

Notice of Meeting

Surrey Heath Local Committee

Date: Thursday, 13 December 2012

Time: 6.30 pm – Proceeded by Public Questions at 6.00pm

Place: Cordwalles School, Berkshire Road, Old Dean Estate,
Camberley GU15 4DR

Contact: **Nikkie Enticknap**

**Surrey County Council Surrey Heath Borough Council,
Surrey Heath House, Knoll Road, Camberley, GU15 3HD**

**01276 800269
nicola.enticknap@surreycc.gov.uk**

Surrey County Council Appointed Members

Mr David Ivison, Heatherside and Parkside (Chairman)
Bill Chapman, Camberley East
Denis Fuller, Camberley West
Mr Stuart MacLeod, Windlesham
Mr Chris Pitt, Frimley Green and Mychett
Mrs Lavinia Sealy, Bisley Chobham and West End

Borough Council Appointed Members

Borough Councillor Vivienne Chapman, St. Paul's
Borough Councillor Colin Dougan, St. Michael's
Borough Councillor Rodney Bates, Old Dean
Borough Councillor Edward Hawkins, Parkside
Borough Councillor Valerie White, Bagshot
VACANT

Chief Executive
David McNulty

Borough Council Substitutes:

Borough Councillor Paul Ilnicki, Heatherside
Borough Councillor Wynne Price, Bisley

NOTES:

1. Members are requested to let the Community Partnership & Committee Officer have the wording of any amendments not later than one hour before the start of the meeting.
2. Substitutions (Borough Members only) must be notified to the Community Partnership & Committee Officer by the absent member or group representative at least half an hour in advance of the meeting.

If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please either call Nikkie Enticknap on 01276 800269 or write to the Community Partnerships Team at Surrey County Council Surrey Heath Borough Council, Surrey Heath House, Knoll Road, Camberley, GU15 3HD or nicola.enticknap@surreycc.gov.uk

This is a meeting in public. If you would like to attend and you have any special requirements, please contact us using the above contact details.

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive any apologies for absence.

2 MINUTES OF THE LAST MEETING

(Pages 1 - 14)

To agree the Minutes of the last meeting.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 PETITIONS

To receive any petitions in accordance with Standing Order 65. Notice must be given in writing to the Community Partnership & Committee Officer at least 7 days before the meeting.

5 WRITTEN PUBLIC QUESTIONS

To answer any questions from local government electors and businesses within the Surrey Health borough area in accordance with Standing Order 66. Notice must be given in writing to the Community Partnership and Committee Officer at least 7 days before the meeting.

6 WRITTEN MEMBERS QUESTIONS

To receive any questions from Members under Standing Order 47. Notice must be given in writing to the Community Partnership & Committee Officer by 12 noon 4 working days before the meeting.

7 MEMBERS ALLOCATION FUNDING

(Pages 15 - 24)

(Michelle Collins – West Team Leader, Community Partnership Team)

To consider requests received for County Councils' allocations for

- 8 HIGHWAYS UPDATE** (Pages 25 - 30)
- (Andrew Milne - Area Team (NW) Manager)
- To update committee on progress with the delivery of highway schemes and to provide an update on the latest budgetary position for highway schemes, revenue maintenance and Community Pride expenditure.
- 9 MCDONALD ROAD, LIGHTWATER - SPEED LIMIT ALTERATION** (Pages 31 - 36)
- (Andrew Milne – Area Team (NW) Manager)
- To seek authorisation to implement a reduction in speed limit to 30mph.
- 10 HIGH STREET, BAGSHOT - REMOVAL OF PARKING BAYS** (Pages 37 - 42)
- (Andrew Milne - Area Team (NW) Manager)
- To consider the removal of a number on-street parking bays from either side of Half Moon Street.
- 11 BAGSHOT ROAD, CHOBHAM - ALTERATION TO PARKING RESTRICTION** (Pages 43 - 48)
- (Andrew Milne - Area Team (NW) Manager)
- To consider the alteration of on street parking restrictions which, following recent development, finish half way across the entrance to the development.
- 12 STATION ROAD, CHOBHAM - PROPOSED PARKING RESTRICTIONS FOR TESCOS EXPRESS STORE** (Pages 49 - 54)
- (Jack Roberts, Parking Engineer)
- To approve arrangements for progressing Traffic Regulation Orders for proposed amendments to on-street parking restrictions in Station Road, Chobham.
- 13 LOCAL PREVENTION FRAMEWORK** (Pages 55 - 66)
- (Leigh Middleton – Contract Performance Officer, Services for Youth People, Children, Schools and Families)
- Due to the lead in time required for re-commissioning Local Prevention Contracts, a decision is required whether to extend or re-commission for April 2013. Feedback from Members indicates that it is too soon to

make long term strategic commissioning decisions therefore the report outlines the case for extending the contracts by 5 months to 31 August 2013.

14 YOUTH SMALL GRANTS (Pages 67 - 80)

(Leigh Middleton – Contract Performance Officer, Services for Youth People, Children, Schools and Families)

To consider the applications received for the Small Grants Allocation.

15 FORWARD PLAN (Pages 81 - 82)

To review the forward plan and to receive suggestions for additional future items.

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Minutes of meeting

LOCAL COMMITTEE (Surrey Heath)

Date: Thursday 18 October 2012

Time: 6.30 PM

Place: Ian Goodchild Centre, Knoll Road, Camberley

Members present:

Surrey County Council [4]

Cllr David Ivison (Heatherside & Parkside)

Cllr Stuart MacLeod (Windlesham, Bagshot & Lightwater)

Cllr Chris Pitt (Frimley Green & Mytchett)

Cllr Lavinia Sealy (Bisley, Chobham and West End)

Surrey Heath Borough Council [4]

Cllr Rodney Bates (Old Dean)

Cllr Vivienne Chapman (St Paul's)

Cllr Edward Hawkins (Parkside)

Cllr Valerie White (Bagshot)

All references to items refer to the Agenda for the meeting.

DRAFT MINUTES to be formally agreed at the next meeting

The meeting was preceded by an Open Public Question Time. The notes are in **Annex A**.

40/12 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from County Councillors Bill Chapman and Denis Fuller and from Borough Councillor Colin Dougan. No Borough substitute Members attended the meeting.

41/12 MINUTES OF THE LAST MEETING – 5 July 2012 [Item 2]

The minutes of the last meeting of the Local Committee (Surrey Heath) held on 5 July 2012 were agreed and signed.

42/12 DECLARATIONS OF INTEREST [Item 3]

No pecuniary interests were declared.

43/12 PETITIONS [Item 4]

No petitions were received.

44/12 WRITTEN PUBLIC QUESTIONS [Item 5]

Two written public questions were received. A copy of the questions and the responses given are set out in Annex B. It was noted that Bagshot was a village and not a town.

45/12 WRITTEN MEMBERS QUESTIONS [Item 6]

None were received.

Executive Items for Information

46/12 SURREY LOCAL FLOOD RISK MANAGEMENT STRATEGY [Item 7]

Deborah Fox, Strategy and Commissioning Team Manager and Mark Howarth, Drainage Asset Team Leader introduced a report on the Flood Risk Strategy, which had been produced following new legislation to look at all flood issues in one strategy.

It was noted that there were 47 incidents of flooding in Chobham and that Surrey Heath had a high risk for surface flooding.

Members discussed the following points:-

- The National Planning Policy Framework (NPPF) stated that developments should make greater use of recycled or “grey” water and therefore the flood strategy could include this for future developments.
- Surrey Heath was not included on the Surrey Partnership Board. In view of local flooding issues and the fact that the Borough Council had a drainage engineer, they should be considered for representation and it was suggested that a representative from Surrey Heath Borough Council should write to Jason Russell to ask for a place on the Board.
- Emphasis should be given to local action groups as local people were often more aware of the issues and their potential solutions. Local groups need action and resources attached to the strategy.

DRAFT MINUTES to be formally agreed at the next meeting

- The strategy needed to look at permitted development rights in flood risk areas as ditches could be filled and garages etc built over them.
- Insurance was an issue in flood risk areas and the strategy should suggest ways forward for affected households.
- The strategy did not include potential flood risk from collapse of the Basingstoke canal banks but this would be considered.
- The Strategy does not currently mention the Deepcut development
- The Frimley Fuel Allotments used to have catchment ponds but the Strategy did not consider the effect of their clearance on flood risk?

Members requested a further report at a future meeting from the Borough council setting out the situation in Surrey Heath

RESOLVED:

The Local Committee (Surrey Heath) noted the report.

47/12 COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT 2011/12 (SURREY HEATH) [Item 8]

Cllr Rodney Bates declared a non-pecuniary interest in this item as he worked for Guildford Borough Council Community Safety Team.

Michelle Collins, Community Partnerships West Team Leader, introduced the report together with Sarah Groom, Senior Business and Community Development Officer, Surrey Heath Borough Council. It was noted that Surrey Heath was one of the safest Boroughs with a 10% reduction in crime. Issues to be tackled included drug offences and high risk drinkers.

Members welcomed the report, but it was noted that the report did not mention Neighbourhood Watch schemes. It was suggested that action could be more joined up with what has happened in previous years such as the successful alcohol awareness campaign last year, which included Peer Productions working in schools.

RESOLVED:

The Local Committee (Surrey Heath) noted the report.

Executive Items for Decision

48/12 MEMBERS' ALLOCATION FUNDING 13 [Item 9]

Michelle Collins, West Team Leader, introduced the report which set out bids for member allocations. An additional bid for member allocations was tabled at the meeting as it was received too late to include within the agenda report but exceeded the authorised level of delegated powers.

DRAFT MINUTES to be formally agreed at the next meeting

An amendment was made to the recommended amount of funding for the Redwood School Campus Playground, which was agreed in the recommendations below.

RESOLVED:

The Local Committee (Surrey Heath) agreed to:

- (i) Agree the items presented for funding from the Local Committee's 2012/13 revenue and capital funding as set out below **(this includes the tabled amendment):-**

RESURFACING OF REDWOOD CAMPUS SCHOOL PLAYGROUND

Agreed from Member allocation (D Fuller) £2000

Agreed from Pooled Capital £2000

YOUNG WITNESS SERVICE

Agreed from Pooled Revenue £2000

ST MICHAELS CHURCH KITCHEN REFURBISHMENT

Agreed from Pooled Capital £3000

CHOBHAM KITCHEN REFURBISHMENT

Agreed from Member Allocation (L Sealy) £1000

Agreed from Pooled Capital £1499

- (ii) Note the expenditure approved since the last Committee by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated powers, as set out in paragraph 3 (3.1 to 3.8).

Part B – In Public (voting by County and Borough members on decision items)

Executive Items for Decision

49/12 RESPONSE TO PETITION TO OBJECT TO PROPOSED PARKING RESTRICTIONS ON FRANCE HILL DRIVE [Item 10]

The response to the petition was noted.

50/12 HIGHWAYS UPDATE [Item 11]

Cllr Stuart MacLeod declared a non-pecuniary interest in this item, as he had been professionally involved with a company that contributed towards the S106 funding.

DRAFT MINUTES to be formally agreed at the next meeting

Andrew Milne, Area Highways Manager, introduced the report which updated the committee on highways schemes within the Borough and set out proposals for use of the 2013/14 ITS budget.

During discussions, the following key points were made:

- Portsmouth Road Toucan crossing – Cllr Hawkins asked to be kept in the loop regarding any objections.
- Members welcomed the proposal for spending next years funding on the Toshiba roundabout, and suggested that if any more funding became available they would like to use it to create a dedicated slip road into the Hospital.

RESOLVED:

The Local Committee (Surrey Heath) agreed to:

- (i) Note the progress with the ITS highways and developer funded schemes;
- (ii) Note that a further Highways update report is to be brought back to the next meeting of this Committee.
- (iii) Agree the proposed contingency plans for ITS capital funding, and authorise the NW Area Team Manager in consultation with the Chairman of this Committee to agree any additional actions that may be required to ensure this budget is fully utilised.
- (iv) Allocate its ITS 2013/14 funding towards the Toshiba Roundabout scheme outlined in Annex 2 to the report subject to the anticipated provision of capital ITS and capital maintenance budgets.

51/12 UPPER CHOBHAM ROAD SPEED LIMIT ASSESSMENT [Item 12]

Andrew Milne introduced the report. In response to a question regarding why the speed limit reduction was not for the whole of the road, Andrew explained that due to the difference in character between the two parts of the road, the rest of the road would not fit with a reduction in speed limit according to County Policy and would not be supported by the Police.

RESOLVED:

The Local Committee (Surrey Heath) agreed to :

- (i) Note the results of the speed limit assessment undertaken;
- (ii) Authorise the advertisement of a Speed Limit Revocation Order that will have the effect of revoking the existing 40mph speed limit

DRAFT MINUTES to be formally agreed at the next meeting

order and introducing a 30mph speed limit (by virtue of the existence of a system of street lighting) to the length of the B311 Upper Chobham Road highlighted in Annex A;

- (iii) Agree that any objections to the revocation of the existing 40mph speed limit and resultant introduction of a 30mph speed limit should be considered and resolved by the Area Team Manager (NW) in consultation with the Divisional Member and Chairman, and that this issue only be returned to Committee if any objections prove insurmountable
- (iv) Approve that once any objections have been considered and resolved, that the Order be made and the 30mph speed limit introduced.

**52/12 A319 CHERTSEY ROAD CHOBHAM SPEED LIMIT ASSESSMENT
[Item 13]**

Andrew Milne introduced the report. Members agreed with the proposal, and Mrs Sealy suggested it would be helpful if the trees were also cut back.

RESOLVED:

The Local Committee (Surrey Heath) agreed to:

- (i) note the results of the speed limit assessments undertaken.
- (ii) approve the advertising of a Traffic Regulation Order the effect of which will be to introduce a 50mph speed limit over the length of the A319 Chertsey Road from the start of the existing 40mph speed limit (near its junction with Chobham Park Lane) to the Borough Boundary with Runnymede (as shown in Annex 1):
- (iii) approve the revoking of any existing Traffic Orders necessary to implement the above change;
- (iv) approve that any objections to the Traffic Regulation Order should be considered and resolved by the Area Team Manager for Highways in consultation with the Divisional Member and Chairman, and that this issue only be returned to Committee if any objections prove insurmountable;
- (v) approve that once any objections have been considered and resolved, that the Order be made.
- (vi) note that the proposed reduction in speed limit on the section of A319 Chobham Road considered as part of the assessment requires the approval of the Runnymede Local Committee.

**53/12 GUILDFORD ROAD, LIGHTWATER, AMENDMENT TO
PREVIOUSLY APPROVED WAITING RESTRICTIONS [Item 14]**

David Ivison introduced the report.

RESOLVED:

The Local Committee (Surrey Heath) agreed to:

- (v) Approve the proposal for the removal of the 20 minute limited waiting parking place outside 82 Guildford Road, Lightwater, and its replacement with double yellow lines.
- (vi) Agree that the intention of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 this amendment is advertised and that, if no objections are maintained, the Order is made;
- (vii) That the Parking Strategy and Implementation Team Manager will consider and try to resolve any objections, and that a decision on any remaining unresolved objections will be made by the Parking Strategy and Implementation Team Manager in consultation with the Chairman and the relevant County Divisional Councillor.

Executive Items for Information

54/12 FORWARD PLAN [Item 15]

Cllr Ivison introduced the report for information.

RESOLVED:

The Local Committee (Surrey Heath) noted the report.

The meeting finished at 8:25 PM.

Chairman

Open Public Question Time

1. David Chesneau, Castle Road, Camberley

I understand from a press release by Atkins, that they have been awarded the contract for cycle routes and improved footpaths. I understand they specialise in large contracts and want assurance that they have the experience to cope with cycle paths. Will they walk around the Town and would there be public consultation on the projects?

Reply from Andrew Milne, Highways Area Manager (NW)

Atkins do deal with large projects and schemes, but are also able to deal with smaller scale contracts and their consultants have the relevant experience.

2. Glyn Carpenter, Bagshot Ward

I refer to the potential developments of housing at the Deepcut and DERA sites and I represent concerned residents. We want to have a united voice over traffic congestion and the impact on the A322, especially as the Highways Authority will not allow a further slip road on/off the M3. Would Andrew Milne be able to attend our local meeting to discuss our concerns?

Reply from Andrew Milne, Highways Area Manager (NW)

My Officers and I are happy to attend public evening meetings – If you are able to let us know the nature of the meeting and the proposed agenda then we can send the appropriate Officer along.

The Chairman confirmed that he was also able to attend evening meetings if invited.

3. Murray Rowland

I raise four questions as follows:-

A Although the Council makes no direct grant to the Citizens Advice Bureau it has provided vital funds for training of advisers. This has been cut completely at a time when benefit changes are about to happen – why?

B The Government are to top slice 20% off Surestart funds – what will Surrey CC do about this?

C There has been a reduction in the number of Breakfast Club attendees (a 50% drop in Surrey) – why?

D Council tax benefit is disappearing – will Surrey CC step in and assist?

Reply from the Chairman

To respond in writing

4. Tim Dodds, Lightwater

Mr Dodds had received a written response to his question and asked a supplementary question as follows:-

Ditch clearing has commenced along the Red Road and the work to date has been good, but this seems to have stopped. What is happening and when will all the works be completed?

Reply from Andrew Milne, Highways Area Manager (NW)

Safety engineering colleagues have been working on the Red Road and this work should be completed by the end of the year, with additional vehicle activated signs and chevrons on the road. Ditching has been undertaken by local maintenance engineers and although I cannot update you on the detail here, I am happy to do so later if you contact me.

5. Phil Stevens, Archaeological Society

I understand that there are plans for a new service hub at Camberley to include a Library, Adult Education facility and Museum. How far has this progressed and could the Surrey Heath Archaeological Society be included in these plans?

Reply from the Chairman

The hub is a glint in the eye of SCC and SHBC who are looking to develop this area and the idea is to relocate several services into a single building in this general area. This is just an idea at present and will need to be funded – there is nothing definite as yet.

Reply from Vivienne Chapman, SHBC

The plans for the Town Centre Development include land to the East of Knoll Road and it would make sense to have a hub of local services in this location. The SHBC offices now also house Police and Adult Services and the integration of services in this area is a long term plan.

6. Nick Donnington, Bagshot

I refer to the Leeds Study of Road Safety Accidents and the costs of this (which are around £1.5 million per fatality). Does Surrey County Council have a policy and criteria for looking at accident hotspots and how many accidents / fatalities does it take for action to be taken? The Lightwater Road, A30 and Bagshot High Street need to be looked at.

Reply from the Chairman

Every location has different problems. The County Council are well aware of each incident locally and these are factors which are taken into consideration, together with information from the Police and the Highways Agency. Surrey County Council does its best, within the budget. The worst location currently within Surrey Heath is the Red Road and actions are being taken there. Bagshot High Street is now a 20mph limit, but unless this is enforced, it is ineffective. Breaking of speed limits is a national problem. The Police do their best but cannot patrol this one area 24/7.

The Surrey Heath local committee make recommendations, but they are not always listened to (Members wanted a 40mph limit on the Red Road but have had to accept a 50mph limit).

Reply from Andrew Milne, Highways Area Manager (NW)

All personal injury accidents are important and foremost in people's minds when prioritising. Accident numbers are considered but the Council does have a set amount of funds and do the best we can.

Reply from Lavinia Sealy, SCC

Lightwater Bypass is another local area that has had serious accidents and this is also high on our priority list.

Reply from Valerie White, SHBC

We are pleased that there is now a 20mph limit in Bagshot, but this really needs more signage.

7. Cyril Pavey, Camberley resident

What proposals does Surrey County Council have to remedy the traffic issues at Southall Park Road with people doing U turns and using this as a short cut?

Reply from the Chairman

I would ask you what can be done, and would welcome your suggestions on this issue. We could return Southall Park Road to a main street and not a subsidiary road and we could introduce differential charging to encourage more use of the Atrium rather than the Southall Car Park?

Reply from Vivienne Chapman, SHBC

The car park charges are set at £1.60 per hour vs £1.50 per hour currently for these two car parks. SHBC are looking at a different entrance and improvements to the multi storey car park to avoid backlogs from the car park to the road, together with refurbishment too.

8. Sarah Taylor, Bagshot resident

I am concerned about congestion and speeding off A30 towards Station Road Box junction. Where the traffic lights are placed, traffic cannot get in or out. Parking along the road also causes jams and issues.

Reply from Stuart MacLeod, SCC

There is a meeting next week to look at traffic issues in Bagshot. The box junction is on our strategic list for a longer term solution. We might want double yellow lines on the road to stop parking.

9. Mick Sheerhan, Lightwater

The Red Road has always been an accident hotspot due to the shape of the road. There have been two accidents where the drivers knew the road very well. The straightening of roads will just cost money and move the problem elsewhere – drivers need to be more responsible.

DRAFT MINUTES to be formally agreed at the next meeting

I would like to know what is happening regarding developments locally. I understand that we will be building 6 Towns the size of Bracknell in the South East. How do the public know about these plans?

Reply from Vivienne Chapman, SHBC

The Surrey Heath Local Plan designates areas for development. Central Government give us housing allocations that we need to include in our local plan.

Reply from Stuart MacLeod, SCC

There have been 7 fatalities on the Red Road since 2002. We do need a revision of the road – but it is becoming safer.

10. Ruth Hutchinson

The Lighwater safety barriers were 4th on the list, I understand they are now number 29.

Reply from Lavinia Sealy, SCC

I will take this up outside the meeting.

Annex B

Written Public Questions [Item 5]

Q. Written question from Mr. Tim Dodds, Borough Councillor for Lightwater, on the Red Road, Nr Camberley – taken as two parts of the same question.

"I've submitted a report to the local committee previously about the missing traffic warning signs on the S bends on Red Road. Pleasingly, some have been replaced, only to be subsequently demolished in a serious traffic accident. There are now four missing signs. Both are double directional warning signs. When will these signs be replaced?"

"I understand that the Surrey Heath Road Safety Working Group have plans to improve driver awareness of the hazards on Red Road [B311]. Can you please provide an update as to what is being planned and when the plans will be implemented."

Response from Chairman on behalf of the Committee:

An order has been raised to replace the missing chevrons, and it is intended that these are installed at the same time as additional safety works forming part of the Safety Engineer scheme for Red Road that will be completed by the end of this financial year.

This scheme includes the implementation of a speed limit reduction to 50mph, and the introduction of additional Vehicle Activated Signs and a further chevron facing Westbound.

Q. Written question from Mr and Mrs Flower, 50 High Street, Bagshot.

"We refer to an incident when our property, Anchor House, 50 High Street, Bagshot was badly damaged when an articulated lorry ran into the roof in January of this year. We are unsure if the road width complies with regulations, particularly at the pinch point outside No.71 High Street, and whether it is considered an appropriate width for HGV's bearing in mind the roof lines, narrow footpath and parking bay widths, and would like to ask what will be done to prevent this happening in the future? (including short term works, removal of parking bays, longer term solutions to properly address and remove the health and safety problems, timescales and clarification of whether the road widths are considered appropriate)"

Response from Chairman on behalf of the Committee:

In the incident in January 2012, the overhang of the property at 50 High Street was struck by a lorry. No personal injury occurred as a result of this collision and the damage was limited to the property and the vehicle.

Since this incident, there has been ongoing dialogue between Surrey Highways and the property owners. One of the short term measures

DRAFT MINUTES to be formally agreed at the next meeting

suggested was to encourage the property owner to highlight the section of property overhanging the highway with a high visibility marker to discourage any further collisions. It is not known whether this action has been carried out.

In addition to this, a number of different options have been explored by Surrey Highways, including placing bollards on the footway outside of this property, amendments to the present parking arrangements in the High Street, reversing the one way system and pedestrianisation. However all of these options impact upon other residents and highway users and must be considered in a wider context.

A meeting has been arranged between Mr Flower, Surrey Highways and representatives of the local community to discuss these issues further at Anchor House. This meeting will take place on 25th October 2012.

It should also be noted that Surrey Health Local Committee have allocated funding for a feasibility study for improvements to Bagshot Town Centre and this and other local issues will also be considered as part of this project.

As many of the potential solutions to this issue are longer term, in the short term, Surrey Highways have organised the design of a sign to be placed at the entrance of the one way system to warn drivers of the overhanging property. An order has been placed for this and it is anticipated that it will be erected on site within the next three months.

There is presently no ban on HGVs using High Street, Bagshot and were one to be introduced, this would not prohibit the use of the High Street by HGVs for local deliveries. There are many situations where historic road layouts have difficulty accommodating large modern vehicles, but there is no legal minimum road width as legislation presently stands.

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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

MEMBERS' ALLOCATION FUNDING 13 DECEMBER 2012

KEY ISSUE

To set out the funding available for County Councillors' allocations for 2012/13, and to give consideration to the funding requests received.

SUMMARY

Surrey County Council's Local Committees receive funding to spend on locally determined purposes that help to promote social, economic or environmental well-being. This funding is known as Member Allocations.

For the financial year 2012/13, the County Council has allocated £12,615 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee. The report identifies and makes recommendations on bids received for funding that have been sponsored by at least one county councillor.

OFFICER RECOMMENDATIONS

The Local Committee (Surrey Heath) is asked to:

- (i) Agree the items presented for funding from the Local Committee's 2012/13 **revenue** and **capital** funding as set out in paragraph 2 (2.1 to 2.4) of this report.
- (ii) Note the expenditure approved since the last Committee by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated powers, as set out in paragraph 3 (3.1 to 3.8).

1 INTRODUCTION AND BACKGROUND

- 1.1 The County Council's Constitution sets out the overall Financial Framework for managing the Local Committee's delegated budgets. The underlying principle being that Members Allocations should be spent on local projects to promote the social, environmental and economic well-being of the area, as required by the Local Government Act 2000.
- 1.2 Members of the Local Committee (Surrey Heath) have traditionally agreed to pool all of their capital and a percentage of their Revenue allocation . leaving the rest of the Revenue funding for an individual allocation.
- 1.3 In addition, the Committee agreed to delegate authority to the Community Partnerships Manager & Community Partnership Team Leader (West Surrey) to approve budget applications (and refunds) up to and including £1,000, subject to these being reported to the Committee at the following meeting. The Council's Constitution also allows for the Community Partnership Manager to approve funding for the purchase of grit bins upon a request from a County Councillor.
- 1.4 In allocating funds, Members are asked to have regard to Surrey County Council's Corporate Strategy 2010-14 Making A Difference that highlights five themes which make Surrey special and which it seeks to maintain:
 - A safe place to live;
 - A high standard of education;
 - A beautiful environment;
 - A vibrant economy;
 - A healthy population.
- 1.5 Member Allocation funding is made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose. It may not be used to benefit individuals, or to fund schools for direct delivery of the National Curriculum, or to support a political party.

2. BIDS SUBMITTED FOR APPROVAL – REVENUE/CAPITAL FUNDING

- 2.1 The proposals for revenue and capital funding for consideration and decision at this Committee are set out below.

2.2 OLD DEAN YOUTH OUTREACH THEATRE – HALL HIRE (B Chapman)

Project Cost	£4050
Amount Requested	£1999
Project Description:	A contribution towards hall hire to deliver outreach theatre sessions

2.3 OLD DEAN YOUTH COMMITTEE - RESIDENTIAL TRIP TO HIGH ASHURST, LAPTOP, COMPUTER SOFTWARE (B Chapman)

Project Cost	£9350
Amount Requested	£2000
Project Description:	A contribution towards a residential trip to High Ashurst, purchase of laptop and computer software and set-up costs of the group

2.4 ST VINCENT DE PAUL SOCIETY (SVP) CAMBERLEY – REPLACEMENT VAN (B Chapman)

Project Cost	£23,200
Amount Requested	£3000
Project Description:	A contribution towards a replacement van to deliver furniture starter packs for families in need around Surrey Heath

3. DELEGATED AUTHORITY APPROVED BIDS

- 3.1 The Community Partnerships Manager or Community Partnerships Team Leader (West Surrey) approved the following bids under delegated authority since the last committee meeting:

3.2 SURREY POLICE – ANTI SOCIAL BEHAVIOUR DVD (B Chapman)

Project Cost	£200
Amount Requested	£105.23
Project Description:	Filming of a DVD on Anti Social behaviour to be used in local schools and other organisations

3.3 CHOBHAM BEE - CHRISTMAS LIGHTS FOR CHOBHAM (L Sealy)

Project Cost	£1889
Amount Requested	£999
Project Description:	A contribution towards the purchase and installation of Christmas lights in Chobham High Street

**3.4 SURREY COUNTY COUNCIL – HIGHWAYS REPLACEMENT GRIT BIN
(D Fuller)**

Projects Cost £1000
 Amount Requested £1000
 Project Description: Replace broken salt/grit bin and four year refill at Upper Verran Road, Junction with Russett Gardens, Camberley Asset No 5300

**3.5 SURREY COUNTY COUNCIL – HIGHWAYS REPLACEMENT GRIT BIN
(D Fuller)**

Project Cost £1000
 Amount Requested £1000 (Revenue)
 Project Description: Replace broken salt/grit bin and four year refill at Woodway, Camberley, Junction of Heatherley Hills Asset No 5307

**3.6 SURREY COUNTY COUNCIL – HIGHWAYS REPLACEMENT GRIT BIN
(D Fuller)**

Project Cost £1000
 Amount Requested £1000 (Revenue)
 Project Description: Replace broken salt/grit bin and four year refill at Well Close, Camberley, Junction of Forest Hills Asset No 5304

**3.7 SURREY COUNTY COUNCIL – HIGHWAYS REPLACEMENT GRIT BIN
(D Ivison)**

Project Cost £1000
 Amount Requested £1000 (Revenue)
 Project Description: Replace broken salt/grit bin and four year refill at Badgers Corpse Frimley

**3.8 CHRISTMAS CRACKER – CHRISTMAS DINNER FOR CHILDREN
(B Chapman)**

Project Cost £903
 Amount Requested £903 (Revenue)
 Project Description: To provide a Christmas dinner for deprived children aged between 4 and 9, on the Old Dean Estate, Camberley

4. RETURNED FUNDING

None

5. OPTIONS

- 5.1 The Local Committee may choose to approve all, part or none of the funding proposals under discussion in this report.

6. CONSULTATIONS

- 6.1 In relation to new bids, consultation, where appropriate, may have been undertaken by the organisation receiving the funding, the local Member or the Community Partnerships Team as required.
- 6.2 The appropriate Surrey County Council services and partner agencies are consulted when bids are submitted, as required.

7. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 7.1 Each project detailed in this report has completed a standard application form giving details of timescales, purpose and other funding applications made. The County Councillor proposing each project has assessed its merits prior to the project's inclusion as a proposal for decision by the Committee.
All bids are also scrutinised to ensure that they comply with the Council's Financial Framework and represent value for money.
- 7.2 There are sufficient monies to fund all of the proposals contained within this report. If the above recommendations are approved the financial position is as set out in **Annex 1**.
- 7.3 Please note these figures will not include any applications submitted for approval after the deadline for this report or that are currently pending approval under delegated authority. They also do not include any funding that is in the process of being returned to the Local Committee.

8. EQUALITIES AND COMMUNITY SAFETY IMPLICATIONS

- 8.1 The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Funding is available to all residents, community groups or organisations based in, or serving, the area. The success of the bid depends entirely upon its ability to meet the agreed criteria, which is flexible.
- 8.2 The Local Committee funding can be allocated to projects that benefit a diverse range of community safety needs.

9. CONCLUSION AND RECOMMENDATIONS

- 9.1 The spending proposals put forward for this meeting have been assessed against the County standards for appropriateness and value for money within the agreed Financial Framework and the local agreed criteria, which is available from the Community Partnerships Team.
- 9.2 The Local Committee is asked to consider the items submitted for funding from the 2012/13 Local Committee delegated budgets as detailed here.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The Committee is being asked to decide on these bids so that the Community Partnerships Team can process the bids in line with the wishes of the Committee.

11. WHAT HAPPENS NEXT

- 11.1 If approved by the Local Committee, organisations will be approached to sign funding agreements for their projects based on the bids submitted.
- 11.2 Any changes to an approved bid will be discussed with the local Members and the Chairman, and if the changes are considered to be significant, an amended bid will be brought back to the Committee for approval. In all other circumstances, the Community Partnerships Team will process the payments as soon as the signed agreement has been received.
- 11.3 Within 6 months of receipt, all successful applicants will be contacted for details of how the funding was spent and will be asked to supply evidence.
- 11.4 A breakdown of the expenditure for the year will be brought to the first meeting of the next municipal year.

Lead Officer:	Michelle Collins Community Partnership Team Leader (West Surrey)
Telephone Number:	01482 518093
E-mail:	michelle.collins@surreycc.gov.uk
Report Contact:	Adele Seex Local Support Assistant (West)
Telephone Number:	01483 517301
E-mail:	communitypartnershipswest@surreycc.gov.uk
Background Papers:	<ul style="list-style-type: none">• SCC Constitution: Financial Framework• Criteria and Guidance for Members Allocations• Local Committee Funding Bids

Surrey Heath Members Expenditure - Balance Remaining 2012-2013

Item 7
ANNEX A

	OPENING BALANCE	REVENUE	CAPITAL
Bill Chapman		£12,615.00	POOLED
	Contribution to Pooled Revenue	£1,615.00	
	SH1213003 Looked After Children Bursary	£500.00	
	SH1213027 Camberley Youth for Christ: Printer and Software	£254.40	
	SH1213030 Social Integration Workshops with the Local Armed Forces and Civilian Community in Surrey Heath (Pink Zebra)	£970.00	
	SH10/11 40 Service return - Bikeability - Cordwalles School	-£406.00	
	SH1213042 Surrey Police - DVD Anti Social Behaviour	£105.23	
	SH1213048 Old Dean Youth Outreach theatre - hall hire - (proposed- LC 13/12/2012)	£1,999.00	
	SH1213049 Christmas Cracker - Christmas Lunch	£903.00	
	SH1213050 Old Dean Youth committee - Resdenital trip to High Ashurst, Laptop Etc (Proposed LC 13/12/12)	£2,000.00	
	BALANCE REMAINING	£4,674.37	

	OPENING BALANCE	REVENUE	CAPITAL
Denis Fuller		£12,615.00	POOLED
	SH10/11 Lakeside Scooter rack (Underspend) originally agreed at £500.00 paid £309	-£191.00	
	SH1213008 Southwell Park Road Diamond Jubilee Celebrations - Picnic in the park (Underspend)	-£177.00	
	Contribution to Pooled Revenue	£1,615.00	
	SH1213003 Looked After Children Bursary	£500.00	
	SH1213004 St Peters Church Frimley - Queen Diamond Jubilee Mugs	£1,000.00	
	SH1213025 St Peters Church Frimley - Queen Diamond Jubilee Mugs - Additional Funding	£200.00	
	SH1213008 Southwell Park Road Diamond Jubilee Celebrations - Picnic in the park	£1,000.00	
	SH1213021 Surrey Police: Avenue Sucy Community Day	£679.00	
	SH1213026 St Michael's Church - Queen Diamond Jubilee Mugs - Additional Funding	£200.00	
	SH1213028 Surrey Heath Youth Council - Surrey Heath Celebrates the Games	£350.00	
	SH1213032 South Camberley Primary and Nursery School : Resurface of Redwood Campus Playground & Install new Benches	£2,000.00	
	SH1213044 Highways replacement grit bin and four years refill Upper Verran Road, Junction with Russett Gardens, Camberley	£1,000.00	
	SH1213045 Highways replacement grit bin and four years refill Woodway, Camberley, Junction of Heatherley Hills	£1,000.00	
	SH1213046 Highways replacement grit bin and four years refill Well Close, Camberley, Junction of Forest Hills	£1,000.00	
	BALANCE REMAINING	£2,439.00	

Surrey Heath Members Expenditure - Balance Remaining 2012-2013

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ANNEX A

David Ivison	OPENING BALANCE	REVENUE	CAPITAL
		£12,615.00	POOLED
	Contribution to Pooled Revenue	£1,615.00	
	SH1213003 Looked After Children Bursary	£500.00	
	SH1213007 Heatherside Community Diamond Jubilee Celebration – Phase 2	£1,000.00	
	SH1213014 Heatherside Senior Citizens - New games equipment	£350.00	
	SH1213047 Highways replacement grit bin and four years refill Badgers Corpse Frimley	£1,000.00	
	BALANCE REMAINING	£8,150.00	

Stuart MacLeod	OPENING BALANCE	REVENUE	CAPITAL
		£12,615.00	POOLED
	Contribution to Pooled Revenue	£1,615.00	
	SH1213003 Looked After Children Bursary	£500.00	
	BALANCE REMAINING	£10,500.00	

Chris Pitt	OPENING BALANCE	REVENUE	CAPITAL
		£12,615.00	POOLED
	Contribution to Pooled Revenue	£1,615.00	
	SH 1213003 Looked After Children Bursary	£500.00	
	SH 1213005 PFI Lighting Phase 2	£10,500.00	
	SH09/023 Surrey Lifelong Learning	-£550.00	
	BALANCE REMAINING	£550.00	

Lavina Sealy	OPENING BALANCE	REVENUE	CAPITAL
		£12,615.00	POOLED
	St Johns Ambulance cover - Bisley YC - money returned	-£150.00	
	Contribution to Pooled Revenue	£1,615.00	
	SH1213003 Looked After Children Bursary	£500.00	
	SH1213009 Chobham Festival - Battery Run Music Stands Lights	£393.00	
	18/2/2010 Highways - Traffic Survey in Chobham- Money returned	-£750.00	
	SH1213029 Community Engagement - Room Hire & Priting Newsletters - Proposed Delegated	£146.00	
	SH1213034 SATRO St Lawrence C of E Primary School, Chobham - Science Workshop	£500.00	
	SH1213035 SATRO- St Holy Trinity C of E Primary School, West End - Science Workshop	£500.00	
	SH1213036 SATRO- Bisley Church of England Primary School - Science Workshop	£500.00	
	SH1213033 Mathletics - St Lawrence C of E Primary School	£600.00	
	SH1213039 Chobham Parish Pavilion - Kitchen refurbishment	£1,000.00	
	SH1213043 Chobham BEE - Chirstmas lights for Chobham	£999.00	
	BALANCE REMAINING	£6,762.00	

Surrey Heath Members Expenditure - Balance Remaining 2012-2013

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Pooled Funding	OPENING BALANCE	REVENUE	CAPITAL
			£35,000.00
D Fuller	SH1112033 Watchetts Bowling Club - Curtains Under spend		-£209.62
B Chapman	SH1213022 Collingwood Gym Club Refurbishment		£5,000.00
B Chapman	SH1213018 Camberley Judo Club - Changing room refurb		£4,560.00
S MacLeod	SH1213023 The Briars Centre refurbishment Phase 1		£3,000.00
S Macleod	SH1213024 Windlesham Parish Council - New Bus Shelter		£1,500.00
D Ivison	SH1213002 Frimley & Camberley Society of Arts – Education and information equipment		£638.00
D Fuller	SH1213010 2nd Frimley (St Peters) Scouts - Replacement Cooker		£830.00
S MacLeod	SH1213015 Bagshot Playing field Association- New highways signage		£200.00
D Ivison	SH1213019 Surrey Heath Museum - Mosaic		£1,000.00
B Chapman	SH1213020 Hubble Community Enterprise- New Marquee		£459.00
	09/07/2009 SH09/10/001 Bagshot Football Club lawn mower repairs - Funding not required		-£300.00
D Fuller	SH1213032 South Camberley Primary and Nursery School : Resurface of Redwood Campus Playground & Install new Benches		£2,000.00
D Fuller	SH1213037 St Michaels Church Hall kitchen refurbishment		£3,000.00
L Sealy	SH1213039 Chobham Parish Pavilion Kitchen refurbishment		£1,499.00
D Ivison	SH1213041 Heatheridge Infant School - communications monitor (proposed - DP)		£999.00
B Chapman	SH1213052 Community Furniture Project (replacement Van) (proposed- LC 13/12/2012)		£3,000.00
	BALANCE REMAINING		£7,824.62

Pooled Funding	OPENING BALANCE	REVENUE	CAPITAL
All Members	Each member pooled £1615.00 x 6	£9,690.00	
D Fuller	SH1213 012 Frimley & Camberley Lions Club - Christmas Lunch & Tea Party	£1,203.00	
D Ivison	26/02/2009 Pine ridge School - plaque for Maurice Neighbour - funding returned not required	-£366.28	
D Ivison	SH1213 031 Young Witness Support : Victim Support	£2,000.00	
	BALANCE REMAINING	£6,853.28	

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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

HIGHWAYS UPDATE 13 DECEMBER 2012

KEY ISSUES

To report progress with the delivery of highway schemes.

To provide an update on the latest budgetary position for highway schemes, revenue maintenance and Community Pride expenditure.

SUMMARY

This report records the progress made with the delivery of proposed highways schemes, developer funded schemes, and revenue funded works this financial year.

OFFICER RECOMMENDATIONS

The Local Committee is asked to:

- (i) Note the progress with the ITS highways and developer funded schemes;
- (ii) Note that a further Highways update report is to be brought back to the next meeting of this Committee.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it aims to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment and maintain the network so that it is safe for public use.

2.0 2012-13 Integrated Transport and Developer Funded Schemes

- 2.1 The 2012/13 ITS capital budget for Surrey Heath has been set at £153,351. A further £1,700 has been carried forward from the previous financial year, giving a total budget of £155,051. In addition to this, £266,000 of developer deposits are being utilised, providing an overall budget of £421,051. Table 1 below records the schemes agreed on 19 April 2012 by the Local Committee for delivery in the 2012-13 financial year, together with those schemes carried forward from 2011-12. Members will recall that this budget has been intentionally over-subscribed to enable flexibility and ensure budgets are effectively utilised.

Table 1 - ITS and Developer Funded Schemes for 2012-13

Project	Budget estimate (£k)	Estimated cost to date (£k)	Details
Implementation of The Maultway speed limit change	20	1	Implementation of the speed limit reduction following Committee's decision to reduce the speed limit at this location to 50mph. With design team to implement along with other speed limit changes.
Upper Chobham Road speed limit assessment	10	3	To assess concerns raised by local schools and the County Councillor. Provisional construction date Feb 13.
Bagshot High Street enhancement feasibility/design	7.5	0	Local desire for enhancement and changes to area, accounting for various issues raised through the County Councillor, Parish Council and local business. Topographical survey commissioned.
Crawley Hill/Church Hill pedestrian crossing	120	2	Delivery of pedestrian crossing following Committee's previous approval of this scheme. Construction scheduled for 10 Dec 12.
A322/M3 congestion management study	0	0	On hold due to budgetary constraints.

A319 Chertsey Road (Chobham to Ottershaw) speed limit assessment & implementation	1	1	To carry out speed limit assessment following request from County Member in response to history of personal injury accidents. Further work on hold due to budgetary constraints.
Queen's Road, Bisley, TRO for existing speed limit	2	0	Formalising of existing 40mph speed limit over MOD stretch of Queens Road. TRO in progress.
C5 Guildford Road zebra crossing (carried forward from 2011/12)	50	50	Funded by £43k developer monies and £7k Committee capital. Scheme complete. Stage 3 safety audit complete.
London Road toucan crossing (carried fwd from 2011/12)	115	100	Developer funded crossing forming part of the priority three Cycle route. Construction in progress.
Portsmouth Road toucan crossing (carried fwd from 2011/12)	150	15	£110k of developer funding and £40k of Committee capital to deliver crossing forming part of the priority 2 cycle route. Construction in progress.
TOTAL	475.5	172	

2.3 Committee will recall that at the commencement of this financial year, the cost of promoted schemes exceeded the available budget. This remains the case, with the £475,500 cost of schemes exceeding the available budget of £421,051. For this reason, Table 1 identifies three schemes that have been put on hold. To ensure that the remaining schemes continue, £23k of Local Committee revenue funding has been allocated to support the ITS programme, together with any unallocated Community Pride funding.

2.4 An overspend of £16.5k is projected for the ITS budget. It is therefore highly unlikely that contingency plans will need to be implemented to ensure that this budget is fully utilised.

3.0 Capital Maintenance Budget

- 3.1 Following presentation of a report entitled 'Discussion paper for Local Committee Highways Budgets' to the Local Committee Chairman's meeting of 28th February 2012, a new Countywide capital maintenance fund was made available, with £153,351 allocated to the Surrey Heath Local Committee.
- 3.2 The purpose of this budget is to enable Committees to directly fund resurfacing and major maintenance schemes. In the presented report, it was stated that Officers will be able to make suggestions of suitable sites and approximate scheme costs to aid Member decisions.
- 3.3 Following the private meeting held on 19th April 2012, it was agreed to fund a programme of localised structural repair work (LSR) as shown in Table 2 below.

Table 2 – Summary 2012/13 LSR Programme

Item	Cost (£)	Comment
Upper Chobham Road	26,831	With contractor for delivery Dec 12.
Buttermere Drive	14,570	With contractor for delivery Dec 12.
Field Lane	9,941	With contractor for delivery Dec 12.
Shaftsbury Road	10,384	With contractor for delivery Dec 12.
Copped Hall Drive	15,005	With contractor for delivery Dec 12.
Evergreen Road	11,949	With contractor for delivery Dec 12.
Clearsprings	26,756	With contractor for delivery Dec 12.
All Saints Road	17,654	With contractor for delivery Dec 12.
Heronscourt	6,740	With contractor for delivery Dec 12.
Westerdale Drive	14,885	With contractor for delivery Dec 12.
Barnmead	15,652	With contractor for delivery Dec 12.
Saddleback Road	22,093	With contractor for delivery Dec 12.
Total	192,460	

- 3.3 The LSR programme exceeds the capital maintenance allocation and has been part funded by monies from the Local Committee Revenue budget. All of this work has been ordered and is with our contractor for delivery.

4.0 Revenue maintenance allocations and expenditure 2012/13

- 4.1 The 2012/13 revenue maintenance allocation for Surrey Heath is £226,525. A further £16,635 has been carried forward from the 2011/12 financial year, resulting in a total allocation of £243,160. Table 3 shows how these funds have been allocated and the spend progress to date.

Table 3 – 2012/13 Revenue Maintenance Expenditure

Item	Allocation	Comment as at 26 Nov 2012
Drainage / ditching	£40,000	£53,611 committed.
Carriageway and footway patching	£93,160	£76,827 committed. Allocation includes carry forward from 2011/12 financial year.
Vegetation works	£60,000	£61,523 committed.
Parking	£10,000	£0 committed. Parking team confirm funds needed.
Signs and Road makings	£30,000	£30,200 committed.
Low cost measures	£10,000	£9,960 committed.
Total	£243,160	£232,122 committed.

- 4.2 It is noted that there has been good progress with utilisation of Revenue funding, and that to date 95% of funding has been committed.

5.0 COMMUNITY PRIDE FUND

- 5.1 The total 2012/13 Community Pride allocation for Surrey Heath is £30,000. Committee have determined to divide this fund equally between County Councillor Committee Members.
- 5.2 The mechanism for managing and spending this fund remains unchanged, and the local Maintenance Engineer, Peter Sheppard, will provide guidance and assistance, organise cost estimates, and raise orders to ensure delivery of works.
- 5.3 To ensure that this fund was effectively spent, and to enable highways contractors to deliver works before the end of the financial year, Committee agreed a cut-off date of the 31st December. In the event of no firm spending decisions being made, approval was given for the Maintenance Engineer to determine suitable works and organise their delivery. However, following the Local Committee Chairman's workshop, it has been recommended that the cut-off date for all Committee's should be 31st October 2012.
- 5.4 A summary of spend progress is shown in Table 4:

Table 4 – Community Pride spend progress

Member	Allocation (£)	Comment as at 26 Nov 2012
Bill Chapman	5,000	£5000 committed.
Denis Fuller	5,000	£5000 committed.
David Ivison	5,000	£5000 committed.
Stuart Macleod	5,000	£5000 committed.
Chris Pitt	5,000	£5000 committed.
Lavinia Sealey	5,000	£4,325 committed.
Total	30,000	£30,000 committed.

6.0 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 6.1 Proposed ITS schemes are prioritised to ensure that the maximum public benefit is gained from any funding made available. So far as is practicable, Officer proposals follow the Countywide scheme assessment process (CASEM) and the prioritisation order determined by this.
- 6.2 The Committee Revenue Maintenance budget is used to target the most urgent sites where a specific need arises, to keep up with general maintenance activities that reduce the need for expensive repairs in the future, and to support local priorities. The nature of these works is such that spend may vary slightly from the split as shown in Table 2.

7.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 7.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding. An Equalities Impact Assessment is undertaken for each Integrated Transport Scheme as part of the design process.

8.0 CRIME AND DISORDER IMPLICATIONS

- 8.1 A well-managed highway network can contribute to reduction in crime and disorder.

9.0 CONCLUSION AND RECOMMENDATIONS

- 9.1 The Committee is asked to note the progress with all schemes and budgets.
- 9.2 It is recommended that a further Highways Update report is presented at the next Committee meeting.

10.0 REASONS FOR RECOMMENDATIONS

- 10.1 The above recommendations are made to enable progression of all Committee highway-related schemes and works.

11.0 WHAT HAPPENS NEXT

- 11.1 Officers will continue to progress delivery of all schemes and ensure effective use of all budgets.

LEAD OFFICER: Andrew Milne, Area Highways Manager (North West)

TELEPHONE NUMBER: 03456 009 009

E-MAIL: highways@surreycc.gov.uk

CONTACT OFFICER: Andrew Milne, Area Team Manager (NW)

TELEPHONE NUMBER: 03456 009 009

E-MAIL: highways@surreycc.gov.uk

BACKGROUND PAPERS: None

Version No. 1 Date: 26 November 2012 Time: 12:15 Initials: ADM No of annexes: 0

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**OFFICER REPORT TO LOCAL COMMITTEE
(SURREY HEATH)**

**MACDONALD ROAD, LIGHTWATER
SPEED LIMIT ALTERATION
13 DECEMBER 2012**

KEY ISSUES

To seek authorisation to implement a reduction in speed limit to 30mph.

SUMMARY

The previously authorised speed limit reduction along Red Road, Lightwater would create an anomaly whereby a 90 metre section of MacDonald Road would officially have a national speed limit of 60mph upon it.

The 'preferred limit' for the mentioned length of road has been determined as 30mph based on the density of residences over the 90 metres and the appropriate hierarchy from Surrey's speed limit policy document.

OFFICER RECOMMENDATIONS

The Local Committee is asked to:

- (i) approve the advertising of a Traffic Regulation Order, the effect of which will be to introduce a 30mph speed limit on MacDonald Road, between the start of the existing 30mph limit and its junction with Red Road, a distance of approximately 90 metres;
- (ii) approve that any objections to the Traffic Regulation Order should be considered and resolved by the Area Team Manager for Highways in consultation with the Divisional Member and Chairman and that this issue only be returned to Committee if any objections prove insurmountable;
- (iii) approve that, once any objections have been considered and resolved, the Order be made.

1.0 INTRODUCTION AND BACKGROUND

- 1.1. One of Surrey County Council's highways schemes for this financial year is to reduce the speed limit of Red Road, Lightwater from the existing national speed limit down to a limit of 50mph. The extent of this scheme was only on Red Road and no mention was made of MacDonald Road.
- 1.2. Upon further investigation, MacDonald Road currently has two speed limits imposed on it. The majority is 30mph, imposed by virtue of the system of street lighting in the road. The last 90 metres of the road, up to its' junction with Red Road, has no system of street lighting and is subject to the national speed limit.
- 1.3. If the current Red Road 50mph speed limit proposal goes ahead, subject to objections etc., it would not apply to MacDonald Road. This would leave a 90m length of 60mph road between the 50mph on Red Road and the 30mph on the illuminated length of MacDonald Road.

2.0 ANALYSIS

Length of Road Being Assessed

- 2.1 The length of MacDonald Road covered by this report is the initial 90 metres of the road from its junction with Red Road. It is the only section of the road without a system of street lighting.

Preferred Speed

- 2.2 Surrey County Council's current speed limit policy warns against having speed limits of any length less than 600 metres. This restricts the number of speed limit changes and reduces the chances of confusing drivers.
- 2.3 When comparing the length of MacDonald Road with the current speed limit policy, the density of residences along the 90 metre section would suggest a 30mph limit, which is in keeping with the rest of MacDonald Road.

3.0 CONSULTATION

- 3.1 The police have been consulted on this speed limit reduction and give their full support.

4.0 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 The financing for this reduction will be covered by the funding for the speed limit reduction on Red Road.

5.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 There are no equalities and diversity implications arising from this report.

6.0 CRIME AND DISORDER IMPLICATIONS

- 6.1 Speeding traffic has been identified as a major concern for residents in Surrey. SCC remains committed to working in partnership with Surrey Police to tackle issues of speeding and improving road safety through the implementation of a combination of appropriate enforcement, education and engineering measures.

7.0 CONCLUSION AND RECOMMENDATIONS

- 7.1 This report details the speed limit assessment conducted, and how the 'preferred limit' has been obtained.
- 7.2 It is recommended that the speed limit is reduced to 30mph for the small section of MacDonald Road not currently subject to a system of street lighting.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 The reason for this proposal is to remove an anomaly created by the speed limit reduction on Red Road, which is turn would reduce the likelihood for driver confusion.

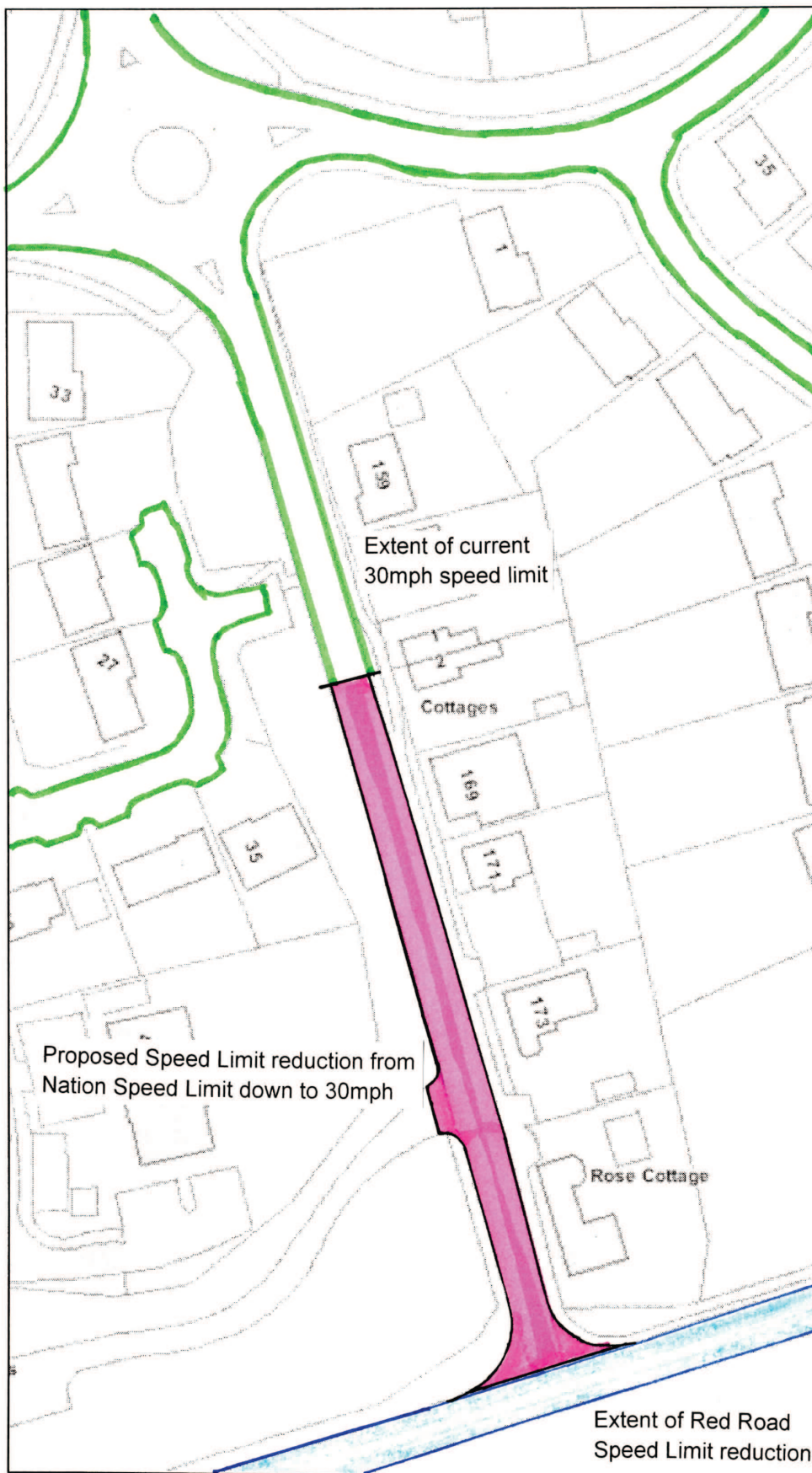
9.0 WHAT HAPPENS NEXT

- 9.1 Any formal objections to the Order would have to be considered. Subject to no irresolvable objections being received the 30mph speed limit would then be introduced.

LEAD OFFICER:	Andrew Milne
TELEPHONE NUMBER:	03456 009 009
E-MAIL:	highways@surreycc.gov.uk
CONTACT OFFICER:	Peter Orchard
TELEPHONE NUMBER:	03456 009 009
E-MAIL:	highways@surreycc.gov.uk
BACKGROUND PAPERS:	None

Version No. 1 Date: 22 November 2012 Time: 16:00 Initials: PO No of annexes: 1

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**OFFICER REPORT TO LOCAL COMMITTEE
(SURREY HEATH)**

**HIGH STREET, BAGSHOT – REMOVAL OF ON-STREET
PARKING BAYS
13 DECEMBER 2012**

KEY ISSUES

To consider the removal of a number on-street parking bays from either side of Half Moon Street.

SUMMARY

The one way section in the High Street currently has parking bays located along the Northern side of the road. The present layout creates a narrowing of the carriageway. In the past, a large vehicle has driven up onto the footway and caused damage to one of the properties along the Southern side. Vehicles mounting the footway also pose a safety hazard for those using the entrances of the properties. As the nearby car park has capacity to cover a reduction in parking spaces, it is proposed to remove a number of these parking bays and to replace them with double yellow lines. The Traffic Regulation Order for the current annual parking review has not yet been made and the Parking Team has advised that this amendment could be advertised for inclusion in it.

OFFICER RECOMMENDATIONS

The Local Committee is asked to:

- (i) Approve the proposal for the removal of the four parking places outside Anchor House, High Street, Bagshot and their replacement with double yellow lines.
- (ii) Agree that the County Council make an Order under the relevant parts of the Road Traffic Regulation Act 1984 for this amendment, that it is advertised and that if no objections are maintained, the Order is made;
- (iii) Agree that the Parking Strategy and Implementation Team Manager will consider and resolve objections and that should any objections not be readily resolvable, that these objections will be determined by the Parking Strategy and Implementation Team Manager in consultation with the Chairman, Vice Chairman and the relevant County Councillor.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 High Street, Bagshot is a one-way street with short term parking located along the Northern side of the road.
- 1.2 The current parking restrictions allow for limited waiting parking between the 8:30am and 6:30pm, Monday to Saturday. With limited residential parking in the area, these parking spaces are regularly full.

2.0 ANALYSIS

- 2.1 When the parking spaces are full, the width of carriageway is restricted in the vicinity of Half Moon Street and larger vehicles sometimes choose to mount the footway to pass. This brings vehicles very close to the property frontages and in particular, Anchor House. When vehicles mount the footway there is potential for conflict with this building and its occupants.
- 2.2 The roof line of Anchor House overhangs the footway and, on at least one occasion, a large vehicle has collided with this overhang, causing damage to the roof of the building. It is believed that the driver was concentrating on avoiding the parked vehicle and did not notice the hazard above.
- 2.3 Earlier in the year, some additional carriageway markings were applied to alert drivers to this hazard and arrangements are being made for a bespoke sign to be erected at the start of this length of High Street.
- 2.4 The footway outside Anchor House is narrow and low. Bollards could not be used as they would make the footway too narrow to be used. The kerbline cannot be raised as this would create a backfall, meaning that surface water would fall towards and sit against the buildings rather than draining onto the road and the surface water drainage system.
- 2.4 The shortening of the parking bays on either side of the junction with Half Moon Street would increase the available carriageway width and make passage for larger vehicles easier. The proposal is shown in Annex A.
- 2.5 Very close to this location is a car park with similar restrictions to those of the parking bays. The car park has the capacity to deal with the displacement caused by the removal of these parking bays.
- 2.6 Although the Parking Review amendments have been advertised, the relevant Traffic Order has not yet been made. It will therefore be possible to advertise the replacement of the bays with double yellow lines and incorporate this into the Traffic Order when it is made.

3.0 CONSULTATION

- 3.1 No specific consultation with Surrey Police has yet taken place and this will form part of the advertising / consultation process.

4.0 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 The cost of this modification will be included in the cost of the annual parking review. There will be no loss of income from the removal of these bays, since they are not pay and display and if the work prevents further damage to properties along the street, it will represent good value for money.

5.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding. There are Equalities and Diversity Implications associated with this proposal.

6.0 CRIME AND DISORDER IMPLICATIONS

- 6.1 The removal of the pinch point caused by the bays and kerb alignment will reduce the possibility of conflict with pedestrians and damage to property.

7.0 CONCLUSION AND RECOMMENDATIONS

- 7.1 The current layout of parking bays on High Street restricts the available width of carriageway outside of Anchor House. Vehicles sometimes choose to mount the footway, increasing the likelihood of conflict with pedestrians and damage to property.
- 7.2 The car park located nearby is able to deal with the displacement caused by the removal of these parking spaces.
- 7.3 It is recommended that the parking bays on either side of Half Moon Street are shortened and replaced by double yellow lines. This equates to the loss of 5 or 6 on-street parking places.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 The recommendation is made to ease the passage of larger vehicles using the High Street.

9.0 WHAT HAPPENS NEXT

- 9.1 The proposal to make this modification to the Traffic Regulation Order will be advertised on site and in the local press and will be included in the Traffic Order that has previously been advertised. The changes to the signing and lining will be undertaken as part of the works of the Surrey Heath on street parking review. (See Surrey Heath Local Committee 16/02/2012 Item 16: Surrey Heath Parking Review)

LEAD OFFICER: Andrew Milne

TELEPHONE NUMBER: 03456 009 009

E-MAIL: highways@surreycc.gov.uk

CONTACT OFFICER: Kevin Patching

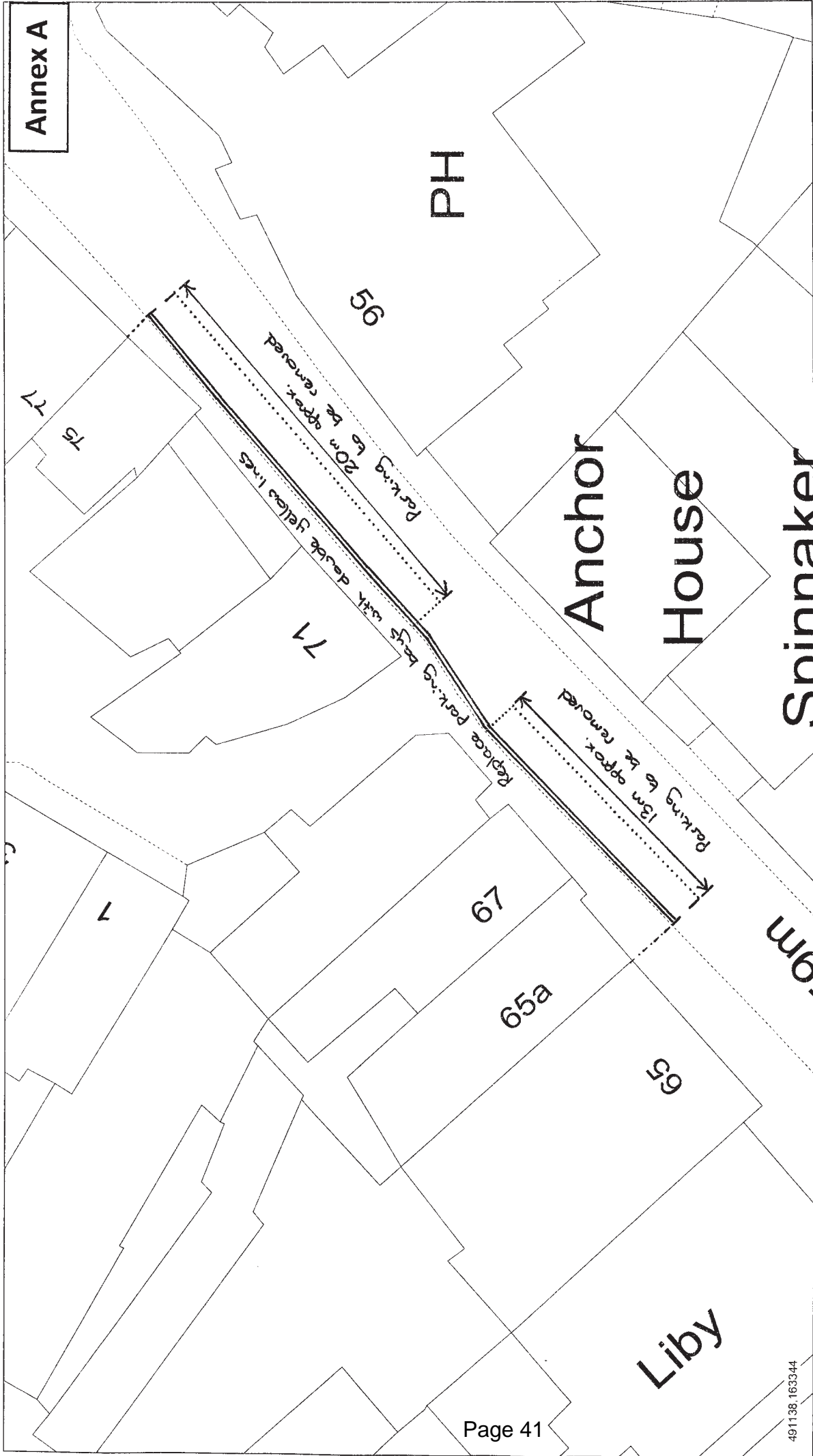
TELEPHONE NUMBER: 03456 009 009

E-MAIL: highways@surreycc.gov.uk

BACKGROUND PAPERS: Surrey Heath Local Committee, 16 February 2012, Item 16



No of annexes: 1

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Annex A

High Street, Bagshot - waiting restrictions amendments

	<p>Date: 05/11/2012</p> <p>Printed by:</p> <p>Drawing No.:</p>	<p>• AtoZ gazetteer</p>	<p>Scale 1:250</p>	<p>Reproduced from the Ordnance Survey mapping with permission of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.</p> <p> SURREY COUNTY COUNCIL</p> <p>Surrey County Council, LA076872, 1996.</p>
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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

BAGSHOT ROAD, CHOBHAM – AMENDMENT TO WAITING RESTRICTIONS 13 DECEMBER 2012

KEY ISSUES

To consider the alteration of on street parking restrictions which, following recent development, finish half way across the entrance to the development.

SUMMARY

During the consultation with the developers of the new Co-op on Bagshot Road, Chobham, it was noticed that the current parking restrictions on the road would finish half way across the new entrance for the development's parking area. This is potentially confusing for drivers and it is proposed to shorten the restriction and end the yellow line before the new entrance.

OFFICER RECOMMENDATIONS

The Local Committee is asked to:

- (i) Approve the proposal for the reduction of the single yellow line outside 2 Bagshot Road, Chobham, where the entrance of the new development starts.
- (ii) Agree the intention of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 and for this amendment to be advertised and that, if no objections are maintained, the Order is made;
- (iii) Agree that the Parking Strategy and Implementation Team Manager will consider and try to resolve any objections and that a decision on any remaining unresolved objections will be made by the Parking Strategy and Implementation Team Manager, in consultation with the Chairman, Vice Chairman and the relevant County Councillor.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 During the consultation with the developers of the new Co-op on Bagshot Road, Chobham, it was noticed that the current parking restrictions on the road would finish half way across the new entrance for the development's car park.

2.0 ANALYSIS

- 2.1 The current parking restriction outside the new development indicates that highway users can park without penalty during certain periods. This restriction ends halfway across the new entrance, which may encourage some drivers to park on the unrestricted part of it.
- 2.2 By removing the restriction, any ambiguity or confusion will be removed and there should be less likelihood of a driver parking across the entrance.
- 2.3 Although the Parking Review amendments have been advertised, the relevant Traffic Order has not yet been made. It will therefore be possible to advertise the alteration to the parking restriction and incorporate this into the Traffic Order when it is made.

3.0 CONSULTATION

- 3.1 No specific consultation with Surrey Police has yet taken place and this will form part of the advertising / consultation process.

4.0 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 The cost of this modification will be included in the cost of the annual parking review.

5.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 The Highway Service is mindful of its needs within this area and attempts to treat all users of the public highway with equality and understanding.

6.0 CRIME AND DISORDER IMPLICATIONS

- 6.1 The alteration of the parking restrictions will limit the confusion of highway users and reduce the chance of drivers committing an offence.

7.0 CONCLUSION AND RECOMMENDATIONS

- 7.1 During the consultation with a developer, the extent of a parking restriction was found to extend over the entrance of the development.

- 7.2 When the entrance is installed, the differing restrictions could generate confusion for drivers and result in offences occurring in and around this area.
- 7.3 It is recommended that the current waiting restriction outside 2 Bagshot Road, Chobham is reduced to end at the edge of the new entrance.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 The alteration of the parking restrictions will limit the confusion of highway users and reduce the chance of drivers committing an offence.

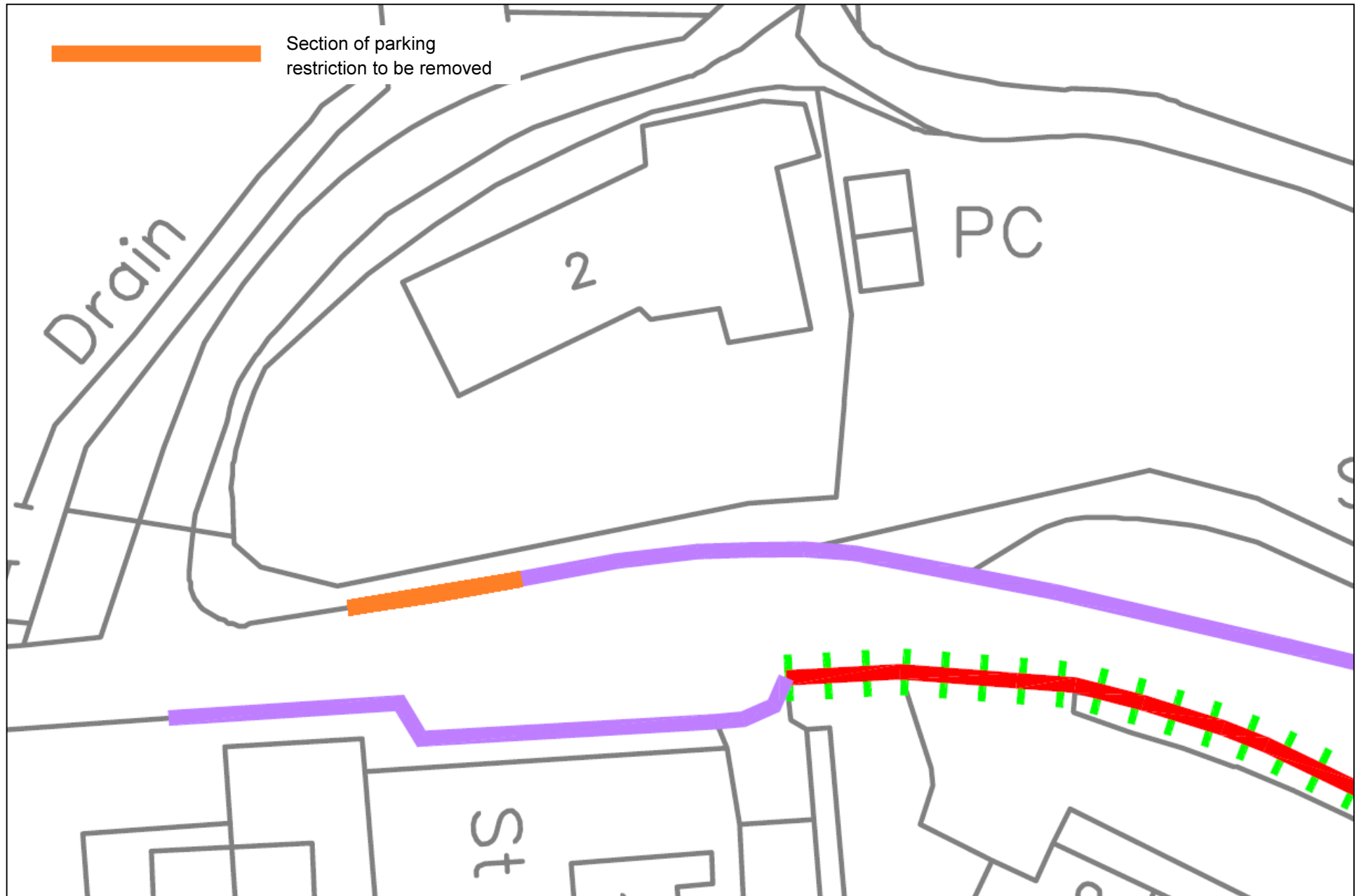
9.0 WHAT HAPPENS NEXT

- 9.1 The proposal to make this modification to the Traffic Regulation Order will be advertised on site and in the local press, and will be included in the Traffic Order that has previously been advertised. The changes to the signing and lining will be undertaken as part of the works of the Surrey Heath on street parking review. (See Surrey Heath Local Committee 16/02/2012 Item 16: Surrey Heath Parking Review)

LEAD OFFICER:	Andrew Milne
TELEPHONE NUMBER:	03456 009 009
E-MAIL:	highways@surreycc.gov.uk
CONTACT OFFICER:	Peter Orchard
TELEPHONE NUMBER:	03456 009 009
E-MAIL:	highways@surreycc.gov.uk
BACKGROUND PAPERS:	Surrey Heath Local Committee, 16 February 2012, Item 16

Version No. 1 Date: 22nd November 2012 Time: 0900 Initials: PO No of annexes: 1

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Annex 1: Bagshot Road, Chobham Parking Restrictions

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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

STATION ROAD, CHOBHAM – PROPOSED PARKING RESTRICTIONS FOR TESCO EXPRESS STORE

13 DECEMBER 2012

KEY ISSUE

To approve arrangements for progressing Traffic Regulation Orders for proposed amendments to on-street parking restrictions in Station Road, Chobham.

SUMMARY

In anticipation of potentially hazardous parking practices occurring in the vicinity of the new Tesco Express Store, which is due to open 28 January 2013 on Station Road, Chobham, Officers have met with the local member and created a proposal for parking restrictions that will maintain road safety and sight lines outside the store.

OFFICER RECOMMENDATIONS

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

- (i) That the proposed amendments to on-street parking restrictions in Station Road, Chobham as described in this report and shown in detail at annex A is agreed.
- (ii) That the cost of advertising and implementing the restrictions will be funded by Surrey County Council's Parking Team.
- (iii) That the intentions of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and loading restrictions in Station Road, Chobham as shown on the drawing in annex A are advertised and that if no objections are maintained, the Order is made.
- (iv) That the Parking Strategy and Implementation Team Manager will consider and try to resolve any objections and that a decision on any remaining unresolved objections will be made by the Parking Strategy and Implementation Team Manager in consultation with the Chairman, Vice Chairman and the relevant County Councillor.

1 INTRODUCTION AND BACKGROUND

- 1.1 The Tesco Express Store, due to open on 28 January 2013, is located between The Green Olive restaurant and The Park Gallery. This part of Station Road is a gradual bend and not suitable for on street parking.
- 1.2 The Tesco site will have 10 parking spaces for visitors. However, four of these spaces will be located at the front of the store and temporarily reserved for delivery lorries whenever needed. It is anticipated that there will be 5 deliveries per day.
- 1.3 Due to the busy nature of Station Road, which is an A class road, it is anticipated that there will be a steady demand by passing vehicles to stop either within the store grounds or on Station Road itself. The section of footway immediately outside the store is wider than average and has a number of dropped kerbs to invite vehicles to pull onto the footway temporarily. As this parking practice will be quicker than pulling into the store car park, it is very likely that this will take place regularly, particularly if the Tesco car park is full or if deliveries are taking place.

2 PROPOSED SOLUTIONS

- 2.1 In order to prevent the above situation from occurring, it is proposed to introduce double yellow lines on both sides of the road, extending from the existing parking restrictions around the bend. In front of the footway outside The Village Hall, Green Olive Restaurant, Tesco Express Store and The Parking Gallery (between the existing bus stop and the grass verge) it is proposed to introduce a 'no loading at any time' restriction to prevent vehicles temporarily stopping to pick up goods from the store and also to prevent delivery vehicles from stopping outside the store without going inside the grounds. The double yellow lines will mainly be in place to deter parking in the general area, although the footway is the most inviting and feasible place to stop, hence why the no loading restriction is being proposed here. All restrictions apply to the entire width of the footway as well as the carriageway.
- 2.2 The double yellow lines will require no upright signing on the ground, however, the 'no loading' restriction will require signs in order to state the restriction to drivers. Existing posts and street lighting columns will be used wherever possible. Double 'kerb blip' markings will also need to be installed on the footway itself.
- 2.3 Whilst there are existing parking restrictions in the area, including loading restrictions, the majority of parking restrictions in Surrey Heath are on the other side of the borough, which makes regular enforcement in Chobham difficult to undertake, especially with the limited amount of Civil Enforcement Officers available. However, the majority of parking restrictions are adhered to by motorists, and the most important thing in this case is for it to be clear from the start that parking on this part of Station Road is not permitted.

3 STEPS TOWARDS IMPLEMENTATION

- 3.1 Subject to approval it is anticipated that the formal advertising process involving notices in local newspapers and at the proposed location, will take place in December and January, running through Christmas and the New Year for a total period of 28 days.
- 3.2 Plans illustrating the amended restrictions will also be placed on deposit in local libraries and at the Surrey Heath Borough Council offices during this time. This will provide the opportunity for any interested parties to lodge objections, if they do not agree with the proposals.
- 3.3 The Parking Strategy and Implementation Team Manager will consider and try to resolve any objections. If there are unresolved objections, they will be dealt with, in accordance with the County Council's constitution, by the Parking Team Manager in consultation with the Chairman, Vice Chairman and the relevant County Councillor.
- 3.4 Subject to approval, notices will then appear in local newspapers confirming that the County Council has made the Traffic Regulation order.
- 3.5 Finally, the new and amended parking restriction road markings and associated time plates will be installed on the ground. The Parking Team will attempt for this to be carried out before the opening of the Tesco Express Store on 28 January 2013. However, bad weather is likely during this time of year and this could prevent the road markings from being installed in time.

4 OBJECTIONS

- 4.1 Once the amendment order is advertised, people have 28 days to lodge views and objections.
- 4.2 Objections can relate to the introduction of a new restriction. In cases where there is a coherent argument for not introducing a proposed restriction, it may be omitted and the traffic order can proceed to be made for the other restrictions without the need to re-advertise.
- 4.3 If restrictions are to be added to those initially advertised, regulations require that these new restrictions must be advertised afresh with the relevant time delay and costs being incurred. For this reason no additional restrictions can be added through the objection process.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 The cost of advertising and implementing these amendments is estimated to be £1,500.

6 EQUALITIES AND DIVERSITY IMPLICATIONS

- 6.1 There are no specific equalities and diversity implications for this report.

7 CRIME AND DISORDER IMPLICATIONS

- 7.1 There should be fewer instances of obstructive parking as a consequence of the restrictions.

8 CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 8.1 It is recommended that the waiting restrictions are implemented as detailed in Annex A. They will make a positive impact towards preventing obstructive and hazardous parking from occurring on Station Road.

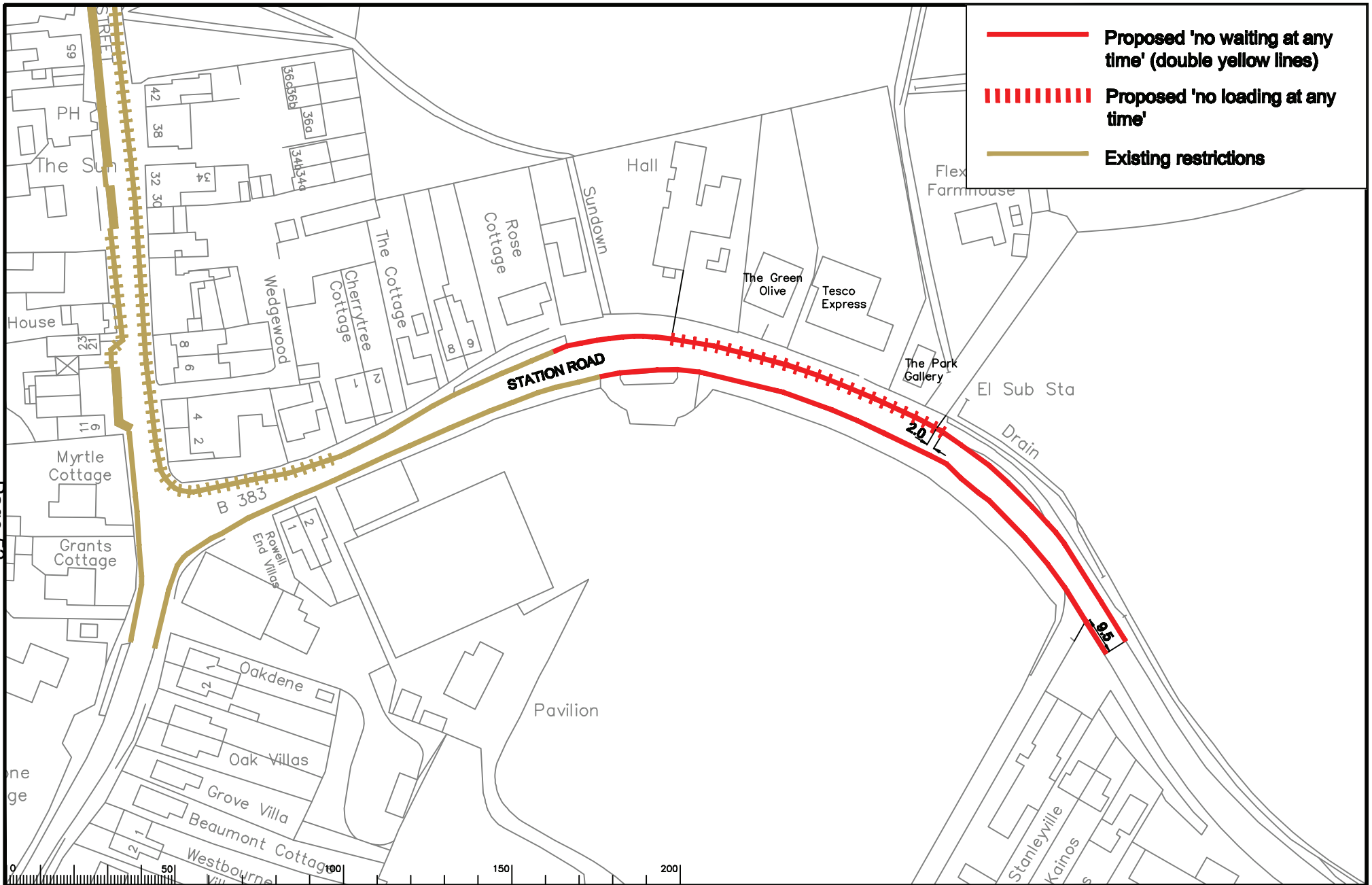
9 WHAT HAPPENS NEXT

- 9.1 Subject to approval of the committee the Traffic Regulation Order will be advertised and the restrictions implemented.

LEAD/CONTACT OFFICER:	Jack Roberts, Engineer
TELEPHONE NUMBER:	0300 200 1003
E-MAIL:	Parking@surreycc.gov.uk

BACKGROUND PAPERS:	There are none.
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- Proposed 'no waiting at any time' (double yellow lines)
- Proposed 'no loading at any time'
- Existing restrictions



Scale: NTS

Rev.	Description	Drawn	Sig.	Date	Child	Sig.	Date	Appr.	Sig.	Date
0	Initial Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
1	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
2	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
3	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
4	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
5	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
6	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
7	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
8	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
9	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10
10	Revised Issue	000	000	10/10/10	000	000	10/10/10	000	000	10/10/10



Drawn by	M.G.	Sig.	M.G.	Date	10/10/10
Checked by	A.M.	Sig.	A.M.	Date	10/10/10
Approved by	T.P.C.	Sig.	T.P.C.	Date	10/10/10

Project	STATION ROAD CHOBHAM
Drawing No.	3282/1313
Revision	B
Committee	COMMITTEE

SURREY COUNTY COUNCIL
 Sustainable Communities
 Road & Transport
 Project No. 3282SYH
 Drawing No. 3282/1313
 Revision B
 COMMITTEE

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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

LOCAL PREVENTION COMMISSIONING 2012/13 13 DECEMBER 2012

PROCUREMENT STANDING ORDERS

It is important that members comply with our procurement standing orders whenever they are involved in any decisions relating to the award of contracts for goods or services:

- To make sure we spend public money legally and to protect us from undue criticism or allegation of wrongdoing.
- To secure value for money in the way we spend money, so that we offer best value for services to the public.
- To generate market competition through transparent, fair and consistent ways of working.
- To support supplier diversity, sustainability objectives and an appropriate approach to equality.

CONFLICT OF INTEREST

It is critical for the transparent conduct of the council's business that our market searches, procurement and purchasing are carried out free from any conflict of interest. An 'interest' means any consideration or anything of economic value, including future consideration.

Conflicts of interest can arise when someone who is involved in these processes has a close connection with another party who is also involved which may mean they could influence, or be influenced by, the outcome of a buying decision.

Conflicts of interest can arise in the procurement process in a number of ways, including:

- a) Where someone who is actually buying goods or services for the council, or giving budgetary approval for the purchase, has an interest in the supplier's business
- b) Where someone with an involvement in a tender or other sourcing process has an interest in a potential supplier's business
- c) Where Suppliers bidding for a contract with the council have an interest which could enable them to influence unfairly the outcome of a sourcing process

All Councillors are required to ensure that any conflicts of interest are declared appropriately and that they do not participate in any buying activity/procurement process where these conflicts of Interest could arise.

Members need to be aware that the consideration of conflicts arising under procurement standing orders is separate from any consideration of interests that may be relevant under the Members' code of conduct. If Members become aware of a conflict under procurement standing orders they should notify the clerk of the meeting as soon as they become aware of the conflict.

KEY ISSUE

Due to the lead in time required for re-commissioning Local Prevention Contracts, a decision is required whether to extend or re-commission for April 2013. The local needs assessment for at risk young people has not changed and there are no significant performance concerns with the current provider operating in Surrey Heath. Feedback from Members indicates that it is too soon to make long term strategic commissioning decisions therefore this paper outlines the case for extending the contracts by 5 months to 31 August 2013.

SUMMARY

In response to feedback from Members, Officers have amended the commissioning timetable for Local Prevention. The amended timetable is provided in ANNEX A.

The amended timetable involves extending the Local Prevention contract by five months to the end of August 2013. This would allow the Local Committee to make longer term strategic commissioning decisions in March 2013. The benefits of the amended timetable include a longer period of time for the provider to prove their performance, at least 9 months evidence for Members to evaluate before making strategic commissioning decisions, more time for market development and the alignment of the commissioning cycle with the

academic year which would provide greater consistency of services to young people.

The potential impacts of the local elections in 2013 on the commissioning timetable have been explored. In order to mitigate the impact of the elections it is asked that the Local Committee extend the remit of the Task Group so that it is constituted up until the first Local Committee of the municipal year. In the event that Task Group members are not re-elected it is asked that the ability to appoint Members to the Task Group is delegated to the Assistant Director for Young People in consultation with the Chair and Vice-Chair of the Local Committee.

OFFICER RECOMMENDATIONS

The Local Committee (Surrey Heath) is asked to:

- a) Extend the Local Prevention contract for five months to 31 August 2013
- b) Extend the remit of the Youth Task Group to constitute up until the first Local Committee of the municipal year
- c) Delegate the ability to appoint Members to the Task Group to the Assistant Director for Young People in consultation with the Chair and Vice-Chair of the Local Committee to replace any members who are no longer Councillors as a result of the elections

1.0 INTRODUCTION AND BACKGROUND

- 1.1 In April 2012 Officers outlined 11 Local Prevention commissioning timetables to take account of Local Committee dates. A generic version of the 11 local timetables has been attached at ANNEX B.
- 1.2 The timetables outlined that a recommendation whether to extend or retender Local Prevention contracts would need to be made as early as July 2012.
- 1.3 Local Prevention contracts have been let for 12 months with options to extend. The Local Prevention procurement process, local political decision making process and notice period to providers takes a minimum of eight months. This is determined by a fixed procurement timeline driven by European rules and regulations and the need to fit in with fixed Local Committee dates driven by Services for Young People's policy commitment to Localism. This is why recommendations on the future of the contract need to be made in July 2012.
- 1.4 The Local Committee reviewed the timetable at the informal meeting in April 2012 and provided feedback to Officers.

2.0 ANALYSIS

- 2.1 Local Committees provided feedback to Officers that the commissioning timescales for Local Prevention are too tight. In particular that July is too soon for the Task Groups to judge performance and make informed recommendations about retendering contracts.
- 2.2 In response Officers provided an amended timetable for the Task Group to review on 27 July. A localised version of the timetable is attached at ANNEX A.
- 2.3 The Task Group was informed that the local needs assessment has not changed and is due to be refreshed in autumn 2012. The refreshed needs assessment will inform the 2013 re-commissioning cycle. A performance update was also provided and no performance concerns significant enough to prevent extension were raised.
- 2.4 The Task Group decided to make a recommendation to the Local Committee to extend the Local Prevention contract by five months.
- 2.5 The local elections in 2013 have implications for the amended timetable. The Task Group may need to meet before the first Local Committee of the year to consider the mini competitions. In order to mitigate the impact

of the elections on the commissioning timetable it is asked that the Committee extend the remit of the Task Group so that it is constituted up until the first Local Committee of the municipal year. This will allow new contracts to go live on 01 September.

- 2.6 In order to allow for possible changes to membership of the Youth Task Group following the elections it is requested that the Local Committee delegate to the Assistant Director for Young People the appointment of Youth Task Group members in consultation with the Chair and Vice-Chair of the Committee. This is to allow the recommendations to the Local Committee on the mini-competitions to remain in the member domain.

3.0 CONSULTATION

- 3.1 The Services for Young People Fit for the Future transformation programme has been subject to wide ranging consultation with groups of young people, staff, and partner agencies. Members have been consulted through the County Council's Public Value Review (PVR) Member Reference Group.
- 3.2 Local Committee views were sought on the Local Prevention commissioning process during 2011-12. In particular Local Committees reviewed local commissioning timetables in April 2012 and this report is written in response to Member feedback.
- 3.3 Local Committee Chairmen reviewed an earlier draft of this report on 19 July and provided their support in principal to extend Local Prevention contracts by five months.
- 3.4. Services for Young People are keen to learn from the first commissioning cycle and improve the process for the future. In recognition of this the Cabinet Member for Community Safety has commissioned a review of the Local Prevention Framework and requested a report to be made to Education Select Committee. The review will take place during autumn 2012 and Members will be consulted as part of the review.

4.0 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 4.1 It is anticipated that local commissioning will offer better value for money in that the outcomes commissioned and work delivered will be more closely aligned to local need.
- 4.2 The Local Prevention budget for 2013/14 will be split pro rata to cover the 5 month extension period (£42,500) and the subsequent seven months from September 2013 onwards (£59,500).

5.0 EQUALITIES AND DIVERSITY IMPLICATIONS

- 5.1 The devolved commissioning budget is likely to be targeted to groups who are vulnerable or at risk.

6.0 CRIME AND DISORDER IMPLICATIONS

- 6.1 The purpose of Local Prevention is to prevent young people from becoming not in education, employment or training (NEET) and from offending.

7.0 CONCLUSIONS

- 7.1 In response to Member feedback Officers recommend amendments to the Local Prevention commissioning timetable.

The Local Committee is asked to:

- a) Extend the Local Prevention contract for five months to 31 August 2013
- b) Extend the remit of the Youth Task Group to constitute up until the first Local Committee of the municipal year
- c) Delegate the ability to appoint Members to the Task Group to the Assistant Director for Young People in consultation with the Chair and Vice-Chair of the Local Committee where the election results impact on membership

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 The local needs assessment for at risk young people has not changed, there are no significant performance concerns with the current provider, the quality of the delivery plan is an improvement on the original bid and the recommendations in this report address specific Member feedback.
- 8.2 The benefits of the amended timetable include a longer period of time for providers to prove their performance, at least 9 months evidence for Members to evaluate before making longer term strategic commissioning decisions, more time for market development and the alignment of the commissioning cycle with the academic year which will provide greater consistency of service to young people.

9.0 WHAT HAPPENS NEXT

- 9.1 Contract extension notices will be drawn up by Officers and agreed with providers at the next round of Quarterly Partnership meetings in October 2012.

- 9.2 Robust performance and quality management of the contracts and their outcomes will continue. Officers will work with providers in the spirit of partnership to support and challenge.
- 9.3 A regular Local Youth Services briefing will be developed for Local Committee Members and the Youth Task Group will receive full reports on performance and quality of Local Prevention at Task Group meetings.
- 9.4 Members will be consulted over the autumn as part of the Local Prevention Framework Review and a report with recommendations will be considered by Education Select Committee in November.

LEAD OFFICER: Garath Symonds, Assistant Director for Young People

TELEPHONE NUMBER: 01372 833543

E-MAIL: Garath.symonds@surreycc.gov.uk

CONTACT OFFICER: Leigh Middleton, Contracts Performance Officer

TELEPHONE NUMBER: 07854 870 393

E-MAIL: leigh.middleton@surreycc.gov.uk

BACKGROUND PAPERS: N/a

Version No. 1.0 Date: 03/09/12 Time: 13:00 Initials: No of annexes: 2

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ANNEX A: Amended 2012/13 Local Prevention Commissioning Timetable (Surrey Heath)

Activity	Date	Comment
Local Committee (informal) review Local Prevention commissioning processes.	24 May 2012	
Local Committee reconstitute Task Group.	24 May 2012	
Task Group receives district and borough updates in response to Local Committee feedback and agree recommendation to extend Local Prevention contracts by five months.	28 September 2012 & 14 November 2012	
Local Committee considers Task Group recommendations to extend contracts by five months.	13 December 2012	
Task Group meet to assess local needs, evaluate Performance of Local Prevention providers and make commissioning recommendations to Local Committee.	December / January 2013	
Officers seek Local Committee approval for local tender specifications based on needs and priorities identified by Task Group (if re-commissioning).	14 March 2013	
Window for provider events (if re-commissioning).	March 2013	
Bidding opens (if re-commissioning).	25 March 2013	

Bidding closes (if re-commissioning).	03 May 2013	Bidding window extended from 4 to six weeks. Copies of bids sent to Community Partnership Teams to resolve potential conflicts of interest.
Bids are scored and shortlisted by the Commissioning and Development Team.	May 2013	
Papers on shortlisted bids are sent to Task Group members.	May 2013	One week before Task group
Shortlisted Bids presented to Task Group.	May-June 2013	
Papers making recommendations to award are sent to Local Committee.	June 2013	Two weeks before the Local Committee
Award decisions made by Local Committee.	04 July 2013	
Contracts awarded to successful bidders.	July 2013	
Contract mobilisation by Commissioning and Development Team.	August 2013	
Contract start.	01 September 13	
Contract end.	31 March 2015	

ANNEX B: Original 2012/13 Local Prevention Commissioning Timetable (Generic)

Activity	Date	Comment
Local Committees (informals) review Local Prevention commissioning processes.	May 2012	
Papers to Local Committee	June 2012	Two weeks before the Local Committee
Local Committee to reconstitute Task Group	June 2012	
Task group meets to the reconsider needs of Borough and initial performance of provider and make a recommendation to re-tender or not to be considered by Local Committee.	July 2012	
If recommendation to re-tender, specification is rewritten by Commissioning and Development Team taking into account the amended Task Group needs and any additional information requested by the Commissioning Team.	August 2012	
Papers to Local Committee	September 2012	Two weeks before the Local Committee
Recommendation to re-tender and specification approved by Local Committee.	September 2012	

Bidding opens	September 2012	
Bidding closes	October 2012	4 weeks allowed to write bid
Bids are scored and shortlisted by the Commissioning and Development Team.	October 2012	
Commissioning and Development Team Papers on Recommendations/Shortlisted bids are sent to the Task Group.	November 2012	One week before Task group
Shortlisted Bids present to Task Group	November 2012	
Papers making recommendations are sent to the Local Committee	November 2012	Two weeks before the Local Committee
Decision made by Local Committee	December 2012	
Contract awarded to successful bidder.	December 2012	
Contract mobilisation by Commissioning and Development Team	Jan/Feb/ Mar 2013	
Contract starts	01 April 2013	



**OFFICER REPORT TO LOCAL COMMITTEE
(SURREY HEATH)**

**APPROVAL OF SMALL GRANTS BIDS
13 DECEMBER 2012**

KEY ISSUE:

To consider the applications received for the Small Grants Allocation.

SUMMARY:

As part of the transformation of the Services for Young People, the Committee has been allocated a Youth Small Grants fund to deploy for the year 2012/13. The Committee is being asked to approve the Officer recommendations in section 2.2 of this report on the award of funding.

OFFICER RECOMMENDATIONS:

The Local Committee (Surrey Heath) is asked to approve the Officer recommendations in section 2.2 (and as set out in Annex B) of this report on the award of funding.

1. INTRODUCTION

- 1.1 On 10th October 2011, the Committee noted that as of 1st April 2012, it will have £17,000 available to support small voluntary youth organisations with grants of £500 to £5,000.
- 1.2 On 5 July 2012 the Committee approved funding for Small Grant bids worth £9,992. Therefore £7,008 remains of the original allocation.
- 1.3 As funds remained funding was advertised and organisations were able to submit bids since 23rd July 2012 by emailing an application form or via the Surrey County Council website, www.surreycc.gov.uk/smallgrants. For the second round of applications the eligibility criteria has been further emphasised:
- The application must be for an not for profit organization with a turnover of less that £100,000 per annum
 - Bidding organisation should not have existing contracts with Surrey County Council Services for Young People
 - Funding would enable direct work with Surrey young people aged 10-19 and is not for large capital funding that does not enable direct activity (e.g. fixing roofs, installing loos etc.)
- 1.4 This criteria as well as the process for managing Small Grants is currently being reviewed by Services for Young People.

2. BIDS RECEIVED

- 2.1 The bids received are attached in Annex A.
- 2.2 The Officer recommendations are set out in Annex B.

3. CONSULTATIONS

- 3.1 The Services for Young People Fit for the Future transformation programme has been subject to wide ranging consultation with groups of young people, staff, and partner agencies. Members have been consulted through the County Council's PVR Member Reference Group.
- 3.2 Local Committee Chairmen's views were sought on the Youth Small Grants process on 31st January 2012.

- 3.3 The Local Committee approved the process for approving Small Grants on 5 July 2012.

4. FINANCIAL IMPLICATIONS

- 4.1 It is anticipated local commissioning will offer better value for money in that the outcomes commissioned will be more closely aligned to local need.

5. EQUALITIES IMPLICATIONS

- 5.1 The devolved commissioning budget is likely to be targeted on groups who are vulnerable or at risk.

6. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 6.1 The Committee is being asked to approve the Officer recommendations on awarding Small Grants in paragraph 2.2 of this report.

7. WHAT HAPPENS NEXT

- 7.1 Organisations will be able to continue to submit applications for Small Grant funding until 31 December 2012 or until funding is exhausted, whichever is sooner.
- 7.2 As agreed on 27 June Local Committee Meeting bids will be considered for approval at future meetings of the Committee.

LEAD OFFICER:	Garath Symonds Assistant Director for Young People
TEL NUMBER:	0208 541 9023
E-MAIL:	Garath.Symonds@surreycc.gov.uk
CONTACT OFFICER:	Jenny Smith
TEL NUMBER:	02085 417405
E-MAIL:	Jenny.Smith@surreycc.gov.uk
BACKGROUND PAPERS:	Services for young people – briefing for elected members (issued May 2011)

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ITEM 14, ANNEX A

Surrey Heath Local Committee Report 13/12/12

Summary – Bids to be approved

Bid no	Organisation Bidding	Title of Bid	Amount requested
1	Surrey Young Farmers	Surrey Young Farmers - core supportive activities 2012	£400
2	1 st Bagshot Scout Group	Outdoor Activities	£1000
3	Turners Boxing Activity		£2771

Bid 1

Project details				Help Notes
Q1 Project title: Surrey Young Farmers - core supportive activities 2012				Full title of specific project
Q2 Specific neighbourhood or area: All areas of Surrey Heath as each area has Young Farmers members living within it.				
Q3. Borough- Surrey Heath				
Q4 How many young people will your project be working with?				
Within Surrey Heath				
Ages	Males	Females	Include numbers of those who will be participating in the project.	
10-12	3	5		
13-17	8	5		
18-19	0	0		
Total 21				
Bidder details				
Q5 Name of the organisation carrying out the project: Surrey Federation of Young Farmers' Clubs – (voluntary organisation)				Name of the organisation responsible for carrying out the project and if it is a voluntary organisation.
Q6 Does the organisation have a turnover of £100,00 or less- Yes				

What are you seeking funding for ?

Q8 Description of the project. What difference will this make?

What will be done?

Summary

The principle of Young Farmers is that the members run their own clubs, of which there are 7 across Surrey, and plus also running the county federation. These clubs enable members to develop key life skills. Our core activity is the running of these clubs, for the benefit our members aged 10 to 26 years old. These clubs run on a weekly basis and at a local level are self funded. However these club meetings are overlaid with a number of county activities which ensures that these clubs run safely. This application is for funding towards these core activities.

For information -These core activities are normally funded from the money raised by our main fundraising event The Cowpie Country Show. However due to the weather and a waterlogged site this event for 2012 was cancelled and we are now utilising reserve funds.

Specific details of these core supportive activities

First aid training- for club leaders and senior club members (£1500 total)

Basic Hygiene training - for club leaders and senior club members

Club Leader meetings and training (covering such topics as drugs and alcohol, safeguarding, club health and safety) - £500

Committee meeting costs- planning meetings for the core running of the organization, these are all chaired by members aged 16+. (10 meetings per year) (£400)

County outings and events (members disco, beach trip, senior members evenings) – (£200)

Safeguarding/Health and Safety/development visits to each club, 2 per year, therefore 14 visits overall (£500+200)

Safeguarding checks- £100

Attendance at Surrey County Show, Loseley Country fair, South of England Show to promote ourselves and attract new members. (£150)

General publicity- maintenance of our website which is our main communication tool to our members and external interested parties.

Printing of promotional leaflets for general distribution. (£100)

£4050 total

Q9 When will the project be:

a) started: April 2012 b) completed: April 2013

The dates you expect your project to begin and finish.

Financial Questions

Q10 When will you need the funds? April 2012 onwards

The date when you will require the funds.

Q11 What is the total cost of the project?

The total cost of the project.

£4050

<p>Q12 How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.</p> <p>25% will be funded from our own funds provided from the reserve fund of Cowpie Country show (this is our main fundraiser and was unfortunately cancelled due to weather, hence we are using reserve funds). The above cost is for all Surrey Young Farmers who live across all of Surrey. Surrey Heath holds approximately 13% of all our members (approx 21 members), we would therefore like to apply for £400.</p>	<p>If you have a quote, please attach it to the form.</p>
<p>Q13 Where is the rest coming from?</p> <p>Surrey Young Farmer Clubs annual Cowpie Country reserve fund</p> <p>Is it promised already, or still to be found?</p> <p>Promised. These funds are those raised through the previous Cowpie Country shows, however these are naturally limited. .</p>	<p>Names and amounts from other funders</p>
<p>Q14 Have you applied for this funding from any other part of Surrey County Council? Please give details:</p> <p>We haven't applied to anywhere else for the £400 requested above. As explained above this amount relates directly to the number of members who live in Surrey Heath.</p> <p>We have also applied to Guildford, and Reigate and Banstead boroughs for amounts pro rata to their membership numbers.</p>	<p>Please give names of the department, and dates applied.</p>
<p>Q15 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details:</p> <p>We have received Local committee small grants to the total of £3,900 for our Annual Development programme. These activities are different to those above.</p>	<p>Please include even if not for this particular project.</p>
<p>Q16 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details:</p> <p>£700 - Helyn Clack's last years' member allocation provided specifically for the 25 members living in Dorking Rural</p>	<p>Include project purpose, dates and amounts.</p>
<p>Q17 If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support)</p> <p>Our activities are designed with an awareness of funds. These funds will be generated from grants, donations and revenue from any fundraising which we can secure. If we are unable to secure adequate funding and as a last resort our activities will be scaled back after consultation with our members.</p>	<p>Information on how you intend to fund and/or maintain your project in the future.</p>

Bid 2

Project details			Help Notes
Q1 Project title: Outdoor activities			Full title of specific project
Q2 Specific neighbourhood or area: Bagshot			
Q3. Borough: Surrey Heath			
Q4 How many young people will your project be working with?			Include numbers of those who will be participating in the project.
Ages	Males	Females	
10-12	14	6	
13-17	7	2	
18-19	0	0	
Bidder details			
Q5 Name of the organisation carrying out the project and organisation type: 1 st Bagshot Scout Group			Name of the organisation responsible for carrying out the project and if it is a voluntary, public or private organisation.
Q6 Does the organisation have a turnover of £100,000 or less: Yes			
What are you seeking funding for ?			
Q8 Description of the project. What difference will this make? 1 st Bagshot Scout Group is a well established group and has been growing over recent years. Our Scout section in particular has been growing in numbers and we are working on improving the range of activities and experiences we can offer our group. Specifically we want to buy archery equipment and expedition tents to support our programme. The tents will allow Scouts to get involved in more challenging expeditions. The archery equipment will allow us to offer regular archery sessions helping Scouts gain skills and build resilience through regular development of a skill. The outcomes we expect to achieve are increased confidence, communication, resilience and determination in the Scouts. We also expect more Scouts to stay engaged as we will be offering a richer programme.			What will be done?
Q9 When will the project be: a) started: Jan 2013 b) completed: Equipment bought by Mar 2013 with on-going benefits			The dates you expect your project to begin and finish.

Financial Questions

Q10 When will you need the funds? Jan 2013	The date when you will require the funds.
Q11 What is the total cost of the project? £1,200	The total cost of the project.
Q12 Amount applying for i.e. How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part. £1,000 Archery package (bows, arrows, safety wear, targets, safety netting) £700 Expedition tents 2x £250	If you have a quote, please attach it to the form.
Q13 Where is the rest coming from? We hope we might get 100% from the grant, but if not we will raise funds. Is it promised already, or still to be found? still to be found	Names and amounts from other funders
Q14 Have you applied for this funding from any other part of Surrey County Council? Please give details: No	Please give names of the department, and dates applied.
Q15 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details: Yes, Members allocation towards rebuild of the storage shed we use (we do not have a group HQ)	Please include even if not for this particular project.
Q16 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details: No	Include project purpose, dates and amounts.
Q17 If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support) It will need minimal extra funding but maintenance will be through our normal fund-raising	Information on how you intend to fund and/or maintain your project in the future.

Bid 3

Project details			Help Notes
Q1 Project title: Connect with the Community Programme 2013			Full title of specific project
Q2 Specific neighbourhood or area: Surrey Heath			
Q3 How many young people will your project be working with?			
Ages	Males	Females	Include numbers of those who will be participating in the project.
10-12	22	6	
13-17	18	5	
18-19	16	5	
Bidder details			
Q4 Type of organisation: Turners Boxing Academy. This is a Voluntary Organisation that is a Non-Profit organisation. It is a private club with a recognised constitution. We have achieved Clubmark Accreditation status this year.			Name of the organisation responsible for carrying out the project and if it is a voluntary, public or private organisation.
What are you seeking funding for ?			
Q6 Description of the project. What difference will this make?			What will be done?
<p>The "Connect With The Community" programme is focused on implementing a self sufficient club that will offer considerable support to the local community, local councils, government agencies, local businesses in the Surrey/Hampshire area and also nationally.</p> <p>Turners Boxing Academy is a performance sport orientated club focussed on improving healthy living, social inclusion and "being the best" that a person can be. Our aim is to "breed champions" of the future who will become role model citizens and community leaders. In order for the club to grow, sustain and excel, partners, sponsors and funders are now being approached.</p> <p>The current facilities only partially support the aims and values of Turners Boxing Academy. The limitations of location, facilities, events and equipment need to evolve to be able to serve the community in an expanded capacity. We are proposing to set up regular Amateur Boxing Events staged at the current Turners Boxing Academy throughout 2013 and 14.</p> <p>Surrey Heath Borough Council Commercial Services tell us that "<i>Boxing is a key sport in the borough of Surrey Heath for engaging typically hard to reach young people and with the club being situated in one of Surrey County Council's Priority Areas it has a pivotal role to play in providing positive opportunities for participation in sport. We recognise the club is staffed and managed by qualified people with a vast amount of experience</i></p>			

who are able to cater for all abilities from beginner through to elite. In 2012 they will be acting as the Team Managers for Surrey Heath's boxing squad that will be competing in the Surrey Youth Games. This position holds a great deal of responsibility and is only entrusted to clubs who meet the highest safeguarding standards".

This funding application is seeking to set in place a competitive structure that is centred on Turner's Boxing Academy based in Collingwood College, Camberley, through the hiring of rapidly deployable:

- Equipments – PA System, Lighting, Boxing Ring, Results Board, Competition Gloves, head-guards and Sashes.
- Facilities – Seating, Podium, Camera's and Screens, Changing room improvements.
- Officials – Expenses payments for Doctor, Judges, Referee and MC.

With funding in place to support a "Boxing" competitive structure, more young people will be attracted to this sport and more coaches would be willing to support the club in its "Connect with the Community" programme, which compliments the Surrey Heath Borough Council in engaging typically hard to reach young people in the vicinity of the club.

Q7 When will the project be:

b) started: **June 2013** b) completed: **June 2014**

The dates you expect your project to begin and finish.

Financial Questions

Q8 When will you need the funds? 50% Jun 2013, 50% Dec 2013

The date when you will require the funds.

Q9 What is the total cost of the project? £11,084

The total cost of the project.

Q10 How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.

£2771.00.

The total cost of Surrey County Council support to this project would cover 1 x event with an additional 3 x events costs coming from Turner's Boxing Academy funding throughout the next year to give 4 x boxing tournaments forming a competitive structure. Costs for a typical tournament are shown below as a "Quote":

If you have a quote, please attach it to the form.

Typical Costs for a TBA Open Boxing Show

Requirement	Description	Booked	Cost
ABA Boxing Permit	Contact Keith Sessions 01932863024	Yes	£30.00
Opponents	Open Show Matching (Travel and Telecon)	Yes	£50.00
Programme	Printing Costs	Yes	£35.00
Wrist Bands	2 x Colours - control of entry	Yes	£40.00
Trophies	Ivor Baker Awards	Yes	£321.00
VIP, Officials + Guests	Refreshments before event and interval	Yes	£50.00
Doctor	ABA Doctor resuscitation qualified - Dr Noakes 07973138720	Yes	£275.00
Surrey Officials Secretary	Alan Bull 01483 831582 - Travel & Expenses	Yes	£150.00
Master of Ceremonies	Booking in advance	Yes	£150.00
20 ft Boxing ring	Hire for event Gary Dunn 07816978503	Yes	£375.00
PA System	Hire for event Gary Dunn 07816978503	Yes	£150.00
MC's Card	Hire for event Gary Dunn 07816978503	Yes	£200.00
Ablutions	Portable toilets A1 toilet hire 0127633322	Yes	£150.00
Food and Drink	Cooked food for boxers and coaches	Yes	£315.00
Boxing Gloves	3 x Red, 3 x Blue AIBA Approved	Yes	£480.00
		Total	£2,771.00
Q11 Where is the rest coming from? Membership fees Is it promised already, or still to be found? Still to be found but is projected income from recorded attendance.			Names and amounts from other funders
Q12 Have you applied for this funding from any other part of Surrey County Council? Please give details: No			Please give names of the department, and dates applied.
Q13 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details: Yes – Sportivate funding for additional approved courses being run at Turners Boxing Academy for the local community that have all been successful so far.			Please include even if not for this particular project.
Q14 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details: Yes, this structure was supported by Surrey County Council last year by a £4000 grant.			Include project purpose, dates and amounts.
Q15 If this project will need funding in future, how will the costs be met? (Costs may be included e.g. maintenance, replenishment, breakdown, repair, support) When completed this project will become self financing as a competitive structure. Funding for Maintenance and refurbishment is being sought from other sources as "Capital Funding".			Information on how you intend to fund and/or maintain your project in the future.

ITEM 14, ANNEX B**Surrey Heath Local Committee Report 13/12/12****Summary**

Bid no	Organisation Bidding	Title of Bid	Amount requested	Officer recommended award	Officer Notes
1	Surrey Young Farmers	Surrey Young Farmers - core supportive activities 2012	£400	£400	Surrey Young Farmers were previously awarded a total of £3200 in Small Grants Funding including £650 from Surrey Heath. This was for different activity.
2	1 st Bagshot Scout Group	Outdoor Activities	£1000	£1200	This application should enable additional youth activity. £1200 will cover the full cost of this project
3	Turners Boxing Activity		£2771	£2771	Turners Boxing Academy was previously awarded £4442 in Small Grant funding for similar activity. The group has since become Clubmark accredited indicating a high quality, welcoming environments for young participants and the project still appears to be beneficial.
		Total		£4371	
		Total budget available		£7008	
		Balance if all bids approved		£2637	

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OFFICER REPORT TO LOCAL COMMITTEE (SURREY HEATH)

FORWARD PLAN 13 DECEMBER 2012

KEY ISSUE:

The report contains an updated version of the local committee's forward plan.

SUMMARY:

This report is produced for each meeting of the Local Committee (Surrey Heath) so that members can review the forward plan. The reports that are currently anticipated will be received by the committee are outlined in paragraph 3.

OFFICER RECOMMENDATIONS:

The Committee is asked to note and comment on the forward plan contained in this report.

1. INTRODUCTION AND BACKGROUND

- 1.1 The Local Committee (Surrey Heath) may receive a forward plan at each meeting setting out the anticipated reports for future meetings. The forward plan will be used in preparation for the next committee meeting. However, this is a flexible forward plan and all items are subject to change.

2. ANALYSIS

- 2.1 No analysis was required for this report.

3. FORWARD PLAN

- 3.1 In addition to the following, requests from Members for other reports will be welcomed.

Thursday 14 March 2013

(to replace meeting scheduled for 21 February)

1. Members Allocations
2. Highways Update
3. Fire & Rescue Annual Report
4. Education and Schools Performance
5. Youth Small Grants
6. Surrey Heath Parking Review

4. CONSULTATIONS

- 4.1 Members and Surrey County Council officers have been consulted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 There are no financial implications of the forward plan.

6. EQUALITIES AND DIVERSITY IMPLICATIONS

- 6.1 There are no equality and diversity implications arising out of the forward plan.

7. CRIME AND DISORDER IMPLICATIONS

- 7.1 There are no crime and disorder implications arising out of the forward plan.

8. CONCLUSION AND RECOMMENDATIONS

- 8.1 The committee is asked to note the forward plan contained in this report.

LEAD OFFICER: Michelle Collins, Team Leader - West
TELEPHONE NUMBER: 01483 518093

CONTACT OFFICER: Nikkie Enticknap, Community
Partnership & Committee Officer

TELEPHONE NUMBER: 01276 800269

E-MAIL: nicola.enticknap@surreycc.gov.uk