



**OFFICER REPORT TO LOCAL COMMITTEE
(ELMBRIDGE)**

CHAIRMAN'S REPORT

14th JUNE 2012

KEY ISSUE

To examine the work of the Elmbridge Local Committee over the last year.

SUMMARY

This report describes the work of the Elmbridge Local Committee and the wider work of the Community Partnership Team in Elmbridge during 2011/12.

OFFICER RECOMMENDATIONS

The Elmbridge Local Committee is asked to note this report for information.

1 INTRODUCTION AND BACKGROUND

- 1.1 The Elmbridge Local Committee held 4 formal meetings and 3 informal briefings during 2011/12. Members of the Committee also sat on a number of outside bodies and task groups, details of which are set out in this report.

2. ANALYSIS

- 2.1 Formal meetings have generally been well attended, with an average of 25 residents at each Local Committee. Attendance is prone to significant fluctuation depending on the content of the agenda, with items relating to matters of local concern naturally attracting a greater number of residents. The issue that generated the most local interest in 2011/12 was the proposed introduction of on-street parking charges. This issue was considered by the Local Committee at both the June and November meetings, with Members ultimately agreeing not to introduce such a scheme. A number of petitions have also drawn large numbers of attendees.
- 2.2 **Reports** – In total the Local Committee has considered 31 reports during 2011/12. Key decisions included awarding a £117,000 contract to help prevent young people in Elmbridge becoming NEET or first time entrants into the criminal justice service, rejecting the introduction of on-street parking charges in Elmbridge and overseeing the implementation of various parking and highway schemes. The Local Committee has also provided funding to numerous local community projects and organisations. Details of funding made available by the Local Committee can be found in section 6 of this report, with breakdown included in the report entitled “Local Committee Funding”.
- 2.3 **Petitions** – Under the Council’s Constitution, petitions containing over 100 signatures can be submitted prior to the meeting from members of the public and local businesses. However, the Local Committee continued to acknowledge the importance of public engagement and therefore permitted petitions with fewer than 100 signatures, subject to the Chairman’s approval. These are referred to as ‘letters of representation’ for clarity, but are dealt with in the same manner as normal petitions.
- 2.4 As required by the Council’s Constitution and the Local Protocol, all the petitions and letters of representation received were responded to, either at the same or following meeting. In 2011/12 there were a total of 11 petitions / letters of representation submitted. These covered a range of topics including road safety, street lighting, speed limits and proposals for on-street parking charges.

- 2.5 **Public Questions** – Formal questions can be submitted prior to the meeting by members of the public, local businesses and members of the Local Committee. Written responses are made available at the meeting.
- 2.6 During 2011/12 there were 12 public questions and 3 member questions submitted to the Committee. All received a written response.
- 2.7 **Informal Briefings** – Members met three times in 2011/12 at informal briefings facilitated by the local Community Partnership & Committee Officer (CPCO). These sessions have allowed both County and Borough services to informally consult with and update Members of the Local Committee on various projects and upcoming work. Items considered at these informal sessions have ranged from the County Council's street-lighting replacement programme to local preparations for the Olympics. These briefings ensure that both County and Borough Members remain well briefed on the key issues in their respective areas.
- 2.8 **Member Postbags** – Committee Members continue to meet informally to jointly discuss significant issues they are encountering in their postbags, with the aim of identifying solutions and overcoming organisational blockages. Whilst the sessions are considered valuable, there was some concern that they did not warrant a dedicated meeting. As such, the postbag meetings have now been amalgamated with the aforementioned informal briefings. This new arrangement has been well received and also ensures that a greater number of Members are able to attend.
- 2.9 **Task Groups**
- 2.10 Parking Task Group
The Parking Task Group met two times in 2011/12 having been established by the Local Committee in June 2011. Members from both Surrey County Council and Elmbridge Borough Council sit on the group and are supported by relevant parking officers.
- 2.11 On 9 May 2011 the Parking Task Group considered objections received following the advertisement of the 2010 parking review proposals, reviews of the Tilt Road/Spencer Road/Cedar Road Controlled Parking Zones (CPZs), and an update on the on-street charging situation.
- 2.12 On 2 November 2011, the Group considered an update on the implementation of the 2010 parking review, recommendations for the Spencer Road/Cedar Road CPZ, resident and visitor permit allocation limits and the outcome and new proposals from the 2011 parking review, prior to it being reported to the Local Committee.

2.13 Youth Task Group

The Youth Task Group was established by the Local Committee at its first meeting of 2011/12 to assist and advise officers in relation to Youth Issues and the future delivery of youth provision locally. Since September 2011, Borough and County Members have worked closely with County officers to determine how the Local Prevention Framework commissioning budget of £117,000 should be utilised. Working with officers and local young people, the Task Group were central to the development of the commissioning priorities for Elmbridge and, following a bidding process, made recommendations for the award of contract to the Local Committee in February 2012. The contract has since been awarded to the Surrey Youth Consortium and it is anticipated that the Task Group will continue to monitor delivery of the contract over the course of 2012/13.

3. LOCAL COMMITTEE MEMBERS ON OUTSIDE BODIES

3.1 Elmbridge Business Network

The Elmbridge Business Network was formed in April 2006. It aims to bring together business representatives from across the borough to work on projects and initiatives which will help ensure that Elmbridge retains its vibrant local economy. Councillor Ernest Mallett represented Surrey County Council on the network during 2012/13.

3.2 Elmbridge Community Partnership

Elmbridge Community Partnership (ECP) is the local strategic partnership for Elmbridge. It was formally established in April 2002 and consists of representatives from public agencies along with those from the business, community and voluntary sectors. Councillor Margaret Hicks represented Surrey County Council on the partnership during 2012/13.

4. COMMUNITY PARTNERSHIP TEAM AREAS OF WORK OUTSIDE THE LOCAL COMMITTEE

4.1 Following the restructure of the team in May 2011, there now exists one Community Partnership & Committee Officer (CPCO) in Elmbridge – Damian Markland. This officer supports the work of the Elmbridge Local Committee and its Members, represents Surrey County Council on sub-groups of the Community Safety Partnership, provides a key link between the Borough and the County Council and works closely with local community groups and organisations on a range of different projects and initiatives. The CPCO is managed by the Community Partnership Team Leader for East Surrey, Sandra Brown, and is supported by a central admin team based out of Reigate which manages the Member Allocation process.

4.2 **Crime and Disorder** – As in previous years, the Community Partnership Team continues to support the Community Safety agenda, working closely with local partners to address and act upon areas of concern. The CPCO is a member of the Joint Action Group (JAG) and the Community Incident Action Group (CIAG) - multi-agency problem-solving groups that address issues in both specific locations and with specific people. The CPCO also attends the Community Safety Partnership Board and Chairs the Distraction Burglary Working Group, the latter set up to combat and raise awareness of distraction burglary in Elmbridge through the development of regular campaigns.

4.3 A few successful outcomes from the work of the Community Safety Partnership in the last year include:

- Alcohol Awareness week took place in November 2011. Posters were placed in public notice boards and a promotional stand was erected at Elmbridge Civic Centre. Alcohol information was sent out with staff pay slips and the Borough's website was updated with alcohol awareness information. The week culminating in a competition with local schools to design a storyboard and marketing campaign for a 2-3 minute alcohol awareness film. The local CPCO assisted the Borough with the filming of the video in early 2012.
- Domestic Abuse Awareness week took place in October 2011, with over 500 information leaflets handed out to shoppers in the Heart, Walton. A prominent display with promotional material was set up for the week at Elmbridge Civic Centre whilst the Elmbridge Business Network circulated information and door stickers to its members to be placed inside public toilets.
- A Distraction Burglary Awareness week was held between the 21st and 25th November 2011. PCSOs in Molesey conducted visits with the Borough's meals on wheels team to give out security advice to clients. Information was also made available on the Boroughs website and its internal intranet to ensure those visiting residents passed on doorstep advice. Distraction burglary is now a year round campaign, with the Distraction Burglary Working Group is overseeing the development of new initiatives based upon data from trading standards and the Police.

4.4 **Work with Elmbridge Borough Council** – Regular liaison meetings between the Chairman, Vice-Chair and CPCO with the Chief Executive and Leader of Elmbridge Borough Council have been re-established. These meetings are used as an opportunity to discuss issues arising in relation to the Local Committee and the work of both the Borough and County, particularly how we can support each other for the benefit of local residents. The Strategic Director for Adult Social Care also attends these meetings, providing a direct link into the senior management team at Surrey County Council. The CPCO also meets on a monthly basis

with Elmbridge's Portfolio Holder for Community Development in order to share information to inform each other's work areas.

- 4.5 The local CPCO along with Members has also supported a number of "Let's Talk" events organised by the Borough. These events allow residents to come and discuss issues with local partners, including Surrey County Council. The events are based around a market stall theme, with each partner having a stand from which they can provide information and advice.
- 4.6 On a more general basis, the CPCO provides a useful link for Borough staff wishing to discuss operational issues with the County Council. For example, the CPCO recently facilitated a meeting between key Borough customer service staff and Surrey's Contact Centre manager. The meeting was set up to help reduce the number of calls mistakenly transferred to Elmbridge from Surrey County Council, and vice versa.
- 4.7 Work with the Local Community** – Towards the end of 2011, Surrey County Council Leader David Hodge launched a Community Improvement fund of £750,000 to help residents improve local areas. The application process has been managed by the Community Partnership Team, with the local CPCO working closely with local community groups and organisations to guide them through the process. Eighty-five applications for money from the Community Improvements Fund were received by the deadline, with applicants requesting between £10,000 and £50,000. Eight of these bids were from Elmbridge.
- 4.8 Following concern from the Police that the Lower Green Community Association was closing the local Youth Club due to a shortage of qualified volunteers, the CPCO, Vice-Chair and local Borough Councillor met with the Association to discuss ways forward. Following the meeting, the Community Association was put in contact with Surrey County Council's Services for Young People and Surrey Clubs for Young People (SCYP), a charity dedicated to supporting and delivering high quality youth work in Surrey. Services for Young people have since been able to provide a qualified youth worker and, with the help of SCYP, the youth club reopened in April 2012.
- 4.9 The CPCO has also, in collaboration with Surrey County Council's Emergency Management Team and the County and Borough Members, worked with the Claygate Resident Association to explore the possibility of setting up a local winter warden scheme. There has also been recent work with Community Safety Partners, Highways and the local County Councillor to address a number of issues experienced by some residents in Cobham, particularly ASB and parking.

5. CONSULTATION

- 5.1 Consultation involving the community and statutory and voluntary partners from the outset has been key principle in taking forward and developing local initiatives. All County Councillors with the assistance of Officers when required are committed to ensure that local residents are listened to and kept fully informed of issues in their areas.

6 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 6.1 The Elmbridge Local Committee has contributed to many partnership projects within the Borough, reinforcing the reputation of the Council's Members at a local level.
- 6.2 Each County Councillor was allocated a revenue budget of £8,410 in 2011/12 to be spent on schemes and projects which promote social, environmental or economic well being. The Committee as a whole was also given a £35k capital allocation grant and a £100k capital allocation to fund part of the Integrated Transport Schemes.
- 6.3 The Committee committed all its revenue funding for 2011/12 on a wide range of initiatives. The Annual Members Allocations Report details how money was allocated.

7.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 7.1 A key aspect of all initiatives is to ensure sensitivity and responsiveness to diversity. The Local Committee is sensitive to the needs of the community and positively promotes equality through our activity and communications. If any member of the public requires the papers in large print or Braille, or another language, or special requirements such as an induction loop, this can be undertaken as required.

8.0 CRIME AND DISORDER IMPLICATIONS

- 8.1 The Community Partnership Team works with partner agencies to address crime and disorder issues within the borough on a regular basis. There are no crime and disorder implications regarding this report.

9 CONCLUSION AND REASON FOR RECOMMENDATION

- 9.1 I believe that the Elmbridge Local Committee is an excellent example of how Borough and County Councillors can come together for the good of residents. I have every hope that we will achieve even more in 2012/13, particularly in light of powers afforded under the Localism Act and a renewed willingness on Surrey County Council's part to devolve decision-making to a more local level. This, combined with notable increases in Member Allocation funding, will help us continue to improve

services for residents, brighten up our environment and ultimately strive to make Elmbridge the best place to live in England.

- 9.2 I am also pleased that the Local Committee has had a substantial increase to its delegated highway budget, and it is my intention that a good proportion of this money be split equally between the 9 divisions in Elmbridge, thus allowing County Councillors in conjunction with their Borough Councillors to decide exactly how money should be spent.
- 9.3 In recommending this report I would like to thank the all Members of the Local Committee and supporting officers for their hard work during 2011/12.

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BACKGROUND PAPERS:	none