

You are requested to attend a meeting of the Full Council to be held in The Shire Hall, Shuttern, Taunton on 2 October 2018 at 6.30 pm.

Agenda

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

- 1 Minutes of the previous meetings of Annual Council held on 3 May 2018, Full Council held on 10 July 2018 and Special Full Council held on 23 August 2018. (Pages 5 - 28)

2 To report any apologies for absence.

3 To receive any communications.

4 Declaration of Interests.

To receive declarations of Disclosable Pecuniary Interests or personal or prejudicial interests, in accordance with the Code of Conduct, in relation to items on the agenda. Such interests need to be declared even if they have already been recorded in the Register of Interests. The personal interests of Councillors who are County Councillors or Town or Parish Councillors will automatically be recorded in the minutes.

5 To receive questions from Taunton Deane Electors under Standing Order 15.

6 Receipt of petition with over 650 signatures from Taunton Deane Tax Payers, to provide effective preventative measures to stop travellers illegally setting up camp on Kingston Stream Open Space, Taunton. A copy of the full details of the petition is attached. The petitioners have formally requested that a debate takes place at the Full Council Meeting. (Pages 29 - 30)

7 Receipt of any further petitions or deputations under Standing Orders 16 and 17.

8 To tackle crime and anti-social behaviour working alongside businesses to reverse the downward trend and thus enhance shoppers' sense of security leading to increased footfall in Taunton Town Centre. To consider a Motion proposed by Councillor Habib Farbahi, seconded by Councillor Simon Nicholls (attached). An assessment of the implications for the Council should the Motion be carried will follow. (Pages 31 - 40)

- 9 Community Infrastructure Levy Allocations for 2019/2020 - 2022/2023. Report of the Principle Policy Officer (attached), to be presented by Councillor Richard Parrish. (Pages 41 - 50)
- 10 Part I - To deal with written questions to the Executive.
- 11 Part II - To receive reports from the following Members of the Executive (attached):- (Pages 51 - 92)
- (a) Councillor John Williams – Leader of the Council;
 - (b) Councillor Andrew Sully – Corporate Resources
 - (c) Councillor Jane Warmington – Community Leadership
 - (d) Councillor Terry Beale – Housing Services
 - (e) Councillor Patrick Berry – Environmental Services and Climate Change
 - (f) Councillor Mark Edwards – Economic Development, Asset Management, Arts and Culture, Tourism and Communications;
 - (g) Councillor Richard Parrish – Planning Policy and Transportation;
 - (h) Councillor Vivienne Stock-Williams – Sports, Parks and Leisure.

Bruce Lang
Assistant Chief Executive

24 September 2018

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

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

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

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

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

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

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

Full Council, Executive, Committees and Task and Finish Review agendas, reports and minutes are available on our website: www.tauntondeane.gov.uk



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

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



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

For further information about the meeting, please contact the Democratic Services on 01823 219736 or email democraticservices@tauntondeane.gov.uk

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Full Council Members:

Councillor C Herbert (Chairman and Mayor of Taunton Deane)

Councillor F Smith
Councillor J Adkins
Councillor M Adkins
Councillor T Aldridge
Councillor T Beale
Councillor P Berry
Councillor J Blatchford
Councillor C Booth
Councillor R Bowrah
Councillor W Brown
Councillor N Cavill
Councillor S Coles
Councillor W Coombes
Councillor D Cossey
Councillor T Davies
Councillor D Durdan
Councillor K Durdan
Councillor M Edwards
Councillor H Farbahi
Councillor M Floyd
Councillor J Gage
Councillor E Gaines
Councillor A Govier
Councillor A Gunner
Councillor R Habgood
Councillor T Hall
Councillor R Henley
Councillor C Hill

Councillor M Hill
Councillor J Horsley
Councillor J Hunt
Councillor G James
Councillor R Lees
Councillor S Lees
Councillor L Lisgo
Councillor D Mansell
Councillor S Martin-Scott
Councillor I Morrell
Councillor S Nicholls
Councillor R Parrish
Councillor H Prior-Sankey
Councillor J Reed
Councillor R Ryan
Councillor F Smith-Roberts
Councillor V Stock-Williams
Councillor P Stone
Councillor A Sully
Councillor N Townsend
Councillor C Tucker
Councillor J Warmington
Councillor P Watson
Councillor D Webber
Councillor D Wedderkopp
Councillor J Williams
Councillor G Wren

Taunton Deane Borough Council

At the Annual Meeting of Taunton Deane Borough Council, held at The County Room, Somerset County Cricket Club, The County Ground, Taunton on Thursday, 3 May 2018 at 6.30 pm.

Present The Mayor ((Councillor Prior-Sankey)
The Deputy Mayor (Councillor Mrs Herbert)
Councillors Aldridge, Beale, Berry, Booth, Bowrah, Cavill, Coles, Coombes, Davies, Edwards, Farbahi, Mrs Floyd, Gaines, Govier, Habgood, Hall, C Hill, Mrs Hill, Horsley, Hunt, James, R Lees, Mrs Lees, Ms Lisgo, Morrell, Nicholls, Mrs Reed, Ryan, Mrs Smith, Mrs Smith-Roberts, Mrs Stock-Williams, Sully, Townsend, Mrs Tucker, Mrs Warmington, Watson and Williams

The meeting was preceded by a Prayer offered by the Reverend David Manning.

1. **Election of Mayor**

On the motion of Councillor Beale, seconded by Councillor Habgood, it was **resolved** unanimously that Councillor Catherine Avril Herbert be elected Mayor of Taunton Deane for the ensuing year. Councillor Mrs Herbert made and signed the declaration of acceptance of office.

2. **Councillor Hazel Ruth Prior-Sankey**

On the motion of Councillor Ms Lisgo, seconded by Councillor Habgood, it was **resolved** that the best thanks of the Council be accorded to Councillor Hazel Ruth Prior-Sankey for the manner in which she had discharged the duties of the Office of Mayor during her term of office.

Councillor Prior-Sankey replied.

3. **Past Mayor's Badge**

The Mayor presented Councillor Prior-Sankey with her past Mayor's badge.

4. **Apologies**

Councillors Mrs Adkins, M Adkins, Mrs Blatchford, Brown, D Durdan, Ms Durdan, Gage, Martin-Scott, Parrish, Stone, Ms Webber, Wedderkopp and Wren.

5. **Appointment of the Executive 2018/2019**

Resolved that membership of the Executive would continue to comprise 8 Members for the ensuing year.

6. **Appointment of the Corporate Scrutiny Committee**

The appointment of a Corporate Scrutiny Committee for the ensuing year was

agreed as follows:-

15 Members, 9 Conservatives, 4 Liberal Democrats, 2 Labour or Independent.

7. Appointment of the Community Scrutiny Committee

The appointment of a Community Scrutiny Committee for the ensuing year was agreed as follows:-

15 Members, 9 Conservatives, 4 Liberal Democrats, 2 Labour or Independent.

(Note: Neither of these Scrutiny Committees could be Chaired by a Member of the controlling administration).

8. Appointment of Regulatory Committees and the Staffing Board

(a) The appointment of a Planning Committee for the ensuing year was agreed as follows:-

15 Members, 9 Conservatives, 4 Liberal Democrats, 2 Labour or Independent.

(b) The appointment of a Licensing Committee for the ensuing year was agreed as follows:-

15 Members, 9 Conservatives, 4 Liberal Democrats, 2 Labour or Independent.

(c) The appointment of a Corporate Governance Committee for the ensuing year was agreed as follows:-

15 Members, 9 Conservatives, 4 Liberal Democrats, 2 Labour or Independent.

(d) The appointment of a Staffing Board for the ensuing year was agreed with membership being selected on a proportional basis, from a pool of Councillors.

10. Standards Advisory Committee 2018/2019

The appointment of a Standards Advisory Committee for the ensuing year was agreed, with membership to consist of 5 Councillors (3 Conservatives, 1 Liberal Democrat and 1 Labour or Independent), an Independent Person (Mrs L Somerville), 3 Parish Members (Mr M Marshall, Mr B Wilson and 1 vacancy) and 3 independent co-optees (Mrs A Elder, Mr L Rogers and 1 vacancy).

11. Intercessional Prayer

The meeting was closed at 8.07 pm with a prayer offered by the new Mayor's Chaplain, Ronnie King.

Taunton Deane Borough Council

At a meeting of Taunton Deane Borough Council held at Shire Hall, Shuttern Taunton on 10 July 2018 at 6.30 p.m.

Present The Mayor (Councillor Mrs Herbert)
Councillors Aldridge, Berry, Mrs Blatchford, Brown, Cavill, Coles, Coombes, Cossey, D Durdan, Ms K Durdan, Edwards, Farbahi, Mrs Floyd, Gaines, Mrs Gunner, Habgood, Hall, Henley, C Hill, Mrs Hill, Horsley, Hunt, James, R Lees, Mrs Lees, Ms Lisgo, Mansell, Morrell, Nicholls, Parrish, Prior-Sankey, Mrs Reed, Ryan, Mrs Smith, Mrs Smith-Roberts, Mrs Stock-Williams, Sully, Townsend, Mrs Tucker, Mrs Warmington, Watson, Ms Webber, Wedderkopp, Williams and Wren

Mrs A Elder – Chairman of the Standards Advisory Committee

1. **Former Councillor Kenneth (Ken) Hayward**

The Mayor made reference to the recent death of former Councillor Ken Hayward following a long illness. Mr Hayward had served as a Councillor for the Norton Fitzwarren Ward between 2003 and 2015 and as Mayor of Taunton Deane during the 2007/2008 Municipal Year.

The Council stood in silence in his memory.

2. **Election of Deputy Mayor**

On the motion of Councillor Coles, seconded by Councillor Mrs Smith-Roberts it was **resolved** that Councillor Francesca Teresa Christine Smith be elected as Deputy Mayor for the remainder of the Municipal Year.

Councillor Mrs Smith made and signed the declaration of acceptance of office and retired to be robed.

3. **Minutes**

The Minutes of the meetings of Taunton Deane Borough Council held on 10 April 2018 and 23 April 2018, copies having been sent to each Member, were signed by the Mayor.

4. **Apologies**

Councillors Mrs J Adkins, M Adkins, Beale, Booth, Bowrah, Davies, Govier and Stone.

5. **Communications**

- (i) The Mayor announced that a 'Celebration of Life' service would be held in respect of Ken Hayward on Monday, 16 July 2018 at 11.30 a.m. at All Saints Church, Norton Fitzwarren. Councillors were welcome to attend.

She went on to say that Ken had benefitted enormously over the past few weeks of hot weather from a remote controlled Dyson fan. As a result the Mayor had written to the company asking it to donate some of its fans to St Margaret's Hospice

Although a reply to this request was still awaited, the Mayor asked Members to also consider making a donation in Ken's memory to enable the purchase of a number of fans for the Hospice.

- (ii) The Mayor reported that she had participated in the 50:50 Cycle Ride on 6 May 2018. She hoped to receive any outstanding sponsorship from Councillors as soon as possible.
- (iii) Lastly, the Mayor drew attention to a series of 'Tea Parties' at Mr Miles Tea Rooms in Taunton she would be hosting, the first of which had already taken place on 4 July 2018. She hoped Councillors would be able to support these forthcoming events aimed at raising money for her three charities.

The next Tea Party was scheduled for 10 October 2018.

6. **Declaration of Interests**

Councillor Prior-Sankey declared a personal interest as she had recently been appointed to the Somerset Waste Board as one of Taunton Deane's representatives. She also declared a prejudicial interest in agenda item No. 11 as she and her husband were hosts for the YMCA Coast's 'Nightstop' Scheme where they were paid expenses.

Councillors Farbahi, Gaines and Morrell all declared personal interests in connection with agenda No. 7 as they had all signed the petition.

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

(The Deputy Mayor returned to the meeting.)

7. **Public Question Time**

- (i) On behalf of the Residents of Staplegrove Action Group (RoSAG), Jackie Calcroft spoke about the importance of making viability studies transparent to both Councillors and the public.

Too often developers were pleading that they could no longer meet the commitments they originally made despite their initial detailed Business Plans validated by numerous respectable consultants. Invariably it was the allocation of affordable housing which bore the brunt

Viability assessments must no longer be shrouded in secrecy. At the very

least they were making the role of those sitting on Planning Committees untenable. How could anyone make a genuine, considered decision without the full facts?

Councillor Beale's report later on in the agenda highlighted the fact that the provision of new affordable housing in Taunton Deane was woefully behind target. Yet at numerous meetings we hear Councillor affirmations that they do not want a reduction in affordable housing

In the case of Staplegrove the promoter's viability assessments shifted from their original planning application allocation of 25% affordable housing to just 10% before negotiations increased this to a paltry 15%. Comeytrowe had recently been reduced from 25% to 17.5%.....a total of over 300 fewer affordable homes on just two sites!

The Council applied for a £7,200,000 Government grant to build the required Staplegrove Spine Road which the promoter's viability assessment stated they could not afford without initially building some 500+ houses to fund it!

My belief was that the Council thought that should this funding be realised then the ludicrous drop down road onto Manor Road Corkscrew Lane would not happen. But this was not necessarily the case – as planning permission was granted with a drop down road!

Mrs Calcroft therefore asked:-

- (a) What percentage of affordable housing had now been re-negotiated for Staplegrove?
- (b) What recent negotiations had Taunton Deane had with the Government since May this year regarding the actual receipt of the £7,200,000?
- (c) Should this funding not reach the Council until the end of this year what robust steps would be taken to ensure there was no drop down road?

She also asked all Councillors to support the motion in agenda item No 9 relating to viability assessments.

In response, Councillor Habgood stated that there was little the Council could do in relation to viability assessments until the outcome of the Government's review of the National Planning Policy Framework had been received. It remained to be seen whether there were to be any further measures introduced to address the issues that had been outlined.

He acknowledged that the Council's affordable housing target had not been reached during the last year, however there were particular reasons for this shortfall. Taunton Deane's track record had been solid in the past three years and there was good reason to expect that future targets would be reached.

With regard to the Government funding, Councillor Habgood confirmed that this had still to be received. However, when it was it would be used to provide the Spine Road which would mean there would be no need for the drop down road to be provided.

- (ii) Mr Martin Pakes stated that in gathering over 600 signatures for a petition requesting the withdrawal of the Council's current planning application for redeveloping Coal Orchard, Taunton it was apparent that the vast majority of the public were unaware of the proposals.

In the light of this, what steps would the Council be taking to increase publicity of the proposal to ensure the electorate were better informed and better able to make their representations?

In response, Councillor Mark Edwards reported that as the application was live, he was unable to comment on the detail. However, everyone had a right to view the application and make their representations accordingly.

He went on to confirm that following the granting of outline planning permission last year, the current application sought to deal with the reserved matters.

Councillor Edwards confirmed that the Coal Orchard scheme had received a great deal of publicity through the local press and social media and was therefore surprised that so many people were unaware of what was being planned.

8. Receipt of Petition – “Stop wasting taxpayers’ money on a bad idea in Firepool, Taunton and drive inward investment first”

Mr Kit Chapman presented a petition containing over 1,500 signatures to the Council which called upon Taunton Deane “To reconsider its speculative hotel investment in Firepool and engage in consulting local businesses and the community to transform this prize site into a unique destination for high-value inward investment.

The Council was planning on borrowing £16,000,000 of taxpayers’ money to build a 120-bed hotel on Firepool.

We believed this decision by the Council to be a high-risk, speculative and irresponsible taxpayer-backed scheme. There had been no transparency to justify the Council’s decision-making process.

We can see no obvious commercial demand for this investment as there is nothing in the Firepool Redevelopment Plan that would attract new business-led investment into the centre of Taunton and nothing that would attract visiting tourists.

If the Council intended to borrow £16,000,000 of taxpayers’ money, we would expect to see the funds first deployed in a manner that would drive new business into the centre of Taunton, a plan geared to attract visiting tourists to Somerset’s County Town, and a scheme that would enhance the lives, health and well-being of its inhabitants.

With the high street retail sector in crisis, it was now vital that Taunton developed forward-looking, imaginative and innovative plans which capitalised on emerging business opportunities. Firepool must now be transformed into a

social, cultural, sporting and leisure destination. Ideas already put into the public domain by Tauntonians included:-

- A large, highly flexible space capable of hosting popular concerts, conferences, awards dinners and much more;
- A visitor centre (think Eden Project) celebrating the biodiversity and natural habitats of Taunton's unique hinterland (the Levels and Moors, the Quantocks, Blackdowns and Exmoor);
- High-tech business start-up units – a centre of innovation for Research and Development;
- A sports franchise/sporting facilities, for example a snow dome/skating rink;
- Low-rent artist studios to create a vibrant arts community; and
- A trampoline park/soft play area.

It was our firm opinion that Taunton Deane Borough Council was not only risking ratepayers' and council taxpayers' money in a highly speculative investment, but also risking its ability to fund the services the public had come to rely on.

We the undersigned call on the Council to stop wasting taxpayers' money. Engage with us and reconsider Council plans and investments to transform Somerset's County Town into a unique destination for high-value new business.

We urge the Council not to put "the cart before the horse". Work with us to establish a secure base that served the best interests of Taunton. Create the demand by attracting inward investment and visiting tourists to Firepool first."

Following the presentation of the petition, Messrs. Scott Berry and Nick Chapman addressed the Council to explain in detail why it was necessary for the Council to look again at its hotel proposal. This was followed by a debate by Councillors.

At the conclusion of the debate the following motion was proposed by Councillor Farbahi and seconded by Councillor Coles:-

"To defer the decision to build an hotel at Firepool and consult with businesses in Taunton Deane in order to safeguard public funds and to ensure the maximum return on our capital".

Referring to the four options (set out in the Council's Constitution) open to the Council as to the response to a petition, the Mayor sought confirmation from the proposer and seconder that it was option 3 – to refer the matter for further investigation - which was being requested. Confirmation was received.

Resolved that the motion, as set out above, be agreed.

9. **Motion – Viability Assessment through Section 106 Agreements**

Proposed by Councillor Habib Farbahi, seconded by Councillor Simon Coles.

“The Council notes:-

Viability assessment was a process of assessing whether a site was financially viable, by looking at whether the value generated by a development was more than the cost of developing it, with an acceptable level of financial return to a willing landowner.

This problem was exacerbated if the assessment was treated as confidential and detailed information was not available to the public and could not be discussed by the Planning Committee.

The Local Planning Authority (LPA) in recent months had received viability assessments as part of the application submission with the Staplegrove development in October 2017 and had recently accepted a reduction of 7.5% in the levels of affordable housing for 2,000 homes at Comeytrove and Trull after the developer’s submission and the original resolution to the grant of permission in January 2016.

Reducing the levels of affordable housing from 25% to 17.5% had provided the developers with an extra 150 open market homes at the expense of our struggling younger generation families in Taunton Deane who could not get onto the housing ladder.

There were now more than 2,000 people on the housing waiting list and urgent action was needed to reduce these numbers, instead of allowing them to grow.

More than 70% of Councils did not believe the National Planning Policy Framework (NPPF) would meet the need for low-cost homes in their local area, according to a recent survey.

The Council should take note of Shelter’s Chief Executive Officer’s warning that the lack of affordable housing was the main cause of homelessness. The figures from the Department for Housing, Communities and Local Government showed an increase of 16% of homeless people over the previous year. Indeed latest figures demonstrated that Taunton held the record in the County for homelessness.

We have no doubt that the planning process had to be transparent with all the parameters and policies clear to both developers and this authority, to ensure that our Planning Committee could make an informed decision. Clarification of process and methodology during determination of the application was required. At the moment important issues, for example the number / type / tenure and location of affordable units, were often not adequately considered at an early stage.

The local information requirements list, also known as the local validation list, needed to set out clearly the information that the Council would require to be able to register, assess and determine planning applications. The amount of information required would vary, depending upon the type and complexity of the proposed development, including any specific site constraints.

Any viability assessment should be supported by evidence informed by engagement with developers, landowners, infrastructure and affordable housing providers. Any viability assessment should follow the Government's recommended approach to assessing key factors as set out in the recently published draft National Planning Policy Guidance and be proportionate, simple, transparent and publicly available. This information should be available for public scrutiny and comment.

Applicants should also provide a summary of the financial viability assessment which outlined key findings, inputs, and conclusions to assist review by the LPA, and members of the public.

It was important that developers were accountable to communities and that communities were able to easily see where contributions towards infrastructure and affordable housing had been secured and spent. Any taxpayer's contributions towards enabling developments should be clawed back plus interest.

According to Shelter, "The damage being done by viability assessments was clear to see. Fortunately, there was a simple solution. By following through on plans to amend national planning rules in the 'planning for the right homes in the right places' consultation, the Government could deliver thousands more affordable homes every year, increase overall housing supply and make sure communities received more of what they wanted from new housing schemes.

We therefore recommend that:-

Generally the viability should be assessed through the plan-making process as set out in the new draft National Planning Policy Framework, and

- 1) Where viability factors in to development, viability assessments should be submitted at the validation stage. This would make for more complete and considered applications and would help streamline and speed up the decision making process;
- 2) All the facts and figures should be publically available wherever possible to enable an informed debate and decision to be made;
- 3) Wherever possible, the Council would seek to recover any taxpayer contribution to enable development such as Housing Infrastructure Fund (HIF) with interest at 3%; and
- 4) Where viability remained an issue, the Council would apply principles set out in the new draft National Planning Policy Guidance. Under these circumstances the Council would insist on:-
 - (a) An open book procedure to ensure delivery of much needed housing; and
 - (b) The levels of contributions to be assessed during and after completion

of developments. The Council must insist on the potential use of a claw back mechanism to maximize affordable housing contributions.”

During the discussion, Members expressed the view that the outcome of the recent NPPF consultation should be awaited from the Government before the detailed content and implications of the motion were considered.

The motion was put and was lost.

10. **Inter Authority Agreement and Constitutional Matters**

Considered report previously circulated, concerning a proposed amendment to the terms of the Inter Authority Agreement between Taunton Deane Borough Council (TDBC) and West Somerset Council (WSC) and, following the establishment of the Shadow Council arrangements, a proposed amendment to Taunton Deane’s Constitution.

The Inter Authority Agreement entered into between TDBC and WSC in November 2013 included the establishment of a Joint Partnership Advisory Group (JPAG) to oversee the partnership arrangements. In 2016 its terms of reference were amended to cover the overseeing of the approved Transformation Programme and the creation of a new Council.

The Somerset West and Taunton (Local Government Changes) Order 2018 which came into effect on 25 May 2018 required the Shadow Council to prepare and keep under review an Implementation Plan to ensure that the new Council was properly established on 1 April 2019.

Now that the Shadow Council governance arrangements were in place which covered the overseeing of Transformation and the creation of the new Council, JPAG had become surplus to requirements.

Noted that the Inter Authority Agreement could be varied at any time by the written agreement of the authorities and TDBC and WSC had therefore been recommended to amend the Agreement by the dissolution of JPAG, with the Shadow Executive assuming the role of facilitating Member oversight of Transformation activity.

Further reported that with the establishment of the Shadow Council and its Committees this would place further pressures of time on both Members and officers.

In particular, there were currently four Scrutiny Committees for the One Team of officers to support and there was insufficient capacity within the current structure to do this. Equally, elements of Scrutiny activity that were currently undertaken by the individual authorities such as scrutinising their respective budget proposals for the following year would now become the responsibility of the Shadow Scrutiny Committee thus reducing the need for ‘routine’ reports to existing Scrutiny meetings.

It was therefore proposed that the Constitution should be amended to facilitate the dissolution of the existing two TDBC Scrutiny Committees and the establishment of one Scrutiny Committee, consisting of 15 seats allocated

on a politically proportional basis (9 Conservatives, 4 Liberal democrats, 1 Independent and 1 Labour) to undertake the overview and scrutiny function on behalf of the Council for the period until 31 March 2019.

Resolved that:-

- (1) The Inter Authority Agreement between Taunton Deane Borough Council and West Somerset Council be amended by the dissolution of the Joint Partnership Advisory Group with the review and monitoring of the Implementation Plan being undertaken through the Shadow Council Governance arrangements; and
- (2) Article 9 and other relevant provisions of the Constitution be amended to facilitate the dissolution of the existing two existing Taunton Deane Scrutiny Committees and the establishment of one Scrutiny committee to undertake the overview and scrutiny function on behalf of the Council for the period until 31 March 2019.

11. **Capital Loan to Somerset Coast YMCA by Taunton Deane Borough Council**

Considered report previously circulated, which sought endorsement from Members for the Council to invest in the redevelopment of the Great Western Hotel, adjacent to the southern side of Taunton Railway Station.

This investment would be delivered through provision of a capital loan to Somerset Coast YMCA (YMCA-SC) of £675,000. The loan would complete the funding package of £1,700,000 to enable the necessary works to take place.

The redevelopment of this key building which is situated in an important gateway to Taunton was part of the overall plans to redevelop the area around the station. This would be in two key elements:-

- A business hub, incubator space, collaboration space and meeting rooms; and
- A training and skills partnership utilising 15 bed boutique style hotel accommodation.

These would combine to directly deliver 10 new jobs, 12 apprenticeships, 10 traineeships and a range of volunteering opportunities.

The proposition was based on the experience that YMCA-SC had in operating similar ventures. They were developing a portfolio of sites to support operation of their business which had some resonance with the Council's own approach. The two flagship projects of comparable undertaking were the Beach Hotel in Minehead and Barley Wood House in Wrington. Both of these social enterprises were financially self-sustaining.

As with any investment this was not risk free, however the risks identified were considered to be acceptable. There were financial benefits for the Council, particularly through increased investment income.

In a wider sense the loan created leverage with other organisations which had enabled a funding package to be created through the use of a number of funding sources. The proposed scheme would therefore have a number of benefits creating wider economic benefit for Taunton Deane. It would support small businesses and enable greater collaborative working.

The Corporate Scrutiny Committee had previously considered this proposal and supported its referral for approval to Full Council.

Resolved that:-

- (1) The principle of a 25 year, secured capital loan to Somerset Coast YMCA of up to £675,000 at beneficial terms to the Council be agreed;
- (2) A £675,000 Supplementary Budget in the Council's 2018/2019 Capital Programme in respect of the capital loan which was to be treated as capital expenditure be approved, with the understanding that the principal payments would be treated as capital receipts and would offset the up-front expenditure; and
- (3) Delegated authority be granted to the Leader of the Council and Section 151 Officer to agree the final detailed terms and conditions of the loan following the principles agreed by Full Council.

12. **Approval of Redundancies (Transformation) and Technical Change to Pension Discretions Policy**

Considered report previously circulated, which sought Council approval for the redundancies of the Assistant Director Planning and Environment, the Open Spaces Area 1 Supervisor and the Housing and Community Project Lead.

Although the necessary financial approvals were already in place via the Business Case for Transformation, there was a requirement as set out in the 2018/2019 Pay Policy Statement for redundancies to be approved where severance costs exceeded £100,000 per case.

Under the Transformation project the post holders had been included in Phase 1 and, along with 19 other staff, had expressed the preference to leave the organisation. The use of voluntary redundancy had been adopted to help achieve the required 22% savings in staff costs leaving those staff remaining to compete for the new posts created in the organisation.

Further reported a technical change to the Councils' Pensions Discretions Policy following advice from Peninsula Pensions.

Peninsula Pensions had recommended the use of Regulation 16(2)(e) and 16(4)(d) – Funding of Additional Pension rather than Regulation 31 – Award of Additional Pension to allow staff to use any compensatory payment made for redundancy or retirement in the interest of efficiency of the service.

This technical change would maintain the benefit for the employee and did not increase any costs to the authority.

Although Phase 1 of the new structure created through Transformation would come into effect at the end of September 2018 discussions had been held with one of the employees to secure their services until the 31 March 2019 to ensure sufficient capacity was available to manage the workload of the Planning Service and identified risks to the service.

Resolved that:-

- (1) The redundancies of the Open Spaces Area 1 Supervisor and Housing and Community Project Lead with effect from 30 September 2018 and the Assistant Director Planning and Environment with effect from 31 March 2019 be approved in accordance with the financial details set out in the confidential appendices A, B and C to the report; and
- (2) The amended Pensions Discretions Policy be also approved as set out in Appendix D to the report.

13. Suspension of Standing Order

Resolved that Standing Order 28, Time limits for all meetings be suspended to enable the meeting to continue for a further half an hour.

14. Exclusion of the Press and Public

Resolved that the press and public be excluded from the meeting for the following item as it included exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and that the public interest in withholding the information outweighed the public interest in disclosing the information to the public.

15. A Proposed Commercial Loan relating to premises in Taunton

Considered report previously circulated, concerning the provision of a commercial loan to an organisation in Taunton towards to costs of a redevelopment project.

Full details of the proposal were set out in the confidential report and appendices.

This loan should be seen as a commercial investment by the Council and the benefit to the revenue budget was significant. It was also recognised that the project was of wider benefit to the whole area and in particular Firepool.

Resolved that:-

- (1) A supplementary estimate to the Capital Programme be approved for a loan in the sum set out in the report to the identified organisation as part of the finance necessary for the proposed redevelopment. Final terms and conditions of the loan to be delegated to the Head of Commercial Investment and Change and the Section 151 Officer;

- (2) It be agreed that the principal repayments of the loan be treated as capital receipts and would offset the initial loan advance to the identified organisation; and
- (3) An urgent request that the identified organisation undertake appropriate consultation with the local community on this redevelopment and the improvement of key local amenities be supported.

Following the discussion of the above item, the meeting was re-opened to the press and public.

16. **Recommendation to Council from the Executive**

Financial Monitoring – Outturn 2017/2018

The Council's financial performance for the 2017/2018 financial year was recently considered by the Executive.

The revenue outturn position for the financial year 2017/2018 was as follows:-

- The General Fund (GF) Revenue Outturn position for 2017/2018 was a net underspend of £21,000 (0.1% of Net Budget), after proposed reserve transfers and carry forwards; and
- The Housing Revenue Account (HRA) which was a 'Self-Financing' account for the Council's Housing Landlord function, was budgeted to 'break even'. The HRA Outturn for 2017/2018 was a net overspend of £446,000 (1.7% of gross income).

The capital outturn position for 2017/2018 was as follows:-

- The total General Fund Capital Programme budget was £53,304,000, including continuing schemes from previous years and new schemes approved at the start of and during 2017/2018. Of this, £13,883,000 had already been spent in previous years and a further £4,869,000 had been spent during 2017/2018. The projected spend in 2018/2019 and future years was £34,259,000. A net underspend of £293,000 was reported against the overall approved budget for the Programme.
- The HRA approved Capital Programme at the end of 2017/2018 was £18,839,000. This related to schemes which would be completed over the next five years. The actual expenditure on the Capital Programme during 2017/2018 was £10,126,000 with £8,713,000 for planned investment to implement approved schemes in future years.

The General Fund reserves balance as at 31 March 2018 stood at £2,299,000 which remained above the minimum reserves expectation.

The HRA Reserve balance as at 31 March 2018 stood at £2,778,000, which was above the minimum level set within the Council's Budget Strategy and HRA Business Plan.

The total General Fund Earmarked Reserves balance as at 31 March 2018 was £21,615,000 and for HRA Earmarked Reserves was £6,990,000, representing contingencies and funds that had been set aside for specific purposes to be spent in 2018/2019 or later years.

The year-end financial statements reported that Deane DLO had made an overall deficit of £44,000 after contributing £101,000 to the GF. This deficit had been transferred from the DLO Trading Account Reserves which, together with a £200,000 contribution to Transformation, had decreased the reserve balance to £121,000.

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

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

Resolved that:-

- (1) The reported General Fund Revenue Budget underspend of £21,000 in 2017/2018 and the General Reserves Balance of £2,299,000 as at 31 March 2018 be noted;
- (2) The General Fund Revenue Budget Carry Forwards totalling £1,195,000 be approved;
- (3) A General Fund Capital Programme Budget Profile totalling £34,259,000 in 2018/2019 and later years be approved;
- (4) A Housing Revenue Account Budget Carry Forward totalling £344,000 be approved; and
- (5) A Housing Revenue Account Capital Programme Budget Profile totalling £8,713,000 in 2018/2019 and later years be also approved.

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

17. Reports of the Leader of the Council and Executive Councillors

(i) Leader of the Council (Councillor John Williams)

Councillor Williams's report covered the following topics:-

- Shadow Council – Inaugural Meeting;
- Trenchard Way, Taunton;
- Future of Local Government in Somerset;
- Bridgwater and Taunton College;
- Visit to the UK Hydrographic Office;
- Update on Refurbishment of the Great Western Hotel;
- Refurbishment of The Deane House; and

- Police Lease and Occupation of The Deane House.

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

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

- Village Agents – Helping People in Rural Areas;
- Examples of where Village and Community Agents have helped;
- Wider work of Community Council for Somerset;
- Diverted Giving – to help the homeless and reduce begging; and
- Government Grant awarded to tackle rough sleeping.

(iii) **Housing Services (Councillor Terry Beale)**

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

- Housing Enabling and Development

Development - North Taunton; Weavers Arms, Rockwell Green, Wellington; 12 Moorland Close, Taunton; 11 Belmont Road, Taunton; Laxton Road, Taunton; and Oake Woolaway Repair Project;

Enabling - Affordable Housing Open Day; Staplegrove; Comeytrove; Oake; Parmin Close, Taunton; Discounted Open Market Sites; Homefinder and Affordable Housing Partnership;

- Anti-Social Behaviour;
- Further Work Projects – Inspired to Achieve Contract; and Star Survey;
- Deane Helpline;
- Universal Credit;
- Repairs and Maintenance; and
- Lodge Close Extra Care, Wellington.

(iv) **Environmental Services and Climate Change (Councillor Patrick Berry)**

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

- Environmental Health (Staffing Update; Food Hygiene Inspections; Hinkley Point Emergency Exercise; Safety Advisory Groups; Public Health Funerals; and Process Redesign Programme);
- Licensing (Performance; Staffing; Process Redesign);
- Street Sweeping and Toilet Cleaning;
- Somerset Waste Partnership (Upgrading the Service : Recycle More; Plastics : Recycling Pots, Tubs and Trays; Kerbside knife warning); and

- Cemeteries and Crematorium (Small Projects Update; Chapel Waiting Room Expansion; and Business Figures).

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

The report from Councillor Edwards covered:-

- Communications;
- Business Development - Taunton Deane Business Awards; Growing our Garden Town (Taunton Growth Prospectus); and Wiveliscombe;
- Events, Place, Retail Marketing and Visitor Centre – Events; Place and Retail Marketing; and Visitor Centre;
- Growth Strategy and Specific Projects – Coal Orchard Redevelopment, Taunton; and
- Asset Management Service Update – Asset Management System (Open Assets by Capita); Internal Special Health and Safety and Compliance Review; Leisure Procurement – Facilities Lease Heads of Terms; Flook House; Country Park; Annual Asset Valuation; One Public Estate Meetings; and Traveller Encampments.

(vi) **Planning Policy and Transportation (Councillor Roger Habgood)**

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

- Planning Policy;
- Garden Town Strategy and Plan;
- Highways England Consultation – Taunton to Southfields Dualling Scheme;
- Taunton Urban Realm;
- Variable Message Signage and Car Park Pay on Foot;
- Connecting Taunton Transport Strategy;
- Neighbourhood Plans;
- Major Planning – Staplegrove; Firepool, Taunton; Comeytrove Coal Orchard; and Nexus 25;
- Resourcing of the Planning Service; and
- Heritage at Risk – Tonedale Mill, Wellington and Sandhill Park, Bishops Lydeard.

(vii) **Sport, Parks and Leisure (Councillor Mrs Vivienne Stock-Williams)**

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

- Community Leisure – Play and Recreation; Planned Works for 2018/2019; Section 106 Funding for Play, Sport, Allotments and Community Halls; Capital Grant Scheme for Voluntary Village Halls, Sports Clubs and Allotments and the Parish Play Area

- Grant Scheme; and Summer Sunday Bandstand Concerts;
- GLL (Taunton Deane) – Community Sport and Health; and Facilities;
- Parks and Open Spaces – Grass Cutting; Housing Grounds Maintenance; Vivary Park, Taunton; Vivary Park Lake; and Wellington Park; and
- Property – Blackbrook Pavilion Site, Taunton; Leisure Facilities; Station Road Pool, Taunton; Vivary Park Golf Course; Wellington Sports Centre; Wellsprings Leisure Centre, Taunton; and Wilton Lands, Taunton.

(viii) **Corporate Resources (Councillor Andrew Sully)**

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

- Corporate Services;
- Corporate Performance;
- Customer Services;
- Facilities Management;
- ICT/Technology;
- Member Case Management;
- HR and Organisational Development;
- The Mayoralty and Democratic Services;
- Procurement Team;
- Finance; and
- Revenues and Benefits.

(Councillor Nicholls left the meeting at 7.15 p.m. Councillors D and Ms Durdan left the meeting at 8.30 p.m. Councillor Mrs Gunner left the meeting at 8.41 p.m. and Councillor Morrell at 9.53 p.m.)

(The meeting ended at 9.57 p.m.)

Taunton Deane Borough Council

At a special meeting of Taunton Deane Borough Council held at Shire Hall, Shuttern, Taunton on 23 August 2018 at 6 p.m.

Present The Mayor (Councillor Mrs Herbert)
Councillors Aldridge, Berry, Mrs Blatchford, Booth, Bowrah, Brown, Cavill, Coles, Farbahi, Gaines, Habgood, Hall, Henley, C Hill, Mrs Hill, Horsley, Hunt, R Lees, Mrs Lees, Ms Lisgo, Mansell, Martin-Scott, Morrell, Parrish, Prior-Sankey, Mrs Reed, Ryan, Mrs Stock-Williams, Stone, Sully, Townsend, Mrs Warmington, Watson, Wedderkopp, Williams and Wren.

Mrs A Elder – Chairman of the Standards Advisory Committee

1. **Apologies**

Councillors Mrs Adkins, M Adkins, Beale, Coombes, Davies, D Durdan, Edwards, Gage, Govier, Mrs Gunner, James, Nicholls, Mrs Smith and Mrs Smith-Roberts.

2. **Declaration of Interests**

Councillors Coles, Hunt and Prior-Sankey declared personal interests as Members of Somerset County Council.

Councillors Bowrah, Brown, Cavill, Gaines, Henley, Hunt, Mansell, Mrs Reed, Mrs Stock-Williams, Stone, Townsend, Mrs Warmington and Watson all declared personal interests as Members of Town or Parish Councils.

3. **Public Question Time**

- (a) (1) Mr A Debenham stated that from a general assessment, many local residents despaired at the name chosen for the new Council - "Somerset West and Taunton Council" instead of the obvious "Taunton Deane and West Somerset Council", thereby retaining the historic prominence of our County Town, as well as sustaining the factual leading importance of Taunton Deane over West Somerset.

Why and on what evidential basis, was the Council now going ahead with this un-consulted upon name for the new merged authority? And how and when could this name be changed to something which Taunton Deane residents would support?

(2) From the viewpoint of having the most simple and direct democratic engagement between electors and their elected Councillors, I have campaigned for decades for there to be all single-Member Wards, these then being small enough to encourage Councillor candidates from more diverse backgrounds as well as the usual candidates representing political parties.

For the new authority I welcome the improvement of the proportion of single-Member Wards to 17 out of 59, but why not go the whole hog and abolish the complexity and unwieldy size of multi-Member Wards completely – particularly those with three Members?

(3) If multi-member electoral Wards unfortunately have to be retained, please could the now universally recognised fairer democratic voting system of “preference voting” be used, with the use of “transferable voting procedures” to determine the elected Councillors for that Ward?

In response, Councillor Jane Warmington thanked Mr Debenham for the early notification of his questions her responses to which were as follows:-

(1) In hindsight, it might have been sensible to have simply linked the existing Taunton Deane and West Somerset which few would probably have disagreed with.

However, because the new name was used in the Structural Change Order and accepted by Parliament, it could not now be changed by the extant Councils. The name had to remain as it was until the new Council was established and it would be up to the Councillors elected next May to decide whether the name should be changed and to what.

(2) The Local Government Boundary Commission England’s (LGBCE) criteria for each Member representing roughly the same number of people on the electoral role made this difficult particularly in the parishes where most were either much too small or slightly too big. One example is Bishops Lydeard which is too big to be represented by one Member yet this would actually be both practical and desirable locally.

The LGBCE had also reduced the number of single Member Wards initially suggested for Taunton when they felt the Unparished Area of Taunton would be better represented by sixteen rather than fifteen Councillors. Towns do not necessarily divide neatly into sensible chunks of 2,000 or so electors which the LGBCE also consider important. If practical one Member Wards were preferred but two or three Member Wards were acceptable, so most areas ended up a mix of all three.

(3) Currently this was something which was not normally available at any tier of Government and views on the wisdom of this did vary.

(b) Mrs J Calcroft stated that the LGBCE proposal seemed to be based on one Councillor per 2,000 electors. This satisfied one of their criterion based on electoral equality which was sound.

The details of the current number of electors within each Ward was obviously based on current statistics and was therefore reliable.

Her questions related to seeking some clarifications on the forecast numbers on which the number of Councillors seemed to be based.

Five of the proposed new Wards appeared to have increased forecast

numbers exceeding 1,000. Creech and Durston had a forecast of 1,200 increase in numbers and Trull and Pitminster a forecasted increase of over 1,074.

Then unsurprisingly there were two of the three main "growing garden town community" areas within the current Taunton Deane boundary with increased numbers - West Monkton and Cheddon had an anticipated 1,500 increase in forecasted numbers and Norton Fitzwarren and Staplegrove Ward had 1,302.

But, the third main "growing garden town community" area Bishops Hull and Comeytrove showed a forecasted decrease of 367! If like the other two major developments in Taunton Deane an increase of between 1,300 and 1,500 was assumed, this would put their forecasted electorate up to in excess of 8,000 and for parity would require four Councillors.

Mrs Calcroft asked:-

- On what date in the future were the forecasted numbers in the five Wards mentioned above based?
- How were they arrived at? and
- How often would an electoral review take place to ensure that the three identified "growing garden town communities" maintained electoral equality in relation to Councillor representation?

Councillor Jane Warmington thanked Mrs Calcroft for her questions. She undertook to provide her with a full written response in due course.

4. **Warding Arrangements for the New Council**

Considered report previously circulated, concerning the Warding Arrangements for the new Council.

Following the decision of the Secretary of State to confirm his 'minded to' decision to create a new Council, it was necessary for the Local Government Boundary Commission England (LGBCE) to establish the electoral arrangements in time for the May 2019 local elections.

The Structural Change Order that was approved by Parliament made provision for the size of the new Council to be 58 Councillors. The LGBCE therefore invited interested parties to submit any proposals to them by 4 May 2018 in regard to establishing warding arrangements for the new Council area based on this size to enable them to determine the number of Wards, the Ward boundaries, the number of Councillors to be elected to each Ward and the names of each Ward.

On 3 July, 2018, the LGBCE published its draft recommendations for the new electoral arrangements for Somerset West and Taunton Council. It was proposed that the new Council should have 59 Councillors who should represent 6 three-Councillor Wards, 12 two-Councillor Wards and 17 one-Councillor Wards.

These proposals were currently subject to a full public consultation process which ran until 27 August, 2018 and views were being sought for alternative

boundaries or Ward names which met the LGBCE criteria – Electoral Equality, Community Identity and Effective Local Government – which they had to follow as part of the electoral review process.

The draft recommendations did closely reflect the proposals submitted by the two Councils with the main difference being the LGBCE exercising their discretion to increase the size of the new Council from 58 to 59 Members to provide better electoral equality; this was being done by the allocation of one additional Councillor to the Unparished Area of Taunton (from 15 to 16) with the recommendations for the rest of the area reflecting the Councils' submissions with the two exceptions of the Parish of Sampford Brett being placed with Williton and Watchet (rather than in South Quantock) and the Parish of Treborough being part of the Exmoor Ward (rather than the Old Cleeve and District Ward).

In terms of process, the New Council Working Group had established a cross party sub-group to assist officers with reviewing the draft recommendations and formulating a draft response for the two Councils to consider endorsing at Special Meetings to be held on 20 August 2018 (West Somerset Council) and 23 August 2018 (Taunton Deane Borough Council), respectively.

The sub-group had met with officers on 6 August, 2018 and reviewed the draft recommendations, particularly focussing on where there were changes from the submission made on behalf of the two Councils. Overall, the sub-group recognised that the recommendations broadly reflected the wishes of the two Councils and incorporated some of the suggestions made by Town and Parish Councils and therefore should be welcomed in this regard.

It was further acknowledged that by the LGBCE allocating an additional seat to the Unparished Area of Taunton, this had the dual benefit of enhancing the local democratic representation for this part of the new Council area and providing a better overall electoral equality whilst not prejudicing and altering significantly the distribution of seats across the rest of the area as proposed in the Councils' original submissions.

The sub-group did identify a number of matters that it considered should be put forward to the LGBCE to consider addressing to further enhance their final recommendations. These related to the moving of one property between Wards in the Unparished Area of Taunton to align better with the proposed warding pattern, suggesting some changes to the proposed names of some of the new Council Wards and to request that the warding schemes for Minehead and Wellington Town Councils should be coterminous with the proposed Wards for the new district Council and that the names are the same as well.

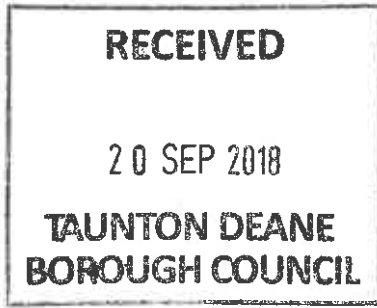
The sub-group was strongly of the view that, if at all possible, it would add weight to any representations made by the two Councils if those representations were the same and so it was agreed that identical reports would be submitted to the two respective meetings for consideration.

Resolved that the following representations be made to the Local Government Boundary Commission England, as a response to the public

consultation process in regard to their draft recommendations for the new Council:-

- (1) The Council broadly supported the draft recommendations and welcomed the proposals including the increase in the number of Councillors to 59 to allow 16 Councillors to represent the Unparished Area of Taunton;
- (2) The Council supported the proposed new Council District Ward boundaries with the one specific suggested amendment that the Ward boundary for the Wellspings and Rowbarton Ward be slightly adjusted to enable the property known as 191 Cheddon Road to be moved from this Ward and included in the proposed Priorswood Ward;
- (3) The Council requested that the following proposed Ward names be changed as set out below:-
 - 'Tangier' be changed to 'Manor and Tangier';
 - 'Vivary West' be changed to 'Wilton and Sherford';
 - 'Vivary East' be changed to 'Vivary';
 - 'Minehead South' be changed to 'Periton and Woodcombe';
 - 'Brendons and Wiveliscombe' be changed to 'Wiveliscombe and District';
 - 'Creechbarrow' be changed to 'Halcon and Lane'; and
 - 'North Curry and District' be changed to 'North Curry and Ruishton';
- (4) The Council strongly requested that the proposed Minehead Town Council warding arrangements as set out in paragraph 80 of the recommendations be changed to ensure that the Town Council Wards were coterminous with those proposed for the District Council in Minehead (given that elections for the town and district councils are usually held at the same time) as set out in paragraphs 68, 69 and 70 of the recommendations, with the names being the same for both the District and Town Council Wards to avoid confusion; and
- (5) The Council strongly requested that the proposed Wellington Town Council warding arrangements as set out in paragraph 81 of the recommendations be changed to ensure that the Town Council Wards were coterminous with those proposed for the District Council in Wellington (given that elections for the Town and District Councils were usually held at the same time) as set out in paragraphs 57, 58 and 59 of the recommendations, with the names being the same for both the District and Town Council Wards to avoid confusion.

(The meeting ended at 8.38 p.m.)



18 Quantock Road

Taunton

TA2 7NL

Dear Sir

Please find the enclosed petition in accordance with your petition scheme.

We are petitioning the Council to provide effective preventative measures to stop travellers illegally setting up camp on Kingston Stream Open Space. Although the petition states specifically removable concrete bollards, following a residents meeting yesterday evening, people are willing to consider alternatives, providing these are effective i.e. NOT wooden trip rails.

Mendip Council are only one of many local councils in the UK to have taken serious steps which act as a strong deterrent. Please see enclosed pictures of stone boulders placed strategically at the park in Street, Glastonbury to prevent unlawful access. In addition to these measures there are councils in the UK who now have permanent injunctions to prevent illegal traveller camp sites. These include Harlow, Wolverhampton, Surrey, Basingstoke and Hampshire.

We urge Taunton Deane Borough Council to follow suite; differing methods need not be expensive and would definitely cost less than the money currently being spent on Council workers' time, Police time and clean-up operations.

The petition has in excess of 650 signatures, which we feel demonstrates the strength of feeling shown by local residents regarding this matter.

We would request that a motion be tabled at the full Council meeting on October 2nd and that two questions be put to the council by myself, these being:

1. We ask the council to install effective preventative measures and secondly to take definitive action to prevent the unlawful encampment on Kingston Stream Open Space adjacent to Wellsprings Road, as soon as possible.
2. We ask the council to take steps to obtain an injunction to prevent illegal camp sites on Kingston Stream Open Space, as other councils have implemented in their own areas.

We would like some form of definitive action to be decided upon and to be undertaken as soon as possible.

I look forward to hearing from you in due course

Yours faithfully

Liz Goldsworthy

Full Council – 2 October 2018

To tackle crime and anti-social behaviour working alongside businesses to reverse the downward trend and thus enhance shoppers' sense of security leading to increased footfall in Taunton Town Centre

Motion proposed by Councillor Habib Farbahi, seconded by Councillor Simon Nicholls

Preamble:-

Taunton Deane Borough Council, as the public custodians of Taunton Town Centre, is ideally positioned to oversee the regeneration of the high street and to oversee the security arrangements.

In May 2017, Sedgemoor District Council launched their own business crime reduction system to replace Somerset Businesses Against Crime (SBAC). At the time, the Conservative Executives at both Sedgemoor and Taunton Deane were warned by those running SBAC and their members that this would have dire consequences for businesses.

A survey conducted by SBAC showed that 95% were happy with the service SBAC provided and 90% did not believe that Sedgemoor would deliver a meaningful service.

SBAC received little funding from the public purse and was funded mostly by the business community it served. We questioned the rationale of the move by Sedgemoor but they went ahead with their plans.

As predicted by so many, the consequences of this action on the businesses in Taunton Deane have been profoundly felt.

The lack of co-ordination and intelligence has led to stores reporting losses spiralling into the tens of thousands of pounds. They are telling us that intimidation and violence are on the increase. This, coupled with increased anti-social behaviour, has forced visitors to stay away from a town centre that is increasingly seen as becoming lawless. It was recently reported that the town had seen over 676,000 less visitors compared to last year the same time and 9,241 fewer motorists using town centre car parking. The fear of crime is keeping people away and hurting businesses further. This cannot continue!

Visible Police resources are scarce thanks to recent cuts; the CCTV system in the town centre is not fit for purpose with controllers in Bridgwater responding to calls for help by saying they are too busy or to call 101; the absence of data sharing is leading to criminals committing offences in our town with no fear of prosecution or action.

The current administration at Taunton Deane know this and have funded two security guards to patrol the town centre this summer to reassure tourists that the town is safe. This expense of thousands of pounds could have been avoided if they had listened to local businesses and saved SBAC. Indeed, the near fatal stabbing of a security guard on Friday, 7 September 2018 might have been prevented if SBAC had still been in operation as the attacker would have been known and the situation that occurred could have been avoided.

A well-known national chain with over 1,400 stores reported that the worst shrink figures in the whole company were in Taunton.

Furthermore in the Police and Crime Commissioner's annual report it was recorded Business Crime in all regions of Avon and Somerset fell by 5% in 2017 except for Somerset West (which covers Taunton Deane, West Somerset and Sedgemoor) where it rose by 5% a difference of 10% to the rest of the service area which includes Bristol, Bath, and Weston-Super-Mare.

If we fail to address these issues, we will see further reductions in visitor numbers; continued crime and disorder in our area; and businesses (particularly the smaller, independent stores) will close leaving further voids hard to fill in the current climate.

We propose a solution to the business crime issues affecting our communities. We hope that the business community will support it and that the Full Council support this motion, which will benefit our traders and residents with increased visitors to the area.

The Taunton Deane Business Crime Unit:-

- Currently, Taunton Deane fund Sedgemoor CCTV to the tune of £250,000 a year to monitor and maintain our CCTV network.
- Local taxpayer's money is being used to generate income for another authority and with little benefit for our community.
- CCTV Operators are not pro-active in monitoring offenders, disinterested in calls for help from the businesses, and are also overstretched looking after multiple locations often with only one or two operators.
- Taunton Deane is funding work that benefits Bridgwater and other areas but not Taunton Deane.

We know this money could be more effectively used and targeted in the key areas; we need to give our businesses a dedicated service.

Recommendations:-

- (1) Engage with all the businesses in the town centre to fully understand their challenges and see if contributions via the radio link systems can help and support their businesses. Taunton Deane and the new authority have to

come together with the business community to ensure a safe environment for them to operate so that they can survive these difficult times.

- (2) We propose that the £250,000 per year that is currently being spent with Sedgemoor District Council would be better used here in the County Town by developing a Taunton Deane Business Crime Unit rather than the current outsourced centres that are not obviously working. Therefore cancel the current contract and seek an alternative provider.

This Unit to:-

- monitor and maintain the CCTV system;
- operate a radio link system for the area; provide high visibility security presence in the town; and
- co-ordinate a professional and compliant data sharing service.

- (3) We propose that businesses also need to contribute via the radio link systems knowing that a better quality service than that currently being received will be provided.

The community would benefit from stronger security presence and a reduced fear of crime, which would attract customers back to Taunton Town Centre.

- (4) An external Audit should be conducted to include a review of the whole system with immediate effect to ensure that people and businesses in Taunton Deane Borough Council are getting the best possible value for the services currently provided by Sedgemoor District Council.

Taunton Deane Borough Council

Motions to Council – Assessment Form

On receipt of a Motion from a Councillor, the Democratic Services Manager will carry out an assessment as to its contents to establish whether there are likely to be significant consequences to the Council should the Motion be carried at the subsequent Full Council meeting.

The first question to be addressed will be:-

“Can the Motion, if approved, be implemented without the need for any resource (financial and otherwise) to be identified outside existing budgets or staffing capacity?”

If the answer is ‘yes’, then the Motion can proceed towards discussion and resolution.

An example of a Motion which would fall into the above category would be where the Council is being asked to lobby the Government, Somerset County Council or other body on a particular issue. If the motion is carried, the action required will usually involve no more than a letter being prepared and sent to the intended recipient.

However, as in the case of the recent Motion on ‘Legal Hights’, the answer to the above question would clearly be ‘no’.

In such circumstances, detailed analysis of the wording of the Motion will be required to identify what will be needed if the Motion – when it comes before Full Council – is carried.

Such analysis will include:-

- What additional resource would be required to ensure the Motion (if approved) could be implemented?
- What needs to be done to identify the level of resource necessary both in financial and staff terms?
- Are any approvals needed to provide these resources?
- Will this require reports to be submitted through Scrutiny and the Executive? If a Supplementary Estimate is required, Full Council approval will be required too.

If such analysis is required, the Democratic Services Manager will arrange for the attached pro-forma to be completed and this will accompany the relevant Motion onto the agenda of the Full Council meeting so all Members are aware that further investigation will be required before the Motion – even if it is carried – can be implemented.

Motions to Council – Assessment Proforma

(To be used in circumstances where it appears the wording of a proposed Motion will commit the Council to providing further financial or staffing resources which cannot be met from existing budgets)

Brief Details of the Motion -

Motion

(1) Engage with all the businesses in the town centre to fully understand their challenges and see if contributions via the radio link systems can help and support their businesses. Taunton Deane and the new authority have to come together with the business community to ensure a safe environment for them to operate so that they can survive these difficult times.

(2) We propose that the £250,000 per year that is currently being spent with Sedgemoor District Council would be better used here in the County Town by developing a Taunton Deane Business Crime Unit rather than the current outsourced centres that are not obviously working. Therefore cancel the current contract and seek an alternative provider.

This Unit to:-

- monitor and maintain the CCTV system;
- operate a radio link system for the area; provide high visibility security presence in the town; and
- co-ordinate a professional and compliant data sharing service.

(3) We propose that businesses also need to contribute via the radio link systems knowing that a better quality service than that currently being received will be provided.

The community would benefit from stronger security presence and a reduced fear of crime, which would attract customers back to Taunton Town Centre.

Questions to be addressed

- | |
|---|
| <ul style="list-style-type: none">• <i>What additional resource would be required to ensure the Motion (if approved) could be implemented?</i> |
|---|

Answer – Taunton Deane has a system of 65 cameras which are strategically placed covering Taunton and Wellington areas. In particular they cover town centre and car park areas. They are monitored and maintained by Sedgemoor District Council (SDC) via a Service Level Agreement and have been for over 10 years. The value of the contract is in excess of £250,000 per annum and is annually reviewed.
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These cameras are monitored 24 hours a day, 365 days a year by a small team based in Bridgwater House, Bridgwater. All footage is recorded and stored for evidential purposes in compliance with the current CCTV Codes of Practice as occasionally updated by the Office of the Surveillance Commissioner. SDC are also responsible for monitoring cameras covering the South Somerset District Council (SSDC) area.

As the existing staff are required for their current work – monitoring SDC and SSDC cameras 24 hours a day alongside those owned by Taunton Deane – it is hard to see how any TUPE arrangement could be appropriate. There is not ‘spare’ capacity or operators, the system is run at the minimum safe levels to ensure the service runs well. Therefore, a set of operators would be required. They would be required to cover 24/7 shifts in order to maintain the existing levels of service. In order to cover 168 hours in a week, based on 37 hours a week, you would require 4.5 FTE members of staff. However, once you factor in time away from the control room (rest), this should be increased to a minimum of 6 FTE. If each of these were paid at a rate of £20,000 per annum, plus on costs at 25% - both of which are low estimates – then the staff costs of monitoring alone would be £150,000 per annum.

Any new system will require a compliance officer or a manager/supervisor. For the purposes of this, it is possible to look at a current SDC job advert for a Monitoring Services Technical Manager. This is currently live on their website <https://www.sedgemoor.gov.uk/vacancies> and commands a salary of a minimum of £32,000. When we apply the same on costs, this rises to £40,000. A brief look at the specification for this post reveals that this would be essential for any new team:

The successful candidate will be responsible for the maintenance and improvement of the Council's CCTV network, close liaison with the Police to ensure effective service delivery and crime detection, and working effectively with other local authorities and business customers to ensure effective management of all networks and infrastructure, and client satisfaction. Proven experience and knowledge of CCTV systems, and the associated legislative background will be essential. The post holder will need to be proficient in the use of the relevant systems to be able to cover shifts and manage the legislative and data protection requirements.

A new maintenance contract would be required. The current rate is approximately equal to £2,000 per camera per year which includes provision for depreciation and replacement. To maintain this, assuming that the Council could secure a deal for this value, would cost an additional £130,000 per annum.

The new system will require a control room and associated equipment. The system was previously housed in a room in the then Parking Office in Paul Street car park (commonly known as the multi-storey). These offices are no longer occupied by anyone and were last occupied for CCTV purposes over 10 years ago. As such, any infrastructure which remains – even if it were possible to re-occupy, which is doubtful – is obsolete. If we accept that there is some equipment eg monitors and laptops that could be relocated at no cost (which is a stretch) there are still additional costs in moving hard drives and equipment, physical set up of a control room, heating,

lighting, utilities and cost of the space per se. I am unable to estimate costs associated with this.

- ***What needs to be done to identify the level of resource necessary both in financial and staff terms?***

Answer – The motion is premature as the transformation of the council is creating a new approach to localities. This review and determination of an approach to security in the town centre as a locality issue would be better delivered as an element of the overall approach. There is an existing ‘One Team’ multi-agency approach which meets on a weekly basis to discuss and oversee town centre issues.

An independent review of the current system would establish whether it provides value for money and could detect trends in overall arrest rates and incidents captured on camera for evidential purposes.

Further work would need to be done to establish the effects of terminating the existing contract, establishing a new control centre and associated costs, costs of staffing and benefits from any proposed approach. Therefore this would require an assessment of capital and revenue costs; their availability and any benefits to be derived from a new approach in addition to those derived from the current system.

Alongside this, further work would be required to establish the level of commitment that retailers would realistically have in financial terms to complement any new arrangements.

Most larger towns operate some form of crime reduction scheme and until recently this was provided across Bridgwater and Taunton by Somerset Businesses Against Crime (SBAC) supported by Hatchers and run by Andrew Sharman as Coordinator. This scheme was largely funded by its business members (and the occasional community grant it secured).

TDBC did not have a financial interest in this but were always an interested party and have supported the scheme in the past through three bids for grant aid (from Community Safety pot and Taunton Unparished Area Grant) and the occasional briefing from the Coordinator. As such, it would be inappropriate to try to establish a new scheme in addition to the costs already outlined above.

- ***Are any approvals needed to provide these resources?***

Answer – The existing contract would need to be terminated and reasons given with a notice period of not less than 3 months. Yes – capital expenditure unknown, revenue expenditure unknown but at a minimum of £320,000 per annum (the sum of the costs of staffing and maintenance outlined above) and full Council approval

- ***Will this require reports to be submitted through Scrutiny and the Executive? If a Supplementary Estimate is required, Full Council approval will be required too.***

Answer – Yes. The sheer scale of work required is prohibitive and not in accord with our understanding of the current operator. The existing arrangements provide value for money and the minimum first step would be to establish a review of existing arrangements. This is not a realistic aim in the short term as the Council is in the Transformation period. However, a period review of services provided under any and all Service Level Agreements is prudent.

Likely timescale involved – Unknown. Not less than 2 years

Taunton Deane Borough Council

Full Council – 2 October 2018

Community Infrastructure Levy Allocations for 2019/2020-2022/2023

This matter is the responsibility of Executive Councillor Richard Parrish

Report Author : Kate Murdoch (Principal Policy Officer)

1. Executive Summary

- 1.1. The Council introduced a Community Infrastructure Levy (CIL) on 1 April 2014. As at 1 September 2018 the CIL strategic pot holds approximately £3,128,500 CIL receipts with a further £974,000 due to be received (these are funds where CIL demand notices have been served and will be paid between 2018/2019-2020/2021). The Neighbourhood proportion has provided almost £500,000 to local communities across Taunton Deane and a further £170,000 is due to be collected for local areas.
- 1.2. This report details proposed CIL allocations of £15,500,000 for the period 2019/2020-2022/2023 for Member approval. The proposed CIL allocations are for infrastructure categories associated with the delivery of infrastructure projects for the Taunton Garden Town and are in addition to the £16,600,000 New Homes Bonus already committed to delivering the Council's growth agenda.
- 1.3. Full Council approval of the CIL allocations, outlined in Table 1 below, is sought so they can be committed as match funding in infrastructure bids for current and future projects, in line with the Council's approved Regulation 123 list.
- 1.4. At present officers are working in partnership with Somerset County Council, Sedgemoor District Council and Government officials to develop a funding bid for the Housing Infrastructure Fund (Forward Fund) and the proposed CIL allocations will support infrastructure funding profiles for Taunton projects in the bid.
- 1.5. The report recommendations have been endorsed by both Taunton Deane's Scrutiny Committee on 18 September 2018 and the Shadow Executive on 26 September 2018.

2. Recommendations

- 2.1. Taunton Deane Borough Council is requested to:-
 - a) Approve Community Infrastructure Levy funding of £15,500,000 for the period 2019/2020 to 2022/2023, by infrastructure type as set out in Table 1;
 - b) Approve the Community Infrastructure Levy Allocation Principles as set out in Paragraph 4.9 of this report;

- c) Support a recommendation to the Shadow Council of Somerset West and Taunton Council to include the proposed investment of Community Infrastructure Levy allocations within its recommended Capital Programme for 2019/2020; and
- d) Support a recommendation to the Shadow Council of Somerset West and Taunton Council to incorporate delegation powers within the new Constitution. The delegation powers will require the approval of the Head of Strategy and relevant Portfolio Holder (in consultation with the Section 151 Officer) to enable the profile of Community Infrastructure Levy spending to fall outside the indicative years shown in Table 1 but within the overall sum allocated by infrastructure type and subject to sufficient CIL funding being available.

3 Risk Assessment (if appropriate)

Risk Matrix

Description	Likelihood	Impact	Overall
Community Infrastructure Levy projected income is not realised	3	4	12
<i>Risk mitigation: CIL funding will only be committed to infrastructure projects when the CIL funding has been received.</i>			

- 3.1. The projected CIL income in Table 1 is a conservative estimate with a standard annual estimate of £3,000,000 CIL receipts and therefore provides reassurance that the Council is not over-committing CIL funds. These allocations will only be committed to infrastructure projects when the CIL funding has been received and subject to Head of Strategy and relevant Portfolio Holder approval in consultation with the Section 151 officer.

4. Background and Full details of the Report

- 4.1. Taunton Deane Borough Council introduced a CIL on 1 April 2014. The CIL is a tariff charged on residential development (excluding Taunton Town Centre and Wellington) and retail development outside Taunton and Wellington Town Centres. Full details of the CIL charging schedule is available at <https://www.tauntondeane.gov.uk/media/1127/cil-charging-schedule-final-2014.pdf>
- 4.2. As at 1 September 2018 the CIL strategic pot holds approximately £3,128,500 in CIL receipts with a further £974,000 due to be received (these are funds where CIL demand notices have been served and will be paid between 2018/2019-2020/2021). The Neighbourhood proportion has provided almost £500,000 to local communities across the Borough and a further £170,000 is due to be collected for local areas.
- 4.3. The strategic CIL receipts will be allocated to eligible infrastructure projects in line with the Council's agreed CIL Regulation 123 list (Appendix A <https://www.tauntondeane.gov.uk/media/1794/regulation-123-list-apr-2016.pdf>). The current infrastructure requirements are identified in the Infrastructure Delivery Plan (December 2014) and seek to support the delivery of the Taunton Deane Development Plan.

- 4.4. In October 2015 the Council undertook informal consultation, with key infrastructure partners and Parish Councils, to gather views on the proposed approach to the allocation and prioritisation of CIL funds. The consultation sought input on the proposed approach to:-
- establishing an agreed bidding process for infrastructure partners and Parish Councils, to influence the prioritisation and spending of CIL funds for the delivery of key infrastructure projects in Taunton Deane; and
 - establishing an Infrastructure Delivery Board as an advisory board, to consider submitted CIL bids and put forward recommendations to Taunton Deane’s Full Council on the prioritisation and allocation of CIL funds.
- 4.5 The CIL expression of interest process consultation was forwarded to Somerset County Council (as Education and Highways Authority), the Environment Agency, Highways England, all Parish Councils and Taunton Deane’s Community Leisure. Community Leisure also forwarded the consultation onto Sport England, SASP (Somerset Activity Sports Partnership), Fields in Trust, Community Council for Somerset and National Allotment Association for their input.
- 4.6 It has not been necessary to set up the Infrastructure Delivery Board at this stage, due to the individual delivery cost of key infrastructure projects exceeding the total strategic CIL funds collected to date.
- 4.7 Given the current position with establishing the new Somerset West and Taunton Council, the proposal to establish an Infrastructure Delivery Board will be postponed until the new Council is in place. As an interim measure, this report seeks Member approval for proposed CIL allocations for the period 2019/20-2022/23, so that CIL funds can support existing and future infrastructure funding bids and delivery profiles.
- 4.8 This report outlines indicative CIL allocations, by infrastructure type, for the period 2019/2020-2022/2023 which is submitted for Full Council approval. This will enable CIL funds to form part of detailed funding profiles and support funding bids, for current and future infrastructure funding programmes, in line with the Council’s Regulation 123 list.

Table 1: CIL allocations for the period 2019/20-2022/23 (including payment in kind land/infrastructure)

Taunton Garden Town CIL projects	2018/19	2019/20	2020/21	2021/22	2022/23	Proposed Total CIL allocations for 2019-2023
	£	£	£	£	£	£
Cycle and pedestrian improvements		1,000,000			500,000	1,500,000
Education provision		4,000,000			2,000,000	6,000,000

Public transport improvements		1,000,000	1,000,000	1,000,000		3,000,000
Taunton Town Centre Regeneration			1,000,000	500,000		1,500,000
Surface Water and Flood Risk Mitigation			1,000,000	2,000,000		3,000,000
Community Development					500,000	500,000
Total allocations	-	6,000,000	3,000,000	3,500,000	3,000,000	15,500,000

Balances	£	£	£	£	£
Balance brought forward	3,000,000	4,000,000	1,000,000	1,000,000	500,000
Projected CIL receipts based on annual CIL receipts of £3m	1,000,000	3,000,000	3,000,000	3,000,000	3,000,000
CIL spend from table above		-6,000,000	-3,000,000	-3,500,000	-3,000,000
Estimated annual CIL balance carried forward	4,000,000	1,000 000	1,000,000	500,000	500,000

4.9 It is proposed that the strategic CIL allocation approach initially be progressed based on the following principles:-

CIL Allocation Principles:

- 1) A business case for infrastructure project funding should be provided to the Head of Strategy and relevant Portfolio Holder outlining the required CIL funds for a specific infrastructure project (within the limits outlined in Table 1 above)
- 2) The overall CIL allocation for each infrastructure project, includes the value of any land required for the project and taken as payment in lieu of CIL cash. For example if land for a new school is provided by a developer this is netted off against their CIL liability. In this instance the value will be included in the proposed CIL allocations for education outlined in Table 1.
- 3) No more than 50% of the total cost of an infrastructure project, to a maximum allocation of £3,500,000, will be allocated for any one project.
- 4) The only exception to the £3,500,000 threshold, is the strategic flood alleviation scheme. This project serves a much wider infrastructure function for the benefit of all Taunton residents and businesses and therefore at present the overall CIL cap for this project is proposed to be set at £10,000,000.
- 5) To ensure project delivery, strategic CIL funding will only be committed to infrastructure projects where the balance of the funding has been identified.
- 6) Indicative CIL allocations can be made for years 2-5 on a rolling programme to provide infrastructure delivery partners some certainty and to assist external infrastructure

funding applications. CIL funding will only be committed to infrastructure projects when the CIL funding has been received and subject to Head of Strategy and relevant portfolio holder approval.

- 7) Committed CIL funds will remain available for a period of two years and then will be subject to review.
- 8) The profile of spending shown is indicative and with the approval of the Head of Strategy and relevant Portfolio Holder (in consultation with the Section 151 Officer), spend may fall outside of the indicative years shown, but within the overall sum allocated by infrastructure type and subject to sufficient CIL funding being available.
- 9) Any committed CIL funds will be published in the Weekly Bulletin and will be subject to the usual 'call in' process.

5. Links to Corporate Aims / Priorities

5.1. This work assists with the delivery of Corporate Aims to:-

- remove barriers to jobs and housing growth by addressing infrastructure constraints and securing funding for that infrastructure;
- work with, lobby and influence others to further improve Deane's transport links including additional cycle paths and measures that tackle congestion; and
- work with others to introduce measures that reduce the risk of flooding.

6. Finance / Resource Implications

6.1 Table 1 above outlines proposed CIL allocations by infrastructure type and is based on estimated CIL income projections. The projected CIL income in Table 1 is a conservative estimate with a standard annual estimate of £3,000,000 CIL receipts and therefore provides reassurance that the Council is not over-committing CIL funds. These allocations will only be committed to infrastructure projects when the CIL funding has been received and subject to Head of Strategy and relevant portfolio holder approval (in consultation with the s151 officer). The committed CIL funds will be included for approval in the Capital Programme. All infrastructure partners will be informed on an annual basis of the available CIL funding. Committed CIL funds will remain available for a period of two years and then will be subject to review.

6.2 One of the functions of the Shadow Council for Somerset West and Taunton Council is to approve the 2019/2020 budget for the new Council. If the proposed use of CIL income is supported by Taunton Deane's Full Council in October, this will be incorporated into the Capital Programme Budget for recommendation to the Shadow Full Council in February 2019. This will include a recommendation that the new Council continues with the commitment agreed by Taunton Deane.

7. Legal Implications

7.1 Taunton Deane Borough Council, as the charging authority, is required to allocate CIL receipts to infrastructure projects in line with the CIL Regulation 59 and Planning Act 2008 Section 216 and the Council's adopted Regulation 123 infrastructure list.

- 7.2 Officers are currently working with Somerset County Council and Sedgemoor District Council on the full Housing Infrastructure Forward (HIF) Fund bid. Full Council approval of the allocations in Table 1 is sought to support the Taunton infrastructure projects in the HIF bid and other potential infrastructure funding streams that may become available in the short term. The CIL allocations cover the period to 2022/2023, any increase in the CIL allocations by specific infrastructure type will need to be approved by the new Council but it is proposed that any amendments to the spend profile be approved by the Head of Strategy and relevant Portfolio Holder, in consultation with the Section 151 Officer. This is subject to the new Council incorporating the proposed delegation powers into the new Constitution for the new Somerset West and Taunton Council. This is required to ensure sufficient flexibility to allocate CIL to specific projects going forward as the Council's HIF bid develops and to support any other potential infrastructure funding streams that align with the Council's adopted Regulation 123 list.
- 7.3 The CIL allocations by infrastructure type includes the value of any land required to deliver the project and taken as payment in lieu of CIL. This will be reflected in the individual infrastructure business cases that will need to be developed and approved, by the Head of Strategy and the relevant Portfolio Holder (in consultation with the Section 151 Officer), before CIL funding is released.

8. Environmental Impact Implications

- 8.1 None

9. Safeguarding and/or Community Safety Implications

- 9.1 None

10. Equality and Diversity Implications

- 10.1 No EIA is required - The CIL allocations assist with funding infrastructure to support the delivery of the Council's Development Plan for which an Equalities Impact Assessment was undertaken (please see attached weblink).
<https://www.tauntondeane.gov.uk/media/1034/sadmp-equalities-impact-assessment.pdf> The CIL allocations by infrastructure type have been made in line with Community Infrastructure Levy Regulation 59 and Planning Act 2008 Section 216.

11. Social Value Implications

- 11.1 None

12. Partnership Implications

- 12.1 Officers have informed Somerset County Council about the proposed approach to the allocation of CIL funding and will continue to work closely with them to ensure available CIL funds assist in attracting match funding to deliver key infrastructure priorities for the Borough.

13. Health and Wellbeing Implications

13.1 None

14. Asset Management Implications

14.1 None

15. Data Protection Implications

15.1 None

16. Consultation Implications

16.1 The CIL expression of interest process consultation has been forwarded to Somerset County Council (as Education and Highways Authority), the Environment Agency, Highways England, all TDBC Parish Councils and Community Leisure at TDBC. TDBC Community Leisure also forwarded the consultation onto Sport England, SASP (Somerset Activity Sports Partnership), Fields in Trust, Community Council for Somerset and National Allotment Association for their input.

17. Scrutiny Comments / Recommendation(s)

17.1 The report recommendations were reported and endorsed by both Taunton Deane's Scrutiny Committee on 18 September 2018 and the Shadow Executive on 26 September 2018.

17.2 Correspondence from Somerset County Council was reported to both Scrutiny and the Shadow Executive raising concerns about the proposed approach to CIL allocations and the potential impact on the education authority's ability to fund new schools. However it was not considered necessary to change the proposed approach to CIL allocations with education infrastructure already receiving a significant proportion of CIL funding from the proposed allocations in Table 1.

17.3 Public questions specific to the operation and monitoring of CIL were tabled at Scrutiny on the 18 September 2018 and addressed in the meeting.

Democratic Path:

- **Scrutiny / Corporate Governance or Audit Committees – Yes**
- **Cabinet/Executive – No** (delete as appropriate)
- **Full Council – Yes**

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

List of Appendices (delete if not applicable)

Appendix A	Community Infrastructure Levy Regulation 123 list https://www.tauntondeane.gov.uk/media/1794/regulation-123-list-apr-2016.pdf
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TDBC Regulation 123 List

In accordance with the Planning Act (2008) as amended by the Localism Act (2011) and the Community Infrastructure Levy Regulations (2010) as amended.

The list set out below identifies the types of infrastructure and/or specific infrastructure projects to which CIL receipts raised by Taunton Deane Borough Council as the Charging Authority could be applied:

Education

Statutory education, including but not limited to

- Early years learning
- Primary School provision
- Secondary School provision, including Post-16 education
- Special Schools

Transport

- Strategic transport improvements associated with the growth of Taunton and Wellington, excluding site specific matters needed to make the development acceptable in planning terms. Site specific matters can include on-site and off-site transport mitigation works and infrastructure improvements, where the need for such measures have been identified in a Transport Assessment.

Community Development

- Sport and recreation (excluding children's play)
- Community Halls, places of assembly and other community facilities
- Arts and Culture
- Green Infrastructure (excluding site specific open space requirements necessary to comply with Development Plan policy)

Taunton Town Centre Regeneration

Schemes as defined in the Taunton Town Centre Area Action Plan, including:

- Firepool Infrastructure
- Town Centre enhancements

Surface Water and Flood Risk Mitigation

- Strategic works only (i.e. excluding mitigation of surface water run-off back to greenfield)

This Regulation 123 List will take effect from 12th April 2016. It will be reviewed annually.

Council Meeting – 2 October 2018

Report of Councillor John Williams – Leader of the Council

1. Taunton Marine Geospatial Innovation Centre

1.1 I am pleased to report that the Council is working closely with key partners including the UK Hydrographic Office (UKHO), Somerset County Council (SCC), Heart of the South West Local Enterprise Partnership, Bridgwater and Taunton College, University Centre Somerset and Exeter University, to create a marine geospatial innovation centre in Taunton. All partners are committed to the project, which has several elements:-

- The creation of a pioneering digital innovation centre in Taunton, aimed at catalysing commercial innovation and collaboration. The focus will be on maximising the economic, academic and entrepreneurial opportunities associated with the UKHO's world-leading marine geospatial data, as a core component of the centre's offer.
- This innovation centre will be a highly digitally enabled facility, combining flexible office space and meeting rooms with a set of collaboration, learning and socialisation spaces. Fully equipped for on-site functions, the centre will also provide larger spaces for workshops and investor events – the perfect expansion environment for businesses where digital innovation and geospatial data are growth catalysts.
- The centre will act as a hub for business growth support for its target business community, fostering innovation and enabling further links with academia – facilitating communications and collaboration with businesses and institutions around the world.
- Driving the development of Taunton as a “smart Garden Town” and regional hub for digital innovation and skills, with the UKHO at the forefront of the UK Government's Geospatial Commission aims to support private sector growth by making best use of Government geospatial data assets.

1.2 Over the coming months, we will be working with our partners to develop a business case for the project and seek support from the Government and others to take it forward.

2. Quantock House and Lyngford House, Taunton

2.1 At the Planning Committee on 12 April 2018, approval was given for 88 assisted extra care apartments at Quantock House and the redevelopment of the Lyngford House site into 45 assisted living dwellings.

3. Transport Schemes

- 3.1 The Junction 25 improvement works are expected to start in Spring 2019, with completion anticipated for Spring 2021 (this is dependent on the programme put forward by the contractors). Good progress is being made by SCC with necessary land acquisition agreements and detailed design now complete, Road Safety Audits are underway and procurement documents and additional traffic modelling are nearing completion.
- 3.2 The Toneway Corridor improvements work is expected to start in Spring/Summer 2020 to be complete by the Summer of 2021.

4. Taunton Park and Ride

- 4.1 Taunton Deane Borough Council has pledged a one-off contribution to keep the Park and Ride sites at Silk Mills and Gateway open until at least September 2019 after Somerset County Council put forward proposals to suspend them in a bid to make financial savings.
- 4.2 Taunton Deane met its SCC counterparts on 6 September 2018 so the authorities could find a solution in light of the continuing squeeze on the public purse.
- 4.3 The Council will provide the initial financial support that will allow the service to continue to operate while a commercially viable service is developed by the authorities and First Bus to complement existing parking provision.
- 4.4 I am pleased that we are able to secure the future of these important edge of town transport links. They are essential for drivers looking for an efficient, cost-effective way of getting into the town centre and are extremely beneficial to the local economy. Park and Ride schemes enhance our excellent transport links in Taunton Deane, they help to reduce congestion and pollution and are an integral element of our status as the first Garden Town in the South West.
- 4.5 Whilst our one-off contribution cannot guarantee the long term future of the service, it does provide a crucial window of opportunity to work with our SCC partners and the bus operating company to put the service on a commercially sound footing. As partners, we are convinced there is potential to create a sustainable future for the service and we will leave no stone unturned in our pursuit of that objective.

5. Shadow Council

- 5.1 The Shadow Council, consisting of all Members of the two existing Councils, has now met twice. Most recently on 10 September 2018 to consider and agree a set of Employment Procedure Rules in relation to Statutory Officers for the Shadow Council and to consider the recommendations regarding the recruitment to the Chief Executive post for the new Council. That recruitment is now underway, with the indicative timeline anticipating an appointment decision during November 2018.

5.2 A full schedule of meeting dates has been agreed and circulated through to April 2019.

5.3 The Boundary Commission are presently considering the representations made in response to their public consultation on the warding pattern for the new Council, in respect of which Members and officers delivered two well attended promotional events at the Dunster Show and in Taunton Town Centre. The Commission's proposals are expected during late October and will, of course, be shared with all Members once received.

6. Medium Term Financial Plan and Budget Update

6.1 The initial starting point for the 2019/2020 budget will be the combined base budgets of Taunton Deane and West Somerset Councils. It is proposed that the new Council undertakes a full base budget review after April 2019 to build on the experience of working as a single Council and the new operating model.

6.2 The latest Medium Term Financial Plan summary shows that there is a broadly balanced position up to 2021/2022 with a predicted budget gap of £407,000 by 2023/2024. However, this is dependent in particular upon the accuracy of the forecast funding position beyond 2019/2020 and full delivery of the Transformation and one Council savings.

7. The Deane House Refurbishment

7.1 The Accommodation Team will be opening up the remainder of the first floor at The Deane House during the week of the 1 October 2018. This represents an agreed occupation, one week later than expected and is entirely attributed to the excessive temperatures experienced within the roof space during the summer. This significantly slowed progress on cabling and ventilation works with a knock on effect on ceiling and lighting installations and commissioning of ventilation systems.

7.2 By the end of the week (5 October 2018) we will have 215 hot desks available for staff and Councillors to work from. None of the hot desks will have fixed terminals so Councillors will need to use their mobile technology to access files and information when working from The Deane House.

7.3 Any Councillor who has any difficulty with their IT equipment can obtain assistance through the IT helpdesk ithelpdesk@tauntondeane.gov.uk or by contacting Andrew Randell a.randell@tauntondeane.gov.uk

7.4 The new area will have an additional eight meeting rooms, 2 x 12 person rooms, 4 x 4 person rooms and 2 x 2 person rooms.

7.5 As of the week commencing 8 October 2018, isolation works and demolition will take place on the second floor, in the John Meikle Room and adjoining corridor. These areas will be out of bounds to staff. Contractors will access the

second floor by the carpark staircase. This will be a shared route with employees accessing the first floor only.

7.6 The project remains on course for a February 2019 completion.

8. **Recruitment Update**

8.1 The recent appointment of 64 staff including Head of Finance and Strategic Finance Adviser/Section 151 Officer really starts to bring our new organisational model to life.

8.2 I would like to congratulate everyone that has a new role and wish them every success in it.

8.3 I would also like to formally welcome Christine Fraser, our new Head of Performance and Governance and Robert Hillier, our new Head of Communications and Engagement to the Council. They both start on 8 October 2018.

8.4 This has also been a difficult time for those that were unsuccessful in applying for Phase 1 roles. In addition, some people have chosen to take voluntary redundancy. We say goodbye to 33 people in total. Leaving dates vary as several people are staying on beyond the end of September to help with transition and Business as Usual.

8.5 I would personally like to thank all of those leaving the Council for their dedication, commitment and hard work during the time they have been with us. I wish everyone well for the future.

Councillor John Williams

Council Meeting – 2 October 2018

Report of Councillor Andrew Sully – Corporate Resources

1. Corporate Services

- 1.1 The key priority across all the service areas remains staff engagement, communications and support as we implement Phase 1 of the restructure and commence Phase 2.

2. Corporate Performance

- 2.1 General Data Protection Regulations (GDPR) / Data Protection:-
 - The GDPR Compliance Action Plan continues to be implemented. – have now launched The Privacy Impact Assessment process has also now been launched; and
 - The Council will shortly be trialling and launching a shared Data Protection Officer arrangement with South Somerset District Council.
- 2.2 A progress update against the Corporate Governance Action Plan was taken to the Corporate Governance Committee for consideration on 17 September 2018.
- 2.3. We will shortly be collecting the data for the Quarter 2 Performance report.

3. Customer Services

- 3.1 The service continues to take on additional work to provide support to the wider organisation. Over the coming months the team will be dealing with more Council Tax enquiries at the first point of contact and will be undertaking more preparatory work in the Customer Hub in respect of Housing Options customers.
- 3.2 The new Customer Hub in The Deane House is running well and we are continuing to refine the approach.
- 3.3 We are undertaking resource planning to ensure we have adequate cover as staff start to leave or move into new roles resulting from Phase 1 of the Transformation restructure.

4. Facilities Management

- 4.1 The team has continued to support The Deane House accommodation moves, the

latest involving the re-location of those staff who have been working in the John Meikle Room and the other Committee Rooms on the first floor.

- 4.2 The Fire Evacuation and First Aid processes are currently being evaluated to ensure these are kept up to date in support of the accommodation moves and staff changes.
- 4.3 The volumes of post (in and out of The Deane House) are currently being monitored to feed into the design of the new digital mailroom

5. ICT/Technology

- 5.1 The ICT Team continues to support the delivery of critical 'business as usual' projects and support the Transformation Programme Team in delivering key technology projects to support the delivery of Transformation. Current key projects include:-
- Information Management which will involve the implementation of a structured approach to storing data. This will be based on the use of Microsoft Sharepoint and will facilitate improved GDPR compliance and an approach to data storage that will support the new operating model;
 - Infrastructure Security and WIFI upgrades – both projects are progressing well and will be completed in the near future;
 - MOD.GOV – the pilot exercise has been launched with Members. A demonstration of its abilities will be provided as part of the Members' Briefing scheduled to take place on 27 September 2018; and
 - Continuing to provide new equipment to support the accommodation moves.

6. Members Case Management

- 6.1 The function continues to work well and has been running as a trial of a case management approach since February 2018.
- 6.2 We are currently reviewing the process with a view to identifying what has been learnt so this can be fed into the future design of services.

7. Finance

- 7.1 A draft annual Medium Term Financial Plan and Financial Strategy has been presented to the Strategic Forum. This sets the scene for the first budget of the new Council in 2019/2020.
- 7.2 The initial starting point for the 2019/2020 budget will be the combined base budgets of Taunton Deane and West Somerset Councils. The Finance Team will be working closely with budget managers in the coming months to review all

existing budgets and any assumptions that have been made. This will also include a review of fees and charges

7.2 Alongside our ongoing financial activities we have continued to support a number of potential capital projects particularly those with a commercial and regeneration aspect including:-

- Firepool Project including a new Hotel;
- Coal Orchard Redevelopment;
- The Collar Factory;
- Somerset Flood Alleviation;
- Taunton Station Regeneration; and
- The Deane House Accommodation Project.

7.3 This work includes producing new and updating existing business cases for these capital projects to determine that they are affordable and meet investment criteria. The Finance Team have also been heavily involved in the current Leisure Contract procurement exercise.

7.4 The Finance Team has continued to support the business transformation process and the preparation and delivery of financial processes for a new single Council.

8. HR and Organisational Development

8.1 The statutory return and reports for gender pay, trade union facilities time and the apprenticeship levy has recently been completed.

8.2 As part of its support to the Transformation process work continues on the preparation of new employment contracts and payroll structural changes.

8.3 Work has also taken place to manage the redundancy process and support staff through the leavers procedure.

8.4 It is pleasing to report that six new apprentices for Building Services have recently been recruited.

9. Revenues and Benefits

9.1 In Revenues, the following tasks have been at the forefront of activities:-

- Focussing on processing post that prevents avoidable contact (e.g. change of address requests);
- Ongoing work with our counter fraud partners (Powys Council) to progress single occupier discount and other potential fraud areas;
- Working with Customer Services to cross skill Customer Service Advisors in Council Tax in preparation for their taking work off of Revenues;
- Continuing to implement the recovery timetable (Quarter 1 collection was on target); and
- Aligning policies in preparation for the single new Council.

9.2 In Benefits the main tasks have been:-

- Consultation for the proposed New Council Tax Support Scheme has come to an end – collating information for recommendation to Members;
- Following the assessment of the results of the Council Tax Support consultation, preparing the new Policy for 2019/2020;
- Preparing the new Discretionary Payments Scheme Policy;
- Signing up for additional new burdens to review all self-employed cases;
- Continuing to support vulnerable customers claiming Universal Credit with Assisted Digital Support and Personal Budgeting Support; and
- The successful integration of the new Customer Hub working closely with Customer Service staff.

Councillor Andy Sully

Council Meeting – 2 October 2018

Report of Councillor Mrs Jane Warmington - Community Leadership

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

1. Update on Homelessness and Rough Sleeping in Taunton

- 1.1 Taunton Deane Borough Council is working with partners including the Police, ARC (formerly Taunton Association for the Homeless), Open Door, Somerset County Council (SCC) and other support agencies to ensure that appropriate and necessary steps are being taken with every individual rough sleeper prioritising those who are causing anti-social behavior.
- 1.2 We have seen a 60% increase in the approaches to the Taunton Deane Housing Options Team following the introduction of the Homeless Reduction Act earlier this year. Current figures show 514 cases since April 2018 (which equates to just under three people a day) who are concerned they may become homeless; are sofa surfing; staying with friends or who are already sleeping rough.
- 1.3 The time taken to process each enquiry or referral has doubled in order to interview each person, complete a personal housing plan and investigate each case properly. Unsurprisingly this is having an impact on the workload of the Housing Options Team. This increase in workload is not restricted to Local Authorities in Somerset but is having an impact across the country.
- 1.4 Although rough sleeping has risen in the town particularly during the summer period, this is now reducing with the introduction of the Rough Sleeper Reduction Plan drawn up between the various agencies involved. They have met weekly since March as the Rough Sleeper One Team to think this through and to react to problems more quickly.
- 1.5 The Plan is being supported by Taunton Deane with two successful bids for additional funding from Central Government totalling £440,000 in order to deliver rough sleeping initiatives between now and March 2020. Working with partners such as ARC, the Police and Open Door, this is being delivered through an enhanced frontline rough sleeper town centre team.
- 1.6 This includes funding a full time Rough Sleeper Coordinator for eighteen months to manage four interventions:-

- i. Additional Street Outreach Workers who specialise in substance misuse and mental health;
 - ii. Nine new beds spaces and fast access to support to prevent people starting to sleep on the streets;
 - iii. A Reconnections Officer to intervene quickly with those coming from outside of Taunton and support them to return to their local area; AND
 - iv. A flexible budget to pay for personalised accommodation and support packages for people identified by the Rough Sleeper One Team.
- 1.7 This provides a better opportunity for us and our partners to help rough sleepers off the streets; prevent those in danger of becoming homeless ending up on the streets; and improves our ability to address problems which inevitably arise out of more people sleeping rough.
- 1.8 The Rough Sleepers One Team continues to meet weekly and has been successful in working with a number of entrenched rough sleepers by offering accommodation and essential support necessary to help people settle into this. It is this enhanced tailored support we need to help someone to turn their life around.
- 1.9 Begging is being challenged in the town centre by the Streetwise Coordinator and the Police. However this is challenging as beggars often move on and then resurface at a later time. Taunton Deane and the Police are continuing to work closely together to reduce the impact this is having in the town centre.
- 1.10 To discourage begging we are still asking members of the public NOT to give to those begging on our streets but instead to contribute to the Diverted Giving Scheme (collection boxes in Taunton Visitor Centre, Open Door and some town centre businesses or on line at www.mydonate.bt.com - search for Taunton Open Door).
- 1.11 The Diverted Giving scheme is an important part of One Team working in the town centre and gives people who want to help those living on the streets a chance to make a difference rather than inadvertently feeding harmful addictions. Instead donations can be used to provide food, clothing and washing facilities for people who are sleeping rough provided by the charity Open Door in Mount Street, Taunton.
- 1.12 There is no easy way to resolve the issues of rough sleeping, but the steps we are taking as a multi-agency town centre team working both proactively and reactively, identify and address the issues of rough sleeping, begging and anti-social behaviour and are starting to make a difference. The additional funding will go a long way to help us achieve this and is a welcome boost to our efforts and recognition that we are committed to addressing this issue with others in Taunton.

2. Changes in Taunton Deane

- 2.1 In order to function well, be reliable, affordable and efficacious in the future, there is a need for Local Authorities to reinvent themselves as modern providers of essential and other desirable local services. In Taunton Deane this is across a wide

area with roughly half the population living outside our towns in small villages, tiny hamlets and open countryside.

- 2.2 This process of Transformation for the Council has been under consideration for four years; been planned over the last two years; and we are now in the middle of the six month period of changeover for our staff in order for this to become a reality.
- 2.3 Alongside this has been the decision to create one new Council out of two very rural Councils who have already shared One Team of officers between them for the last four years. Not an easy decision for most of us but necessary and pragmatic to be a viable entity in the future which will serve about a quarter of the area of Somerset but whose combined residents still number fewer than in South Somerset district.
- 2.4 Fewer staff and fewer Councillors will form part of a simpler structure which has also meant a rethink of where (as well as how) we work. A requirement for less space has given us the opportunity to share our building with others (and provide a rental income from the let space); update it to be thermally efficient (lowering and sharing the running costs) and provide a far better working environment. There has been some criticism of the extensive refurbishment of The Deane House but it makes good sense in both in the short and the long term.

3. Welcome to staff who will be joining the new Council

- 3.1 Well done to those staff who have been successful in the first phase of recruitment and have been appointed to the new Council structure.
- 3.2 It will be up to Members and staff alike to help shape how we work better together to provide really good services for our residents and adjust to a new and very different way of working.
- 3.3 I have confidence that we have the skills to do this by focusing on outcomes, supporting each other throughout and that our newly appointed staff will play a big part in achieving this both through the extensive experience they bring with them and their positive approach to doing things differently.
- 3.4 It is going to be different for Councillors too to support and adjust to a different way of working. Although with up-to-date bespoke IT, locality working and a simpler more effective internal structure, it should actually be easier once everyone gets used to it.
- 3.5 Next May brings a new much bigger Council area and a challenge for a third fewer Councillors who will need to get to know a bigger chunk of Somerset and what is happening in it. Reassuringly, this is something many staff have already achieved by working across the two different Council areas over the last four years.
- 3.6 For those who hope to be elected again, many Councillors will be standing in a wider less familiar area and we will have to work harder to achieve this.
- 3.7 I firmly believe we are doing the right thing in modernising the Council. We must be sustainable and as self-sufficient as we can be in the future, to keep delivering the necessary and desirable services our communities value and rely on.

4. Thank you to staff who are leaving Taunton Deane and West Somerset Councils

- 4.1 I also wanted to thank staff who are leaving the Council - for their service to Taunton Deane and the community we serve across the Borough and wish them good luck for the future.
- 4.2 I am aware that not all staff have chosen to leave which is an uncomfortable place to be in at best and pretty awful for those who hoped to be part of the new Council's future. Although there has been disruption and ongoing angst for staff at the moment, I believe we are doing the right thing in modernising the Council.
- 4.3 There will be disappointment too for some Councillors standing across a wider less familiar area who hope to be elected again but will not necessarily be successful.
- 4.4 I think we have tried to be realistic and brave in how we set about modernising in order to make the necessary changes to work differently. Unfortunately there is not room for all of us in the new Council and for those who wanted to be part of it and will not be, I am sorry.

Councillor Jane Warmington

Council Meeting – 2 October 2018

Report of Councillor Terry Beale – Housing Services

Deane Housing Development

The Housing Enabling and Development Team continue to work hard to deliver a range of affordable housing, including new Council housing, in summary:-

North Taunton

- 1.1 The North Taunton Woolaway project continues to progress well aided by the robust resident consultation. The scheme options have been developed and continue to be discussed with residents actively involved in the design and development.
- 1.2 The project was presented to a Members' Briefing in June and will be taken through the formal Council Approval Process during November 2018.
- 1.3 We are planning a fourth Public Consultation to be held on Friday, 5 October 2018 where the outline options will be available.
- 1.4 A planning application submission is anticipated in Winter 2018.

Weavers Arms, Rockwell Green, Wellington

- 1.5 Despite media reports to the contrary and a lack of support in some quarters excellent work continues on site to deliver the 26 affordable homes planned. As always with big developments there have been some delays mostly due to technical issues with the site which only became apparent when work was underway.
- 1.6 As stated before it is difficult to definitely give completion dates but we hope to have news in the very near future. I fully support the Development Team who continue to work closely with the contractor to complete the new homes.

12 Moorland Close, Taunton

- 1.7 The 3 x 1 bed flats (2 x general needs and 1 x Temporary Accommodation) and the Community Centre provision at 12 Moorland Close was completed in July 2018.

Completions

- 1.8 I reported to the last Council that our target of 200 affordable homes this year would be challenging however I am delighted to report that there have been 149 Affordable Homes completed so far this year and the Council is on target to complete over 200 new affordable homes during 2018/2019.

2. Deane Housing Repairs and Maintenance

- 2.1 The Staff and Management have been working extremely hard within the Service to improve both their satisfaction ratings and their quality of service. I am delighted to report that their efforts have led to a marked increase in both.
- 2.2 This service is part of the front line of Council Services working directly with our customers and as such we will not always get it right. However, an acknowledgement of that and the speed and desire to put matters right is what matters to most people.

3. Welfare Reform

Discretionary Housing Payment (DHP)

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

Universal Credit (UC)

- 3.3 I have been asked on number of occasions to update on the process for UC and therefore I thought it appropriate to go back in time and explain the initial process and outline the progress thus far.
- 3.4 On 20 April 2015 the "live" Universal Credit service was launched in Taunton Deane. This meant that single newly unemployed people would no longer be able to make claims for separate benefits and would now have to make a claim for Universal Credit. At the time, due to the group of people who could claim, the number of tenants claiming was low.
- 3.5 Since 26 October 2016, Taunton Deane moved from the "live" service and is now in the "full" service. The main difference is that now everyone who makes a new claim or those with a qualifying change in circumstances will have to claim UC.
- 3.6 Under the "full" service UC sends an email to the Council asking us to verify that the claimant is a tenant and also the total amount of rent that they are liable for. They also send verifications for those in Temporary Accommodation and those we have placed in bed and breakfast.
- 3.7 All Housing Officers offer support to tenants who need help to make their online claim and can sign-post those who are able to make the claims themselves but do not have internet access to areas where there is free access. For vulnerable residents the Housing Benefit Team receive funding from The Department of Work and Pensions (DWP) to help them make their claims. There is also an element of support needed to help people manage their claims online, as they do not receive anything in letter form - it is all by messages in their journal on the online account.
- 3.8 Clearly for some managing an online account when they have very little knowledge of a computer can be difficult and very challenging, this group of people will call on us to help them through their difficulties.

- 3.9 Some tenants have had a very easy transition to UC while others seem to have experienced issue after issue! Some of the recent problems we have had are:-
- Housing Costs payments not being included in their first award and in some cases this going on for two or three assessment periods;
 - Payments not being made on the correct day;
 - Other benefits or elements of previous benefits being stopped when they should not have been;
 - Bedroom Tax or Non Dependant Deductions being incorrectly applied; and
 - No responses to messages left for DWP on the claimants journal.
- 3.10 We know that UC is a massive culture shift and it has taken some time to embed. Many residents were not used to paying their own rent as they could claim Housing Benefit and they are now having to pay monthly and budget monthly, which for some is still a challenge.

4. Deane Helpline

- 4.1 The Helpline Team and the Emergency Response Team (ERT) continue to provide an excellent service to which I can personally testify. My elderly mother recently had a fall and coincidentally I was in the Helpline Control Centre at Kilkenny when the call came through. Their professionalism was exemplary and I accompanied the ERT to my mother's house where she was lifted by the specialist equipment we have and was none the worse for her ordeal other than some cuts and bruises. I would like to register my family's heartfelt thanks for a job well done!!
- 4.2 Just to emphasise the quality and service with regard to falls in particular SWASFT recently organised an event to meet with local service care providers to promote the awareness of operational emergency ambulance demand (e.g. who takes responsibility for non-injured fallers) and our management team were asked to provide a presentation on Deane Helpline and how we assist the Ambulance Service.
- 4.3 During the presentation they highlighted that since April 2016 our Emergency ERT have attended 1,300 incidents where someone has fallen. For all these call outs we only needed an ambulance 136 times (as medical intervention was needed), preventing 1,164 unnecessary ambulance dispatches and saving the NHS money.
- 4.4 It costs £280 once a decision has been made to dispatch an Ambulance, not including treatment or conveying to hospital. Out of the 1,168 incidents that ERT have responded to, the Deane Helpline has saved the NHS an enormous amount of money, which was acknowledged at this meeting.

5. Anti-Social Behaviour (ASB) Service

- 5.1 The team continues to investigate complaints of neighbour nuisance and ASB throughout the District. It is sometimes difficult to fully appreciate the work of the

team, the complexities involved and the sheer time scales of projects. Here are just three cases amongst many:-

Case A

Our team of officers have been working with partners on tackling reports of serious and persistent anti-social behaviour in the Holway area of Taunton. In 2016 Taunton Deane Borough Council (TDBC) obtained a court injunction, with a further extension granted by the Court in 2017.

Following a breach of the injunction TDBC, at a hearing in September 2018, secured a conviction against the perpetrator resulting in a sentence of six weeks imprisonment suspended for the duration of the injunction which is valid until July 2019.

It is hoped that this will help put a stop to the problems

Case B

Tenants in council flats located in central Taunton have been reporting ASB, including illicit drug activity. ASB officers working closely with the Police have put Acceptable Behaviour Contracts and a Local Lettings Plan in place to help address the issues.

Closed Circuit TV is to be installed at the premises and further measures including a controlled door entry system will be implemented.

Other residents have already expressed their thanks for the progress thus far.

Case C

At a County Court hearing in August 2017 TDBC were granted a Suspended Possession Order against a tenant for breaches of tenancy, including neighbour nuisance and ASB.

Following a further breach of the Order an Application for Warrant was upheld at a hearing in September 2018.

Officers are now waiting for confirmation from Taunton County Court of the time and date for the eviction of the tenant.

- 5.2 These cases are just the tip of the iceberg and shows that the officers are committed to preventing ASB and, where it does occur, will work in partnership to tackle it effectively and robustly, recognising that failure to do so can have a devastating effect on our communities

Council Meeting – 2 October 2018

Report of Councillor Patrick Berry – Environmental Services and Climate Change

1. Street Sweeping and Toilet Cleaning

- 1.1 The hot dry summer of Quarter 2 has not presented any significant issues to our environment although this may lead to a cold wet winter and the possibility of tree losses should there be significant storms. Street litter collection has been monitored carefully and is managed well by our cleansing partners, Idverde.
- 1.2 We have had some issues with commercial waste. Several businesses putting out their waste too early leading to some individuals and Seagulls to go through the rubbish causing a lot of mess. Idverde is quick to respond and times its work to deal with these problems before they come to the wider attention of the public. Environmental Health has written to several businesses to give advice and to clearly explain their duty of care when it comes to the disposal of waste.
- 1.3 In our new structure contract management and partner performance will be handled by a new specialist post, Natalie Green. She will be taking up this post in the coming weeks and a handover will be completed so she is able to effectively manage Idverde's performance against the contract.
- 1.4 Fly tipping results for Quarter 2 will not be available until the beginning of October but anecdotally it appears to have been a quiet summer with very few complaints being escalated to the Open Spaces Manager.
- 1.5 There have been several incidents involving the traveller community at Wellsprings Open Space and at Hawthorn Park in Holway, Taunton. One group set up camp and moved between the two sites leaving an extensive amount of waste. This has predominantly been garden waste but has also included human waste and chemical toilet waste. The travellers have been served with Notice promptly and the process to deal with these incidents is efficient and within the law, however the cost of cleaning up these areas and the disruption to the public has led the Council to review its approach to securing our Open Spaces. This review is continuing.

2. Somerset Waste Partnership

- 2.1 **Procurement of a new Waste and Recycling Collection Contractor:** This project is progressing well. The main project milestones are being achieved on time. Four potential suppliers have been selected and detailed dialogue together with associated site visits have just been completed prior to submission of detailed solutions. The plan, to award the contract by early spring next year, is still on track.
- 2.2 **General Issues:** This summer has, so far, included extreme temperatures, vehicle breakdowns, driver shortages and vandalism of refuse trucks. Thanks to hard

working staff and helpful residents, including many offering cool drinks in hot weather to crews, missed collections were kept to a minimum.

- 2.3 As part of our preparations for Recycle More, experts have carried out a composition analysis of Somerset's rubbish and monitored participation in recycling (anonymously, of course). Results show that although 85% of residents actively recycle on a regular basis, 26% of the average refuse bin, by weight, is still food waste. Materials that currently can and should go in a recycling box, including paper, cans, cardboard, plastic bottles, textiles and glass bottles and jars, make up 17%, and another 9% is garden waste that should be either composted at home or collected via the Garden Waste Service.
- 2.4 The analysis also assessed the contents of refuse bins by volume. It found that well over half of the contents of our rubbish bins should not be there.
- 2.5 An interesting finding of the research is that the average Somerset wheeled bin is not completely full after two weeks. This surplus capacity, together with plans to introduce expanded weekly recycling collections, including plastic pots, tubs and trays and Tetra-Paks, means we are confident that residents will manage the change to three-weekly refuse collections rolling out from 2020.
- 2.6 All 16 recycling sites have seen a rush to bring in the food and household plastic pots, tubs and trays now taken. Demand has been so high that dumpy bags and other containers sometimes need to be used to hold those extra items. Regardless of the amount, all will be taken to Viridor's plastics reprocessing facility in Kent.

3. Cemetery and Crematorium

- 3.1 **Wellington - new graves area** – This area has been completed and is being opened incrementally. Two graves have been already sold in reserve. We are awaiting delivery of a Columbaria Wall for the placement of ashes which will be here in six weeks.
- 3.2 **St Mary's Cemetery, Taunton – new graves** – This area has been completed and is now available to purchase.
- 3.3 **Woodland Walkway** – The boardwalk has been completed and the area is having its final tidy up. We are experimenting with ways to carve the boards ourselves.
- 3.4 **Cremation Walkway** – Installation of the first phase of memorials have been installed and are ready for purchase, two of these have already been sold. There are some final soft landscaping jobs to complete in the section as yet but interest in the area has been high.
- 3.5 **Children's Garden** – This only requires final soft landscaping (turfing) and paths to have finishing coats for it to be ready. We are looking at the beginning of November to open this area proper.
- 3.6 **Chapel Waiting Room Expansion Project** – The temporary waiting room has been installed and its surrounding area landscaped, external toilets have been completely refurbished. The drawings, plans and schedule of works are with procurement at

present, the favoured route is a local approved contractor competition. It is envisaged that the internal building works would start in February 2019.

3.7 **Software Registry Replacement** – A competition has been held through the Government G Cloud Procurement model and this resulted in a “favoured supplier”. We are currently in talks with this supplier to clarify last details prior to awarding the contract. All being well the project will start within the next five weeks and take four months to complete.

3.8 **Business Figures** – Cremation numbers continue to show a small increase with 2,091 cremations in the last 12 months compared to 2,023 for the same period last year.

4. **Environmental Health**

The team is extremely busy at present and has nothing to report.

5. **Licensing**

The team is extremely busy at present and has nothing to report.

6. **The Great Plastics Debate**

6.1 This extremely thought-provoking debate took place on Friday, 14 September 2018 at Queen’s College, Taunton. It came about because of a motion raised at the February 2018 meeting of Taunton Deane’s Full Council.

6.2 The debate event was well put together by Councillor Farbahi with the help and support of Councillor Sully and the undersigned. Queen’s College was also heavily involved, and we are very grateful to Mrs Jane Evans, Director of Education, and the College management for allowing the event to be held there. The following account was kindly prepared by Councillor Andrew Sully:-

“Taunton Deane Borough Council passed a resolution at its Full Council meeting on 22 February 2018 aimed at phasing out the use of single-use plastics. Councillors have been looking to facilitate further initiatives that would help shape the environment we would wish to live in and reduce the impact of plastics on our health and wellbeing. Some of the South West’s leading minds came together on Friday, 14 September 2018 to take part in the Great Plastics Debate at Queen’s College also attended by members of the public. The conference brought together world leading specialists in one room to discuss an issue that has particularly high salience now.

This conference related to the effects of plastics on our fragile environment and the possible innovative solutions that could help tackle this modern-day scourge. The knowledgeable panellists discussed matters relating to single-use plastics, the circular economy and health and wellbeing in Somerset, as well as the town’s drive to be leading researchers on the subjects.

The panellists were Nick Bryant, Head of Strategy for Taunton Deane Borough

Council, Jim Claydon, past President of the Royal Town Planning Institute, Natasha Bradshaw, for South West Marine Ecosystems, Koorosh Khodabandahloo, a Professor from the University of Southern Queensland, Dr Stuart Monk, from South West Academic Health Science, Mickey Howard, a Professor from the University of Exeter, and Owen Pask, Assistant Director for Norr Consultants Limited. The evening was chaired by editor of the County Gazette, Paul Jones.

Professor Mickey Howard explained the concept of the circular economy to the audience and how it can be adapted to plastics.

"We're leaving a legacy of plastics," he said, "and the quantity is expected to double in the next 20 years. 95% of the value of what we have made has been lost in the economy."

He explained how going from a 'take, make and waste' attitude, to a circular one, would recover much of the value lost in not reusing the plastic we have already created.

He added: "Where's the value in throwing things away? Burning it is better than landfill, but it is not there yet."

Professor Khodabandahloo joined Professor Howard in explaining the wasteful plastic industry.

He explained how technology to clear the oceans of plastic waste is something he is excited about, but more work needs to go into these machines to enable them to better distinguish between fish and waste. He said: "People will take notice when it hurts their pockets or their health, but the global problem is already here. We have got to make people aware."

With 90 per cent of marine wildlife having plastic inside of them, humans are already unknowingly consuming plastic. Professor Khodabandahloo said more work needs to be done to understand what this does to our health, and the health of other creatures.

Dr Stuart Monk explained how the NHS in the South West was the perfect place for research to take place. This research would bring light to understanding what plastic is doing to our bodies and would also bring funding and jobs to the area.

But, he advised, this knowledge is worthless without a plan to back it up.

Nick Bryant, Taunton Deane's Head of Strategy, said "We have got to be mindful of how decisions are made. A plan can be made, but there needs to be a mandate. We need a business case and to figure out what we want to tackle. Once we understand that and learn what it means in terms of land requirement, we can move forward and set out the route map."

Natasha Bradshaw explained how taking a small step to do something such as banning plastic straws in the town would have a huge impact, as well as increasing awareness for the issues surrounding other single-use plastics.

Jim Claydon, past President of the Royal Town Planning Institute, explained how Taunton could be the perfect place for a centre for research and innovation. He said: "Taunton has Garden Town status. This allows it to have development corporations, which can get money back into the town and make development work. We are sitting with the opportunity of a lifetime. If we want to make Taunton a special place, now is the time to do it."

He added the town's location aided its ability to make the plans work, as well as being close to a motorway junction.

Owen Pask, from Norr Consultants, who are Canada based and have over 1,000 top architects around the world. They are familiar with Integrated Project Delivery where all the stakeholders become partners.

They have a detailed plan where they address issues such as:-

1. Project organisation and challenges;
2. Operating systems that will deliver objectives; AND
3. Commercial terms binding the project participants.

The idea around creating a Centre of Excellence for Research and Innovation in Taunton is an idea that is currently being explored by the Council's "Review of Affordable Employment Land, Task and Finish Group". The Group would like the Council to provide some funding to establish an office with dedicated staff to work with partners such as the town's surrounding universities, as well as other stakeholders, to bring the idea to fruition.

The conference provided evidence of interest and potential viability of such a concept. If developed, it is felt that this would be likely to lead to increased productivity, innovation and prosperity for the community at large.

By aspiring to become an incubator for global research and innovation, and specifically to explore how as a society we are to tackle our plastics problem would engender the Council and local businesses to adapt to the complex issue of sustainability.

A Centre for Research and Innovation for the South West, based in Taunton Deane, would be aligned with the Government's modern Industrial Strategy that sets out Grand Challenges to the UK to be at the forefront of the industries of the future. This would ensure that the UK took advantage of major global changes, improving people's lives and the country's productivity, which ties in with Taunton Deane Council's own Prosperity agenda."

Council Meeting – 2 October 2018

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

Section 1: Events, Place, Retail Marketing and Visitor Centre

Staffing Changes

- 1.1 We have recently bid farewell to Georgie Lane, the Town Centre Marketing Assistant who has returned to University after completing her one-year industrial placement.
- 1.2 In addition Andrew Hopkins, the Marketing and Place Manager leaves after 20 years of service. He has made a significant difference over this time and has always made the extra effort to help the town flourish. I wish them both well in the future and thank them for their work.

Events

- 1.3 Taunton has enjoyed an amazing summer of great events and wonderful sunshine. It was terrific to see thousands of people enjoy the Live in Somerset concerts in July in Vivary Park and then see Fake Festivals which had returned to Longrun Meadow sell out for a successive year.
- 1.4 Taunton Live also took place during July and was a superb celebration of the arts with events taking place across the month culminating in a one day festival in Goodland Gardens. Liz Hutchin and Jenny Keogh from Go Create should be congratulated for their amazing efforts.
- 1.5 Taunton Flower Show, the Steam Rally, Eat Wellington and the Street Fair and Carnival in Wiveliscombe have all taken place over recent weeks attracting great crowds. We will continue to work together with event organisers on a vibrant and varied year-long event programme.
- 1.6 Plans for the Cricket World Cup in 2019 are still progressing extremely well and I will update Members on these in my next Full Council report.

Place and Retail Marketing

- 1.7 Positive discussions continue to take place with town centre retailers on the development of a Business Improvement District (BID) in Taunton Town Centre.

- 1.8 The procurement of consultants to look at the feasibility of a BID will start this autumn. This procurement exercise will be led by the Taunton Chamber of Commerce and will be supported by officers.
- 1.9 Taunton, Wellington and Wiveliscombe continue to be promoted through open Wi-Fi, the destination website and social media platforms:-
- Destination website (www.visitsomerset.co.uk/taunton) – 104,000 page views in July to mid-September period;
 - Visit Taunton has – Facebook: 10,150 likes; Instagram: 2,150 followers; Twitter: 7,025 followers;
 - Visit Wellington – Facebook: 1,240 likes;
 - Visit Wivey – Facebook: 780 likes.

New literature produced: Updated Independent Shop List for Taunton Town Centre.

Visitor Centre

- 1.10 The Visitor Centre Team continue to actively support all marketing activities. This includes providing content for all digital platforms, e-newsletters and updating the destination website in addition to the day-to-day job of welcoming many visitors to the office.
- 1.11 The Charity Christmas Card Shop will open for business on the 4 October and will remain open until the 22 December 2018.
- 1.12 Bookings for the banners and poster rotunda units remains healthy. Additional pennant posts will be located in East Street and are available to book from early October 2018.
- 1.13 Street trading within the town centre continues to be buoyant with currently around 30 traders using the street trading permit held by the Business Development Unit.

Section 2: Growth Strategy and Specific Projects

Coal Orchard Redevelopment

- 2.1 Detailed matters planning consent was granted on 12 September 2018. We will commence on site once the permission is issued which includes the Section 106 Agreement to deliver affordable housing on the site.
- 2.2 Site works commence with the demolition of St James Street Pool and archaeology work which is essential to comply with the permission. This will cause some part closures of the Coal Orchard Car Park but the aim is to fully reopen the car park for the busy Christmas period.

- 2.3 Marketing of the commercial units will now accelerate with our commercial agents who are working on securing pre-lets for the scheme. There is strong local interest with one pre-let already having been secured. A second pre-let is now advancing which would mean 30 % of the commercial floor area being under offer before a brick has been laid on site. There are active discussions with gym operators and national restaurant operators underway. We have will also now consolidate the marketing collateral from our residential agents and commence marketing at an appropriate time in the New Year.
- 2.4 We are procuring our build partner with Invitations to Tender having been issued and with the planning consent having been secured this process can now be completed to enable a late January 2019 start on the main build.
- 2.5 We are also progressing the critical Brewhouse Theatre element of this redevelopment as a cultural heart of this important area and have been evaluating tenders and I hope to be able to update by the time of the meeting.
- 2.6 These appointments are supported by the New Homes Bonus allocations that the Council has set aside to support growth. We expect to see exciting new designs in the early part of the New Year.

Firepool Hotel Project

- 2.7 We are running a business consultation on the proposed Firepool Hotel investment in October 2018, and have prepared a 'Q & A' consultation document with an on-line survey to seek views to help us shape our approach to the hotel project and also other commercial ventures that the Council will develop in the future as part of the new transformed authority.

Business Development

- 2.8 On 12 September 2018, as well as Coal Orchard, there were two other developments being delivered by Quantum at Lyngford House and Quantock House, Taunton which were granted full planning permission. These developments will bring additional jobs to the area in the thriving health care sector.
- 2.9 Wiveliscombe Enterprise Centre should start later this year and we are waiting for Somerset County Council to confirm the start date on site as I understand there are some procurement issues slowing up the process but they are pressing ahead.
- 2.10 I want to thank Ian Timms who has recently left the One Team. I have worked closely with Ian over the last three years and have always found him to be incredibly focused and critically able to achieve a great deal bringing projects to fruition. I wish him well.

Section 3 – Communications

- 3.1 It has been a busy period for communications with plenty of positive initiatives and decisions to promote as well as keen interest in a number of Council meetings and processes.
- 3.2 Notable press interest has been generated by press releases on:-
- The approved Coal Orchard plans. Press release issued to SW media and others tailored to Planning Magazine and the Property Gazette;
 - The Park and Ride reprieve. Issued to exclusively reveal funding from Taunton Deane and resulted in an interviews including one for the BBC Sunday Politics programme;
 - There has been joint working across Communications and Marketing with the Cricket World Cup 2019 (CWC19) team. Press releases have been issued by the Council on ticket ballots and meetings are taking place with a view to promoting the Taunton matches; and
 - A comprehensive piece on Taunton's Garden Town status and the Council's plans were submitted to Planning Magazine;
- 3.3 A press release detailing the go-live of pay on exit parking and VMS signage is being issued on Tuesday, 25 October 2018.
- 3.4 The three Taunton War Memorials in Vivary Park, in the centre of The Parade and in St Mary's Churchyard have been given a clean ahead of commemorations to mark 100 years since the end of World War One. A press release has been issued.

Section 4: Asset Management Service Update

- 4.1 The Asset Data and Compliance Team recruited a new Asset Compliance Technician in July, a new Asset/Stock Condition Surveyor in August as well as another due to start in October bringing the total Asset/Stock Condition Surveyors to a much needed four. Due to Transformation, Asset Management has a high proportion of contractors.
- 4.2 The Asset Management function is looking forward to the realisation of the new management structure so that it may forge ahead with the Asset Strategy for the new Council. The new Council's Asset Management Strategy will necessarily evolve from inception of the new Council aligned with its evolving organisational strategy. The need for a property specialist representative at a senior level on the SLT/ Executive level is essential given the significant and dynamic asset portfolios.
- 4.3 Key project work updates include:-

Asset Management System (Open Assets by Capita)

- 4.4 Final amendments are being made to the Open Assets Capita Contract with updates due to be finalised by end of September for signing with SHAPE Legal.
- 4.5 Implementation kick off meetings are due to commence in early October 2018. Set up, data loading and testing will follow to include stock condition data. The implementation programme will ensure the new Asset Management System will be up and running before the new Council in March 2019.
- 4.6 The intention is to extend the Asbestos TEAMS database for another year with review prior to the end of the extension for inclusion of Asbestos data management within the Open Assets system. If possible the Asbestos data management will be integrated within the system at that point without a further extension of the Asbestos TEAMS database being required.

Property Health and Safety (H&S) and Compliance

- 4.7 Building on ongoing continuous improvement in H&S and Compliance, the Asset Data and Compliance Team provided the Senior Leadership Team (SLT) with a review of efficiency and effectiveness improvements required for the integration of all H&S and Compliance Asset related systems and processes including co-ordination of activities between key process owners across the organisation.
- 4.8 The regular (6 weekly) Property Compliance Strategy Review meeting in September highlighted the need for clearly defined responsibilities for H&S and Property Compliance in the new structure including the statutory requirement for a dedicated H&S representative at board level. It was also noted that smooth transition should be highlighted as high risk on the Transformation Risk Register. It was noted that a number of key members of this Review Group were due to leave the organisation or change job roles in the new structure. All Corporate H&S training to data logs for individuals will be transferred to Human Resources during transition.
- 4.9 A review of the Fire Risk Assessment process has been completed and improvements are being implemented.

Leisure Procurement Facilities - Lease Heads of Terms

- 4.10 Asset Management has continued to support the Leisure Procurement Team with the Leisure Procurement tender process which is at an advanced stage. Draft generic lease heads of terms were included in documents made available to bidders via the OJEU system (generic across all properties). This has reached detailed tender stage and Asset Management will join Leisure Procurement for Q&As with tenders in October 2018.

Proposed Country Park (Near Nerrols Farm, Taunton)

- 4.11 The establishment of a Country Park forms an important component of the Council's Garden Town status and adopted Green Infrastructure Strategy. Members of the Council's Community Scrutiny Committee voted to support of the purchase of the land and development of the Country Park in October 2017. Following this in August 2018, the Portfolio Decision was made for a joint ownership structure between TDBC and the Parish Councils of West Monkton and Cheddon Fitzpaine.
- 4.12 A planning application (08/17/0044) was made by Taunton Deane Borough Council and approved for the change of use of the land from agricultural to recreational uses on 11 January 2018.
- 4.13 The Parish Councils will take maintenance and management responsibility for the completed project. Joint ownership following transfer of the land from the Crown is being progressed with SHAPE Legal who are drafting a Trust and Management Agreement between Taunton Deane and the Parish Councils. All parties are aiming to exchange and complete by latest at the end of the first week in October.
- 4.14 Other ongoing service area project work:-
- **Annual Asset and Insurance Valuations** - Following completion of the Annual Asset Valuations by Wilks Head Eve of Taunton Deane and West Somerset Council property asset portfolios in March 2018 (instructed by and in close liaison with our Estates Team), a programme of Insurance Reinstatement Valuations has been prepared that will be progressed in phases and inform the re-tendering of the Asset Insurance Contract for the New Council.
 - **Landlord and Tenant Advice for Projects Managed by Development and Regeneration Teams** - In addition to ongoing Estates Case Work, Asset Management continues to provide advice if required on Landlord and Tenant matters for Council led Development and Regeneration projects.
 - **One Public Estate (OPE) Meetings** - The Asset Manager continues to attend OPE meetings with a view to maximising opportunities for local public estate efficiency opportunities.
 - **Traveller Encampments** - The Asset Management Estates Team have experienced an increase in traveller encampment incidents this summer which has taken up a lot of time and resources. The Council's Asset Management and Planning Departments are liaising with Somerset County Council on potential solutions to improving ongoing management challenges in this area.

Councillor Mark Edwards

Council Meeting – 2 October 2018

Report of Councillor Richard Parrish – Planning Policy and Transport Strategy

1. Planning Policy

Community Infrastructure Levy (CIL)

- 1.1 Given the current position with establishing the new Somerset West and Taunton Council, the proposal to establish an Infrastructure Delivery Board to consider CIL allocations will now be postponed until the new Council is in place.
- 1.2 As an interim measure, the recent report to Scrutiny seeks member approval for proposed CIL allocations for the period 2019/2020-2022/2023 (totalling £15,500,000). The proposed CIL allocations are for infrastructure categories associated with the delivery of infrastructure projects for the Taunton Garden Town and approval for the CIL allocations is sought mainly so they can be committed to support the joint Housing Infrastructure Forward Fund bid in time for the 3 December 2018 submission date, which is being developed in partnership with Somerset County Council and Sedgemoor District Council.
- 1.3 Approval of these CIL allocations is yet to be considered by the Shadow Executive and Council and is sought so we can support future infrastructure funding programmes and bids going forward should the need arise.

Land at Bagley Road, Wellington – Planning Appeal

- 1.4 Members will be aware that I was accompanied by Tim Burton to a special meeting of the Wellington Town Council to brief members on the issues surrounding the planning appeal decision for the proposed Bagley Road development and to address concerns that relevant planning policies could be affected by the Planning Inspector's decision. It was very much appreciated that Anne Elder attended the meeting in her independent advisors' role.
- 1.5 It must be stressed that over the years a policy had been challenged on a number of occasions at planning appeals and had always held firm however, on the Bagley Road appeal the Inspector over-ruled the policy as it related to this appeal. Our planning officers are as confident as they can be that other appeals by the developer will not be detrimental to the Council given different reasons for the initial planning applications being refused.
- 1.6 I have suggested to Members of Wellington Town Council that it would be prudent to continue formulating a Neighbourhood Plan thus enabling them to have some more control over development in the future.

- 1.7 A review of the Council's planning policies is due to be completed by the New Council which I advise should be a priority for that authority.
- 1.8 As of 1 October 2018 the responsibility for planning policy will sit with the Strategy function. There will be resource beyond our Strategy Team which ultimately will be within the Customer Area's specialist pool.

2. Taunton Urban Realm

- 2.1 Further high-level meetings have taken place with our Somerset County Council (SCC) colleagues to finalise plans for the permanent pedestrianisation of St James Street and a trial period of the pedestrianisation of Hammet Street.
- 2.2 It had been hoped that work would commence in October 2018 but to ensure that the Christmas shopping period is not disrupted by any unforeseen delays work is now planned to commence in January 2019.
- 2.3 The planning for the pedestrianisation of East Street is still being finalised.

3. Car Parking

Park and Ride

- 3.1 Members will be aware from recent publicity that the Administration stepped in to assist in the rescue of this much valued essential service from closure.
- 3.2 We have worked with our partners SCC and First Bus to provide a temporary reprieve for the service whilst high level planning is evolved for a viable permanent solution.

Variable Message Signage (VMS) and Car Park Pay on Foot

- 3.3 The visible side of the project, installation of kerbing and islands, entry and exit barriers, pay stations and cabling is almost completed. Everything is now being tested to ensure all the behind the scenes IT and electrical systems are working properly. We are also training up all the staff involved in day to day delivery and support for our customers. The present aim is to go live in early November 2018.
- 3.4 This means motorists will be able to take advantage of the new arrangements in the busy Christmas period in the Orchard, High Street, Tangier, Canon Street, Wood Street, Castle Street and Enfield Car Parks in Taunton.
- 3.5 At the same time we will introduce the restructured Short and Long Stay Car Park designations. This will give users a clear understanding of where

parking is available and for how long they can stay there. There are small increases for some car parks. Other car parks will remain static in their charging for short stays, while for longer stays in the majority of car parks, it will be cheaper for most people.

- 3.6 The VMS complementing these changes is already in position at key locations such as Priorswood Road, Cross Keys, Toneway, East Reach, Silk Mills and Wellington Road.
- 3.7 These will inform drivers how many spaces are available in the Long Stay Car Parks and direct them towards these. It will also avoid them having to drive around to find a suitable space and should ease queuing and reduce congestion whilst contributing to the reduction of air pollution.
- 3.8 A draft report that seeks to make no changes pro tem to the fees and charges structure for car parks located within the current Taunton Deane or West Somerset areas is currently being prepared. Work to review future charges should be linked to a combined Parking Strategy, to be undertaken in the future by the New Council.
- 3.9 By maintaining current charges it is hoped to support traffic management by seeking to influence driver behaviour with the following outcomes:-
- Providing incentive for commuters to use car parks away from the main tourist sites, freeing up space for tourist and visitors to the area;
 - Continued investment in parking assets; and
 - Providing support to residents and businesses by encouraging the use of the permits that offer a discount over pay by the meter pricing.
- 3.10 When work is due to commence on the development of Coal Orchard there will be a reduction in car parking spaces which has caused some concern with members of the public. To mitigate some of this loss, officers are planning to make better use of the nearby Canon Street Car Park by creating more parking bays by way of an effective redesign of part of the existing space.

4. Employment, Leisure and Retail Study

- 4.1 We will shortly publish our new Employment, Leisure and Retail Study which has been completed as a joint commission between Taunton Deane and West Somerset Councils. The findings have been presented to Members of the Employment Land Task and Finish Group and will be published on our website.

5. Strategic Flood Risk Assessment

- 5.1 A new Strategic Flood Risk Assessment has been commissioned jointly With West Somerset Council and South Somerset District Council as has the Taunton Deane Design Guide. These two commissions as well as the

Employment, Leisure and Retail Study are important parts of the evidence base to inform the forthcoming Local Plan review.

- 5.2 The position on the formal plan review has not changed and it remains the intention to prepare a new Local Development Scheme outlining a timeline for preparing a new local plan for the new Council area in due course.

6. Housing Infrastructure Fund

- 6.1 Officers are working on our submission to the Housing Infrastructure Fund: Forward Fund with partners SCC and Sedgemoor District Council.
- 6.2 If successful, this bid will bring in considerable infrastructure funding to unlock growth.

7. Garden Town Plan

- 7.1 In respect of the Garden Town Plan we are commissioning consultants Hyas to assist us in finalising this document, taking the helpful outputs from the Visioning Event in the Spring and internal officer work as its starting point.

Councillor Richard Parrish

Council Meeting - 2 October 2018

Report of Councillor Mrs Vivienne Stock-Williams, Sports, Parks and Leisure

Good sports, parks and leisure facilities improve the health and wellbeing of our local communities.

1. Community Leisure

Play and Recreation

1.1 **The following works have been advanced** since the last report, using either the Taunton Deane Replacement Play Equipment Budget and/or Section 106 Agreement funding:-

- Comeytrove Park, Taunton – installation of a log cabin climber. The climber has been installed and will be ready for use as soon as the bark place surfacing has been laid; and
- Victoria Park, Taunton – the 7.5 m tower slide is currently being manufactured. The pre-construction site meeting for the Baseball Pitch has been held and a start date is awaited. Tenders for the construction of the Beach Volleyball Court and slide have been returned and the contract awarded.

1.2 **The following works are in hand:-**

Orders have been placed for the following replacement play equipment:-

- Blackthorn Gardens, Taunton – Replacement swings;
- Carey Grove, Creech St Michael – Supernova Roundabout and balance beam;
- Colman Road, Taunton – Replacement flat swings and pod swing;
- Galmington Park, Taunton – Replacement slide and multi-unit climbing frame;
- Gillards Close, Rockwell Green – Replacement cradle swings;
- Lyngford Park, Taunton – Replacement for removed under 5's springy tractor;
- Pyrland Avenue, Taunton – Replacement for removed roundabout;

- Redlake Drive, Taunton – Gravity bowl and mini nest swing Taunton Green – for redundant single red, green and blue arch swings to be replaced with hexagonal swing unit.

1.3 **Section 106 Agreement Funding for Play, Sport, Allotments and Community Halls**

Work continues monitoring housing developments for payment trigger points and assisting communities and organisations with their on-going projects.

At Bishops Hull the new sports pavilion at the Recreation Ground is nearing completion.

Assistance has been offered to Creech St Michael Allotments in deciding on a suitable project for S106 funding.

Stoke Road Allotments are completing their improvement projects and drawing down S106 funding.

West Monkton Village Hall has started on their agreed improvement works to the hall.

1.4 **Capital grant scheme for Voluntary Village Halls, Sports Clubs and Allotments and the Parish Play Area Grant Scheme**

Awards have been made to the following halls, sports clubs and parish play areas:-

- Ash Priors Village Hall - new boiler;
- Cotford St Luke Community Hall - new chairs;
- Combe Florey Village Hall – extension;
- Stoke St Gregory Tennis Club - court upgrade;
- Wellington Bowls Club - door lock;
- Norton Fitzwarren Village Hall – flooring;
- Comeytrove Community Hall – kitchen; and
- Wellington Squash Club - carpet

1.5 **Summer Sunday Bandstand Concerts**

The 2018 Summer Sunday Bandstand Concerts season has concluded. It was another successful series of concerts which were well received by the community. In Wellington Park there was a record 3,500 attendances during the concert season.

The ever popular Carols around the Bandstand have been planned to take place on Monday, 17 December 2018, in Vivary Park, Taunton.

2. GLL (Taunton Deane)

Community Sport and Health

Scam and Fraud Talk for Taunton Walk Group

- 2.1 34 Walk Well in Taunton Deane walkers attended a workshop led by Trudi Henderson, a Community Banker from NatWest, after their weekly walk at Wellsprings. Trudi gave an interesting and informative workshop on Scams and Frauds, detailing how to protect yourself and your family against on-line fraud plus doorstep and phone scams. Leaflets, advice and stickers were available to collect after the session.
- 2.2 Following the interest shown by the Taunton and Wellington Walk Well Group, GLL are now looking to provide a series of other workshops including fire safety.

Walk Well in Taunton and Wellington

- 2.3 The new Autumn programme has just been launched across the partnership, with many enquiries from new walkers; GLL anticipate that the numbers will continue to increase throughout the Autumn months.
- 2.4 Total participations for the year so far have continued to climb, with Taunton having 3,384 participants and Wellington 1,880. This success would not have taken place without the dedication and enthusiasm of GLL's volunteers, who have so far contributed 1,863 volunteer hours.

Swim Vouchers

- 2.5 Families in North and East Taunton were given free swim vouchers to use over the summer months through a scheme supported by Taunton Deane Borough Council. The vouchers were distributed through the parent/family support advisers, Children's Centres and schools.
- 2.6 Swimming lessons were offered to Year 6 pupils from Lyngford Park School who did not meet the Year 6 National Curriculum swim criteria. Two of these pupils discovered a great love for swimming and not only achieved their Level 1 award but Level 2 as well.

Change4Life - Star Wars

- 2.7 400 Change4Life 'Train Like a Jedi' packs were given out to children this summer through GLL's Taunton and Wellington leisure centres, outreach activities and holiday camps. The packs aimed to encourage children to become more physically active by experiencing new games and activities, and rewarding them with Star Wars stickers each day.

Facilities

Wellington Sports Centre

Wacky Wednesdays - Wellington

- 2.8 In partnership with the Wellington One Team, GLL staff attended each of the 5 Wacky Wednesday events held across Wellington during the summer holidays. Staff provided a variety of sporting and craft activities for the children and offered advice about lessons, parties and courses to parents. The events had a real community feel to them, with Police horses and the Fire Brigade visiting the sessions. The five events attracted a record-breaking total of more than 1,000 children and adults.

Blackbrook Leisure Centre and Spa

- 2.9 The General Manager, Ben Wilkinson, has introduced a new policy regarding the recycling of plastic. This will ensure that the plastic products sold in the Better Coffee Corner and leisure centre vending machines are fully recycled and do not end up in landfill.

Wellsprings Leisure Centre

2.10 Wellsprings Holiday Activities - Daily Mile!

Children attending the holiday activity programme at Wellsprings Leisure Centre participated in the 'Daily Mile' each day, come rain or shine. Between them they achieved the fantastic total of 724 miles!

2.11 Inclusive Holiday Play

Wellsprings Leisure Centre worked in conjunction with Somerset County Council's Short Breaks Team to provide additional support throughout the summer holiday for children with disabilities and individual needs.

The funding provided staff for an additional 14 days of the holiday, enabling support to be provided for 6 children.

3. Leisure Procurement Project

- 3.1 Our current leisure contract with GLL ends on 31 July 2019 and the project to secure an Operator for the new contract is progressing on schedule. We are offering an 8 month and 10 year contract starting on 1 August 2019 with the potential to extend for a further 10 years depending on performance.
- 3.2 Following the completion of the Early Market Engagement process, where potential Operators were asked to submit information to assess their suitability, experience and financial standing, the Authority has now sought Detailed Submissions (ISDS) from each of the five remaining bidders.
- 3.3 Evaluation by a team of officers and Councillors took place during August 2018 with the aim of reducing the number of Operators to be taken to the next stage to three.
- 3.4 We are currently issuing and responding to clarifications following the receipt of the ISDS submissions and we anticipate that this will be complete by late-September 2018.

- 3.5 The next stages are to invite the shortlisted Operators to attend Competitive Dialogue sessions in October 2018. At these sessions we will explore any final legal, contractual, operational, financial and technical issues before asking all bidders to submit their 'final tenders' in November.
- 3.6 These will be evaluated in December 2018 before the contract award in the first months of 2019.
- 3.7 A main aim of the contract remains to significantly reduce, or preferably remove altogether, the cost of providing leisure services across Taunton Deane and West Somerset.

4. Parks and Open Spaces

Grass Cutting

- 4.1 The weather has been a big factor for Open Spaces during the second quarter of the financial year, with a long hot and very dry season leading to grass drying out and not needing to be cut as frequently.
- 4.2 This has meant some adjustment to our watering schedule to compensate, but I am happy to report that our floral borders and roundabouts have been kept in fine condition throughout the summer and have elicited regular compliments.

Rough Sleepers and Travellers

- 4.3 We have had several issues during the past three months with 'rough sleepers' setting up tents in public parks and with travellers gaining unauthorised access to our Open Spaces and leaving large volumes of waste.
- 4.4 Staff have reacted quickly to these incidents and worked with our Rough Sleeping Co-ordinator, local Police and residents to address these issues and manage the impact on the public.

Housing Grounds Maintenance

- 4.5 Housing Grounds Maintenance has continued to be handled effectively, with the ongoing improvements across the Borough being considered very favourably by tenants. As the growing season draws to a close, further work will begin to bring more of the long neglected areas up to standard. This work will continue throughout the winter.

Events

- 4.6 Several events in our Open Spaces have been held including the Fake Festival in Longrun; Concerts by Paloma Faith, Billy Ocean and The Kaiser

Chiefs in Vivary Park in addition to the annual Flower Show; several Food Festivals and community events in Goodlands Gardens, Somerset Square and Castle Green. These, and many other, events have been very successful and are likely to be repeated next year.

Vivary Park Lake

- 4.7 The postponed project to desilt the Lake in Vivary Park is expected to be completed by the mid to end of October and will result in a much improved watercourse for wildlife and the public's enjoyment.

Wellington Park

- 4.8 Following the vandalism of the fountain in Wellington Park, a replacement three-tiered fountain has been sourced and installed, bringing Wellington Park up to a very high standard.
- 4.9 Volunteers from The National Citizen Service asked to help us and several teams of young adults worked very hard to paint benches, play equipment in Waterleaze Play Area and the new fountain. My thanks to Richard Burge's son and friends for their excellent work.

Green Flags

- 4.10 Standards across our Parks have been recognised by both Britain in Bloom and Green Flag with awards being made to many of our parks, nature reserves and play areas. The Green Flag Heritage Award Flag was recently raised in Wellington Park for the 15th consecutive year. This was a fitting farewell tribute to Josep Galicia who originally introduced the scheme into Taunton Deane at this venue.

Councillor Vivienne Stock-Williams