

**SURREY COUNTY COUNCIL****LOCAL COMMITTEE (SURREY HEATH)****DATE:** 3 July 2014**LEAD OFFICER:** NIKKIE THORNTON-BRYAR,  
COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER**SUBJECT:** LOCAL COMMITTEE BUDGET AND TASK GROUP  
REPRESENTATION 2014/15**DIVISION:** ALL**SUMMARY OF ISSUE:**

The Local Committee (Surrey Heath) is asked to review and agree the terms of reference and membership of task groups set by the Committee.

The committee is also asked to agree to delegate the Community Safety funding contribution to the Community Safety Partnership.

**RECOMMENDATIONS:****The Local Committee (Surrey Heath) is asked to agree:**

- (i) The terms of reference for the Youth Task Group as set out in Annex A, and the membership of this task group as set out in paragraph 2.4.
- (ii) The terms of reference for the Major Projects Task Group as set out in Annex B and the membership of this task group as set out in paragraph 2.7.
- (iii) The nominations to outside bodies as set out in paragraph 2.9 of this report.
- (iv) To agree that the community safety budget of £3,294 that has been delegated to the Local Committee be transferred to the Surrey Heath Partnership.
- (v) To agree that the Community Partnerships Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with (iv) above.

**REASONS FOR RECOMMENDATIONS:**

The report contains an updated list of representatives on Task Groups, nominations to outside bodies and also updates members on the allocation of Community Safety funds.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Local Committee (Surrey Heath) has one current task group and a further proposed task group and this report sets out the members who will sit on those groups.
- 1.2 The Local Committee (Surrey Heath) can appoint members of the Committee to Outside Bodies, and there are three such groups which require nominations.
- 1.3 The Local Committee (Surrey Heath) also needs to agree the allocation of Community Safety money to the Community Safety Partnership.

## **2. ANALYSIS:**

- 2.1 **Task Groups** - Each year the Committee is asked to consider the work that would be considered at formal meetings and the relevant task groups that should be established to support the Committee in its work.
- 2.2 In 2012-13, the Local Committee established a Surrey Heath Youth Task Group, to monitor and report back to the Local Committee on progress made against the Local Prevention Framework and Youth Small Grants. The membership of the Task Group was two County and two Borough Councillors.
- 2.3 The Committee is asked to re-establish the Youth Task Group, agree the membership and agree the terms of reference as set out in Annex A.
- 2.4 Membership of the Youth Task Group last year was: Denis Fuller (Chairman), Chris Pitt (Vice-Chairman), Cllrs Valerie White and Rodney Bates. It is recommended that this group continue.
- 2.5 The Committee has also been asked to convene a major projects task group as discussed at the informal members meeting on 19 June 2014.
- 2.6 The Committee is asked to establish a Major Projects Task Group, agree the membership and agree the terms of reference as set out in Annex B.
- 2.7 Membership of the Major Projects Task Group is recommended to consist of 3 County and 3 Borough Councillors. Nominations have been put forward for Cllrs David Ivison, Denis Fuller, Bill Chapman, Vivienne Chapman, Josephine Hawkins and Valerie White. It is also recommended that Cllr Paul Innicki be invited to attend any meetings with a focus on rail issues and that SHBC Officers Jenny Rickard and Jane Ireland be included.
- 2.8 **Membership to Outside Bodies** – The Local Committee can make appointments to various outside bodies. Members are asked to act as the Local Committee ambassador on the group, ensure that the local committee is informed of activities relevant to the work of the committee and report back on the achievements of the group on an annual basis.

2.9 The Committee is asked to agree the following appointments.

- Surrey Heath Partnership – Cllr Bill Chapman
- Surrey Heath Strategic Parking Group – Cllrs Ivison and Page
- Surrey Heath Youth Council Stakeholders Group – Denis Fuller

2.10 **Community Safety Funding** - Members have also been given an allocation of £3,294 to spend on Community Safety initiatives. In the past, this has been allocated to the Surrey Heath Community Safety Partnership, who use the money to fund specific projects that help to reduce Anti-social behaviour. It is recommended that this years funds are again passed to the Community Safety Partnership.

### **3. OPTIONS:**

- 3.1 The Committee can confirm the task groups, nominations to outside bodies and allocation of community safety funding as set out above.
- 3.2 The Committee can make amendments to any of the recommendations in this report.
- 3.3 The Committee can decide not to agree to one, two or all of the above recommendations.

### **4. CONSULTATIONS:**

- 4.1 Task Groups have been proposed in response to requests from Members in relation to the workload of the Committee.
- 4.2 The nominations set out above have been volunteered or been selected from amongst their peers to sit on the relevant groups.
- 4.3 The Surrey Heath Partnership has been supportive of receiving this funding in relation to community safety works in the borough.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 There are no specific financial implications arising from the recommendations. Work to support the recommendations will be undertaken within the current resources, and the task groups have no decision making powers.
- 5.2 The £3,294 would be handed to the Community Safety Partnership for its use. The Community Safety Partnership will show these funds within their accounts and will report as to how the money is used.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

There are no specific equality and diversity implications arising from the recommendations.

**7. LOCALISM:**

- 7.1 The Community Safety Partnership is the local action group for Surrey Heath and will ensure the funds are used to deliver local projects.

**8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	Funds to be made available to tackle issues identified by the Community Safety Partnership
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising from this report

**9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 The Committee is asked to agree the membership and terms of reference for the Youth Task Group as set out in paragraph 2.4 and Annex A of this report.
- 9.2 The Committee is asked to agree the membership and terms of reference for the Major Projects Task Group as set out in paragraph 2.7 and Annex B of this report.
- 9.3 The Committee is asked to agree the nominations to outside bodies as set out in paragraph 2.9 of this report.
- 9.3 The Committee is asked to agree that the community safety budget of £3,294 that has been delegated to the Local Committee be transferred to the Surrey Heath Partnership.

**10. WHAT HAPPENS NEXT:**

- 10.1 Funds will be transferred to the Community Safety Partnership who will provide feedback on how they are used at the end of the financial year.

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**Contact Officer:** Nikkie Thornton-Bryar, Community Partnerships and Committee Officer (Surrey Heath) 01276 800269

**Consulted:** Members and Surrey County Council officers have been consulted.

**Annexes:** None

**Sources/background papers:** None

## **Annex A**

### **Terms of Reference for the Surrey Heath Youth Task Group**

#### Objective:

The Local Committee agreed that a Youth Task Group is established to assist and advise the local committee in relation to youth issues and the future delivery of youth provision locally.

#### Membership:

The Task Group will contain four appointees from the Local Committee - two county and two borough councillors. In addition the Task Group can invite up to four members of the Surrey Heath Partnership and up to four young people from the borough, all with equal status. The Task Group may also consult with other relevant members of the Committee.

#### General:

It is proposed to establish a Youth Task Group. The Task Group shall exist to advise the local committee. It has no formal decision making powers. The Task Group will:

- A. Unless otherwise agreed meet in private
  - B. Develop a work programme
  - C. Record actions
  - D. Report back to the Local Committee.
1. The Task Groups function is to assist and advise the local committee in relation to youth issues and the future delivery of youth provision locally.
  2. Officers supporting the Task Group will consult the Group and will give due consideration to the group's reasoning and recommendations prior to the officer writing their report to the parent local committee.
  3. The Task Group can, should it so wish, respond to an officer report and submit its own report to the local committee.
  4. The Task Group terms of reference and Membership is to be reviewed and agreed by the local committee annually.

## **Annex B**

### **Major Schemes (Surrey Heath) Task Group – Draft Terms of Reference**

1. The Task Group will advise the Local Committee on the progress of the Major Schemes within Surrey Heath during the next two years and subject to obtaining funding, specifically but not exclusively on

- A311/A30 Corridor Improvements (Meadows Gyratory) EM3 LEP Prioritised Scheme
- Blackwater Better Connectivity (cross boundary) – EM3 Camberley Growth Package Bid
- Camberley Sustainable Transport Package - – EM3 Camberley Growth Package Bid

2. Officers supporting this Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.

3. The Task Group will include three county councillors, (Chairman plus Surrey Heath Divisional Member(s)) and three borough councillors from the Local Committee. In addition the Task Group can invite up to two Officers from Surrey Heath Borough Council to attend, all with equal status. The Task Group may also consult with other relevant members of the Committee.

4. The role of the Task Group is primarily strategic. The Task Group members will act in the interests of the borough as a whole, rather than representing the interests of their divisions or wards.

5. The Task Group will take into account the results of previous and new consultations in determining future programmes.

6. Any recommendations to the Local Committee will be supported by a summary of the reasoning behind the Task Group's position and reflect any professional advice from officers.

7. The Task Group will meet in private, at appropriate times during the year (at a suitable time before a Local Committee) and actions from the meetings will be recorded.

Major Schemes Team  
19/6/2014