

CABINET

MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2017

AT 4.30 PM

IN THE COUNCIL CHAMBER, WILLITON

Present:

Councillor M Chilcott Deputy Leader (In the Chair)

Councillor M Dewdney
Councillor C Morgan
Councillor K Turner

Councillor A Hadley
Councillor S Pugsley
Councillor D J Westcott

Members in Attendance:

Councillor G S Dowding
Councillor B Maitland-Walker
Councillor P Murphy
Councillor R Woods

Councillor S Y Goss
Councillor K Mills
Councillor J Parbrook

Officers in Attendance:

Assistant Chief Executive (B Lang)
Assistant Director - Place and Energy Infrastructure (A Goodchild)
Assistant Director – Asset Development Projects (T Gillham)
Principal Revenues & Debt Recovery Officer (D Emery)
Economic Regeneration Manager (C Matthews)
Finance Manager (J Nacey)
Project Accountant (P McClean)
Senior Revenues Officer (J Collins)
Meeting Administrator (K Kowalewska)

Also in Attendance:

Jan Downie, West Somerset Opportunity Area Manager, Department of Education

CAB21 Apologies for Absence

An apology for absence was received from Councillor A Trollope-Bellew.

CAB22 Minutes

(Minutes of the Meeting of Cabinet held on 21 July 2017 - circulated with the Agenda.)

RESOLVED that the Minutes of the Meeting of Cabinet held on 21 July 2017 be confirmed as a correct record.

Administrator's Note: In relation to Minute No. CAB17, a request for an update on the Leader's letter to the Secretary of State was made and it was agreed to make arrangements for an email to be sent to all Members.

CAB23 **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.	Member of	Action Taken
Cllr M Chilcott	All	SCC	Spoke and voted
Cllr C Morgan	All	Stogursey	Spoke and voted
Cllr K Turner	All	Brompton Ralph	Spoke and voted
Cllr D Westcott	All	Watchet	Spoke and voted
Cllr S Goss	All	Stogursey	Spoke
Cllr B Maitland-Walker	All	Carhampton	Spoke
Cllr P Murphy	All	Watchet	Spoke
Cllr J Parbrook	All	Minehead	Spoke

CAB24 **Public Participation**

No members of the public spoke at the meeting on any items on the agenda.

CAB25 **Forward Plan**

(Copy of the Forward Plan for the month of November 2017 – circulated with the Agenda.)

The purpose of this item was to approve the Forward Plan.

RESOLVED that the Forward Plan for the month of November 2017 be approved.

CAB26 **West Somerset Council Representation on Minehead Business Improvement District Steering Group**

(Briefing report – circulated with the Agenda.)

The purpose of the report was to agree the appointment of the Regeneration and Economic Growth Lead Member as the Council's representative on the Steering Group for Minehead Business Improvement District.

It was noted that this was a Cabinet appointment on a new outside body and would subsequently be agreed annually.

The Lead Member for Regeneration and Economic Growth proposed the recommendation of the report which was duly seconded by Councillor S Pugsley.

RESOLVED that the Regeneration and Economic Growth Lead Member be appointed as the Council's representative on the Steering Group for Minehead Business Improvement District.

CAB27 **Proposed Business Rates Revaluation Relief Scheme**

(Report No. WSC 94/17 – circulated with the Agenda.)

The purpose of the report was to consider amending the Discretionary Rate Relief Policy to include the new relief for revaluation from 1 April 2017.

The Lead Member for Resources and Central Support introduced the item and the Principal Revenues and Debt Recovery Officer provided detailed information on the delivery of Revaluation Relief. It was estimated that 201 businesses, who had received hardship due to revaluation, would benefit from the relief and the target audience would be those in the retail and leisure industries within the West Somerset area. Attention was drawn to WSC's allocation of the relief funding (£148,000 in the first year) and it was explained that there would be no roll forward of the money to the following year, and any unspent monies would be reclaimed by Government. However, it was proposed to convert any unspent funding into cash which could be rolled forward to help organisations in years 2, 3 and 4. An update was also provided on the Small Business Help Relief and future legislative changes to Rural Rate Relief.

In response to a question, it was advised that the Council had been gifted £12,000 by Government as part of the New Burden's Allowance to help with the delivery of the relief scheme, however this would only be enough to cover costs associated with software changes.

The Lead Member proposed the recommendation of the report which was seconded by Councillor M Dewdney.

The scheme was applauded and the Revenues Team were thanked for their hard work on the policy.

It was requested that Scrutiny Committee comments be incorporated into the report being presented to full Council.

RESOLVED that the use of Council's local discount powers from 1 April 2017 to award Revaluation Relief to those organisations that face significant increases in their business rates bills following revaluation be supported.

CAB28 **HPC Planning Obligations Board – Allocation of CIM Funding**

(Report No. WSC 92/17 – circulated with the Agenda.)

The purpose of the report was to present the recommendations of the Hinkley Point C Planning Obligations Board for the allocation of monies from the Community Impact Mitigation (CIM) Fund secured through the Section 106 legal agreement for the Site Preparation Works at Hinkley Point.

The Lead Member for Resources and Central Support presented the item and provided information on the application submitted for CIM Funding. She went on to propose the recommendation which was seconded by Councillor A Hadley.

An error was noted in Appendix A to the report in that the funding allocated to this project would be released from the 1st Annual Payment and not the West Somerset fund as indicated.

It was acknowledged that small businesses in West Somerset would be impacted by Hinkley Point just as those in Bridgwater.

The process of how Key Performance Indicators were measured and monitored was explained.

RESOLVED that the following recommendation of the Hinkley Point C Planning Obligations Board be endorsed:

- a) To recommend to Council that a total of £79,289 be released from the 1st Annual payment to the Bridgwater Chamber of Commerce for the Supply the Supplier Business Engagement project with the following conditions:
- That 50% of the funding should be released to enable the employment of relevant project staff when a formal Memorandum of Understanding between the Bridgwater Chamber of Commerce and Somerset Chamber of Commerce is agreed, signed and in place before the start of the project.
 - That the remaining 50% of the funding should be released when a range of Key Performance Indicators that measure outputs and outcomes of the project with targets are developed and submitted by Bridgwater Chamber of Commerce and agreed by the Planning Obligations Board within 3 months of the start date of the project staff and a plan for financial sustainability of the project after the initial 2 years is developed by Bridgwater Chamber of Commerce and reported to the Board within 6 months of the start date of the project staff.

CAB29 **West Somerset Opportunity Area**

(Report No. WSC 93/17 – circulated with the Agenda.)

The purpose of the report was to inform Members about the implementation and activity to date of the Department for Education's West Somerset Opportunity Area Programme.

The Lead Member for Resources and Central Support introduced the item and provided background information.

Jan Downie from the Department of Education provided further information on the activities and funding being delivered in the West Somerset area. The West Somerset Opportunity Area was part of a wider tranche of initiatives addressing social mobility principally involving children and young people and much of what would be delivered would be related to education and training. The Department of Education would target national programmes and local funding allocated to support bespoke initiatives to recognise the problems in West Somerset in order to make changes in the educational system to achieve better outcomes and sustainable improvement.

The Lead Member proposed the recommendations which were duly seconded by Councillor K Turner.

Jan Downie confirmed that early years education was one of the priorities, and providing help and support in the home learning environment was also an important aspect of the programme as parental support given to children in the early years was fundamental to their learning. Members agreed that the key to improving standards was early intervention. There was some discussion regarding the relative merits of the two and three tier education system.

RESOLVED that the contents of the report be noted and that the Scrutiny Committee be asked to consider the contents of the detailed delivery plans when these are available later in the Autumn.

CAB30 **Seaward Way, Minehead – Development Proposals for Mixed Uses: Residential and Employment**

(Report No. WSC 72/17 – circulated with the Agenda.)

The purpose of the report was to seek Cabinet's endorsement of the business case and recommendations for proceeding with a viable investment and development of a mixed use scheme creating new affordable homes and essential employment units in Minehead.

The Lead Member for Housing, Health and Wellbeing presented the report and proposed the recommendations, subject to amending recommendation 2.1 (c) by changing 'Directors' to 'Director of Growth and Development' and 'in agreement with' to 'in consultation with'. The recommendations, as amended, were seconded by Councillor A Hadley.

Members were supportive of providing affordable homes and employment in the district, both of which were in great demand and would benefit the community. The proposals made excellent use of the site and Members underlined how important and valuable it was to support businesses who required additional space and people who needed low cost housing.

CAB31 Exclusion of the Press and Public

RESOLVED that the press and public be excluded during consideration of the appendices set out in Part 2 of Report No. WSC 72/17 on the grounds that, if the press and public were present during this item, there would be likely to be a disclosure to them of exempt information of the class specified in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended as follows:

The appendices contained information that could release confidential information relating to the financial or business affairs of any particular person (including the authority holding that information). It was therefore agreed that after consideration of all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

CAB32 Readmittance of the Press and Public

RESOLVED that the press and public be readmitted to the meeting.

CAB33 Seaward Way, Minehead – Development Proposals for Mixed Uses: Residential and Employment

There was no further debate following the discussion of the confidential appendices and it was

RESOLVED that it be recommended to Council to approve the following proposals:

- (a) The sale of land to local housing provider, identified specifically for a residential scheme, on the eastern half of the site. The land sale will be subject to a conditional contract based on draft terms, as set out in the special purchaser's offer letter (Confidential Part 2 - Appendix D).
- (b) Approve a supplementary estimate of £2.982m to the Capital Programme for this scheme, to be funded by external borrowing, to pay for the costs of planning, development, construction and professional fees. (Confidential Part 2 – appendices H & I).
- (c) Delegate Director of Growth and Development and S151 Officer the authority to proceed with the proposed development, in agreement with Asset Project Group and Lead Members (Portfolio Holder, Deputy Leader & Leader), delivering two new commercial units for rent on retained land, and:
 - (i) Appoint a preferred Design and Build provider (Contractor A) as the most economically advantageous tenderer (Confidential Part 2 - Appendix F).

- (ii) Appoint a professional team of advisors to support the Council with detailed design and planning, quality and cost control, ensuring the commercial units are developed to an agreed specification, on time and within budget (Confidential Part 2 - Appendix K);
- (iii) Conclude Lease Agreement with occupier of large Light Industrial Unit (Draft Terms agreed with major business operator and its parent company as guarantor (Confidential Part 2 - Appendices L);
- (iv) Conclude Lease Agreement with occupier of new smaller unit, based on draft Heads of Terms agreed with local business operator (Confidential Part 2 - Appendix M);
- (v) Submit a planning application, following consultation and develop scheme in accordance with a future planning committee determination, within agreed programme timescales and budget (indicative milestones in Confidential Part 2 Appendix G).

The meeting closed at 6.49 pm.