

Notice of Meeting

Communities Select Committee



Date & time
Thursday, 11 July
2013
at 10.30 am

Place
Ashcombe, County
Hall

Contact
Jisa Prasannan or Huma
Younis
Room 122, County Hall
Tel 020 8213 2694 or 020
8213 2725

Chief Executive
David McNulty

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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Jisa Prasannan or Huma Younis on 020 8213 2694 or 020 8213 2725.

Members

Mrs Denise Saliagopoulos (Chairman), Mr Chris Norman (Deputy Chairman), Mrs Jan Mason, Mr John Orrick, Mr Saj Hussain, Rachael I. Lake, Mrs Mary Lewis, Mr Christian Mahne, Mr Chris Pitt, Ms Barbara Thomson, Mr Alan Young and Mr Robert Evans

Ex Officio Members:

Mrs Sally Ann B Marks (Vice Chairman of the County Council) and Mr David Munro (Chairman of the County Council)

TERMS OF REFERENCE

The Select Committee is responsible for the following areas:

| | |
|-------------------------------------|--|
| Community Safety | Adult and Community Learning |
| Crime and Disorder Reduction | Cultural Services |
| Relations with the Police | Sport |
| Fire and Rescue Service | Voluntary Sector Relations |
| Localism | Heritage |
| Major cultural and community events | Citizenship |
| Arts | Registration services |
| Customer Services | Trading Standards and Environmental Health |
| Library Services | Legacy and Tourism |

PART 1 IN PUBLIC

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 21 MARCH 2013

(Pages 1
- 14)

To agree the minutes as a true record of the 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 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (*5 July 2013*).
2. The deadline for public questions is seven days before the meeting (*4 July 2013*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME

(Pages
15 - 20)

The Committee is asked to monitor progress on the implementation of recommendations from previous meetings, and to review its Forward Work Programme.

6 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE

(Pages
21 - 22)

A response is included following recommendations made to Cabinet on 26 March 2013.

7 MAGNA CARTA PROGRAMME (Pages 23 - 36)

Purpose of report: Policy Development and Review

This report informs and seeks the views of the Select Committee on the proposals that will be presented to Cabinet on 23rd July 2013 outlining the plans for improvement to the Egham area and a programme of events to celebrate the Magna Carta in 2015. The aim of the recommendations is to celebrate our heritage, raise the profile of the area, increase economic growth and enhance existing facilities to encourage healthier lifestyles.

8 SCRUTINY OF THE USE OF REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) (Pages 37 - 44)

Purpose of report: Scrutiny of Services

This report looks at the use of the Regulation of Investigatory Powers Act 2000 (RIPA) by the Council. The report provides a summary of how RIPA has been utilised over the previous financial year in order to tackle crime and protect local residents from harm. It also summarises the changes made under the Protection of Freedoms Act 2012.

9 SCRUTINY OF SURREY FIRE AND RESCUE SERVICE INCOME STRATEGY (Pages 45 - 48)

Purpose of report: Scrutiny of Services and Budgets

This report is presented in order to keep the Committee apprised of the Service's approach to income generation and to ensure that the Select Committee has the opportunity to scrutinise the development of proposals ahead of the Cabinet meeting in September 2013.

10 DATE OF NEXT MEETING

The next meeting of the Committee will be held at 10.00am on Thursday 26 September.

David McNulty
Chief Executive
Published: 02 July 2013

MOBILE TECHNOLOGY – ACCEPTABLE USE

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- Interfere with the PA and Induction Loop systems
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- Mean that you miss a key part of the discussion

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Thank you for your co-operation

MINUTES of the meeting of the **COMMUNITIES SELECT COMMITTEE** held at 10.00 am on 21 March 2013 at Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Thursday 11 July 2013.

Elected Members:

- * Mr Steve Cosser (Chairman)
- * Mr Mike Bennison
- Mr Graham Ellwood
- * Mrs Angela Fraser
- * Mr Denis Fuller
- * Mr David Ivison
- * Mrs Jan Mason
- * Mr Chris Norman (Deputy Chairman)
- * Mr John Orrick
- * Mr Michael Sydney
- Mr Colin Taylor
- Mr David Wood

Ex officio Members:

Mrs Lavinia Sealy, Chairman of the County Council
Mr David Munro, Vice Chairman of the County Council

Co-opted Members:

Substitute Members:

Mr Nick Harrison

In attendance

Mrs Kay Hammond, Cabinet Member

76/13 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from David Wood, Colin Taylor and Graham Ellwood.

Nick Harrison substituted for David Wood.

77/13 MINUTES OF THE PREVIOUS MEETING: 16 JANUARY 2013 [Item 2]

The minutes were agreed as an accurate record of the meeting.

78/13 DECLARATIONS OF INTEREST [Item 3]

There were no declarations of interests.

79/13 QUESTIONS AND PETITIONS [Item 4]

There were no questions or petitions.

80/13 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 5]

Declarations of interest: None.

Witnesses: None.

Key points raised during the discussion:

1. The Committee was informed that the Chairman of the Police and Crime Panel (PCP) had responded to an item brought to Select Committee on 16 January 2013. It had been agreed that where the Communities Select Committee feel the Police and Crime Commissioner (PCC) should be challenged on an issue, there should be a method by which this can be brought to the attention of the PCP. To support this process the Panel has agreed that a standing item be added to future agendas of the PCP to allow formal consideration of any matters referred from the Communities Select Committee, or the Local Committees of the Boroughs and Districts. A response to the item had also been received from the office of the PCC. The Committee agreed to note that both responses were satisfactory.
2. The Committee was asked to note that consideration of the cultural services strategy had been postponed until after the elections as the strategy was still being drafted.
3. The Chairman informed the Committee that the item looking at the recommendations for Epsom & Ewell and Reigate & Banstead emergency response cover had been added to the agenda given the interest on the issue shown by the Committee at its last meeting.

4. The Chairman asked Members of the Committee to let the Scrutiny Officer know of any items they would like considered for the Forward Work Programme for the coming year. The Committee was asked to note a list of possible future items for scrutiny in 2013/2014 included in the papers.

Recommendations:

None

Actions/further information to be provided:

None.

Committee Next Steps:

None.

81/13 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [Item 6]

Declarations of interest: None.

Witnesses: None.

Key points raised during the discussion:

1. It was noted that a Cabinet response to the Select Committee's recommendations on Extracting Value from Customer Feedback had been received.
2. It was noted that the Cabinet generally welcomed the Committee's recommendations. The Head of Customer Services would be addressing the Committee's recommendations in a report to Cabinet in September 2013. The Committee agreed to continue monitoring this issue very closely and for it to be added to the Forward Work Programme.

82/13 SCRUTINY OF FINALISED MID TERM FINANCIAL PLANS AND EXISTING DIRECTORATE STRATEGY [Item 7]

Declarations of interest: None.

Witnesses:

Yvonne Rees, Strategic Director for Customers and Communities

Mark Irons, Interim Head of Customer Services and Directorate Support

Russell Pearson, Head of Fire and Rescue, Chief Fire Officer

Peter Milton, Head of Cultural Services

Ian Treacher, Trading Standards Policy and Operations Team Manager

Jane Last, Programme Manager and Lead Manager for Community Safety and Partnership

Kay Hammond, Cabinet Member for Community Safety

Liz Lawrence, Head of Policy and Performance

Andy Tink, Senior Principal Accountant

Toby Wells, Deputy Head of Youth Support Service

Key points raised during the discussion:

1. The Chairman outlined that prior to the County Council considering the budget in February 2013, the Communities Select Committee had a budget workshop in November 2012 to help understand key budget pressures, proposed allocation and spend within the directorate and input into the thinking at this stage. Now the County Council have agreed to the proposed budget, the Select Committee are being given a detailed account of the MTFP, to give Members the opportunity to discuss any issues they feel need to be drawn to the attention of Cabinet. The Chairman also explained that the Committee were considering the Customer and Communities Directorate priorities which were in the process of being refreshed.
2. The Strategic Director for Customers and Communities explained how the Directorate priorities for last year had been revisited in order to see what was still relevant and where there was room for improvement when considering draft priorities for 2013/14. The priorities had been revisited, taking account of changes at the local and national level. The Strategic Director informed the Committee that she understood the need for both the Directorate and the Council to respond to such changes in order to have a comprehensive set of priorities going forward.
3. The Committee was briefed by the Strategic Director on the priorities for 2013/14. The key differences for 2013/14 included removing delivery of the Olympic experience but still recognising the lasting impact of the Olympic legacy. Although the Public Value Review (PVR) for the Directorate has come to an end, the Directorate would continue to look for improved effectiveness and efficiencies. The Committee was informed that the Directorate had refined the Customer Services priorities in order to increase resident engagement and drive forward Customer Services excellence. The Strategic

Director expressed the view that the Health agenda was significant when considering the priorities for 2013/14. The Strategic Director also noted that domestic abuse remained in the priorities and was an issue the Committee may wish to consider more closely.

4. Members queried what Services were doing to improve resident engagement, The Interim Head of Customer Services and Directorate Support explained how the Service had adopted a new framework. When considering the framework the Service had placed an importance on trying to understand who the customer was and training staff so they were better aware of this. The Customer Excellence Standards framework tests organisations to see whether they meet the required standard put in place. If organisations meet this standard, this will be celebrated whilst a development programme will be put in place for those who fall short of this. The Interim Head of Customer Services and Directorate Support reinforced the message that the Service aims for excellence in Customer Services and would be rolling out the Customer Excellence Standard in E&I to begin with
5. The Committee was informed that leading on from the Community Partnerships PVR, Local Committees had the opportunity to understand how to engage better with residents. The Interim Head of Customer Services and Directorate Support commented that residents wanted more online engagement. The feedback from residents also indicated the need to improve web pages and social media when engaging with residents.
6. Members raised questions over whether or not Skype could be considered as a means of engaging with residents. The Interim Head of Customer Services and Directorate Support explained how iPads had greatly improved the way Members did business and had provided new opportunities for the way we work. New ways to engage with residents would be considered as part of the Communications Review, headed by the Head of Communications.
7. The Committee raised a question as to why Parish Councillors were not involved in Local Committees. The Interim Head of Customer Services and Directorate Support explained that one of the objectives of the Community Partnerships PVR was to create flexibility on who attends Local Committees. The Officer went onto explain how it was not possible for both the Parish and Borough Councillors to vote at a meeting but agreed with Members that it would be constructive to have an officer liaising between the Parish and Committee.
8. The Committee raised concerns over the amber indicators on the total pressures and changes section of the budget for fire station reconfigurations. The Chief Fire Officer explained to Members the difficulty of quantifying relocation pressures until a site for relocation was available. The Chief Fire Officer commented that for example once a site for the Elmbridge fire station had been confirmed it would be clearer where savings could be made.
9. Members asked what areas were being explored to raise income for Surrey Fire and Rescue. The Chief Fire Officer stated that the Service was in the process of making a business case for increasing income

streams. The Chief Fire Officer stated that currently the Service was looking at the option of taking fallback calls from other Fire Services. The Service was also considering telecare operations for the ambulance service, fire training for residential care homes and contingency services as means of generating extra income.

10. At a previous meeting Members of the Committee raised concerns over sprinklers being installed in care homes for the vulnerable. This issue was raised again, to which the Chief Fire Officer stated that the Service was in a dialogue about fitting sprinklers in SCC owned care buildings with the support of Adult Social Care. Although there had not been any change to legislation regarding the fitting of sprinklers in care homes, the Chief Fire Officer stated that the Service is always looking for ways to lead by example.
11. Members raised concerns over the use of [Specialist Group International (SGI)] contingency crewing and where the costing for this was in the fire budget. The Cabinet Member for Community Safety confirmed that under 2004 fire legislation, the Council has a duty to provide contingency crewing , and that this had been approved by Cabinet. The Cabinet Member for Community Safety stated that she is waiting on an update from the service covering proposals for funding this service in future years.
12. The Committee highlighted concerns over an additional £0.4m which had been added to fund a new legacy team. The Strategic Director for Customers and Communities stated the funding for this team was for a finite amount of time and was as a result of the success of the Olympic Games and the need to create a legacy. The Strategic Director for Customers and Communities agreed to provide a more detailed note on the work of this team to the Committee.
13. The Head of Cultural Services informed the Committee that Community Partnered Libraries (CPL) had made an overall saving for the financial year. The Committee questioned what the savings from the CPLs would be used for. The Head of Cultural Services stated that the savings would be used for refurbishment of the libraries and the possibility of opening libraries on Sundays in retail areas such as Woking and Dorking.
14. Members of the Committee commented on Trading Standards “TS @lert” which they felt was very positive and beneficial to residents. The Committee was informed that the “TS @lert” was a new way of alerting residents and businesses to potential trading standards related problems. A Member raised concerns over ‘legal highs’ as an increasing problem in the County. The Trading Standards Policy and Operations Team Manager explained that addressing the issue of “legal highs” was a potential problem for the whole country and Home Office remain concerned about the issue. The Committee was informed that Trading Standards were working with Surrey Police and Hampshire Trading Standards and Police to try to ensure residents of Surrey remained protected
15. Members of the Committee raised questions over the Community Safety Grant of £0.4m being assigned to the PCC for administering

and justifications for maintaining current levels of staffing within the SCC team. The Programme Manager and Lead Manager for Community Safety and Partnership said this grant had reduced a lot in recent years and much of it focused on domestic abuse and drugs and alcohol. The PCC will continue to fund work on domestic abuse and drugs and alcohol work would be moving over to Health and Wellbeing in March. The Committee agreed that this item should be revisited in the future.

16. The Committee raised concerns that no staff headcount had been included in the budgeting for Directorate Support. The Interim Head of Customer Services and Directorate Support stated that there had been a centralisation of resources two years ago. Combining resources had resulted in efficiencies and creating a clear career structure for staff in directorate support. The Interim Head of Customer Services and Directorate Support explained that there were 60 employees in the team. Two thirds of which were administrative staff and the other third was a service development team. The Strategic Director for Customers and Communities commented that without the directorate support team the frontline team could not function as they do.

Recommendations:

None

Actions/further information to be provided:

The Strategic Director for Customers and Communities to provide Members of the Select Committee with details of the legacy team and their work around developing a new tourism and legacy strategy.

Committee Next Steps:

None.

83/13 SCRUTINY OF CONSULTATION AND RECOMMENDATIONS FOR EPSOM AND EWELL AND REIGATE AND BANSTEAD EMERGENCY RESPONSE COVER LOCATIONS [Item 8]

Declarations of interest: None.

Witnesses:

Russell Pearson, Head of Fire and Rescue Service, Chief Fire Officer

Ian Thomson, Area Manager - Operational Assurance, Fire & Rescue

Sarah Mitchell, Strategic Director for Adult Social Care

Key points raised during the discussion:

1. The Chairman of the Committee introduced the report, stating that the public consultation regarding the changes to the emergency response cover in Epsom & Ewell and Reigate & Banstead had been undertaken. A report with recommendations had been produced by officers which will be taken to Cabinet on 26 March 2013 for a decision.
2. A Member of the Committee raised concerns over the public consultation, which they felt had not been conducted thoroughly enough. A Member expressed the view that there had been a lack of publicity around the consultation. The Cabinet Member for Community Safety stated that originally the consultation period was to end in February 2013. However, because the need to engage with the public was a high priority and as there was a high level of interest in this matter, this was extended to March 2013. Drawing upon the Consultation report, the Cabinet Member for Community Safety explained how the public had been consulted extensively through a number of different arenas including surveys and public meetings.
3. The Head of Fire and Rescue Service added that the timetable for the consultation and proposed changes were a direct result of West Sussex Fire and Rescue Authority's decision to relocate their fire engine at Horley and terminate their agreement to provide cover in that area.
4. A Member of the Committee raised concerns over where the second fire engine in Epsom & Ewell and Reigate & Banstead would be located. The Head of Fire and Rescue explained how a number of sites were under consideration. Meetings were taking place with the Property team to discuss proposed sites but legal issues meant the process was taking longer than expected. The Head of Fire and Rescue stated that the service was committed to keeping Members informed of proposed locations for the new fire stations.
5. Some Members commented on the length of the Equality Impact Assessment (EIA) which accompanied the report. Some felt that the Assessment was very long and questioned the amount of officer time which had been spent putting the EIA together. The Cabinet Member for Community Safety stated the importance and critical nature of EIAs under statutory guidance.
6. Some Members of the Committee raised concerns over the number of residents who may be at higher risk in a fire situation as a result of the proposed changes and queried the accuracy of some of the data in the EIA. Questions were also raised over the links between areas of deprivation and higher fire risks. The Head of Fire and Rescue commented that every effort had been made to compile accurate data for the EIA. The Head of Fire and Rescue agreed to invest resources in capturing any issues that may have been missed. The Area Manager for Operational Assurance highlighted that fire incidents were not linked

to deprivation but the report had found that older people were more likely to be vulnerable.

7. The Committee recognised that the proposed changes did diminish the second fire engine response times in Epsom & Ewell, and some concerns were expressed about the impact this would have in the area. However, the Committee generally accepted that on average this borough would continue to have one of the best response times in the County. The Committee noted that the proposed changes would improve the cover and average response times in Reigate and Banstead. Therefore, the majority of the Committee felt that these proposals were an appropriate response to the changes in Horley as it provided equitable cover taking the County as a whole.
8. The recommendation to endorse the Service's proposals was voted on by the Committee. The majority of the Committee voted to endorse the proposals. There was one vote against the proposals

Recommendations:

- a) That Cabinet approves the proposed changes to the emergency response cover in the boroughs of Epsom & Ewell and Reigate & Banstead.

Actions/further information to be provided:

None.

Committee Next Steps:

None.

84/13 SCRUTINY OF THE SURREY YOUTH JUSTICE STRATEGIC PLAN [Item 9]

Declarations of interest: None.

Witnesses:

Toby Wells, Deputy Head of Youth Support Service

Kay Hammond, Cabinet Member for Community Safety

Key points raised during the discussion:

1. The Deputy Head of Youth Support Service introduced the report and explained the 'Restorative Justice' approach. The approach looks at working with those directly affected by crimes, rather than going through the legal justice system. The approach can be quicker and enables the victim to better understand what has happened to them. Rather than excluding the offender, the approach brings them back into the community. The 'Restorative Justice' approach has reported greater levels of satisfaction by victims and lower levels of reoffending.
2. Members of the Committee expressed their satisfaction with the 'Restorative Justice' approach and the work of the Youth Support Service. Some Members went on to say that although the Youth Support Service was providing support for young people from the age of 13 they felt intervention was needed at a younger age. The Cabinet Member for Community Safety explained that 4 years ago Surrey had a fragmented Youth Service, but all the services had now been integrated into a Youth Support Service. The Committee was informed that the Youth Support Service had a Youth Engagement Scheme in place which aimed to prevent offending at a young age. Local Committees also had the opportunity to put money into schemes which aim to prevent offending at a young age.
3. The Committee raised a question as to how the Restorative Justice Approach links into the Surrey Police Crime Commissioners 'zero tolerance' agenda. The Deputy Head of Youth Support Service commented that the Police Crime Commissioner's approach was not to ignore bad behaviour but to challenge it where necessary. It was commented that the Restorative Justice approach was about challenging bad behaviour and challenging why crimes were committed in the first place and what could be done to prevent these from happening in the future.
4. The Deputy Head of Youth Support Service recognised that parenting was a factor in young people offending. The Youth Support Service was looking into risk and protective factors, for example alcohol abuse and further investing in youth groups.
5. Members raised concerns over lower level offending statistics for young people in Surrey, especially in regard to anti-social behaviour. The Deputy Head of Youth Support Service stated that a great deal of Government focus and resource was being put into anti-social behaviour. There were more concerns over adults receiving Anti Social Behaviour Orders rather than young people.
6. Members of the Select Committee raised concerns over the branding of the 'preventative service' for young people and the negative connotations this had and whether or not this could be rebranded as a 'support service'. The Deputy Head of Youth Support Service made note of Members' comments and explained that this would be something the Service would consider to change in the future.
7. The Committee recognised that Surrey had one of the lowest levels of offending in the country but questioned whether lower levels of offending were being recorded for Looked After Children (LAC) in Surrey. The Deputy Head of Youth Support Service stated that there

were exceptionally low numbers of LAC in the criminal justice system. The Youth Support Service had a consortium of services looking into the figures, especially Surrey's LAC that were placed out of the county. The Deputy Head of Youth Support Service agreed that the Committee would be provided with figures relating to offending amongst LAC once these were available.

8. Drawing upon the experiences within their own wards, Members of the Committee recognised that offending rates increased and decreased throughout the year. The Committee posed the question as to whether resources were available if offending increased. The Cabinet Member for Community Safety commented that the Youth Support Service does not have infinite extra resources to deal with significant increases in offending but commented that initiatives like the Troubled Families Programme could help ease additional pressures. The Cabinet Member for Community Safety recognised the long term investment in the Surrey Family Support Programme, along with the expertise the team held.

Recommendations:

- a) The Committee support the Youth Justice Strategic Plan 2013/14

Actions/further information to be provided:

None

Committee Next Steps:

None.

**85/13 THE GOVERNANCE OF SURREY'S COUNTY SPORTS PARTNERSHIP
[Item 10]**

Declarations of interest: None.

Witnesses:

Martin Cusselle, Head of SOLD (Surrey Outdoor Learning and Development)

Campbell Livingston, Partnership Manager- Active Surrey

Key points raised during the discussion:

1. On 12 July 2012, the Communities Select Committee was briefed on the purpose of Surrey's County Sports Partnership (CSP) and asked for a further report addressing the Council's future governance options for sport in Surrey.

2. Members of the Committee commented that it had been suggested in the previous report provided to the Committee that Surrey's CSP wanted to move towards independent governance, while the current report to Committee suggested retaining the hosting arrangement by Surrey County Council. The Head of SOLD said the team had been doing work nationally and with stakeholders, to look at the benefits of independent governance arrangements. Overhead costs had been estimated at £50,000 -£60,000 for the CSP to run independently, and this had informed the decision to remain under the governance of the Council. The Head of SOLD informed the Committee that Sport England were the prime funding body and any overhead costs and capital required for change would need to come from them.
3. Members of the Committee raised concerns over the new Executive Board that had been set up to oversee the CSP's performance. The Head of SOLD commented that 9-10 people sat on the board, with representatives from SCC, strategic groups in Surrey and 5 open places which would be open for election. People who sat on the board would be elected or chosen through a skills based approach. The intention of which would be to involve a wider range of stakeholders. The Committee asked for further detail regarding charitable body status and whether this would be a future possibility. The Partnerships Manager for Active Surrey commented that taking on charitable status would utilise more staff time thereby reducing frontline delivery, but also recognised that taking this approach could increase sponsoring opportunities.
4. Members of the Committee commented on the £150 million 'sports premium' funding for primary schools which would provide all schools with 17 or more primary aged pupils a lump sum of £8000 plus a premium of £5 per pupil per year. The Committee asked Officers if they had any influence on how these funds could be used. The Partnership Manager for Active Surrey stated the plan going forward would be to approach Primary Phase Councils and directly approach schools with information on the various options available to schools such as teacher training, buying in coaching providers or sharing of resources between schools.
5. The Committee questioned whether Option A was the unanimous view of the Review Group and whether the CSP had an alternative plan if for example the Council could not continue with its current hosing arrangements. The Head of SOLD confirmed there was 100% support from the Executive Board and stakeholders for Option A, and that that Option A did not prevent the CSP from choosing Option B or C in the future.
6. The Committee raised concerns over the Council's priorities not clearly being linked to the Sports Partnership objectives. The Partnership Manager for Active Surrey agreed that the links between the Council's priorities and those of the Sports Partnership needed to be strengthened and clarified. The Head of SOLD commented that work was being done with Partner organisations to enhance the Sport Partnership's objectives. Links were also being made with the Health and Wellbeing Board, especially with regards to obesity levels in young people. The Head of SOLD stated that Sports England as the

prime funder frequently looks at the service's objectives to ensure they qualify for funding.

Recommendations:

- a) That Option A, for the County Sports Partnership to remain with Surrey County Council, be supported.

Actions/further information to be provided:

None.

Committee Next Steps:

None.

86/13 DATE OF NEXT MEETING [Item 11]

TBC

Meeting ended at: 12.40 pm

Chairman

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**COMMUNITIES SELECT COMMITTEE 2013-2014
ACTIONS AND RECOMMENDATIONS TRACKER –**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Committee. Once an action has been completed and reported to the Committee, it will be removed from the tracker.

| Date of meeting and reference | Item | Recommendations/Actions by | Achieved or still outstanding? | Deadline | Responsible Cabinet Member: |
|--------------------------------------|--|---|--|---|------------------------------------|
| 21/03/2013 | SCRUTINY OF THE SURREY YOUTH JUSTICE STRATEGIC PLAN | That Cabinet approves the Youth Justice Strategic Plan for 2013/14. | OUTSTANDING Scrutiny of this service now falls within the remit of the Children & Education Select Committee. | To be reviewed before next meeting- Sept 2013 | Mary Angell |
| 21/03/13 | THE GOVERNANCE OF SURREY'S COUNTY SPORTS PARTNERSHIP | That Cabinet support the continuance of the existing hosting arrangement by Surrey County Council for the County Sport's Partnership. | OUTSTANDING This recommendation will be referred to Cabinet/relevant Cabinet member when the service presents this plan to Cabinet/relevant Cabinet member. | To be reviewed before next meeting- Sept 2013 | Helyn Clack |

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**COMMUNITIES SELECT COMMITTEE:
DRAFT FORWARD WORK PLAN 2013/14**

| Date | Proposed Item | Why is this item proposed? | Contact Officer / Member | Proposed Method of Handling |
|--------------------------|-------------------------------|--|---|------------------------------------|
| 11 July 2013 | | | | |
| 11 July 2013 | Trading Standards | Scrutiny of Annual Report on the use of powers under the Regulation of Investigatory Powers Act 2000 | Ian Treacher Steve Ruddy Yvonne Rees Helyn Clack | Report to Committee |
| 11 July 2013 | Magna Carta Programme | Scrutiny of Surrey's Magna Carta masterplan and proposals for the 800 th anniversary celebrations | Rhian Boast Susie Kemp Helyn Clack | Report to Committee |
| 11 July 2013 | Fire and Rescue Service | Scrutiny of Surrey Fire and Rescue Service's Income Strategy | Russell Pearson Sarah Mitchell Helyn Clack Kay Hammond | Report to Committee |
| 26 September 2013 | | | | |
| 26 September 2013 | Cultural Strategy | Scrutiny of the development and implementation of Surrey's Cultural Strategy | Peter Milton Susie Kemp Helyn Clack | Report to Committee |
| 26 September 2013 | Community Partnered Libraries | Scrutiny of Community Partnered Libraries and the future of Surrey's Library Service | Peter Milton Susie Kemp Helyn Clack | Report to Committee |
| 26 September 2013 | Tourism | Scrutiny of Surrey's Tourism Strategy | Rhian Boast Peter Milton Ian Boast Susie Kemp Helyn Clack | Report to Committee |
| 26 September 2013 | Fire & Rescue Service | To scrutinise the pilot contingency crewing arrangements | Russell Pearson Sarah Mitchell | Report to Committee |

| Date | Proposed Item | Why is this item proposed? | Contact Officer / Member | Proposed Method of Handling |
|---|--------------------------------------|---|--|-----------------------------|
| | | | Helyn Clack Kay Hammond | |
| 26 September 2013 | Joint Committee Model | Scrutiny of proposals for Local Committees to adopt the Joint Committee Model | Jane Last Yvonne Rees Helyn Clack | Report to Committee |
| 26 September 2013 | Customer Services | Scrutiny of customer service standards. | Mark Irons Yvonne Rees Helyn Clack | Report to Committee |
| 31 October 2013 – Extraordinary Meeting – Community Safety | | | | |
| 31 October 2013 | Community Safety | Scrutiny of Surrey's Domestic Abuse Strategy | Jane Last Yvonne Rees Helyn Clack Kay Hammond | Report to Committee |
| 31 October 2013 | Community Safety | Annual scrutiny of Community Safety Partnerships | Jane Last Yvonne Rees Helyn Clack Kay Hammond | Report to Committee |
| 21 November 2013 | | | | |
| 21 November 2013 | Voluntary Community and Faith Sector | Scrutiny of performance report on delivery of outcomes of VCFS infrastructure | Mary Burguieres Susie Kemp Helyn Clack | Report to Committee |
| 21 November 2013 | Fire & Rescue Service | Scrutiny of progress against Phase II of the Public Safety Plan | Russell Pearson Sarah Mitchell Helyn Clack Kay Hammond | Report to Committee |
| 15 January 2014 | | | | |
| 15 January 2014 | Fire & Rescue Service | To scrutinise the governance review of Surrey Fire & Rescue Service | Julia Kinniburgh Russell Pearson Sarah Mitchell Helyn Clack | Report to Committee |

| Date | Proposed Item | Why is this item proposed? | Contact Officer / Member | Proposed Method of Handling |
|----------------------|---------------------------------|---|---|-----------------------------|
| | | | Kay Hammond | |
| 15 January 2014 | Adult Learning | To scrutinise Adult Learning – Post PVR implementation | Paul Hoffman Susie Kemp Helyn Clack | Report to Committee |
| 20 March 2014 | | | | |
| 20 March 2014 | Governance of Cultural Services | Scrutiny of options for governance of cultural services | Peter Milton Susie Kemp Helyn Clack | Report to Committee |
| 20 March 2014 | Cultural Hubs | Scrutiny of plans to create cultural hubs in Surrey (as part of Surrey's Cultural Strategy) | Peter Milton Susie Kemp Helyn Clack | Report to Committee |
| 19 May 2014 | | | | |
| To be scheduled | | | | |
| 23 July 2014 | | | | |
| To be scheduled | | | | |

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CABINET RESPONSE TO COMMUNITIES SELECT COMMITTEE

SCRUTINY OF CONSULTATION FOR EPSOM & EWELL AND REIGATE & BANSTEAD – EMERGENCY RESPONSE COVER LOCATIONS

SELECT COMMITTEE RECOMMENDATIONS

The Communities Select Committee recommends that Cabinet approves the proposed changes to the emergency response cover in the boroughs of Epsom & Ewell and Reigate & Banstead.

RESPONSE

I am pleased to note that the Communities Select Committee recommends that Cabinet approves the proposed changes to the emergency response cover in the boroughs of Epsom & Ewell and Reigate & Banstead.

I was at the Select Committee with officers and responded to the issues raised during the meeting. In respect of the four specific points that have been raised, I will provide a further summary response.

(1) Clarity, information and justifications around the selection of new locations being Considered SCC Property Services are responsible for identifying and securing appropriate sites for the location of the new fire stations. Fire Officers are working with officers from Property Services on this matter and support has been offered by Reigate and Banstead Borough Council. When suitable sites have been identified and we are able, the necessary clarity and information will be provided. Any change of use will of course be subject to the usual planning permission process.

(2) Public and member engagement during the consultation process
As a result of the initial feedback received I agreed to extend the consultation to 12 weeks to ensure that there was sufficient opportunity for interested parties to have their say. The full consultation plan is available as an appendix to the consultation report but I can assure you it was thorough and every reasonable effort was taken to encourage participation.

(3) Impact of the changes on areas of deprivation and vulnerable residents. A significant amount of modelling and research has been undertaken in developing these proposals and the impact on vulnerable residents has been assessed through the EIA. This shows that, in Surrey, vulnerability from fire is not linked to deprivation but there appears to be a link with age, mobility and mental health issues. The Service are working closely with Adult Social Care colleagues to target those most at risk and provide them with the prevention and protection measures that can make a real difference to them. Indeed fire and rescue critical incidents can and do occur anywhere in the county and that is why we are making these changes to improve the balance of service provision across Surrey, which is an agreed outcome of the Public Safety Plan.

(4) Impact of the changes on first and second fire engine response times. The Cabinet report and appendices provides more detail on the modelled impact of the changes on fire engine response times. Across Surrey, and specifically within Reigate & Banstead, the modelled average response time for the first fire engine improves and two-thirds of all incidents are resolved with only one fire engine in attendance. However, the biggest impact on life safety can be made through effective prevention and protection work, which supports our emergency response arrangements. The work with Adult Social Care to target

vulnerable people to support them in their homes and the award winning *safe drive, stay alive* programme for young drivers 22 are good examples of where we can make a positive difference.

Mrs Kay Hammond

Cabinet Member for Community Safety

26 March 2013



COMMUNITIES SELECT COMMITTEE

Thursday 11th July 2013

Magna Carta

Purpose of the Report

This report informs and seeks the views of the Select Committee on the proposals that will be presented to Cabinet on the 23rd July 2013 outlining the plans for improvement to the Egham area and a programme of events to celebrate the Magna Carta in 2015. The aim of the recommendations is to celebrate our heritage, raise the profile of the area, increase economic growth and enhance existing facilities to encourage healthier lifestyles.

Introduction:

1. The sealing of the Magna Carta in Runnymede is a major part of Surrey's heritage and cultural identity, and the 800th anniversary (15th June 2015) will be an occasion of national and international prominence and significance. The site witnessed the sealing of the Magna Carta which established the Rule of Law and Human Rights and effectively challenged for the first time the divine right of Kings. The County Council is providing strategic leadership to ensure that the focus of this celebration is Runnymede and, working with partner organisations and stakeholders from across the County, we want to ensure that the 800th anniversary raises the profile of the area, attracts inward investment and ensures that this important historic event is fully promoted and celebrated - for the benefit of residents and visitors now, and in the future.
2. In October 2012, Cabinet approved an in principle £5m contribution to the funding for a new visitor centre, with £4m of additional match funding to be raised externally, subject to appropriate project governance and management being put in place. The Communities Select Committee subsequently considered the matter and key stakeholders raised a number of objections to the proposals. In December 2012, SCC withdrew its financial support for the visitor

centre but requested that officers develop a masterplan for the site together with proposals for the 800th anniversary celebrations.

3. Surrey County Council has been working closely with officers from Runnymede Borough Council, National Trust, and Royal Holloway and Brunel Universities to develop these plans. At a national level, all partners are represented on the Magna Carta 800th Committee. This ensures there is coordination with national plans for celebrating the 800th anniversary. Fully developed plans will be submitted to Surrey County Council's Cabinet on the 23rd July 2013.
4. Surrey County Council is supporting this scheme because of the tremendous importance of Magna Carta in terms of heritage education, economic development, tourism and civic pride in our county. Through the events in 2015 and an enhanced visitor offer, the profile of Surrey will be enhanced both nationally and internationally which will benefit the area in both the short and longer term. This report covers:-

4.1 The legacy – this concentrates on improving the visitor experience at this historically important site in Runnymede, introducing improved connectivity with neighbouring towns and villages. One of the key ambitions for the 2015 anniversary (at both local and national level) is to provide improved visitor facilities and interpretation arrangements without negatively impacting on the natural environment

4.2 Celebration events – creating an event programme that will raise the profile of the area, attract visitors and bring the community together to participate in a variety of cultural, healthy and educational pursuits.

The Proposals

The Legacy

- 5 The vision for the legacy is based on a regional park concept to create a culturally branded destination and tourism identity for the Runnymede area - with the aim to increase economic benefit to the vicinity through increased visitor numbers and promote awareness of the national and international historic significance of the location – including its heritage, countryside, wildlife, landscape conservation and bio-diversity of the area. This will be achieved by raising the profile of Runnymede and its environs. Historic Egham will be promoted as the “gateway” to “Magna Carta Country” – thereby generating an economic dynamic to support the growth/regeneration of the rural area and associated towns.
- 6 The area will embrace the site of the sealing of the Magna Carta, Runnymede Pleasure Ground, the ancient historic National Trust Runnymede Meadow estate, Wraysbury, Ankerwycke, the Magna Carta and Kennedy memorials – as well as including the RAF Memorial and its adjacent woodland setting. The diverse habitats at Runnymede are rich in flora and fauna and represent a distinctive landscape area to be promoted for conservation and access. Key to the concept would

be the promotion of access to the wider adjacent countryside and landscape for leisure and recreation purposes – land-based on the southern stretch and water-based activities on the northern section of the park.

7 The plan to improve the visitor offer includes:-

7.1 Improving/enhancing visitor facilities utilising existing buildings e.g. toilets/cafe/educational facilities.

7.2 Improved interpretation through digital smartphone technology and website, which will be developed with expertise from Royal Holloway University of London (RHUL).

7.3 Creating the economic dynamic to support the growth and regeneration of Egham and surrounding areas which will inform the Egham and RHUL masterplans. These masterplans will create an additional inward investment into the area and provide a significant revitalisation/improvement to the town centre and local economy.

7.4 Promoting awareness and understanding of the national and international historic significance of Runnymede and the surrounding area.

7.5 Improving access to, movement around and understanding of the area's heritage, countryside, wildlife and biodiversity. This will include improvements to the Thames Path, boat moorings, walking trails around the area, reducing the impact of the A308 (speed limits and safe crossing points) and improved opportunities for boat trips along the river. This improvement of the area together with better information will encourage greater opportunities for physical activity.

7.6 Providing a lasting legacy of the sealing of the Magna Carta through a nationally funded and designed memorial.

Chris Blandford Associates have been appointed and are developing the heritage, ecology, planning, interpretation, public art and transport plans. Recent work of their's includes the masterplanning for Stonehenge, Kew Gardens, the National Wetland Centre for Wales, and Avebury World Heritage site. Their concept ideas will be shared at the Committee.

Celebration Events

8 The overarching plan will comprise proposals for awareness raising events in 2014 and early 2015, major celebratory events on the weekend of the 800th anniversary and activities on the site during the summer months/school holidays of 2015.

9 Expert consultants who were senior advisors for the Cultural Olympiad have been advising the Council on the events programme. A range of

events are being proposed providing a cross section of ideas to cover a range of budgets. Each proposal will be assessed on the basis of relevance to the Magna Carta, the ability to attract national and international media attention, political and public profile, audience and community engagement, the ability to create international links, cost, practicality and risk. An event plan and proposals will be presented to the Committee.

| |
|---------------------|
| Consultation |
|---------------------|

- 9 A meeting of all key local stakeholders was held on the 4th March at Egham library. Initial thoughts on the vision were presented and views sought on issues that needed to be addressed. A copy of the key findings from this event is attached as Annex A. This feedback informed the questionnaire – online and paper copies were then promoted widely and distributed locally through key stakeholders, local newsletters and newspaper adverts. Physical copies of the questionnaire have been available at public buildings, social media has been used by partners to encourage participation and all SCC Runnymede Members have been informed.

- 10 Face to face public consultation has taken place on the following occasions where residents and businesses were asked to complete questionnaires:-

| Date | Group Consulted | Location |
|-----------------------|---|-------------------|
| 4 th March | Stakeholders | Egham |
| 27 th May | National Trust Visitors | Runnymede Meadows |
| 29 th May | General Public | Egham High Street |
| 11 th June | Wraysbury Skiff and Punting Club Members | Egham |
| 11 th June | Egham Residents Association | Egham |
| 15 th June | General Public | Magna Carta Day |
| 20 th June | Local Chamber of Commerce | Egham |
| 22 nd June | General public at Englefield Green Village Fair | Englefield Green |
| 24 th June | Local museums | Runnymede |
| 29 th June | Carnival | Virginia Water |

- 11 An up to date evaluation report is provided in Annex B taking into account the views expressed through online and face to face feedback from a representative sample of over 400 members of the community.

Information on the Area

- 12 The statistics for Borough of Runnymede indicate that the percentage of obese residents is higher than the county average – in both the children and adults categories. The likelihood of babies being born with low birth weights in Runnymede is higher than the SE average. Where statistics are broken down to ward level, Englefield Green and Egham Hythe frequently score badly on many indicators of deprivation - childhood poverty, households in receipt of income support or job seekers allowance, unemployment, and the percentage of the workforce in the lowest levels of employment when compared to the average for the South East. Additionally, the average life expectancy for males in Egham Hythe is over 5 years less than the average for Surrey. The proposals in this report to provide inward economic investment and provide better, but free, healthy activities are aimed at contributing to both the economic and health and well-being of the residents in the area. A table of the statistics for the area is shown below:-

| Statistics | Egham/Egham Hythe | Englefield Green | Comparators |
|---|----------------------------------|----------------------------|------------------------------|
| % of households in receipt of Income support | 11% in Egham Hythe | 10% in West | 9.5% in SE |
| % of workforce in lowest levels of employment | 17.7% in Egham Hythe | 19.1% in West | 14.7% in SE (18.1% national) |
| % in low income families | 11% in Egham Hythe | 10% in West | 9.5% in SE |
| % Unemployed | | 7% in East 4.3% in West | 5.9% in SE (7.7% national) |
| Male life expectancy | 74.4 in Egham Hythe | | 77.7 national (79.9 Surrey) |
| NEETS | 4.3% in Egham Hythe | 3% in West | 5.6% in SE |
| % of CYP in poverty | 17.6% in Egham Hythe | 21.4% in West | 14.5% in SE |
| Smoking rate | 32% in Egham Hythe, 27% in Egham | 32% in West | |

Conclusions:

- 12 SCC has been working closely with National Trust, Runnymede Borough Council, Royal Holloway and Brunel Universities to develop these proposals in line with the views expressed by the public of Egham and Englefield Green. Consultants are working with us to develop these proposals and produce broad costings.

Recommendations:

- 13 The Communities Select Committee is asked for comments on the proposals which will inform the report to be presented to Surrey County Council Cabinet on 23rd July 2013.

Next steps:

Identify future actions and dates.

Report contact: Rhian Boast, Programme Lead – Events and Magna Carta

Contact details: rboast@surreycc.gov.uk tel 07968 474649

Sources/background papers:

- 1) 2010 SCC - *Runnymede Summary 14-19 (25) Needs Analysis Summary Paper*
- 2) 2012 SCC & Public Health Team - *Adult Health & Social Care Commissioning Profile: Runnymede*
- 3) 2011 SCC – *Families in Poverty Needs Assessment - Policy & Research Team Strategy and Commissioning Service (Children , School and Families).*
- 4) Nomis – *Official labour market statistics -*
<http://www.nomisweb.co.uk/reports/lmp/la/1946157333/report.aspx?town=runnymede#tabearn>

ANNEX A

Analysis from Stakeholder Event

Egham Library 4th March 2013

1. Tourism

The concept of “Magna Carta Country” was popular. For the concept to work better, the following ideas were suggested:

i) Better connectivity

- There need to be better connections between the points of interest across the whole site, with improved links between Englefield Green, Coopers Hill and Egham.
- There should be better river links, connecting the site with Ankerwycke, Windsor and Hampton Court. This could be joined into a more marketable package.
- Create circular routes that are managed
- Use footpaths and cycle paths to connect area, and potentially reduce road congestion.

ii) Visitor centre

The following locations were suggested:

- National Trust Lutyens Lodges
- Runnymede Pleasure Ground
- Brunel University boathouse
- Egham
- On a boat moored on the river

iii) National Magna Carta Memorial

- A Magna Carta garden in St Anne’s with medieval plants
- A piece of commissioned artwork
- A memorial bridge over the river
- Move the fountain in Egham to the Pleasure Ground
- 27 trees to represent each baron, and one royal oak to represent King John.
- A memorial bridge over the A308
- Think forward to the 1000th anniversary now, eg have 8 monuments / trees and space for 2 more.

iv) Digital Interpretation

- Use digital media widely
- Digital partnership between Egham Museum and Royal Holloway University
- Digital interpretation to include history, landscape, geology and ecology.

2. Improvements to Existing Facilities

- Egham and Englefield Green need to be tidied and cleaned
- Refurbish Pleasure Gardens; improve cafe and derelict house
- Refurbish Lutyens lodges
- Refurbish the Boathouse
- Thames path needs to be improved
- Ensure elderly/disabled access on paths and from boats
- Landing stage needs improvement
- Keep the integrity of the site (don't lose what we have, preserve it)
- Memorials need to be refurbished
- Restore the pillar at the Lutyens buildings
- Footpaths need to be improved and tidied
- Cattle should be kept away from paths
- Reduce fencing and padlocked gates on the common.

3. Amenities

- Coach parking needs to be available
- Food offer needs to be improved, perhaps have medieval food on offer
- Review the need for CCTV cameras that were installed for 2012 security
- Signposting for routes
- Can all-weather paths be created?
- Park and Ride facilities should be considered
- Better toilet facilities
- More bins

4. Highways

- Public transport operators may need to put on more services
- The speed limits on the A308 create a safety concern for pedestrians
- The Runnymede roundabout may create congestion

5. Events

The following options were put forward:

- Need to put in place inclusive events for summer and special event for the Queen
- Queen to arrive on Gloriana
- Pageant and water pageant
- Feast to celebrate the event
- Have themed local shows e.g. Egham Royal Show, etc
- Music festival/choir
- Obtain a copy of the Magna Carta
- Medieval fair
- Replicas of barons flags are available for events
- Fireworks
- Beacons

- Filming an international documentary that can be shown on the site and worldwide
- Series of lectures
- Create a new scout/youth badge
- Letterboxing/orienteering/geocaching trail
- Archery contest
- Organise school events
- School living activities
- Liberty – workshops in local schools
- lasting memento for schools
- Bell ringing
- Songs of Praise
- Citizenship service at Royal Holloway
- Play at Strodes College
- Incorporate more history into Magna Carta Day in Egham
- Have a series of outdoor plays, such as Shakespeare's 'King John'.
- Link a baron with each local school
- Dress up volunteers in medieval costume to meet and greet people
- Work with the Arts Society esp. Theatre
- Floats – local tradition.
- Arts Society has a magazine, so circulate to members, musical and jazz groups used
- Drama group at Royal Holloway
- Chertsey – local artists. Many willing volunteers
- Series of lectures on a Citizen Trail
- Horse racing / chariot racing
- Constituted conversation at Cumberland Lodge – branches out beyond local
- Jousting
- Human chain of torches from Magna Carta Memorial to the Air Force Memorial
- Waitrose development – new artwork
- Performance at the Royal Albert Hall
- Tapestry
- Scouts badge
- Share and coordinate local ideas online

ANNEX B

Summary of Magna Carta consultation

1. Introduction:

The objective of this consultation exercise is to understand the wishes and aspirations of as many local people and visitors as possible. These views are being used to inform the plans for a Magna Carta celebration and tourism destination.

Number of responses received: 430 (108 online and 322 forms completed)

For graphs of the results (as of 01/07/13) see Appendix A

For a list of the consultees – see Appendix B

2. Key findings:

96% of people agree that: Runnymede should be promoted as the location where the Magna Carta was sealed.

Creating a legacy:

83% of people agree that the area (Meadows, RPG and Ankerwyke) should be enhanced.

84% of people agree that memorials should be refurbished as necessary.

98% of people feel information should be provided, and the most popular suggestions were digital (website and smartphone apps).

Respondents felt that:

The **existing facilities** most in need of improvement are the toilets, car park and catering.

New facilities that could be considered include family activities, gift shop and cafe.

Boating, walking and cycling are popular activities that could be improved.

Events:

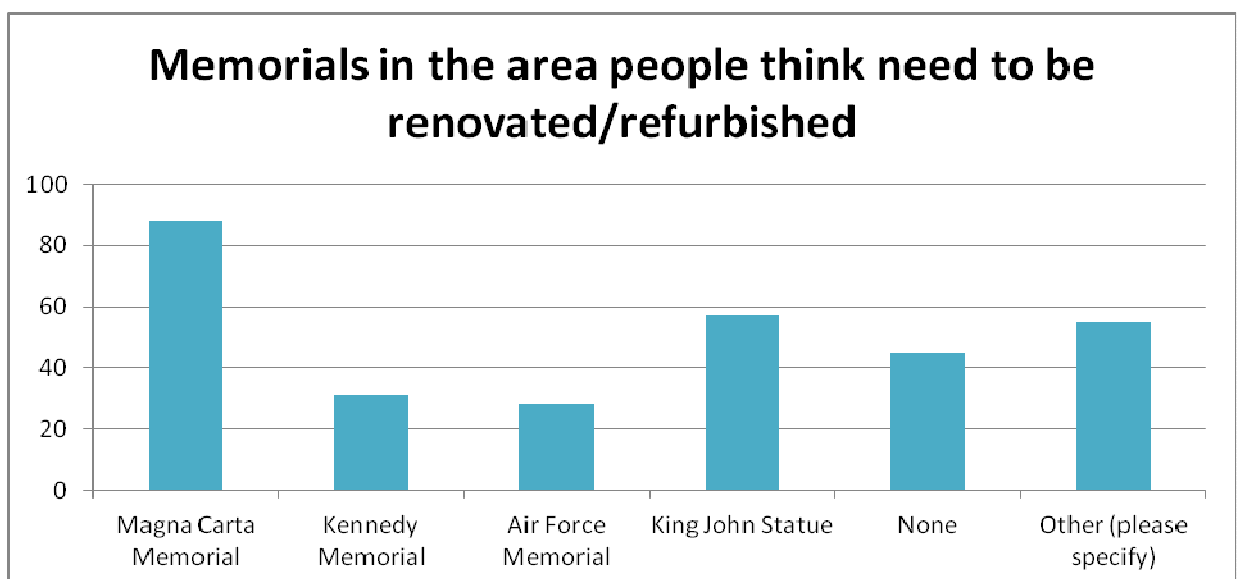
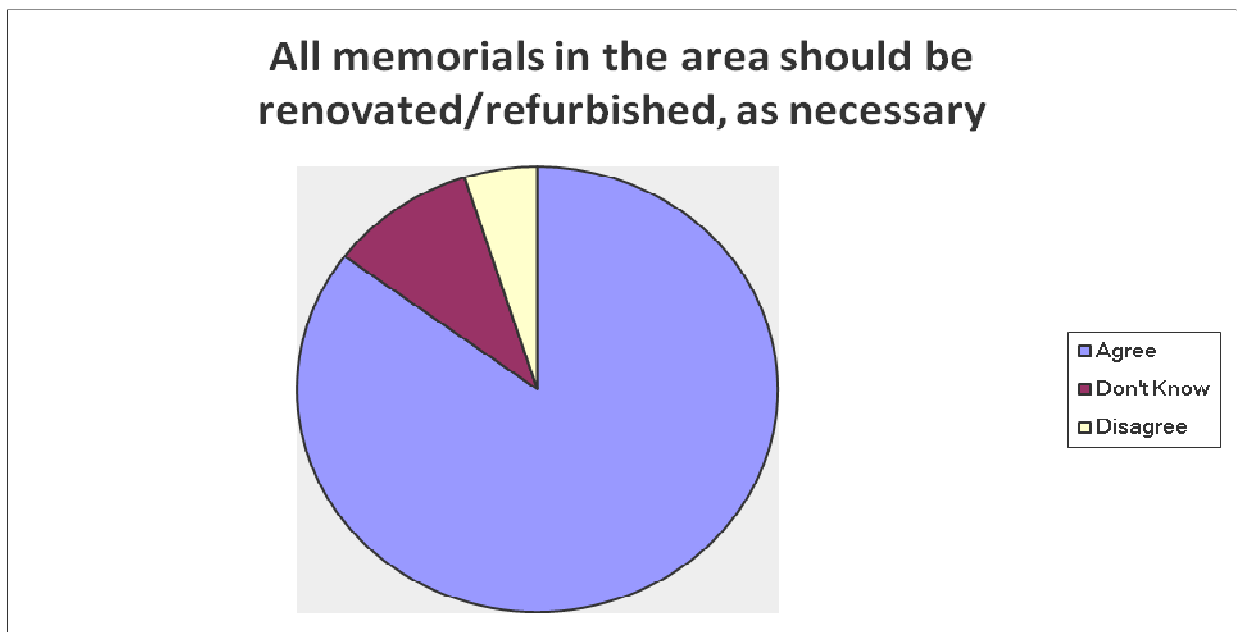
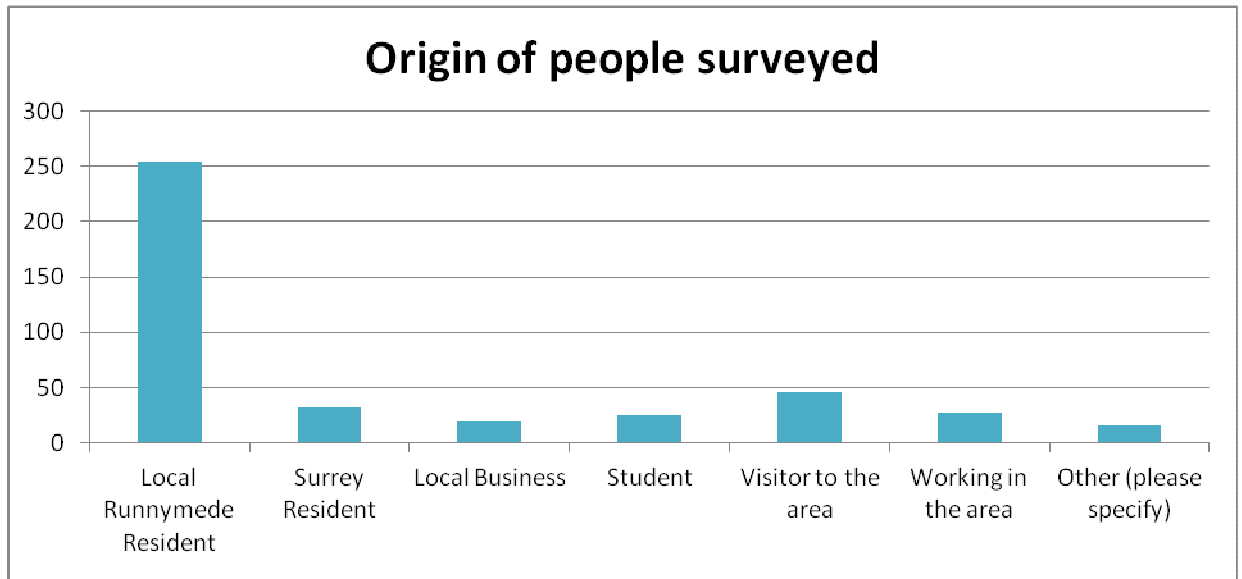
There are a broad range of suggestions, those that feature the strongest being historical re-enactments, medieval fairs, concerts and family fun days.

3. Other Issues:

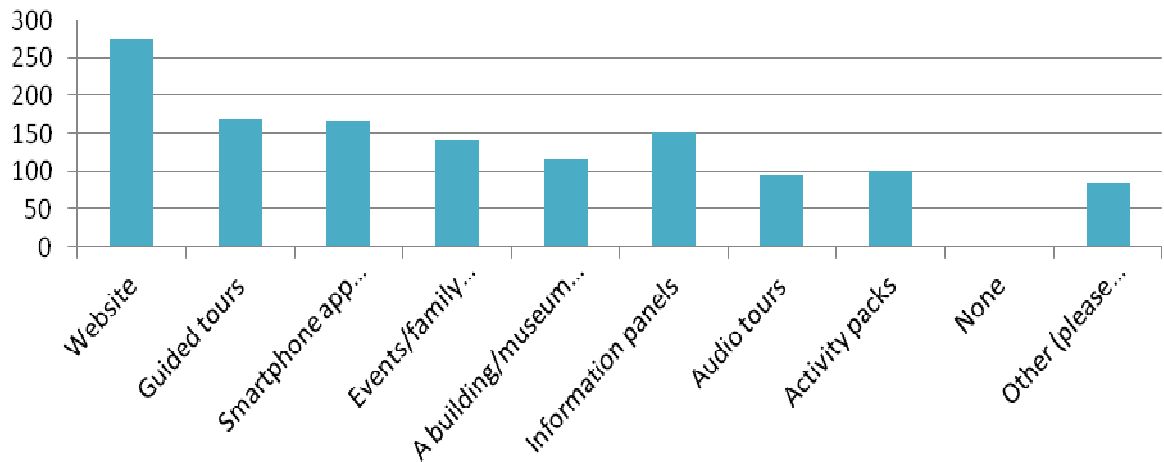
A308 traffic and speed

Improve transport links to the area

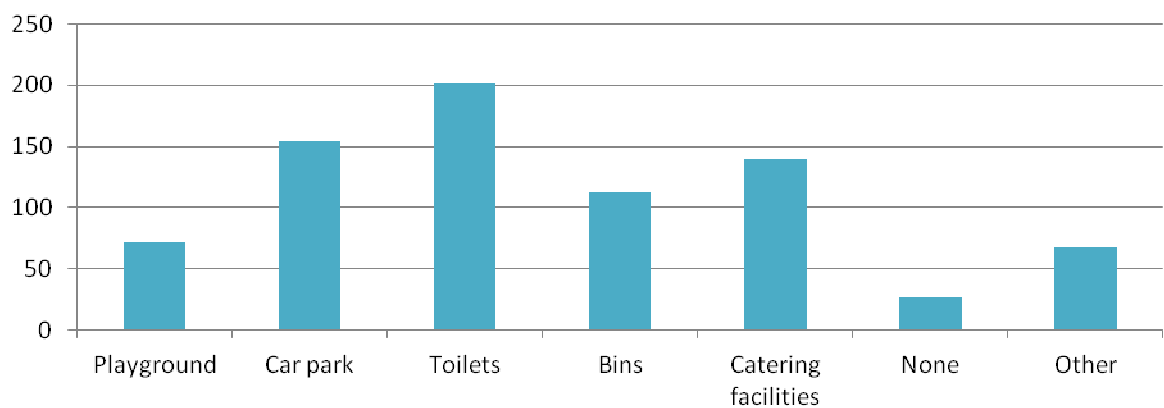
Appendix A - Magna Carta Public Consultation Results – July 2013



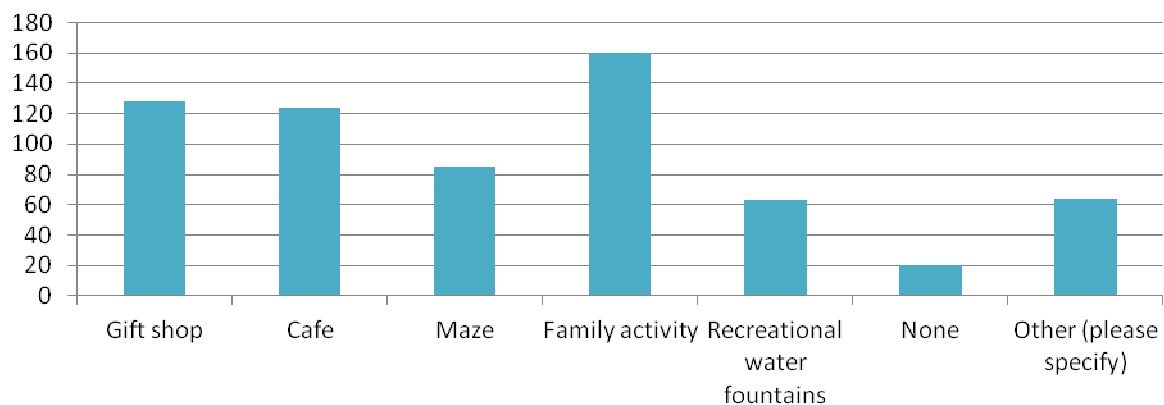
How people think information should be provided to visitors



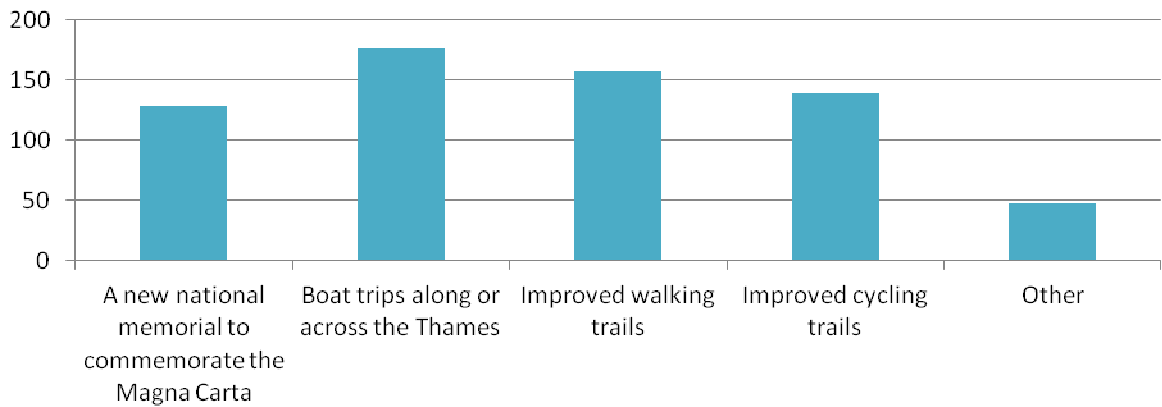
Existing facilities people think need to be improved for visitors



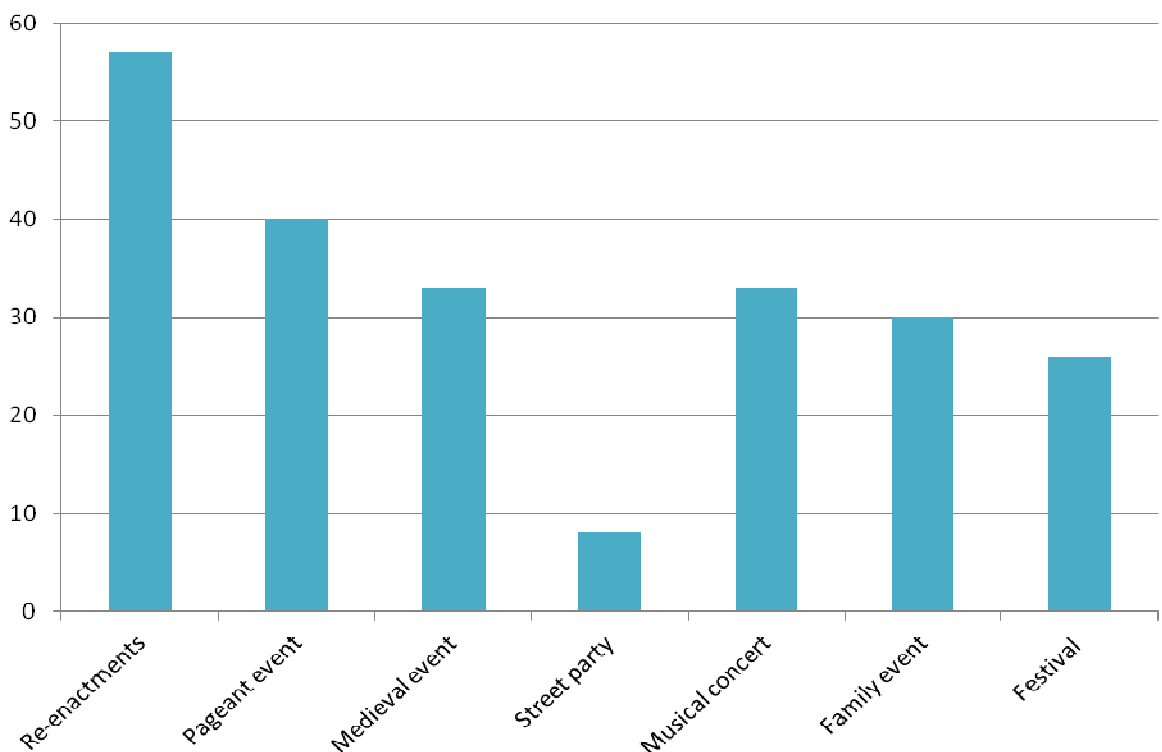
Additional facilities people would like to see developed in the area (part 1)



Additional facilities people would like to see developed in the area (part 2)



Events and activities people would like to see at a potential 'Runnymede Park' (the open space by the A308 Windsor Rd in Egham and Ankerwycke) to mark the 800th anniversary of the sealing of the Magna Carta in 2015



Appendix B – List of Consultees

| |
|--|
| Environmental: |
| CPRE Runnymede |
| Open Spaces Society |
| Natural England |
| |
| Community: |
| The Runnymede Access Liaison Group |
| Egham Residents Association |
| Englefield Green Residents Association |
| |
| Cultural: |
| 800 Committee |
| Egham Museum |
| Cherstey Museum |
| Magna Carta Action Community Group |
| Runnymede Arts |
| Thames Alive |
| Chertsey Society |
| Wraysbury Parish Council |
| American Bar Association |
| |
| Business |
| Egham Chamber of Commerce |
| Runnymede Business Network |
| Runnymede Hotel |
| Chelgate |
| French Bros |
| Runnymede Pleasure Ground Trust |
| |
| Land holders: |
| American Bar Association |
| RAF Memorial |
| Magna Carta Memorial- ABA are above |
| Wraysbury Skiff and Punting Club |
| JFK Memorial |
| Windsor and Maidenhead |
| Culture Department RBWM |
| Visit Surrey |
| |
| Government: |
| Surrey County Councillors for Runnymede |
| RBC Councillors (Project Councillors and Ward Councillors) |
| Wraysbury Parish Council |
| |
| Education: |
| Magna Carta School – all local schools |
| Runnymede School Confederation |
| Strodes College |



Communities Select Committee

11 July 2013

Regulation of Investigatory Powers Act 2000 (RIPA) Review 2012/13

Purpose of the report: Scrutiny of the use of the Regulation of Investigatory Powers Act 2000 (RIPA) by the Council and to further report on changes implemented by the Protection of Freedoms Act 2012.

Introduction

1. A corporate policy on the use of RIPA was agreed by Cabinet in November 2009. The policy included a new scrutiny role for the Safer and Stronger Communities Select Committee, now the Communities Select Committee, to oversee the use of RIPA by the authority. An updated policy will need to be agreed by cabinet to reflect the changes that impact on it by virtue of the Protection of Freedoms Act 2012 and the restructure of the Trading Standards Service.
2. This report provides a summary of how RIPA has been utilised over the previous financial year in order to tackle crime and protect local residents from harm. It also summarises the changes made under the Protection of Freedoms Act 2012. (Please see Section 24)

Background

3. For many years enforcement bodies such as the local authority Trading Standards Service have conducted a wide range of criminal investigations. This brings criminals to justice and protects the public, local communities and legitimate business from crime and the impact of crime.
4. The Human Rights Act 1998 came into force in October 2000, and this enshrined the principle that everyone has the right to respect for their private and family life, and that there should be no interference by a public authority except in accordance with the law.

5. During criminal investigations it is sometimes necessary to interfere with an individual's right to privacy. For example it may be necessary to carry out surveillance activity covertly, or to trace the subscriber of a telephone number that has been used in connection with a crime.
6. The Regulation of Investigatory Powers Act 2000 allows such activities to continue and properly regulates such investigative activity
7. The use of the Regulation of Investigatory Powers Act (RIPA) is clearly identified within existing Corporate Governance Policies and the Policy Custodian is Yvonne Rees, the Strategic Director for Customers and Communities. Over the last five years the Trading Standards Service has been the only council service that has utilised the legislation.

What types of activity can be authorised?

8. Three different types of activity can be authorised known as:

- **Communication Data Checks** – usually relating to obtaining subscriber information, sometimes will include information on numbers dialed. This **does not** include the ability to “bug” or otherwise monitor calls and their content or open emails.

- **Directed Surveillance** - covert surveillance that is likely to result in obtaining private information about a person. For example the use of covert recording equipment and/or undercover observation when carrying out test purchasing exercise on age restricted products.

RIPA **does not** allow the local authority to authorise surveillance activity in or into anyone's private home or vehicle (this is called 'intrusive surveillance' and can only be undertaken by agencies such as the Police and Security Services)

- **Covert Human Intelligence Sources (CHIS)**, using or tasking individuals who establish or maintain a relationship with another person for a covert purpose. For example the use of Trading Standards Officers to pose as a customer where a relationship may develop with a trader. Using a profile on social media for the purpose of posing as a potential customer to investigate the sale of counterfeit goods over the internet is an example where a relationship has to be established.

9. In all cases the activity authorised must be necessary and proportionate to the nature of the criminal offence under investigation. Alternative approaches must always be considered first. All authorisations must be fully recorded and are subject to regular oversight. There are two external inspecting bodies and both report to Parliament, who also conduct audit visits and require annual returns of use. In addition, the Cabinet Member for Communities also receives a quarterly report which provides greater detail of all of the individual RIPA authorisations granted in the period, whilst ensuring that individual operations cannot be identified and compromised.

- **The Office of Surveillance Commissioners (OSC)** - looks at how public authorities make use of authorisations in relation to Directed Surveillance and Covert Human Intelligence Sources.
- **Interception of Communications Commissioner's Office (IOCCO)** - looks at how public authorities make use of authorisations to seek communications data.

| |
|--|
| Review of the local authority use of RIPA 2012/13 |
|--|

Results of external inspections:

10. The last inspection from the Office of Surveillance Commissioners took place on 11th July 2011 by His Honour Norman Jones QC. In summary HH Jones was pleased that his recommendations of three years ago had been implemented and that good quality policy and procedure documents were in place. Steve Ruddy (Community Protection Manager) was especially commended for his knowledge and commitment to RIPA issues. For the size of Surrey County Council our use of RIPA was described as moderate. Both RIPA applications and authorisations were described as a high standard.

Authorisations granted

11. During 2012/13 a total of 9 RIPA authorisations were granted. For comparison purposes the figures for three previous years are also given.

| | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|---|----------------|----------------|----------------|----------------|
| Communications Data Authorisations | 26 | 14 | 11 | 7 |
| Directed Surveillance Authorisations | 9 | 39 | 10 | 1 |
| CHIS authorisations | 1 | 0 | 0 | 1 |

Details of Communications Checks

12. Communications data checks were the most frequently used. We make such checks via the National Anti-Fraud Network (NAFN) who approach the telecoms and web domain providers on our behalf to access the relevant data. NAFN help ensure that there is appropriate third party scrutiny of every application before it is actioned.

13. Over the course of last year these checks were:
- Doorstep crime investigations where residents are targeted and rogue traders have taken steps to conceal their true identity.
 - Product counterfeiting investigations where fake and illegal products are offered for sale without the true identity of the supplier being provided.
 - Product safety investigation where unsafe products were offered for sale online.
 - Advertising and sales of misdescribed cars due to false mileage (clocking), false service history or other misdescriptions
14. The outcome of these authorisations are as follows:-
- 1 ongoing investigation/formal action report pending
 - 1 formal written warning
 - 1 investigation referred to another local authority (2 communications authorisations)
 - 3 unable to trace suspect
15. All 7 communications data requests were authorised by either Steve Ruddy, Community Protection Manager or by Ian Treacher, Policy and Operations Manager. Both officers were fully trained in their responsibilities as authorising officers.

Details of Directed Surveillance Activity

16. The single Directed Surveillance authorisation made during 2012/13 related to test purchasing of age restricted product (tobacco). No sale took place.
17. This is an area where advice from central government has changed on a number of occasions over recent years. Previous advice given in July 2011 during an audit by the Office of Surveillance Commissioners Office was that merely observing during a test purchase operations did not require authorisation and hence the number reduced in 2011/12 and 2012/13.
18. In January 2013 the Better Regulation Delivery Office published a Code of Practice on regulatory delivery of age restricted sales which strongly suggests that authorisations should be sought. Following consultation with other local Trading Standards Services we have now taken the view to seek authorisation for all future intelligence based test purchasing exercises. The number of authorisations in the future will therefore be higher.

19. This Directed Surveillance authorisation was granted by the Policy and Operations Manager, Ian Treacher.

Details of Covert Human Intelligence Source (CHIS) authorisations.

20. The single Covert Human Intelligence Source authorisation made during 2012/2013 related to an investigation into counterfeit goods being sold using a social media website.
21. In this case a covert profile was created and an attempt was made to test purchase counterfeit goods from the suspect via the site. The suspect did not engage with the officer and the activity was later reviewed and cancelled.
22. This Covert Human Intelligence Source authorisation was granted by the Policy and Operations Manager, Ian Treacher.

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| Protection of Freedoms Act 2012 |
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23. The Service reported in July 2011 that the Protection of Freedoms Bill was passing through parliament and included the proposal to ban the use of RIPA powers by councils “unless they are signed off by a magistrate and that they are required for stopping serious crime”.
24. As of 1st November 2012 the Protection of Freedoms Act 2012 requires local authorities to obtain judicial approval for the use of the three covert investigatory techniques available to them. It also introduced a threshold for the use of directed surveillance, it can only be used to prevent or detect crime for offences that are punishable by a maximum term of at least 6 months imprisonment or for those offences that relate to the sale of alcohol or tobacco to underage persons.
25. A magistrate may approve a RIPA application if satisfied that it:
 - Is necessary for the prevention and detection of crime or prevention of disorder.
 - Is proportionate in human rights terms to what it seeks to achieve
 - Has been authorised by a person in the authority at the level designated in RIPA
 - Meets any other restriction imposed by order (e.g. serious crime threshold)
 - In the case of a CHIS sets out that the relevant procedures and supporting officers are in place to protect the welfare and safety of the CHIS.
 - Although the magistrates may ask questions relating to the application it must be capable of being authorised solely based on the paperwork submitted to them.

26. The Act also states that in the case of surveillance, any operation shall not commence until the judicial approval has been granted. It also states that when a CHIS operation has been required to be renewed (due to the length of time or other significant factor) then there cannot be further action until another judicial approval has considered all the details of that renewal.
27. There is no requirement to give “notice” to the person (or their legal representative) that is the subject of the judicial approval. This indicates that the judicial process will be in private as for Entry or Search Warrant applications.

What has been effect of the changes?

28. There are already close controls of RIPA authorisations including a written County Council policy, very limited numbers of authorised staff, official external audit and the record of all activity has been published (although not with any specific operational detail).
29. All applications for authorisations for RIPA are initially considered by our in-house Senior Legal Officers, or by NAFN in the case of communications data before being passed to the Policy and Operations Manager to authorise.
30. Once the application has been authorised it is presented in private to a Justice of the Peace by a Senior Legal Officer.

Conclusions

31. The only use of RIPA by the council over the past year has been by Trading Standards.
32. The use of RIPA by the local authority is important in helping to fight crime and protect local communities.
33. Authorisations have been made and considered appropriately.

Financial and value for money implications

34. The use of RIPA in the ways outlined above provides protection from any legal claims in relation to alleged breaches of the Human Rights Act.

Equalities Implications

35. Many rogue traders deliberately target elderly and vulnerable people. The investigative techniques covered by RIPA are very often used in such crimes to help identify and locate such criminals. Therefore the Trading Standards service can continue to effectively protect the most vulnerable people in our communities. Any decision to use techniques covered by RIPA are made against standard criteria and not adversely influenced by ethnicity, race or

other factors. The process also requires consideration to be given to any local community influences or sensitivities.

Risk Management Implications

36. The use of RIPA in the ways outlined above provides protection from any legal claims in relation to alleged breaches of the Human Rights Act.

Implications for the Council's Priorities or Community Strategy/Local Area Agreement Targets

37. The use of RIPA enables the Council to undertake criminal investigations which help protect vulnerable people, local communities and legitimate business.

Recommendations

38. The Committee are asked to scrutinise the above summary of the council's use of RIPA.

Next steps

39. A new RIPA Policy & Protocol will be presented to Cabinet at the next opportunity to include the changes required as a result of the Protection of Freedoms Act 2012 which is now in force and to update the policy following the re-structure of the Trading Standards Service.

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Sources/background papers: None

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Communities Select Committee

Thursday 11 July 2013

Surrey Fire and Rescue Service Income Strategy

Purpose of the report: Scrutiny of Services and Budgets

This report is presented in order to keep the Committee apprised of the Service's approach to income generation and to ensure that the select committee has the opportunity to scrutinise the development of proposals ahead of the Cabinet meeting in September 2013.

Introduction:

1. The Medium Term Financial Plan included an additional income target of £660k by the end of the financial year 2017/18. This income is required in order to support delivery of core fire and rescue services and is an alternative strategy to reducing service provision. Surrey Fire and Rescue Service welcomed this opportunity and those provided by the approach to innovation outlined by the Leaders Report to Cabinet prior to the local elections.
2. The Service has worked with Business Services partners to determine the best operating model approaches to support the generation of income. This paper outlines the operating models being considered and the next steps to ensure the targets are achieved.

Income Operating Models

3. The Service recognises that there are advantages and disadvantages to the various operating models available and many Fire and Rescue Services are exploring trading opportunities to generate income.
4. The Service considers that the best approach is to have at its disposal a number of operating models, in this way it can select the most appropriate method to deliver the service and where appropriate recover cost or generate a surplus income.
5. The first model is to continue to provide services under the auspices of the Fire and Rescue Service, these include existing special services, provision of

services to other fire and rescue services (e.g. the calling handling service for the Isle of Wight), and provision of services to other local authorities. Partnership opportunities with other blue light services, directorates and districts and boroughs may be more easily contracted with under the current governance arrangements.

Local Authority Trading Company

6. The Fire Service has a strong, recognised and trusted brand. This is utilised by other Fire and Rescue Services to set up local authority trading companies (LATC). Of those that exist within the fire and rescue service sector there are mixed results in terms of surplus that can be redirected and reinvested into the service. There are also a range of governance arrangements and company types, "Community Interest Companies" being a popular model with new entrants into this market.
7. Sir Ken Knights "Findings from the review of Fire and Rescue Service efficiencies and operations" notes the potential of appropriately and consciously commissioned activity.
8. The SFRA Governance Review also examines the role of income and trading.
9. SFRS is undertaking work to assess the options in this area, initial indications are that a form of LATC would be beneficial to facilitate opportunities related to some joint ventures, partnerships with the private sector and provision of services to business.

Surrey Fire Service Charity

10. The final model being progressed relates to an independent charity with articles that reinvest funding back into Surrey Fire and Rescue service. In this model new funding streams can be accessed through sponsors, grants and lottery funding etc. A charity has been registered and trustees are currently being sought to establish a board. The Charity has been established without SCC funds and in interested parties own time.

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| Opportunities for Income |
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11. There are a number of opportunities being considered by the service that include utilisation of existing assets, staff, properties, skills and experience. The intention is to ensure that income can be maximised for the Service and the County Council by utilising irreducible spare capacity.
12. The types of services that could provide an income stream include training and development, transport and technical services, response services, fires safety advice, consultancy, occupational health services, event safety management, planning and intelligence, call handling and management, co-responding, TeleCare response in conjunction with Adult Social Care and other partners.
13. The continued pilot of our private sector specialist rescue and contingency crewing arrangements has highlighted the potential to generate income and or

utilise the services to avoid existing cost through elimination of duplication, for example in commissioning specialist rescue courses for our workforce. The Service continues to evaluate the benefits of the contract and is preparing to present these findings to the Cabinet and determine the longer term way forward in September 2013 as outlined in the original recommendations.

14. Each of these opportunities is being explored to identify potential scale and return on effort employed.

Conclusions:

15. The Service has identified potential for generating income through a number of means and a range of operating models are being assessed to identify how best to maximise the benefit of these opportunities.

Recommendations:

16. That the Select Committee note and endorse the approach taken by the Fire and Rescue Service to ensure the income generation target is achieved as set out within the Medium Term Financial Plan

Next steps:

The Service will conclude the options appraisal work to determine the most appropriate way forward in terms of each of the operating models and opportunities outlined above. It is intended to present a Cabinet Report in September 2013 to approve the outcomes of that work and if appropriate move to development of a full business plan prior to implementation.

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Sources/background papers: SIR KEN KNIGHTS REPORT

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