

Changes to the County Council's Constitution

1. ARTICLE 9 – LOCAL COMMITTEES

9.01 Local Committees

The Council will appoint local committees as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making. **These may include joint committees appointed by the Council and the relevant District or Borough.**

The Council will consult with relevant parish and town councils and the chairmen of relevant parish meetings when considering whether and how to establish local committees.

The Leader/Cabinet will undertake a review of local committees annually, and make recommendations to the Council on their Constitution, Terms of Reference and Scheme of Delegation. The delegation of executive functions shall be determined by the Leader/Cabinet.

9.02 Form, composition and function

- (a) **Local committees.** The Council has appointed local committees to discharge functions in the Surrey district/borough areas of the county, with the membership of each committee comprising the county councillors representing the electoral divisions which fall within the respective district/borough areas.

The membership of the committees may also include an equal number of co-opted district/borough councillors with voting rights in relation to those matters set out in Section 2 of the Scheme of Delegation.

Where the local committee is a joint committee the membership will comprise the county councillors representing the electoral divisions which fall within the respective district/borough areas, together with a member of the Council's cabinet if not already included, and an equal number of councillors from the relevant district or borough, together with any representation from its Executive as required by the regulations.

- (b) **Delegations.** The Council and the Leader have included details of the delegations to local committees in Part 3 of this Constitution, including the functions delegated (showing which are the responsibility of the Leader/Cabinet and which are not), the composition and membership of the committees, budgets and any limitations on delegation.

9.03 Local committees – access to information

Local committees will comply with the Access to Information rules in Part VA of the Local Government Act 1972.

Agendas and notices for local committee meetings which deal with both functions of the Leader/Cabinet and functions which are not the responsibility of the Leader/Cabinet will state clearly which items are which.

9.04 Cabinet members on local committees

A member of the Cabinet may serve on a local committee if otherwise eligible to do so as a Councillor. Where a local committee is a joint committee discharging executive functions a cabinet member will need to be appointed to that committee.

2. SCHEME OF DELEGATION – WOKING JOINT COMMITTEE

Membership

All County Councillors with an electoral division in Woking, one Surrey County Council Cabinet Member (who can also be a county councillor with an electoral division in Woking), and an equivalent number of borough councillors who should be politically proportionate to the borough council. At least one borough councillor should be a member of that council's executive. All borough and county councillors on the Joint Committee will have equal voting rights on all issues being considered.

Executive Functions of Woking Joint Committee (delegated by Surrey County Council and Woking Borough Council)

The Joint Committee will be responsible for the following decisions on local services and budgets:

In relation to the Borough of Woking the Joint Committee will take decisions delegated to it by the SCC Leader and/or Cabinet and/or the WBC Leader and/or Executive on the following local services and budgets, to be taken in accordance with the financial framework and policies of the respective Councils within a framework of agreed performance and resources:

- (i) Changes which amount to more than 15% in the hours of opening for local libraries (whether managed directly by Surrey County Council or under a community partnership agreement.) (SCC)
- (ii) Community safety funding that is delegated to the Joint Committee (SCC/WBC).
- (iii) Decisions in relation to highways and infrastructure:
 - a. The allocation of the Surrey County Council highway capital budget and highway revenue budget which are devolved to the Joint Committee for minor highway improvements, and highway maintenance, within the committee's area including the scope to use a proportion of either budget to facilitate local highways initiatives (SCC).
 - b. To allocate funds to review on-street parking management, including local parking charges where appropriate and to approve the statutory advertisement of Traffic Regulation Orders (TROs) relating to on-street parking controls (SCC).
 - c. To agree local speed limits on county council roads within their area, and to approve the statutory advertisement of speed limit orders, taking into account the advice of the Surrey Police Road Safety and Traffic Management Team and with regard to the County Council Speed Limit Policy (SCC).

- d. To approve the statutory advertisement of all legal orders or appropriate notifications relating to highway schemes within the delegated powers of the Joint Committee (SCC).
 - e. Where, under delegated powers, the Parking Strategy and Implementation Team Manager or Area Team Manager has chosen to refer the decision on whether a TRO should be made to the Joint Committee, the committee will make that decision (SCC).
 - f. Oversee and determine priorities for the Woking Town Centre Management Agreement. (WBC)
- (iv) Consider how Community Infrastructure Levy (CIL) receipts will be expended in Woking, taking into account the approved Infrastructure Capacity Study and Delivery Plan (IDP) for Woking. (WBC)
 - (v) In relation to services for young people, with the aim of achieving an integrated approach from Surrey County Council and Woking Borough Council (SCC/WBC):
 - a) To agree joint priorities for commissioning by the County Council and the Borough Council in Woking for provision of:
 - i) youth work and
 - ii) other preventative work with young people who are at risk of becoming not in education, training or employment (NEET).
 - b) To apportion delegated funding for young people, specifically the distribution between Local Prevention Framework Grants and Individual Prevention Grants categories of funding, in accordance with the allocated budget and small grants (youth) as allocated by the Borough Council.
 - c) Approve the award of the Local Prevention Framework for the provision of local prevention services for Woking Borough in accordance with the allocated budget and to qualified providers. This power to be exercised by the County Council Portfolio Holder in the event that the Joint Committee is unable to award grant(s) (due to the presence of conflicts of interest which result in the body being inquorate).
 - d) Approve the award of youth service related commission(s) as delegated to the Joint Committee by Woking Borough Council.
 - e) Oversee and determine priorities for the Full Participation Programme and make appropriate linkages into the work of Services for Young People and Woking Borough Council
 - (vi) Oversee and influence priorities for the Family Support Programme in Woking and monitor its performance. (SCC/WBC)

- (vii) Determine priorities for collaborative work undertaken within the committee's area by the Councils and other partners. *(SCC/WBC)*.

Non-Executive Functions

The Joint Committee will deal with all those non-executive functions relating to public rights of way set out in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, as amended, except for those separately referred to in the County Council's Scheme of Delegation (or within the terms of reference of other Committees).

Service Monitoring, Scrutiny and Issues of Local Concern

The Joint Committee may:

- (i) In relation to the exercise of County Council Executive functions relating to Members allocations, receive a report on all projects approved under delegated authority of the Community Partnership Manager or Team Leader. *(SCC)*
- (ii) In relation to Community Highway Enhancement allocations, receive a report on all projects approved by Individual Members of the County Council under delegated authority, or by the Area Team Manager where Members have requested that their allocations be combined to be spent in one or more divisions. *(SCC)*
- (iii) Monitor formal decisions taken by officers under delegated powers and provide feedback to improve service standards. *(SCC/WBC)*
- (iv) Engage in issues of concern to local people and seek to influence the respective Councils in the light of local needs. *(SCC/WBC)*
- (v) Monitor the quality of services provided locally, and recommend action as appropriate. *(SCC)*
- (vi) Support Surrey Schools, strengthening links with Headteachers and Governing Bodies to promote the outcomes of increased investment for safer, better schools focussed on raising the standards of education for all children.
- (vii) Be informed in relation to the prioritisation of proposed and planned infrastructure schemes, or developer funded highway improvements within Woking. *(SCC)*
- (viii) Be informed of and receive appropriate reports on highway initiatives and/or improvements either wholly or partly in Woking. *(SCC)*
- (ix) Oversee local initiatives agreed and funded by the Joint Committee. *(SCC/WBC)*
- (x) Oversee on-street parking enforcement including financials in its area subject to terms of reference, agreed by the committee, which best suit its particular local circumstances. *(SCC)*
- (xi) Oversee and scrutinise the impact of the Local Prevention Framework in accordance with prevention priorities for young people not in education, employment or training (NEET), in the local area. *(SCC)*
- (xii) Be advised of the Joint Youth Estates Strategy for Woking Borough. *(SCC/WBC)*
- (xiii) To provide political oversight and advice on the Community Safety functions of the Borough. *(SCC/WBC)*

- (xiv) To act as the local Health and Wellbeing Board for Woking and oversee and set priorities for general health and wellbeing matters within the framework of Surrey's Joint Health and Wellbeing Strategy. (SCC/WBC)
- (xv) Be consulted on any issues referred to it by either Council and produce responses as appropriate. (SCC/WBC)

(Note: A joint committee may not make any decision which will have an adverse effect on a part of the county for which it does not have functions).

3. PART 3 – SCHEME OF DELEGATION TO OFFICERS

Highways and Transportation

T23	Assistant Director Highways Local Highway Services Group Manager Area Team Manager Parking Strategy and Implementation Team Manager	<p>Where significant objections are received to an advertised Traffic Regulation Order to decide, in consultation with the divisional member, appropriate¹ borough councillor on the joint committee where the local committee is a joint committee and the Local Committee Chairman/ Vice Chairman whether the Traffic Regulation Order may be made.</p> <p>The Parking Strategy and Implementation Team Manager or Area Team Manager, in consultation with the Divisional Member, appropriate borough councillor on the joint committee where the local committee is a joint committee and the relevant Local Committee Chairman or Vice-Chairman, will decide whether or not to accede to any unresolved objections received in relation to an advertised TRO, and whether the TRO may be made, either with or without modifications, with due regard to the provisions of regulation 14 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996.</p> <p>Where a TRO has been advertised and a substantial number of objections have been received or significant modifications are proposed to be made, the Parking Strategy and Implementation Team Manager or Area Team Manager, in consultation with the Divisional Member, appropriate borough councillor on the joint committee where the local committee is a joint committee and the relevant Local Committee Chairman or</p>
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¹ Each Borough Councillor on the Joint Committee will be aligned to a County Council Electoral Division for this purpose.

		Vice-Chairman, may refer the decision on whether the TRO may be made to the Local Committee.
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