

Surrey County Council
Environment and Transport Select Committee Work Programme

ITEM 6a

15 September 2011

	Item	Description	Accountable Officer	Contact Officer/Member	Method of Handling
1.	Council Business Travel	To consider current business travel costs and impacts, and an update of work underway to manage costs and impacts, as the basis for the Committee to consider further work required.	Ian Boast	Lesley Harding	Report to Committee
2.	Countryside Audit Report	To consider whether any follow up action is required in response to the attached Internal Audit report on the Countryside Management Contract 2011/12.	Brianna Luscombe – Lead Auditor	Brianna Luscombe	Report to Committee
3.	Countryside Estate Asset Management Plan	To consider the Council's Property Asset Management Plan relating to the Countryside Contract.	Lisa Creaye-Griffin	Lisa Creaye-Griffin	Report to Committee
4.	Update on Road Marking Maintenance	To consider an update on the progress with road marking maintenance following the introduction of the new term maintenance contracts.	Lucy Monie	Lucy Monie	Report to Committee
5.	Update on Freight Initiatives	To consider an update on how the Council is tackling the issue of HGV Road Freight.	Peter Hitchings/ Iain Reeve	Peter Hitchings	Report to Committee
6.	Cabinet Member Priorities – Transport Portfolio	To consider the priorities of the Cabinet Members whose portfolios fall within the Committee's terms of reference.	N/A Mr Ian Lake	Ben Craddock	Report to Committee

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10 November 2011

	Item	Description	Accountable Officer	Contact Officer/Member	Method of Handling
1.	Flood Risk Management Strategy	To consider the Flood Risk Management Strategy and issues raised at a recent Member Flooding Seminar, and flood preparedness more generally.	Lee McQuade	Lee McQuade	Report to Committee
2.	Review of progress with maintaining gullies	To consider the effectiveness of the gully maintenance process. This item may be included within the Flood Risk Management Strategy.	Lucy Monie	Jason Russell	Report to Committee
3.	On-Street parking Agency Parking Enforcement Agreements	To consider the way forward for on street parking enforcement in Surrey from April 2012.	David Curl	David Curl	Report to Committee
4.	Cabinet Member Priorities – Environment Portfolio	To consider the priorities of the Cabinet Members whose portfolios fall within the Committee's terms of reference.	N/A Dr Lynne Hack	Ben Craddock	Report to Committee

12 January 2012

	Item	Description	Accountable Officer	Contact Officer/Member	Method of Handling
1.	Community Recycling Centres	To receive a 6-month update on the progress of CRC's following the recommendations of the Committee in June 2011.	Ian Boast, Trevor Pugh	Richard Parkinson / Lee Danson	Report to Committee
2.	Performance of newly appointed Highways Maintenance Contractors May Gurney / Wilson's	To consider a performance report on the new Highways Contractors to include details of any complaints received.	Jenny Isaac	Jenny Isaac	Report to Committee

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Unscheduled Items

	Item	Description	Accountable Officer	Contact Officer/Member	Method of Handling
1.	Integrated Demand Management	To consider integration of traffic management with the Highways Agency	Iain Reeve		Report to Committee

Task Groups

Name	Membership	Terms of Reference	Agreed Reporting Dates	Agreed Meeting Dates
S106/CIL Task Group (E&ESC)	To be confirmed.	To ensure that the County Council is able to effectively monitor, manage and spend the monies it has secured both through the Section 106 Agreement process and through the Community Infrastructure Levy in the future.	To be confirmed.	To be confirmed.
Passenger Transport Task Group (TSC)	To be confirmed.	To oversee the consultation process and consider recommendations to Cabinet.	June 2011	To be confirmed.
Surrey Local Transport Plan 3 Task Group (TSC)	To be confirmed.	To consider the policies for inclusion in the Surrey Transport Plan prior to submission to the Cabinet.	March 2011	To be confirmed.
Prioritisation of Highways and Highways Structures Maintenance	To be confirmed.	To approve the adoption of a methodology for the prioritisation for capital works associated with the management of highways and highways structures.	To be confirmed.	To be confirmed.
Improving the Quality and Coordination of the work of Utilities Companies	To be confirmed.	The standard of work of utilities companies, and the disruption caused by uncoordinated road works is a major problem nationally. Hence, the intended outcome of the review is to improve the quality of work being done on Surrey's roads and reduce congestion faced by Surrey's residents.	To be confirmed.	To be confirmed.

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Public Value Review (PVR) Member Reference Groups

Name	Membership	Purpose	Agreed Reporting Dates
Environment and Infrastructure	Chris Frost John Furey Pat Frost	To review the PVR process and update the Select Committee as required. (PVR is in progress)	To be confirmed.
Waste Minimisation and Management	Carole Coleman Stephen Cooksey Chris Norman Michael Sydney	To review the PVR process and update the Select Committee as required. (PVR is being implemented)	To be confirmed.
Rethinking Highways	Mike Bennison Graham Ellwood Tom Phelps-Penry	To review the PVR process and update the Select Committee as required. (PVR is being implemented)	To be confirmed.
Road Safety	David Goodwin Francis King Tom Phelps-Penry	To review the PVR process and update the Select Committee as required. (PVR is being implemented)	To be confirmed.
Countryside Service	Bill Chapman Chris Frost John Orrick Mark Brett-Warburton	To review the PVR process and update the Select Committee as required. (PVR is being implemented)	To be confirmed.

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Environment and Transport Select Committee Recommendations Tracker Updated – May 2011

Table 1. Recommendations that are ongoing and incomplete

No	Date	Item	Recommendations	To	Response	Progress Check On
1	30/06/11	Report of the Winter Maintenance Task Group	To refer the issue of how to support 4x4 Vehicle Clubs to assist during winter events to the Communities Select Committee.	Communities Select Committee	The item does not fall within the Terms of Reference of the Communities Select Committee, and is being pursued by an Officer Working Group	A Memorandum of Understanding has been drawn up for use with the 4x4 Drivers' Clubs.
2.	30/06/11	Report of the Winter Maintenance Task Group	<p>a) That Cabinet agrees extending the P1 precautionary salting network by approximately 172 Kms (at an approximate cost of £210,000).</p> <p>b) That Cabinet agrees the provision and use of two alternative vehicle types on a trial basis during the 2011/12 winter season, to facilitate access to isolated communities and/or locations of restricted width (at an approximate additional cost of £35,000). The evaluation process and trial areas to be agreed by Surrey County Council and May Gurney, primarily in the Oxted and Haslemere areas. (Continued...)</p>	Cabinet	All recommendations agreed by Cabinet except for e), at meeting of 26/07/11.	

Environment and Transport Select Committee Recommendations Tracker Updated – May 2011

Recommendations of the Report of the Winter Maintenance Task Group Continued..

- c) That Cabinet agrees Surrey should purchase an additional 2,450t of salt at summer rates to maximise countywide capacity at 16,850 tonnes (at an approximate cost of £78,000).
- d) That Cabinet agrees to provide 40 tonnes of salt (two lorry loads) supplied direct to those Borough and District Councils which are committed to assisting with snow and ice clearance works on the public highway (at an approximate cost of £25,000).
- e) That Cabinet have a choice of the following and agrees those criteria and a priority for the removal and re-use of grit bins. In addition, that members should identify locations that meet the criteria within their communities and discuss these with their local Community Highway Officer in order to gain approval for retention and relocation:
- i. Those grit bins currently sited on the P1 precautionary salting network (saving approximately £37,000)
 - ii. Those grit bins sited on any future extension of the P1 precautionary salting network, subject to the outcome of individual safety assessments carried out by Community Highways Officers (saving approximately in the range of £3,000 to £11,000)
 - iii. Those grit bins with a score less than 75, (saving approximately £44,000) or
 - iv. Those grit bins with a score > 75 but < 100 points (saving approximately £15,000)
 - v. By 7 votes FOR with 5 votes AGAINST with 0 abstentions, those grit bins located on highway land but not highway maintained (saving approximately £4,000).
- f) That Cabinet confirms any unauthorised grit bin placed on the public highway will be removed, without notice, to the nearest depot. Local Members must be informed of individual bin removals within their division.
- g) That Cabinet agrees to the purchase of 1500 chips and six hand held scanner devices to enable real time management information of our extensive grit bin asset (at an approximate cost of £7,000).
- h) That Cabinet agrees a revised charge and endorses only the currently approved process for the provision and maintenance of a 'private' grit bin on the public highway (at a total cost of £1,000 for a 4 year period).
- i) That Cabinet approves the creation of a well distributed 'pool' of 50 farmers/contractors across Surrey, from the 85 who have expressed an interest (at an approximate cost of £60,000 based on 2 days activity for all 50).
- j) That Cabinet approves the purchase of a further 10 snow ploughs for distribution to farmers/contractors without this basic equipment in order to facilitate a well distributed resource 'pool' across the county (at an approximate cost of £28,000).
- k) That Cabinet delegate approval of the Surrey Winter Service Plan 2011/12 to the Cabinet Member for Transport and Assistant Director, Operations, Highways, and Countryside.

Environment and Transport Select Committee Recommendations Tracker Updated – May 2011

Report of the Winter Maintenance Task Group Continued..

l) That Cabinet supports the Task Group and the Environment and Transport Select Committee, and a report be provided on May Gurney Winter Service preparation to be submitted to the meeting on 10 November 2011.

m) That Cabinet agree the Winter Task Group should reconvene in March 2012 to review Winter Service Operations and trials during the 2011/12 winter season and then report back to Cabinet (and ETSC) in or around June 2012. The Task Group will then either confirm completion of their involvement in the review and scrutiny of winter service activities at present or identify where and when further improvement is desirable, with costs for Cabinet approval.

Table 2. Recommendations completed since the last meeting

There were no recommendations completed since the last meeting.

Table 3. Recommendations that have been completed and will be removed from the Tracker on 15th September 2011

No	Date	Item	Recommendations	To	Action	When Completed
1	22/04/10	Basingstoke Canal	Mike Dawson to investigate EU funding for Basingstoke Canal improvements/ regeneration.	Mike Dawson	Investigations will take place alongside the Countryside PVR	March 2011
2	08/09/10	Joint Municipal Waste Management Strategy	That the Environment Service and Waste Management and Minimisation Manager liaise with Trading Standards about how Surrey County Council could encourage supermarkets to reduce the levels of packaging in their food, levels of household waste and the grocery supply chain.	Ian Boast	Members were informed that Officers were working with Trading Standards on this. However, Members requested that the Chairman write a letter requesting more information.	March 2011
3	29/09/10	Surrey local economic assessment	That a Member Workshop be held to look in detail at the possible outcomes of the Surrey Local Economic Assessment.	Damian Testa / Sam Meyer	This will be arranged when appropriate following consultation with the Leader.	March 2011

**Environment and Transport Select Committee Recommendations Tracker
Updated – May 2011**

4	29/11/10	Cabinet Member Priorities and Objectives	Receives an update on the findings and recommendations of the Countryside PVR at its meeting in January 2011.	Lynne Hack	Following discussions with Officers, the Countryside Contract PVR will report to the March meeting.	March 2011
5	29/11/10	Committee Bulletin	That an item on Heathrow Airtrack be included in the Committee's work programme.	Martin Thomen	This has been added to the Transportation Select Committee agenda for 3 March.	March 2011
6	29/11/10	Development of Environment and Infrastructure strategy and business plan for 2011 to 2015	That the Committee receives a further detailed report on the Environment & Infrastructure Directorates Strategy & Business Plan for 2011 to 2015 at its meeting in January 2011.	Trevor Pugh	The Committee considered the Strategy and MTFP in January. The Directorate Business Plan is included on the agenda for the March meeting.	March 2011
7	08/01/11	Development of Environment and Infrastructure strategy and business plan for 2011 to 2015	Members noted the potential investment opportunities that CIL would provide, but felt that there needed to be better guidance and co-ordination. Members also felt that it was important that they were involved in the allocation of any monies gathered through CIL or the existing section 106 system. Members agreed to establish a Task Group to look at this in more detail.	Sam Meyer / Paul Druce	The Task Group has been established and will have met for the first time to consider its Terms of Reference on 1 March 2011	May 2011

**Environment and Transport Select Committee Recommendations Tracker
Updated – May 2011**

8	08/01/11	Local Lead Flood Authority	Members noted the Streetscene project and the willingness that there now existed between the Council and its partners to work more closely together. Work was ongoing to establish which organisation held responsibility for which action. Members agreed that they would like to receive further information on this in due course.	Geoffrey Delamere	A report providing an update on Streetscene will be considered at the March 2011 meeting.	March 2011
9	08/01/11	Civil Contingencies Act 2004	Members agreed that it was necessary to scrutinise this matter further, and agreed to consider business continuity when the Committee received the Directorate Business Plan in March 2011.	Trevor Pugh / Geoffrey Delamere	The Directorate Business Plan will be considered at this meeting.	March 2011
10	30/06/2011	Interim report of the S106/Community Infrastructure Levy Task Group	That the terms of reference and duration of the S106/CIL Task Group be reviewed once the outcomes of the Council's Rapid Improvement Event are known.	Chairman/ Scrutiny Officer		
11	30/06/2011	Preliminary Flood Risk Assessment for Surrey	That the Preliminary Flood Risk Assessment be agreed and confirmed to the Environment Agency by 19th August 2011 for inclusion in their River Catchment Basin Area Reports to the European Commission.	Cabinet	Agreed by Cabinet at meeting of 26/07/2011	