



Local Committee Nominations to Task Groups and Partnerships

Surrey County Council Local Committee (Guildford)

22nd June 2011

KEY ISSUE

This report seeks confirmation of nominations to the Transportation Task Group, Youth Services Task Group, the Guildford Local Strategic Partnership and the Safer Guildford Partnership.

SUMMARY

The task groups deal with matters which require more detailed discussions and provide advice to the Local Committee. The Local Committee is also represented on two key local partnerships.

OFFICER RECOMMENDATIONS

The Committee is asked to agree:

- (i) that the membership of the Transportation Task Group for 2011/12 will be Mark Brett-Warburton, Graham Ellwood and David Goodwin, as well as three Guildford Borough Councillors.
- (ii) the Terms of Reference for the Transportation Task Group as set out in Annex A.
- (iii) that the membership of the Youth Services Task Group for 2011/12 will be Keith Taylor and Pauline Searle, as well as two Guildford Borough Councillors.
- (iv) the Terms of Reference for the Youth Services Task Group as set out in Annex B.
- (v) that Mark Brett-Warburton will be the Local Committee representative on the Guildford Local Strategic Partnership.

- (vi) that Fiona White will be the Local Committee representative on the Safer Guildford Partnership.

1. TRANSPORTATION TASK GROUP

- 1.1. In recent years, a Task Group of Local Committee Members has met as required to consider transportation-related matters which require informal discussion prior to meetings of the full Local Committee. These meetings are informal, and the Task Group has no decision-making powers, but the meetings enable detailed discussion in a manner which is not possible during formal meetings of the Local Committee. The recommendations of the Task Group are then reported to the full Local Committee for formal discussion and decision.
- 1.2. Matters which have been discussed in the past include the development of the Minor Improvements and Speed Limit Programmes, the Park and Ride Strategy, the Guildford Intermediate Scheme and the Local Transport Plan.
- 1.3. While the Task Group has no decision-making powers, it is helpful if the membership of the Task Group is broadly representative of the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough. Having said that, the role of the Task Group is primarily strategic, since one of its principal purposes is to decide which projects represent good value for money in terms of Local Transport Plan objectives and strategies. Its members therefore act in the interests of the borough as a whole, rather than representing the interests of their divisions and wards.
- 1.4. On 6 June 2002, the Committee resolved that the Task Group should comprise the Chairman, Vice-Chairman and one other County Member, together with GBC's Lead Member for Environment and two other Members from GBC. In the light of the resolution above, the Task Group should comprise Cllrs. Brett-Warburton and Ellwood as chairman and vice-chairman plus one further County Council Member and Cllr Wicks plus two further GBC Members.
- 1.5. It was resolved at the meeting of the Committee on 27 September 2007 to adopt formal Terms of Reference for the Task Group in order to assist the Committee in understanding the work of the Task Group and ensure greater transparency of decision-making for members of the public. The adopted Terms of Reference are attached as Annex A. These have not changed since last year, and the Committee is invited to confirm its approval of these for the year ahead.

2. YOUTH SERVICES TASK GROUP

- 2.1. The County Council is transforming the way that it commissions services for young people so that Local Committees play an important role in the process. The Local Prevention Framework will provide Local Committees with a resource to prevent young people from becoming NEET (not in education training or employment) or entering the youth justice system.
- 2.2. In order to effectively progress this work a task group will be established in each district or borough (draft Terms of Reference are attached at Annex B).

The Youth Services Task Group will be formed of two County Councillors and two Borough Councillors from the Local Committee, as well as four young people co-opted either from the local youth council or nominated by the Youth Support Service or local youth centre. The Task Group will review the needs of young people in the Borough and present to the Local Committee a set of priorities for the Committee's approval.

2.3. A procurement framework will pre-select a number of youth providers who would propose co-designed and co-produced solutions to meet the local needs identified by the Local Committee. The Local Committee for Guildford will have a budget of £179,000 to commission services. A flow diagram setting out the process is attached at Annex C.

2.4. The constitutional changes required will be agreed prior to the September meeting of the Local Committee. It is anticipated that at the September Local Committee meeting Members will be asked to approve the local priorities identified by the Youth Services Task Group. It is anticipated that the Local Committee will be in a position to confirm award of contracts at the December meeting of the Committee, with contracts commencing on the 1st of April 2012.

3. GUILDFORD LOCAL STRATEGIC PARTNERSHIP

3.1. The Guildford Local Strategic Partnership brings together the public, business, voluntary, community and faith sectors to promote the social, economic and environmental wellbeing of Guildford Borough. One of the principal roles of the LSP is to develop and deliver a sustainable community strategy. This is a long-term strategy to improve the quality of life of people living and working in the Borough. Over the past few years the Chairman of the Local Committee has represented Surrey County Council on the partnership.

4. SAFER GUILDFORD PARTNERSHIP

4.1. The Safer Guildford Partnership is a statutory partnership tasked with reducing crime and disorder in the community, as well as tackling negative perceptions of crime. The Committee needs to identify a representative to sit on the Executive.

5. CONSULTATIONS

5.1. The Sustainable Community Strategy that guides the work of the Local Strategic Partnership was the subject of significant consultation. All transportation schemes identified by the Task Group are subject to appropriate public consultation as they are developed.

6. VALUE FOR MONEY AND FINANCIAL IMPLICATIONS

6.1. Working together in partnership to tackle joint problems ensures better value for money. There is no specific budget set aside for the Transportation Task Group, but they consider the financial costs of each scheme that is identified. The Local Committee will have a budget of £179,000 to commission services for young people as a result of the changes to the commissioning arrangements.

7. EQUALITIES AND DIVERSITY IMPLICATIONS

7.1. The task groups and partnerships consider the needs of all residents as new policies, projects or transportation schemes are developed.

8. CRIME AND DISORDER IMPLICATIONS

8.1. The Local Committee representative on the Community Safety Partnership will play an active role in ensuring that Guildford continues to remain a low crime area to live and work in.

9. CONCLUSIONS AND REASONS FOR RECOMMENDATIONS

9.1. It is important that the Local Committee continues to play an active role in local partnerships. The work of the task group will be invaluable in considering the implications of complex issues where priorities have to be established within limited budgets.

10. WHAT HAPPENS NEXT

10.1. The views of the Local Committee will be represented on the two partnerships and the Local Committee will continue to receive reports back on the achievements and challenges facing the partnerships. The Youth Services Task Group will meet to review the needs of young people in the Borough and report back to the next Committee. The Transportation Task Group will meet as required.

Contact Officer: Chris Williams
Community Partnership & Committee Officer
01483 517336
christopher.williams@surreycc.gov.uk

Annex A: Transportation Task Group Terms of Reference

- 1 The Local Committee will annually (at the first formal meeting after the beginning of the municipal year):
 - determine the role, appointees and lifespan of the Transportation Task Group
 - review the operation of the Task Group over the previous year
 - agree criteria for consideration by the Task Group and make those criteria available to all Members of the Committee.
- 2 The Task Group shall exist to advise the Local Committee and make recommendations to its parent Committee; it has no formal decision-making powers. The Task Group will:
 - unless otherwise agreed, meet in private
 - where appropriate develop an annual work programme
 - formally record its actions
 - if it wishes, respond to an officer report and submit its own report to the Local Committee.
- 3 Officers supporting a 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 parent Local Committee.
- 4 The Transportation Task Group will contain six members of the Local Committee: three County and three Borough Councillors, chosen by the Committee (i.e. both SCC and GBC Members) as required whenever the membership of the Committee changes, e.g. following local elections or revised nominations to the Local Committee.
- 5 Included in the membership of the Task Group will be the chairman and vice-chairman of the Committee and the GBC Lead Member for Environment. The other Members will be chosen with a view to ensuring as far as possible that the Task Group is broadly representative of the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough.
- 6 The role of the Task Group is primarily strategic, since one of its principal purposes is to decide which projects represent good value for money in terms of Local Transport Plan objectives and strategies. Its members will therefore act in the interests of the borough as a whole, rather than representing the interests of their divisions and wards.
- 7 The Task Group's function is to consider any transportation-related matters that require informal discussion prior to meetings of the full Local Committee. This will include the Minor Improvements Scheme and Speed Limit lists, the Park and Ride strategy, Guildford Intermediate Scheme, the Local Transport Plan programme and other matters requested by Members.
- 8 The Task Group will on an annual basis assess local needs and report their prioritised schemes to the next available meeting of the Local Committee for formal agreement.

- 9 When required by a Local Committee decision or advised by the Area Highways Manager the Task Group will consider the nature, extent and format of consultations on schemes.
- 10 The Task Group will take into account the results of consultations and the outcome of this will either inform the Area Highways Manager's implementation of an agreed scheme or, when required by the Local Committee, inform the Area Highways Manager's recommendations for its decision.
- 11 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 of the Area Highways Manager.

Annex B: Draft Terms of Reference for the Youth Services Task Group

Objective

The Local Committee agreed on the 22nd of June 2011 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 young people from the borough, all with equal status. The Task Group may also consult with other relevant members of the Committee.

General

1. 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.
2. 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.
3. 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.
4. The Task Group can, should it so wish, respond to an officer report and submit its own report to the Local Committee.
5. The Task Group terms of reference and Membership is to be reviewed and agreed by the Local Committee annually.