play area	(37,350)		
Porlock Shellfish Project	(800)		
Westfield United Reform Church - Street Café	(110,000)		
Williton Bowling Club	(13,000)		
Kilve Cricket Club	(22,000)		
Onion Collective	(243,119)		
Williton Parish Council	(250,000)		
Current Uncommitted Balance	(1,066,242)	4,420,933	
<u>Less current applications recommended but not yet approved</u>			
North Petherton Playing Fields	(46,000)		
SDC - Sydenham Together	(60,000)		
	(106,000)		
		4,314,933	

Note: Members of the Scrutiny Committee and all other Members of West Somerset Council are invited to contribute items for inclusion in the work programme. Please contact Sam Rawle, Scrutiny Officer, who will assist you in submitting your item.

Proposal to include an item in Scrutiny Committee Work Programme	
Title of Scrutiny Report / Review: Ambulance Service Provision – West Somerset	
Issue proposed by: Cllr Jean Parbrook	
Purpose	Comments
Objectives of the report/review.	To establish what service is provided to the residents of West Somerset by the South Western Ambulance Service Trust and future service delivery plans.
List main points this report should cover.	<ul style="list-style-type: none"> - What are the performance targets for the West Somerset Council area in terms of response and travel to hospital times? - How has the service performed against these targets over the past 3 years? - How is the West Somerset Council Area covered by the South Western Ambulance Service Trust (SWAST)? i.e. how many ambulances, fast response paramedics, paramedics and ambulance technicians cover the area? - What are the shift patterns – is cover 24/7 or are there periods of reduced cover? - How does the service ensure the needs of the most rural communities are met? - How will the service liaise effectively with the newly commissioned 111 service provided by Vocare?
Why has this issue been selected. (Members are asked to consider these questions).	A member of the Scrutiny Committee raised concerns that there appeared to be a reduced ambulance service within the district and so this report has been commissioned to establish the facts about service provision and operating targets before considering what, if anything should be done next.
Presentation & Evidence	
Name the relevant Lead Member to be invited to answer questions	- Cllr Keith Turner – Portfolio Holder Health and Wellbeing.
Name any senior officers to be invited to answer questions	None – external service provider. Simon Lewis as the appropriate Assistant Director has been informed for his information.
Name of any partners/stakeholders to be invited to answer questions	South Western Ambulance Service Trust Patient Groups – Health Forums etc
Date report will be presented to committee	To be agreed – once the specific issues have been established and agreed by members of the Scrutiny

	Committee – a mutually convenient date will be agreed with SWAST
Outcomes	
What is the desired outcome of Scrutiny involvement in this issue	Members will have a clear and factual understanding of the service(s) provided to West Somerset residents by SWAST and will be able to ensure the right messages are communicated to their communities. This will also be an opportunity for members to give feedback on current service provision to SWAST.

Date to be discussed at Scrutiny Agenda Setting: 29th June 2015

Date to be considered for inclusion in Work Programme by members of the Scrutiny Committee: 11th July 2015

Outcome of discussion by Scrutiny Committee Members: