

Agenda

Mole Valley
Local Committee

**We welcome you to
Mole Valley Local Committee**
Your Councillors, Your Community
and the Issues that Matter to You



Discussion

- Coordination of road works (South East Permit Scheme)
- Young People – award of grants and contracts for services
- Leatherhead town centre improvements

Venue

Location: Council Chamber,
Pippbrook, Reigate
Road, Dorking, Surrey,
RH4 1SJ

Date: Wednesday, 4 March
2015

Time: 2.00 pm

You can get involved in the following ways

Get involved

Ask a question

If there is something you wish know about how your council works or what it is doing in your area, you can ask the local committee a question about it. Most local committees provide an opportunity to raise questions, informally, up to 30 minutes before the meeting officially starts. If an answer cannot be given at the meeting, they will make arrangements for you to receive an answer either before or at the next formal meeting.

Write a question

You can also put your question to the local committee in writing. The committee officer must receive it a minimum of 4 working days in advance of the meeting.

When you arrive at the meeting let the committee officer (detailed below) know that you are there for the answer to your question. The committee chairman will decide exactly when your answer will be given and may invite you to ask a further question, if needed, at an appropriate time in the meeting.

Sign a petition

If you live, work or study in Surrey and have a local issue of concern, you can petition the local committee and ask it to consider taking action on your behalf. Petitions should have at least 30 signatures and should be submitted to the committee officer 2 weeks before the meeting. You will be asked if you wish to outline your key concerns to the committee and will be given 3 minutes to address the meeting. Your petition may either be discussed at the meeting or alternatively, at the following meeting.

Thank you for coming to the Local Committee meeting

Your Partnership officer is here to help. If you would like to talk about something in today's meeting or have a local initiative or concern please contact them through the channels below.

Email: sarah.smith@surreycc.gov.uk

Tel:

Website: <http://www.surreycc.gov.uk/molevalley>



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SURREY



Surrey County Council Appointed Members

Mr Tim Hall, Leatherhead and Fetcham East (Chairman)
Mrs Clare Curran, Bookham and Fetcham West (Vice-Chairman)
Mrs Helyn Clack, Dorking Rural
Mr Stephen Cooksey, Dorking and the Holmwoods
Mr Chris Townsend, Ashtead
Mrs Hazel Watson, Dorking Hills

Borough Council Appointed Members

Cllr Tim Ashton, Leatherhead South
Cllr Howard Jones, Leatherhead North
Cllr Mary Huggins, Capel, Leigh and Newdigate
Cllr Valerie Homewood, Beare Green
Cllr Raj Haque, Fetcham West
Cllr Simon Ling, Ashtead Village




District Council Appointed Substitutes

Cllr Paul Potter, Brockham, Betchworth and Buckland
Cllr Peter Stanyard, Ashtead Park
Cllr Rosemary Dickson, Leatherhead South
Cllr James Friend, Mole Valley District Council
Cllr John Northcott, Ashtead Common
Cllr Philippa Shimmin, Leatherhead North
Cllr Charles Yarwood, Charlwood



Chief Executive
David McNulty

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 Sarah J Smith, Community Partnership & Committee Officer on or write to the Community Partnerships Team at Pippbrook, Reigate Road, Dorking, Surrey, RH4 1SJ or sarah.smith@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.

		
Mr Tim Hall (Chairman) Bookham and Fetcham West	Mrs Clare Curran (Vice-Chairman) Leatherhead and Fetcham East	Mrs Helyn Clack Dorking Rural
		
Mr Stephen Cooksey Dorking South and the Holmwoods	Mr Chris Townsend Ashtead	Mrs Hazel Watson Dorking Hills
 SURREY Local Committee (MOLE VALLEY) County Councillors 2013-17		

For councillor contact details, please contact Sarah J Smith, Community Partnership and Committee Officer (sarah.smith@surreycc.gov.uk/01372371662) or visit www.surreycc.gov.uk/molevalley.

		
Cllr Tim Ashton Leatherhead South	Cllr Raj Haque Fetcham West	Cllr Valerie Homewood Beare Green
		
Cllr Mary Huggins Capel, Leigh & Newdigate	Cllr Howard Jones Leatherhead North	Cllr Simon Ling Ashtead Village
 Local Committee (MOLE VALLEY) Borough Council Co-optees 2014-15		

For councillor contact details, please contact Sarah J Smith, Community Partnership and Committee Officer (sarah.smith@surreycc.gov.uk/01372371662) or visit www.surreycc.gov.uk/molevalley.

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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*If you have any queries regarding this, please contact the representative of the **Community Partnership Team** at the meeting.*

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive any apologies for absence and notices of substitutions from District members under Standing Order 39.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 20)

To approve the Minutes of the previous meeting as a correct record.

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.

4a PUBLIC QUESTIONS

To receive any questions from Surrey County Council electors within the area in accordance with Standing Order 66.

4b MEMBER QUESTIONS

To receive any written questions from Members under Standing Order 47.

5 PETITIONS

To receive any petitions in accordance with Standing Order 65 or letters of representation in accordance with the Local Protocol. An officer response will be provided to each petition / letter of representation.

6 RECOMMENDATIONS TRACKER

(Pages 21 - 26)

7 SOUTH EAST PERMIT SCHEME [FOR INFORMATION]

(Pages 27 - 52)

This report will update Members on the first twelve months of operation of the South East Permit Scheme within Surrey Highways. This is the scheme used to control road works (Street Works and

Works for Road Purposes) on Surrey County Council's highway network.

8 HIGHWAY SCHEMES 2014/15 END OF YEAR UPDATE [EXECUTIVE FUNCTION] (Pages 53 - 68)

This report provides an update on the progress of the highway works programme in Mole Valley.

9 REVISED HIGHWAYS FORWARD PLAN 2015/16 - 2016/17 [EXECUTIVE FUNCTION] (Pages 69 - 74)

This report seeks Local Committee approval of a revised programme of highway works for 2015/16 and 2016/17.

10 LOCAL PREVENTION - AWARD OF CONTRACTS AND GRANTS FOR SERVICES FOR YOUNG PEOPLE [EXECUTIVE FUNCTION] (Pages 75 - 82)

This report seeks Local Committee approval of the recommendations made by the Youth Task Group on the commissioning of services for young people under the Local Prevention programme.

11 LEATHERHEAD TOWN CENTRE IMPROVEMENTS [SERVICE MONITORING & ISSUES OF LOCAL CONCERN] (Pages 83 - 88)

This report details a range of short term environmental enhancements planned for Leatherhead town centre and seeks Local Committee support for the design and implementation of the programme.

12 MEMBERS' ALLOCATIONS [EXECUTIVE FUNCTION] (Pages 89 - 94)

Report updating the Committee on the Members' allocation spend.

DRAFT

Minutes of the meeting of the
Mole VALLEY LOCAL COMMITTEE
 held at 2.00 pm on 3 December 2014
 at Council Chamber, Pippbrook, Reigate Road, Dorking, Surrey, RH4 1SJ.

Surrey County Council Members:

- * Mr Tim Hall (Chairman)
- * Mrs Clare Curran (Vice-Chairman)
- * Mrs Helyn Clack
- * Mr Stephen Cooksey
- * Mr Chris Townsend
- * Mrs Hazel Watson

Borough / District Members:

- * Cllr Tim Ashton
- * Cllr Howard Jones
- * Cllr Mary Huggins
- * Cllr Valerie Homewood
- * Cllr Raj Haque
- * Cllr Simon Ling

* In attendance

Open Forum

Issues with vehicles parking on verges and pavements were discussed.

29/14 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

No apologies for absence were received.

30/14 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes from the meeting held on 10th September 2014 were agreed as a true record.

31/14 DECLARATIONS OF INTEREST [Item 3]

No declarations of interest were received.

32/14 PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 4a]

The tabled public questions and responses are attached in Annex A.

Question 1 Peter Seaward

Supplementary Question

ITEM 2

Peter Seaward asked the following supplementary questions:

- a request for a definite date for a resolution of the issue with the landowner in relation to the flooding of the junction of the BOAT (Admirals Walk) and Dorking Rd
- what has the CCTV investigation in East Street revealed?

and commented that the RA had conflicting evidence as regards the gullies maintenance on Dorking Rd. John Lawlor (Area Highways Manger) responded that until there has been a legal agreement with the landowner, the flooding issue (Admirals Walk and Dorking Rd) cannot be progressed, but he will update Bookham RA as soon as it is completed. The CCTV investigation has revealed a large amount of damage to the infrastructure and he will discuss this with the RA at a meeting, to be organised once a further map has been received. SCC Councillor Clare Curran commented that the residents have lost patience because the flooding issues in East Street are so longstanding and it is a real social problem for the village.

Question 2 Michael Agius

Supplementary Question

Michael Agius expressed his concerns as winter is upon us and asked for timescales for the designs for the critical areas and also would like to discuss details of short term solutions with Paul Manwaring. John Lawlor responded that he would put pressure on the design team and agreed to a meeting in early/mid January, which Clare Curran requested took place before the Flood Forum meeting.

Question 3 Peter Browne

Supplementary Question

Peter Browne said he was disappointed with the response from Surrey Highways. It is a matter of judgement, but he felt it inadequate that Councillors were not informed of changes, that a significant press release was contradicted and it is regrettable that SCC was not willing to agree that there have been errors made.

Tim Hall said he expects a future report on the issue. Cllr Chris Townsend concerns are with the lighting and the timing of the traffic lights.

Once the Safety Audit is complete a meeting of Jason Russell, Tim Hall and Cllr Chris Townsend will take place.

Question 4 Mike Ward

Resident not present

Question 5 Robin Todd

Supplementary Question

Michael Agius spoke on behalf of Robin Todd, and pointed out that more work needed doing on the outlets and the soakaways, which John Lawlor said he was aware of.

Question 6 Christine Matthews

Supplementary Question

Christine Matthews asked why the entrance to Chalkpit Lane was not resurfaced when the entrances to all the other roads off the A246 were recently. John Lawlor said he couldn't provide a response as this was part of an official complaint, but would pass it on to the relevant team.

Clare Curran suggested if the depot was developed in future, S106 money could be used to adopt and resurface the road. It was agreed that the Local Committee would write to Mole Valley DC with this suggestion.

33/14 MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 4b]

The tabled Member questions and responses are attached at Annex B.

Questions from Tim Hall

No supplementary was asked.

Questions from Cllr Haque

Supplementary Question

Cllr Haque asked for a definite delivery date for the work in Cock Lane. John Lawlor will ask the Project Horizon team for the date.

Questions from Stephen Cooksey

Supplementary Questions

1. As regards the Yorkstone paving Stephen Cooksey requested a start date, to which John Lawlor responded that it would be asap.
2. Stephen Cooksey would like a rapid response to his question about flooding problems at Deepdene roundabout. The response will be cc'd to all divisional Members
3. Stephen Cooksey asked why nothing has happened with the Dorking parking scheme. Tim Hall blamed himself as new proposals for Leatherhead kept being suggested. Is the January date a definite Stephen Cooksey asked? David Curl confirmed it was.
4. Why has it taken so long to reach the point of investigation? John Lawlor said they are awaiting information from a third party.

Question from Cllr Dickson

Supplementary Question

ITEM 2

1. What will the timescale for the sign to be installed? John Lawlor said it would be this financial year.

34/14 PETITIONS (AGENDA ITEM ONLY) [Item 5]

No petitions were received.

35/14 RECOMMENDATIONS TRACKER (FOR INFORMATION) [Item 6]

Declarations of Interest

None

Officer attending

Cheryl Poole

Petitions, Public Questions and Statements

None

Member discussion – key points

Chris Townsend questioned why the design for Woodfield Lane Ashstead needed to be brought back to the Local Committee on 4/3/15 and John Lawlor explained full LC approval was required for the design.

Hazel Watson reminded officers about the site meeting promised ref: 10/09/14-C and Helyn Clack received an update re; line 2 page 22.

It was agreed that the actions marked 'complete' could be removed from the tracker.

36/14 ALLEGED PUBLIC FOOTPATH BETWEEN REIGATE ROAD AND FOOTPATH 56, DORKING (OTHER COUNTY COUNCIL FUNCTIONS) [Item 7]

Declarations of Interest

None

Officer attending

Andrew Saint

Petitions, Public Questions and Statements

None

Member discussion – key points

Cllr Valerie Homewood suggested that, if it was agreed that no public rights of way was to be recognised over this route, then a sign was erected on the land to indicate the location of a public footpath close by. The officer agreed to write to the landowner with this proposal.

The Local Committee resolved to agree:

- (i) No public rights of way are recognised over the route shown A-D-B-C on drawing no. 3/1/50/H49 and that the application for an MMO under

section 53 and 57 of the Wildlife and Countryside Act 1981 to modify the DMS by the addition of a public footpath is not approved.

- (ii) In the event of the County Council being directed to make an MMO by the Secretary of State following an appeal by the claimant, the County Council as surveying authority should adopt a neutral stance at any resulting inquiry or hearing or while the matter is being considered by written representations.

Reason for decision: The County Council has a duty under Section 53 of the Wildlife and Countryside Act 1981 (WCA 1981) to modify the Definitive Map and Statement (DMS) if it discovers evidence which on balance supports a modification. In this instance the evidence does not support the making of a MMO.

37/14 HIGHWAYS FORWARD PROGRAMME (EXECUTIVE FUNCTION) [Item 8]

Declarations of Interest

None

Officer attending

John Lawlor, Peter Shimadry

Petitions, Public Questions and Statements

None

Member discussion – key points

Members asked for detail on the progress of the current years spend, requested clarification of the £10,000 budget allocation for 20 mph outside schools and the £5,000 budget allocation for signs and road markings and assurance that the divisional Member is included in discussions when funding is vired between schemes.

The Area Highways Manager explained the Chairman receives a monthly budget report, but he could send it to Members too or that he would be happy to discuss the detail spend with Members outside the meeting. He clarified that the allocation for the 20 mph outside schools was to make the 3 pilot schemes permanent, that the £5,000 for signs/markings was for emergencies and confirmed that the divisional Member is included in decisions about the virement of funding.

The Local Committee resolved to agree to:

General

- (i) Note that it has been assumed that the Local Committee's devolved highways budget for capital, revenue and Community Enhancement works for 2015/16 remains the same as for 2014/15, at £650,776;
- (ii) Authorise that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman be able to amend the programme should the devolved budget vary from this amount;

Capital Improvement Schemes (ITS)

ITEM 2

- (iii) Agree that the capital improvement schemes allocation for Mole Valley be used to progress the Integrated Transport Schemes programme set out in Annex 1;
- (iv) Authorise that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire money between the schemes agreed in Annex 1, if required;

Capital Maintenance Schemes (LSR)

- (v) Agree that the capital maintenance schemes allocation for Mole Valley be divided equitably between County Councillors to carry out Local Structural Repair, and that the schemes to be progressed be agreed by the Area Team Manager in consultation with the Local Committee Chairman, Vice-Chairman and local divisional Members.

Revenue Maintenance

- (vi) Authorise the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member, to use £100,000 of the revenue maintenance budget for 2015/16 as detailed in Table 2 of this report;
- (vii) Agree that if the £5,000 per County Councillor allocated from the revenue maintenance budget for Highways Localism Initiative works is not distributed by the end of October 2015, the monies revert to the relevant Members Community Enhancement allocation;
- (viii) Agree that the remaining £152,110 of the revenue maintenance budget be used to fund minor maintenance works throughout Mole Valley as identified by the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member;

Community Enhancement Fund

- (ix) Agree that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division; and
- (x) Agree that Members should contact the Area Maintenance Engineer to discuss their specific requirements with regard to their Community Enhancement allocation and arrange for the work activities to be managed by the Area Maintenance Engineer on their behalf.

Reason for decision: To agree a forward programme of highways works in Mole Valley for 2015/16 – 2016/17, funded by the Local Committee's devolved budget.

38/14 MOLE VALLEY PARKING REVIEW (EXECUTIVE FUNCTION) [Item 9]

Declarations of Interest

None

Officer attending

David Curl, Steve Clavey

Petitions, Public Questions and Statements

Mr Carr (Leatherhead RA) spoke with reference to the proposed parking restriction (drawing 14) junction Levett Rd and Copthorne Rd. He believes that the bus could change its route and/or a smaller bus could be used.

The Parking officer agreed to contact the Passenger Transport Group, which had requested the new parking restriction because the bus companies had reported issues.

Member discussion – key points

Members suggested some amendments to the proposals in the report and also some additional schemes as detailed below:

Leatherhead and Fetcham East – Tim Hall

Waterfields
 Haslemere Close
 Barnett Close
 Copthorne Rd
 Belmont Rd
 Sunmead Parade (if restrictions don't already exist)
 Garlands Rd

Ashstead- Chris Townsend

Harriots Lane – extension to proposals
 Old Court
 Oakfield Road – new request to amend existing restrictions
 Drawing 3 – amendment to times on Park Lane
 Drawing 4 – extension to proposals
 Drawing 11 – extend proposals Leatherhead Rd junction Uplands

Dorking Hills – Hazel Watson

Boxhill Rd
 Junction St John's Rd/The Burrell – proposals to be reduced
 Pixham Lane junction Pixham Grove
 Furlong Rd, Westcott
 Old London Rd, Mickleham
 Station Road, Dorking – extend yellow lines up to drive of no. 1 from Curtis Road.

Dorking and the Holmwoods- Stephen Cooksey

South St, Dorking up to the junction Horsham Rd
 Warwick Rd/Buckingham Rd/Norfolk Rd

Bookham and Fetcham West- Clare Curran

Drawing 25 – Eastwick Drive, Bookham – extension to proposal
 Drawing 27 – Griffin Way
 Drawing 28 – The Garstons – extend line closer to no. 1
 Drawing 29 – Solecote – extend line up to cul de sac
 Drawing 45 – High St, Bookham – existing restriction shown in wrong location

The Local Committee resolved to agree to:

ITEM 2

- (i) The recommendations detailed in Annex 1 and 2;
- (ii) That the County Council's intention to make an order under the Road Traffic Regulation act 1984 be advertised and, if no objections are maintained, the order be made;
- (iii) To allow the Parking Strategy and Implementation Team manager to make minor alterations to the proposals in Annex 1 and 2 if necessary prior to statutory advert in consultation with the local Member and Chairman/Vice Chairman.
- (iv) That if objections are received the Parking Strategy and Implementation Team Manager is authorised to try and resolve them, in consultation with the Chairman / Vice Chairman of this committee and the County Councillor for the division, decides whether or not they should be acceded to and therefore whether the order should be made, with or without modifications.
- (v) That in relation to the Rothes Road residents parking scheme, and other permit schemes in Dorking, the Parking Strategy and Implementation Team Manager in consultation with the Parking Task Group investigate options to include 'local worker' or business permits in the statutory advertisement.
- (vi) **The additional locations to be confirmed by officers in consultation with the divisional Member and the Chairman/Vice Chairman of the Local Committee.**

Reason for decision: to improve road safety and access to businesses, increase access for emergency and service vehicles, better regulate parking and ease traffic congestion.

39/14 ON-STREET PARKING ENFORCEMENT (SERVICE MONITORING & ISSUES OF LOCAL CONCERN) [Item 10]

Declarations of Interest

None

Officer attending

David Curl

Petitions, Public Questions and Statements

None

Member discussion – key points

None

The Local Committee resolved to agree to:

- (i) note the contents of the report.

40/14 CREATING OPPORTUNITIES FOR YOUNG PEOPLE - EARLY HELP (EXECUTIVE FUNCTION) [Item 11]

Declarations of Interest

Tim Hall left the room.

Officer attending

Absent

Petitions, Public Questions and Statements

None

Member discussion – key points

The Chairman of the Youth Task Group, Chris Townsend, confirmed the group was happy with the areas and issues identified and comfortable with the work being carried out.

The Local Committee resolved to agree to:

- (i) Approve the local priorities (Annex 1), to be considered by providers, focusing on the identified needs of Mole Valley and the geographical neighbourhoods prioritised by the Youth Task Group.
- (ii) Note the changes to the council scheme of delegation which provides increased decision making to local commissioning in relation to youth work and Surrey Outdoor Learning (SOLD).

Reason for decision: Local Prevention has been in place across Mole Valley since 1 April 2012. It has contributed significantly to the reduction in young people becoming Not in Education, Employment or Training (NEET). It is therefore recommended that this early help commission is re-commissioned for 2015-20.

41/14 MEMBERS' ALLOCATION (EXECUTIVE FUNCTION) [Item 12]

Declarations of Interest

None

Officer attending

Cheryl Poole

Petitions, Public Questions and Statements

None

Member discussion – key points

The Chairman encouraged Members to process their allocations as soon as possible, but also spend it appropriately.

The Local Committee resolved to agree to note:

- (i) the amounts that have been spent from the Members' Allocation and Local Committee capital budgets, as set out in Annex 1 of this report.

Meeting ended at: 3.47 pm

Chairman

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SURREY COUNTY COUNCIL
LOCAL COMMITTEE (MOLE VALLEY)



DATE: 3rd December 2014

LEAD OFFICER: Cheryl Poole
Community Partnership & Committee Officer

SUBJECT: Written public questions

DIVISION: Mole Valley

1. Question from Mr Peter Seaward (Bookham RA):

Could we (the Bookhams Residents Association) have an update from SCC Highways on progress on the main Highways flood issues to the east of Bookham? Highways have been concentrating on three areas. Firstly alleviation of flooding arising at the junction of Chapel Lane (BOAT) and the Dorking Road where we understand discussion with land owners has taken place. The second is the issue caused along the Dorking Road due to inadequate gulley and soakaway maintenance. The third linked problem is flooding along this eastward line is at the northern end of East Street and Lower Road. Here flooding causes severe problems to pedestrians and children as well as damage to property.

All three topics are documented and reported to SCC with two being listed and accepted by SCC as official Wet Spots.

Response from SCC Highways:

Junction of Chapel Lane (BOAT) and the Dorking Road

Ongoing discussions are taking place with landowners concerning the flooding issue in Dorking Road, Bookham at the junction with Chapel Lane. Unfortunately, until a resolution can be found no further action can be taken to progress the scheme at this time.

Dorking Road

Maintenance works have recently been carried out on a number of road gullies in Dorking Road and eight jammed grids have been repaired or replaced by the County Council's contractors. This work will be followed up shortly with the gully cleaner to ensure these are all working correctly.

Soakaway cleansing was carried out earlier this year during the summer and a further cleansing will be included on a future soakaway programme where necessary following the gully maintenance works.

Lower Road/East Street

Lower Road at the junction of East Street, Bookham is included in the investigation work of the Bookham Flood Forum and CCTV drainage investigation has been

carried out. The data is currently being analysed to determine the cause of the flooding in this area. The Maintenance Engineer will keep the Local Committee Chairman, Vice-Chairman, who is also the local divisional Member, and the Bookham Flood Forum advised of progress.

2. Question from Mr Michael Agius (Bookham RA):

Could the Bookhams Residents Association [BRA] have an update from SCC Highways on progress in finding solutions to the serious highways flood issues identified last winter to the west of Bookham at The Lower Road Recreational Ground and at the Manor House Lane junction? These areas are on the main footway/cycleway from Bookham to The Howard of Effingham School and flooding earlier in the year resulted in serious safety concerns, as children had to walk in the road over many months.

With winter already upon us, BRA are concerned that flooding at these two locations will once again result in safety issues. Whilst we would hope that long term solutions could be put in place at an early opportunity, we would, at the very least, hope that some immediate work could be carried out to improve the situation at both locations.

Response from SCC Highways:

In response to last winter's flooding, the County Council are progressing two capital schemes in Lower Road, Bookham, the first at the junction with Manor House Lane and the other at the recreation ground.

Initial site investigations at both sites have been completed and very recently CCTV surveys have been carried out into the existing surface water drainage systems at these locations. The results of the CCTV surveys will be examined as a part of the feasibility and design process. Once this has been completed, the Maintenance Engineer will update the Local Committee Chairman, Vice-Chairman, who is also the local divisional Member and the Bookham Flood Forum on the way forward for these sites.

The Maintenance Engineer would be happy to discuss any possible cost effective immediate/short term actions at both the sites with the Bookham Residents' Association and the divisional Member.

3. Question from Mr Peter Browne (resident):

Ashtead to Leatherhead Cycle Path

The written report and supporting oral presentation by officers to the last meeting of the Local Committee on 10th September about this cycle path scheme contained a number of significant inaccuracies in respect of the scope, and of the nature, of the scheme. The inaccuracies are such that neither the report nor the discussion can stand uncorrected on the public record. I therefore ask that officers provide a corrective statement, or corrected report, for the scheme, together with an associated updated cost report based on the final account due to be completed by 30th November and a statement on the likely cost implications of the safety audit which was conducted during the week commencing 17th November.

Response from Jason Russell (SCC Assistant Director – Highways & Transport):

We do not consider that the written report and supporting oral presentation by officers to the Local Committee on 10th September, contained a number of significant inaccuracies in respect of the scope, and of the nature, of the scheme. As such we will not be providing a corrective statement or corrected report.

We have undertaken remedial works to address a couple of issues identified on the scheme, and following completion of these works a Safety Audit has been carried out. The final audit report has not yet been shared with the Highways Project Team, however our preliminary understanding is that no material concerns have been highlighted. Any safety issues that are raised in the audit will be addressed. The final account is currently being agreed and will be subject to the recommendations from the Safety Audit, however initial assessment confirms the scheme is on budget and as based on the forecast provided to the Local Committee in September. The final account should be ready in early December.

4. Question from Mike Ward (resident):

The report on Project Horizon to the Committee held on 5 March 2014 stated that re-surfacing of the stretch of Newdigate Road from the Beare Green roundabout to Trigg Street is due for completion in the financial year 2014-5. Please confirm the expected start and completion dates and whether any road closures will be required and if so, when and for how long?

Response from SCC Highways:

The Newdigate Road works have been deferred to 2015.

The design team has highlighted essential drainage and kerb issues that will need to be addressed prior to the surfacing works taking place. These works are being coordinated with the local maintenance team, and will be actioned as soon as possible.

Also following the carriageway assessment, and our laboratory core results, a significant quantity of tar was found in the construction layers of the road. Disposing of this material is particularly cost prohibitive, and as such is one of the main reasons why roads constructed with this material, have had to be deferred in the short term. Surrey and its contractor partners have been looking into several options to reduce these costs, and as such need to coordinate works together to give the best value to Surrey.

Any proprietary works will be carried out this year, and therefore the main resurfacing scheme will now be planned for 2015.

The programme is currently being finalised, and we will advise of the proposed date as soon as available. However we anticipate resurfacing will commence in the first quarter of our 2015/ 16 programme.

5. Question from Robin Todd (resident Chalkpit Lane):

Could the residents of Chalkpit Lane, Little Bookham please have an update on the following long standing maintenance issue?

- ***Drainage maintenance at the junction of Chalkpit Lane with the Guildford Road (A246).*** Despite the existence of five drains in the area there is significant flooding every time there is heavy rain. Some work has been carried out on the drains in the last few days but, as usual, as soon as there is more rain the flooding returns. Clearly whatever is done has no effect. When will the drains be properly cleared and what arrangements for ongoing maintenance are proposed?

Response from SCC Highways:Drainage Maintenance

The drains (road gullies) in the entrance to Chalkpit Lane and the old highways depot have been cleaned out recently. These were last attended on Monday 24th November after the removal of the materials at the depot entrance.

In the past the gullies have been dealt with on a reactive basis. However they will now be included on the asset register and be included on a regular cyclic clean.

In the meantime the Maintenance Engineer will arrange for the outlet pipes to be checked and the situation monitored to check effectiveness.

6. Question from Christine Matthews (resident Chalkpit Lane):

Could the residents of Chalkpit Lane, Little Bookham please have an update on the following long standing maintenance issue?

- ***Surface maintenance of that part of Chalkpit Lane used by the residents to access their properties.*** It is understood that Chalkpit Lane is classified as a BOAT and that generally there are limited requirements on the Authorities regarding maintenance of the surface. However, given that all the residents pay the top rate of Council Tax they feel that they should be able to access their properties without causing damage to their vehicles. Can some way be found to improve the surface of that part of the Lane that leads to the residential properties?

Response from SCC Highways:Surface Maintenance

The surface maintenance of Chalkpit Lane is currently the subject of a formal complaint to Surrey Highways. A response to this question could prejudice the current complaint investigation. A formal response will be provided to the complainant from the independent complaints team in due course. Once resolved, a copy of the formal response will be sent to the Local Committee Chairman and Vice-Chairman, who is also the divisional Member.

SURREY COUNTY COUNCIL
LOCAL COMMITTEE (MOLE VALLEY)



DATE: 3rd December 2014

LEAD OFFICER: Cheryl Poole
Community Partnership & Committee Officer

SUBJECT: Member questions

DIVISION: Mole Valley

Questions from Mr Tim Hall:

1. Could the Highways Department please give a time scale for the provision of new gully drains, the removal of roots and blockages in Cannon Way, Fetcham especially around 6 and 18 Cannon Way, as this has added to the flooding in this road for a number of years?

Response from SCC Highways:

Cannon Way, Fetcham

The Cannon Way drainage investigation and repairs (at numbers 6 and 18 Cannon Way) are programmed for Wednesday 10th December. It is likely the work will take approximately five days to complete.

.....

2. When will the Highways Department be putting in a new gully drain near the Plough Pub on the Kingston Road. This was promised several years ago and there is no sign of any work progressing on this vital school route.

Response from SCC Highways:

Kingston Road, Leatherhead

Work is progressing on the feasibility and design solution for the additional drainage required at Kingston Road near the Plough Pub. The Maintenance Engineer will keep the local divisional Member informed of progress and likely timescale for the works.

.....

3. Could I ask what communication there should be from Operation Horizon to the Local Members and Community on Operation Horizon Implementation at crucial areas like the Cobham Road, Fetcham. Particularly if the project over runs and the road is closed again without warning.

Response from SCC Highways:

Operation Horizon

All communications for Operation Horizon works should be carried out in accordance with the agreed Customer Stakeholder Engagement Plan. The plan includes a matrix showing lead in times for residents' letters to be sent out, advance signs erected on site etc, with timescales set according to the road usage and site/location considerations.

Councillors should receive all information that will be available to the public. In addition, Members' bulletins are published twice monthly, providing a summary of works that impact on each District or Borough.

With regards to communications when a scheme overruns, the advance signs should be changed to show the revised dates and, if the overrun is more than a few days, residents should receive a further letter advising them of the revised timescales. This is particularly relevant when the works involve a road closure.

If there are specific issues with the communication process for the resurfacing works in Cobham Road, then the Operation Horizon team would be pleased to discuss this separately with Councillor Hall.

.....

Question from Cllr Haque:

1. Residents of Oswald Road, Oswald Close, and Cock Lane, Fetcham are having to cope with intolerable and sometimes unsafe roads conditions which were due to be resurfaced a few years ago. Unfortunately the project Horizon did not find it necessary to prioritize the work to avoid any distress caused to the residents.

Cock Lane is now starting to subside on a large area on one side of the road and subsidence has started to spread increasingly to other parts of the road as well. Unless work starts soon the whole road is in danger of collapsing. In view of the escalating potential threat to these roads, may I urge the Local Committee to use any emergency funds which may be within the Local Committees discretion to be made available as they think fit so that this long awaited resurfacing work can start sooner rather than later?

Response from SCC Highways:

Oswald Road, Oswald Close, Cock Lane and Penrose Road Fetcham have been identified for resurfacing as a part of the Operation Horizon, the County's five year major resurfacing programme.

Cock Lane and Penrose Road were originally identified for year one. Unfortunately there are particular ground condition issues associated with these sites. The roads were therefore deferred pending completion of a suitable design solution. A revised programme will be agreed with members once the design is completed.

In addition, drainage issues in Cock Lane and Penrose Road have been highlighted by the Flood Forum and investigations carried out. A number of drainage repairs

have been completed to road gully connections in Cock Lane and one further issue is still under investigation in Penrose Road.

Oswald Road and Oswald Close have been identified for works during years 3 to 5 and the updated programme will be advised in due course as year 3 works are confirmed.

In the meantime, Surrey Highways will continue to inspect and deal with any dangerous defects that may occur on all these roads and would encourage residents to report such defects via the County's website to enable appropriate action to be carried out.

Questions from Mr Stephen Cooksey:

1. In August 2013 I submitted a request that the yorkstone paving stones destroyed by various contractors in Dorking High Street and 'temporarily' replaced by tarmac but never subsequently reinstated, should be replaced in the original material and was given an assurance that this work would take place and that funding was available to do this. That assurance was repeated in answers to written questions to Local Committee in December 2013, March 2014, June 2014 and September 2014. However no work has yet been undertaken. Could I be informed of the dates scheduled for beginning and completing this work?

Response from SCC Highways:

The materials have now been procured and have been delivered to Beare Green Depot. The works to repair the various sections of "missing" Yorkstone footway paving on the South Side of Dorking High Street will commence shortly and it is anticipated the work will be completed by end of December.

The Maintenance Engineer will keep the Local Committee Chairman, Vice-Chairman and local divisional member informed of progress.

.....

2. Work has been undertaken to resolve the flooding problems at the Deepdene Roundabout but does not appear to have been completed. Could I be informed when this work will be completed and the verges re-instated and whether this work is sufficient to resolve the flooding problems on both the North and South sides of the A25 in the vicinity of the roundabout?

Response from SCC Highways:

The appropriate drainage officer is not available to respond to this question. A full response will be provided to the Chairman, Vice-Chairman and divisional Member on his return from leave.

.....

3. Some months ago the Local Committee approved a parking scheme for Dorking High Street with the aim of preventing indiscriminate parking and improving safety. The Committee was informed at the time of approval that this would be brought forward for public consultation as quickly as possible. Would you please inform me

why the scheme has not yet been submitted for public consultation after so many months and when it is planned for the consultation to be undertaken?

Response from SCC Highways:

Since the committee first approved proposals in Dorking and Leatherhead town centres it has been necessary to carry out further consultation with businesses and stakeholders in Leatherhead to finalise proposals for consultation. This is now complete and so it is intended to start statutory consultation in early January with the intention of reporting comments and objections to the March committee meeting. Preparations for the current parking review and the Rothes Road resident parking consultation in recent months have also called on parking team resources and had an impact on the progress of this work.

In addition to the normal statutory advert for these proposals we intend to inform local businesses and residents in the vicinity by a letter drop and street notices. All the information will be available to view during the consultation period on the council's web pages and at the local library/civic centre.

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4. Two weeks ago a report appeared in the Dorking Advertiser highlighting a hole that had appeared in the high pavement in Dorking High Street. When this occurred it was simply covered with a yellow plastic cover and has been left in that condition for a long period of time. Now the pavement around the hole is beginning to disintegrate leaving a potentially dangerous situation. Would you please inform me why no action has been taken to repair the pavement at this point and when it is anticipated that repairs will be undertaken?

Response from SCC Highways:

When originally reported the defect was made safe with the footway board. Initially the defect was believed to be related to utility apparatus or reinstatement failure. Subsequent research indicated this was not the case. The Maintenance Engineer has therefore raised a job to have an excavation carried out and a thorough investigation into the suspected void. This work will be carried out within the next month and the cause rectified.

Question from Cllr Rosemary Dickson:

Would it be possible to amend the road sign at the cul de sac off the Oxshott Road (near Tesco) to read No Through Road or Cul de Sac?

Large vehicles are going down there thinking they can take a short cut to Oaklawn Road but find they are stuck with no turning space. The residents are getting very tired of this.

It should be possible, even possibly using a transfer (in red) saying that there is no way through. This might be cheaper than a new sign. Something needs to be done.

Officers can arrange for a Cul de Sac sign to be installed at the junction of the D2866 Oxshott Road with the A244 Oxshott Road, Leatherhead. This could be funded from the Local Committee's ITS allocation for signs and road markings,

subject to the delegated approval of the Local Committee Chairman, who is also the divisional Member, and Vice-Chairman.

Response from SCC Highways:

Officers can arrange for a Cul de Sac sign to be installed at the junction of the D2866 Oxshott Road with the A244 Oxshott Road, Leatherhead. This could be funded from the Local Committee's ITS allocation for signs and road markings, subject to the delegated approval of the Local Committee Chairman, who is also the divisional Member, and Vice-Chairman.

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**MOLE VALLEY LOCAL COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – FEBRUARY 2015 – updated pre committee**

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	Responsible officer or member	Response	Next progress check:
07/06/12	Item 10 CycleSMART	When the committee is considering proposals for cycling infrastructure they will take into account and consider the safety and accident data that is prepared.	Duncan Knox/Lesley Harding	Officers to keep the committee updated on the cycling casualty data.	ONGOING
05/12/12	Item 5 Petitions	Mr Innes raised concerns about the speed limit on Pebblehill, Betchworth	John Lawlor, PC Tom Arthur	Scheme designed, now awaiting implementation Signing works completed. Lining to be carried out in conjunction with Operation Horizon resurfacing, which has been delayed due to utility works.	17/06/15
06/03/13	Item 4b Members Questions	Cllr Haque requested a timetable for the water leaks works on Monks Green, Fetcham	John Lawlor	Chairman, Vice –Chairman and divisional member to be provided with the information.	17/06/15

11/09/13	Item 5 Petitions	Mrs Lawrence raised concerns regarding speed on The Street in Fetcham, the Chairman requested the VAS sign be deployed there to monitor speed. The Chairman also requested the road safety officer liaise with residents to assist with a community speedwatch.	John Lawlor/Tom Arthur	<p>To deploy the VAS sign on the Street in Fetcham and report back information to the Chairman, Vice Chairman and divisional member.</p> <p>Road Safety Officer assist in setting up a community speedwatch if residents wish to pursue.</p> <p>Update to be requested from Road Safety Officer (nb. PC Tom Arthur no longer in this post due to Police restructure).</p> <p>19/2/15 -Chris Cannon (Road Safety & Traffic Management Team) advises this location would not be a priority due to a lack of speed related collisions.</p> <p>This officer was previously unaware of the site and interested parties now need to contact Community Speedwatch by emailing CommunitySpeedWatch@surrey.pnn.police.uk.</p> <p>Action completed.</p>	
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11/09/13	Item 10, Woodfield Lane, Ashtead	Officers to work up proposal 3 (parking lay-by) into a detailed proposal.	John Lawlor/Anita Guy	A detailed design to be brought back to the committee. 19/2/15 Common land application with Secretary of State.	17/06/15
04/12/13	Item 4a Public Questions	Mr Troughton raised the issue of cycling safety following the opening of the new Tesco store on Reigate Road	John Lawlor/Anita Guy	Contact has been established with Tesco and officers will update upon the outcomes of this meeting. Site meeting held with Mr Troughton and divisional member. Signing proposed. 19/2/15 – Signage ordered.	17/06/15
04/12/13	Item 4a Public Questions	Cllr Potter raised concerns about the Nutwood Avenue scheme	PC Tom Arthur	The police would undertake further monitoring of speed in the next quarter. Update to be requested from Road Safety Officer. 19/2/15 - As a result of cuts Surrey Police are unable to carry out speed checks where there have been no speed related collisions. Response above 11/9/13 applies. Action completed.	

05/03/14	Item 10 Access to Vincent Road, Dorking	Concerns were raised regarding signs stating Vincent Road was access only being ignored.	Anita Guy	The Senior Highways Engineer to meet on site with divisional member to look at possible options. Advance warning signs installed. Consultation to be carried out with residents regarding possible stopping up.	17/06/15
18/06/14	Item 4b Members questions	Concerns were raised regarding flooding on Chalkpit Lane in Dorking.	John Lawlor	Chairman to provide Thames Water contact details to Mrs Watson to enable a site meeting to be held with highways and Thames Water.	17/06/15
18/06/14	Item 4b Members Questions	A question was raised regarding implementing a blanket speed limit of 40mph for the Surrey Hills	Anita Guy	As this is a change in policy it was recommended to be escalated to the Environment and Transport Select Committee.	17/06/15
18/06/14	Item 4b Members Questions	A question was raised regarding the Leatherhead to Ashted cycle route	Victoria Jeffrey	Response to be sent to the member outside the meeting. 19/2/15 VJ confirmed that letter was sent. Action completed.	
18/06/14	Item 9 Winter Services Arrangement	Concerns were raised about the future of Beare Green.	Anita Guy/John Lawlor	Officers to update the committee on the progress of Beare Green	17/06/15

18/06/14	Item 11 East Community Safety Partnership	The committee were updated on the merger of community safety partnerships in the East	Patrick McCord/Gordon Falconer	Members requested that the committee be kept up to date on the work of the partnership and spend of funds. 19/2/15 Action added to forward plan	
10/09/14-B	Item 4a Public Questions	Flooding issues in Lower Road, Bookham	Anita Guy/John Lawlor	A site meeting to take place after the next Bookham flood forum	17/06/15
10/09/14-C	Item 4b Member Questions	Concern that KEEP CLEAR signs cannot be painted on A25/Milton Court Lane junction	Anita Guy/John Lawlor	A site meeting with the traffic safety team will be set up to look into the issue.	17/06/15
10/09/14-E	Item 4b Member Questions	Stumps and roots underneath pavement in The Street Fetcham.	Anita Guy/John Lawlor	The officer will try to level out the path, but it will require funding.	17/06/15
10/09/14-J	Item 6 Leatherhead to Ashted Cycle Route	Concerns about the quality of the consultation process.	Mark Borland	The officer agreed to look into improving consultations to help the public.	17/06/15
10/09/14-K	Item 6 Leatherhead to Ashted Cycle Route	Concerns about the safety audit.	Mark Borland/Lesley Harding	Officers will take concerns back to the road safety team and see if the safety audit needs to be move forward. 19/2/15 Safety Audit was carried out on 28 January 2015. Action completed.	

03/12/14-A	Item 4a Public questions	Flooding issues in Bookham. Lower Rd recreational ground and Manor House Lane junction	John Lawlor/Anita Guy	Officers agreed a meeting before the next flood forum in January.	17/06/15
03/12/14-B	Item 4a Public questions	Chalkpit Lane resurfacing concerns	John Lawlor	Officer agreed to pass concerns to relevant team.	17/06/15
03/12/14-C	Item 4a Public Questions	Condition Chalkpit Lane	LC Chairman	Letter to be written from LC to MVDC, with idea of Section 106 funding to be used for adopting road if depot is developed.	17/06/15
03/12/14-D	Item 4b Member Questions	Cock Lane, Penrose Rd.	John Lawlor	Officer to inform Member of date for resurfacing of Cock Lane and Penrose Rd.	17/06/15
03/12/14-E	Item 4b Member Questions	Deepdene roundabout drainage issues	John Lawlor	Officer to obtain response to Member's question and cc to all Members.	17/06/15
03/12/14-F	Item 7 ROW	Proposed sign to indicate public footpath close by.	ROW officer	Officer to write to landowner with suggestion. 19/2/15 Officer confirmed that letter has been sent as requested. Action completed.	

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (MOLE VALLEY)

DATE: 4th MARCH 2015



**LEAD OFFICER: KEVIN ORLEDGE
STREET WORKS MANAGER**

SUBJECT: SOUTH EAST PERMIT SCHEME

DIVISION: ALL

SUMMARY OF ISSUE:

The purpose of this report is to update Members on the first twelve months of operation of the South East Permit Scheme within Surrey Highways.

This is the scheme used to control road works (Street Works and Works for Road Purposes) on Surrey County Council's highway network.

The report includes analysis obtained over this twelve month period.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to note the contents of this report

REASON FOR RECOMMENDATIONS

The Committee has requested an update on the South East Permit Scheme.

1. INTRODUCTION AND BACKGROUND:

1.1 On November the 11th 2013, Surrey County Council became a Permit Authority with the introduction of a permit scheme to manage the highway network with respect to both Street Works and Works for Road Purposes. (Appendix One Definitions).

Under the scheme works promoters are required to request permission from the Permit Authority before they can undertake works on the highway. Prior to the introduction of the scheme, works promoters had only to inform the authority of their intention to work.

The permit scheme was introduced into Surrey in the form of the South East Permit Scheme (SEPS) and has the objective of creating a better managed highway network in terms of safety, disruption and asset protection.

ITEM 7

- 1.2 Road works are inevitable. Under respective enabling Acts, utility companies have statutory rights and obligations. These include a duty to provide a service or supply to customers and rights to place, maintain, repair and renew, etc., apparatus. Targets are set by industry regulators in relation to reconnection times in the case of failure of supply and apparatus maintenance and replacement.

The Highway Authority itself will carry out maintenance works to support the performance of the highway and improvement works to enhance safety, cope with increasing traffic demands and to meet customer expectations.

- 1.3 Activities are controlled by two prime pieces of legislation, the New Roads and Street Works Act 1991 (NRSWA) and the Traffic Management Act 2004 (TMA).

Under section 59 of NRSWA 1991 there is a Duty for the local Street Authority (Surrey County Council) to coordinate all types of work on the highway and under section 16 of the Traffic Management Act 2004, to manage the road network with a view to achieving so far as may be reasonably practicable, the expeditious movement of traffic on the road network.

2. ANALYSIS:

- 2.1 Under powers available in the TMA 2004 (enacted 2008) Surrey County Council introduced the South East Permit Scheme to manage registerable activities on the highway.

The permit scheme cannot reduce the overall volume of highway activities. However with fees able to be charged for granted permits, the income generated from the scheme supports staff resource levels to allow all applications for work to be analysed giving increased opportunity for better coordination of activities.

In addition, with direct funding from permit fee income, resource has also been increased in field officers inspecting and monitoring activities in progress and after completion. (Appendix 8)

- 2.2 A central requirement of operating a permit scheme is applying parity between works by utility companies and Surrey's own works (Works for Road Purposes – WRP). This has been a challenging concept to introduce internally and work continues to improve this process.

- 2.3 Permit applications can be either granted or refused. In April 2014 an additional option of a Permit Modification Request (PMR) was introduced. This allows applications to be returned to the requester with comments defining the circumstances under which the permit would be granted and removes the need to refuse permits where in principle works can go ahead but amendments, usually relating to timing, are required on the application.

If Permit applications are not responded to within Department for Transport (DfT) defined timescales, they become Deemed. This is agreed by default.

No fee can be charged for a permit application that becomes Deemed. The Street Works department have a 0% target for deemed permits. (Appendix 4)

If a PMR is not responded to by a works promoter in the required timescale the permit will automatically default to refused. (Appendix 3).

- 2.4 Conditions can be applied by the Authority to the activity contained within the permit. Under statute Conditions must be pertinent to the reduction of congestion and disruption, recognise the needs of other users of the highway and the integrity of the highway itself.

Non compliance with a Permit Condition is a criminal offence which may be prosecuted via the magistrates' court. Liability for the offence can be discharged by payment of a Fixed Penalty Notice (FPN). Charges for FPN's are set by the DfT at £120 per offence with a reduction to £80 if paid in the first 29 days. (Appendix 6)

As of the 1st of October 2014 DfT figures indicated that 63 local authorities were operating permit schemes in the UK with a further 22 awaiting ministerial approval. With many of these schemes operating differing sets of permit conditions a DfT aim exists to standardise this situation with a National Conditions document having been produced.

The implications of this national document for Surrey County Council are currently being reviewed.

- 2.5 The South East Permit Scheme was implemented by both originating member authorities, Surrey and East Sussex, on the 11th November 2013. Being classed as a Common Scheme it is open for other authorities to join with the objective of standardising local authority approach to Street Works in the South East of England.

Bracknell Forest Council started operation of SEPS on November the 5th 2014, Wokingham on the 19th January 2015 and Slough and West Berkshire District Councils will become scheme members in the first quarter 2015.

To ensure consistent application of SEPS across member authorities a governance committee has been created with each authority being represented along with representation from each industry strand (Gas, Water, Electric and Telecoms).

- 2.6 With robust guidance issued by the Department for Transport (DfT), SEPS is targeted towards the traffic sensitive highway network, permit fees are structured accordingly.

Maximum fees for Permits are set by the DfT. Fees applied by individual authorities are determined using a DfT supplied matrix calculator with input data that includes the amount of works, type of works, type of road, and staffing levels. Fees for SCC SEPS are shown in Appendix 2.

It can be reported that income for the first twelve month period was generally in line with pre operation predictions and is shown in Appendix 5.

In line with the guidance relating to the traffic sensitive network and the overall raison d'être of the scheme to reduce traffic disruption, the DfT have

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issued instruction for all Permit Authorities to incentivise works to take place wholly outside of traffic sensitive periods by offering a discount on the permit fee charged for these works.

Whilst Members of the South East Permit Scheme had agreed in principle to offer a 30% discount on permit fees where appropriate conditions are met, the DfT are now advising the discount should match the fee level charged on non traffic sensitive streets. For Surrey this would mean 100%. This situation is currently under consideration.

2.7 Working without a Permit is a criminal offence.

A ruling however has been given in the magistrates' court that the legislation was "*clearly directed at those who ignore the scheme completely by failing to secure a permit at all*". This ruling also stated that an offence discharged by payment of an FPN is not a continuing offence.

Advice from the legal team at Surrey County Council is that magistrates' court decisions do not create precedent *per se*, but as judicial determinations, may be taken into account in similar cases.

The effect of these rulings being that multiple FPN's cannot be issued for the same offence even though it may continue and only when flagrantly abused can a working without a permit FPN be issued.

2.8 Highway improvements associated with new developments, (as deemed necessary by Transportation Development Planning (TDP) and included in planning permissions), under the permit scheme now require an approved Permit before they can be undertaken.

Permit Conditions can be applied and greater control now exists over timing, duration and methodology of this type of works.

2.9 Following a successful audit of the Street Works function in 2013, Surrey's Internal Audit plan for 2014/15 includes an audit of the permit scheme process in the fourth quarter of the year.

2.10 Case studies can be found in Appendix 7.

Contact Officer:

Kevin Orledge, Street Works Manager
0300 200 1003

Consulted:

Not Applicable

Annexes:

Appendix One	Definition of Terms
Appendix Two	Permit Fees
Appendix Three	Granted Permit Analysis
Appendix Four	Deemed / Refused / PMR Analysis
Appendix Five	Income
Appendix Six	Fixed Penalty Notices
Appendix Seven	Case Studies
Appendix Eight	Inspection Data

Sources/background papers:

Not Applicable

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Appendix 1 Definitions of Terms

Street Works

“Street works” means works of any of the following kinds (other than works for road purposes) executed in a street in pursuance of a statutory right or a street works licence:-

Placing apparatus, inspecting, maintaining, adjusting, repairing, altering or renewing apparatus, changing the position of apparatus or removing it.

Works required for or incidental to any such works such as, breaking up or opening the street, or any sewer, drain or tunnel under it, or tunnelling or boring under the street).

Works for Road Purposes

These are works usually carried out by highway authorities to improve, repair, maintain or replace highways, which under highways law includes the footway or pavement. This will include works to replace or maintain street lighting, even if carried out on behalf of the council by an electricity distribution company.

NRSWA defines “works for road purposes” (WRP) as any of the following descriptions executed in relation to a highway—

- Works for the maintenance of the highway,
- Any works under powers conferred by Part V of the HA1980 (Highway improvement works).
- Erection, maintenance, alteration or removal of traffic signs on or near the highway.
- Construction of a crossing for vehicles across a footway or grass verge or the strengthening or adaptation of a footway for use as a crossing for vehicles.

Works Promoter

A Works Promoter is any organisation carrying out works in the highway, regardless of whether they are working directly for, or on behalf of, a highway authority or an undertaker

Street Authority

In this Part “the street authority” in relation to a street means, subject to the following provisions—

- (a) if the street is a maintainable highway, the highway authority, and
- (b) if the street is not a maintainable highway, the street managers.

Traffic Sensitive

Under section 64 of NRSWA streets may be designated by the Street Authority as traffic sensitive. A traffic sensitive street is defined as one on which any work will create unacceptable delays and disruption to highway users at specified times.

One or more of the following criteria should apply before a street authority may designate a street as traffic-sensitive:

- (a) The street is one on which, at any time, the street authority estimates traffic flow to be greater than 500 vehicles per hour, per lane of carriageway, excluding bus or cycle lanes.
- (b) The street is a single carriageway two-way road, the carriageway of which, is less than 6.5 metres wide, having a total traffic flow in both directions of not less than 600 vehicles per hour.
- (c) The street falls within a congestion charges area.
- (d) Traffic flow contains more than 25% heavy commercial vehicles.
- (e) The street carries more than eight buses an hour.
- (f) The street is designated for pre-salting, by the street authority as part of its programme of winter maintenance.
- (g) The street is within 100 metres of a critical signalised junction, gyratory or roundabout system.
- (h) The street, or that part of a street that, has a pedestrian flow rate in both directions at any time, of at least 1,300 persons per hour, per metre width of footway.
- (i) The street is on a tourist route or within an area where international, national, or significant major local events take place.

Traffic Management

Traffic control that involves directing vehicular and pedestrian traffic around a construction zone, accident or other road disruption. This can be in the form of :-

Give and Take, Priority Working, Stop and Go Boards, Temporary Traffic Signals, Stop Works Sign (2 minutes maximum)

Registerable works

Street Works or Works for Road purposes that involve

- (a) Involve the breaking up or resurfacing any street, (see below for pole testing and coring involving excavation).
- (b) Involve opening the carriageway or cycleway of traffic-sensitive streets at traffic-sensitive times.
- (c) Require any form of temporary traffic control as defined in the Code of Practice for Safety at Street Works and Road Works.
- (d) Reduce the lanes available on a carriageway of three or more lanes.
- (e) Require a temporary traffic regulation order or notice, or the suspension of pedestrian facilities.
- (f) Require a reduction in the width of the existing carriageway of a traffic-sensitive street at a traffic-sensitive time

Enabling Acts

Enabling Act legislation is:

- Gas Act 1986 as amended by the Gas Act 1995 (schedule 3)
- Electricity Act 1989 (schedule 4)
- Water Resources Act 1991 (section 159)
- Telecommunications Act 1984 as amended by schedule 3 of the Communications Act 2003

Major works:

Identified in an undertaker's annual operating programme, which are normally planned or known about at least six months in advance of the proposed start date, or

Works that require a temporary traffic order (not a temporary traffic notice) under the Road Traffic Regulation Act 1984 for any works other than immediate works.

Works with a planned duration of 11 days or more, other than immediate works.

Standard works

Standard works are works, other than immediate or major works, with a planned duration of between four and ten days inclusive.

Minor works

Minor works are works, other than immediate or major works, with a planned duration of three days or less.

Immediate works

Immediate works are either:

Emergency works required to end, or prevent, circumstances, either existing or imminent, that might cause damage to people or property.

Urgent works as defined in the Regulations as street works:

- (a) (not being emergency works) whose execution is required (or which the person responsible for the works believes, on reasonable grounds, to be required):
 - (i) to prevent, or put an end to, an unplanned interruption of any supply or service provided by the undertaker
 - (ii) to avoid substantial loss to the undertaker in relation to an existing service or
 - (iii) to reconnect supplies or services where the undertaker would be under a civil or criminal liability, if the reconnection is delayed until after the appropriate notice period; and
- (b) includes works that cannot reasonably be severed from such works.

Ends



Charges for Permits for Surrey County Council
 Under the
South East Permit Scheme

	Main roads	Minor roads
	All 0, 1, 2 streets and Traffic Sensitive (at any time) 3 & 4 streets	3 and 4 / Non Traffic Sensitive streets
Provisional Advance Authorisation	£83	£66
Major Activity [over 10 days] and all major works requiring a traffic regulation order.	£216	£141
Major Activity [4 – 10 days]	£127	£ 0
Major Activity [up to 3 days]	£58	£ 0
Standard activity	£127	£ 0
Minor Activity	£58	£ 0
Immediate activity	£52	£ 0
Permit Variation	£45	£35

No fee will be charged if;

- the promoter is carrying out Works for Road Purposes (WFRP) as or on behalf of the highway authority
- if the permit is deemed
or
- if a permit variation is initiated by the permit authority

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Appendix 3 - Granted Permits - (amount of works)

Totals – Granted Permits

	Immediate	Major	Standard	Minor	Total
Surrey Total	33,099	1,381	4,133	25,776	64,389
Mole Valley Utility Works	530	58	216	2,318	3,122
Mole Valley Surrey CC Kier / Tarmac	2,979	69	89	143	3,280
Mole Valley Surrey CC Skanska	13	0	117	11	141
Mole Valley All Works	3,522	127	422	2,472	6,543

Of the total of Immediate Permits Granted, 23,525 (71%) were raised for Surrey County Council own works County wide.

Major, Standard and Minor Permit Analysis – Granted Permits – Mole Valley

Traffic management defined as “positive stop” methods Stop / Go Boards – Temporary Traffic Signals – Road Closure

Traffic Sensitive as recorded in the National Street Gazetteer under conditions defined by the Department for Transport.

Works Type	Total	With T/M	With T/M on TS streets
Major	127	77	28
Standard	422	235	118
Minor	2,472	65	35

Immediate Permit Analysis – Granted Permits – Mole Valley

Works Promoter	Total	With T/M	With T/M on TS streets
Totals	3,522	1,061	481
BT Openreach	108	17	4
Network Rail	3	12	11
Southern Gas networks	114	3	2
Surrey County Council	2,991	981	441
Sutton & East Surrey Water	123	26	14
Thames Water	80	8	6
UK Power Networks	79	14	3
Virgin Media	24	0	0

Ends

Appendix 4

Deemed Permits / Refused Permits / Permit Modification Requests

Totals – Deemed Permit Applications and Deemed Variation Requests

	Immediate	Major	Standard	Minor	Variation	Total
Surrey Total	91	4	22	40	79	236
Mole Valley	6	1	7	6	11	31

County wide the total loss of potential income against Deemed Permits totals £6,881.00

Deemed Percentage County Wide = 0.37% - Deemed Percentage Mole Valley = 0.25%

Deemed Permit Analysis County Wide

(T/M = Road Closure or Temporary Traffic Signals. T/S = Traffic Sensitive)

Permit Type	Total	With T/M	With T/M on TS streets
Major	4	2	1
Standard	22	7	2
Minor	40	10	6
Immediate	91	25	10
Variation	79	35	16

Refused Permits and Variation Requests Combined

Surrey Total 4,878

Mole Valley 403 (8.25%)

Permit Modification Requests

Surrey Total 3,957

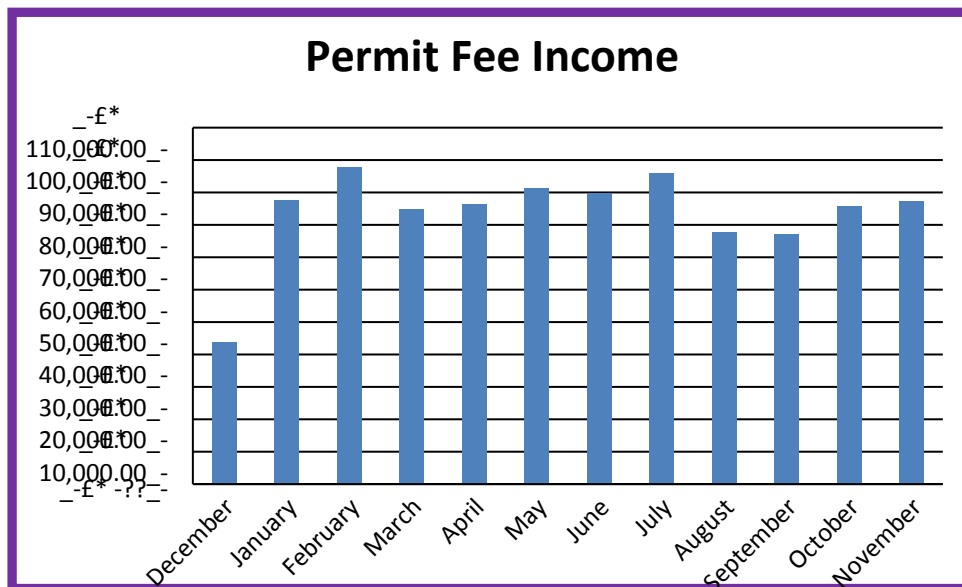
Mole Valley 351 (9%)

Following the introduction of the Permit Modification Request option on the 1st of April 2014, Permit applications will primarily only be refused where dates clash with other works / events

Ends

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Appendix 5 Income – Permit Fees



No Permit fees were charged for the first month of operation of the Scheme, fees being introduced from the 11th of December 2013.

(In the above chart November is shown as a complete month as opposed to a part month up to the 10th of November which would represent the actual 12 month operational period).

Taking current financial year figures and projecting over 12 months, predicted income from Permit fees is **£1,040,207**.

Ends

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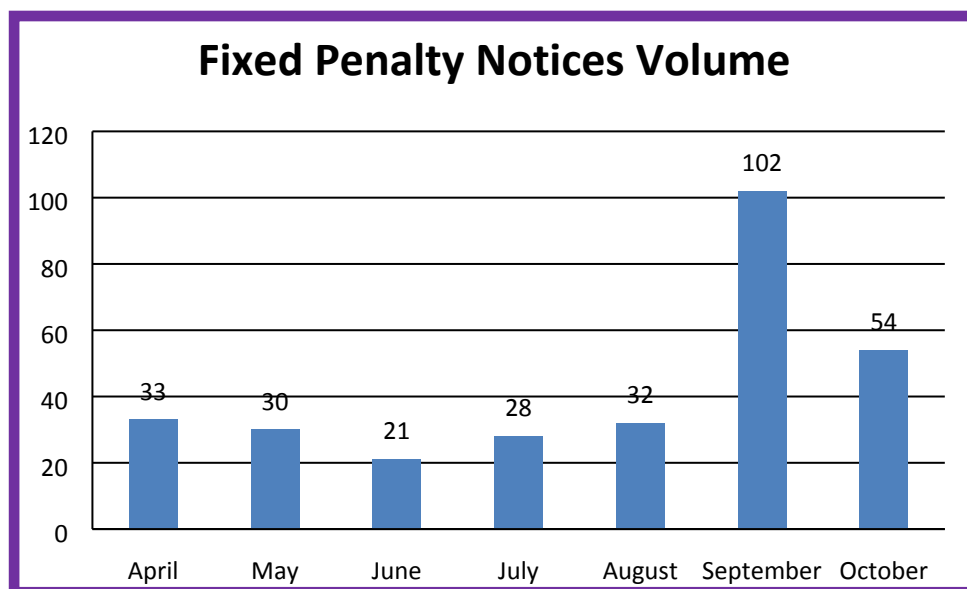
Appendix 6 Income – Fixed Penalty Notices

The criminal liability for breaching a Condition of a Permit can be discharged by the payment of a Fixed Penalty Notice (FPN), should the Authority decide to issue one.

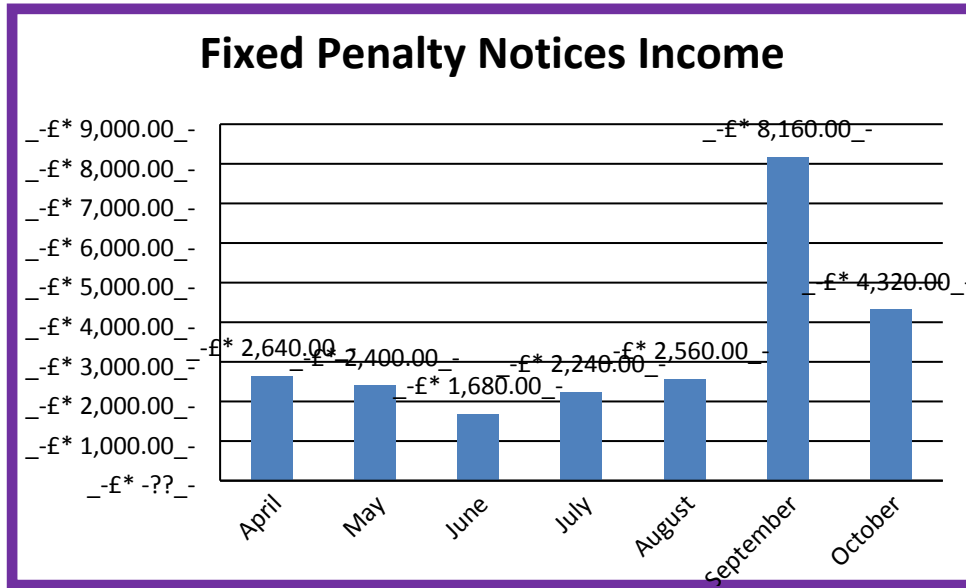
The charge rates for FPN's are defined by the Department for Transport at £120 discounted to £80 if paid within 29 days of issue.

The issuing of FPN's for breaches of Permit Conditions started on the 1st of January 2014.

(Information is available on FPN's issued from this date to end of financial year, (March 31st) but is not included in the table below due the format of the base data).



Based on the discounted rate of £80, the chart below shows FPN income in this financial year.



Ends

Appendix 7 - Case Studies

Oxshott High Street

The A244 is a significant artery in the Surrey highway network providing the link between the link between the A3 and M25. Part of this road forms Oxshott High Street and is part of the Ride 100 course. To carry out essential gas mains replacement, it was necessary for the road to be completely closed to traffic. Conditions were imposed that meant the works were undertaken in the summer school vacation, utilising extended hours and vacating the road totally over the weekend of the Ride 100.

Whilst the road was under closure, works by BT Openreach, Virgin Media, UK Power Networks, Sutton and East Surrey Water and our own Integrated Transportation Scheme works were instructed to take place to make best use of the closure period.

Whilst this may have been achievable under the previous Noticing regime with negotiation, the Permit Scheme gave the ability to instruct these events to happen.

Outwood Lane

Contractor JSM working for Abovenet Services are in the process of installing a new high speed fibre optic cable for data exchange between Croydon and Crawley.

At a certain location on the route, JSM chose to use the technique of “moling”. A works method that eliminates the need to open cut the surface but can only be undertaken where there is a clear path through suitable subsoil.

The moling tool contacted a twelve inch fresh water main which burst flooding 40 properties and affecting pressure in over 2500 homes and closing the road.

The Permit for the Abovenet works has been Revoked meaning JSM no longer have permission to undertake the works and have had to make good any excavations, stop work and clear the site until meeting have been held to review the situation.

Guildford Road, Woking

Permit approval was given to Southern Gas Networks (SGN) to undertake a service connection on the A320 in a location close to the town centre. These works were planned to start on the 13th of January and required two lanes of the main route into Woking to be reduced down to one lane only.

A few days earlier a major gas leak occurred on a roundabout on another main feeder road into Woking which required the use of five way temporary traffic signals causing significant disruption.

The Permit Scheme gives powers to Revoke a Permit application under certain conditions. Emergency works in a conflicting location is one of these circumstances, hence although they had been approved, the SGN works on the Guildford Road was Revoked to avoid compounding the levels of traffic disruption.

Monument Hill, Weybridge

A development of a new Morrison's supermarket in Weybridge had associated road relayout and utility works. The road revisions being part of a section 278 agreement (Highway modification).

Under the Permit Scheme, s278 works require to be carried out under an approved Permit. This enables the Street Works department to become involved in agreeing timings, durations and Conditions. Previously this was not the case.

Works on Monument Hill, Weybridge were proposed by the Developer to use two way traffic signals for a period of 26 weeks. With Street Works involvement the method of works was significantly changed and the length of time the temporary signals were required reduced by around ten weeks and Conditions on manual control of the traffic signals imposed.

Prior to the Permit Scheme resource did not exist in Surrey to review s278 works in this depth.

Copsem Lane

Sutton and East Surrey Water project to renew 500 metres of fresh water main and transfer 29 properties. This road joins the Oxshott High Street. A significant part of the main laying works, which was a longitudinal open cut trench in the carriageway, was instructed to be undertaken whilst the road was closed further down for the SGN works due to the reduced traffic levels. A section of the works that was undertaken outside of the closure time resulted in significant traffic disruption.

Consequently the subsequent works of providing service connection from the new water main into properties has been instructed by an "Authority Imposed Variation" (AIV) to be undertaken in off peak periods only between 09:30 and 16:00 or over a weekend period with the carriageway cleared and returned to full use outside of these hours.

An AIV being a Direction only available to Authorities operating a Permit Scheme.

A30 London Road, Bagshot

Scottish and Southern Energy (SSE) have been commissioned by a Developer to provide an upgraded electrical power supply to a new supermarket development. These works are on the same road in the exact same location as works took place 12 months previously by Affinity Water. The Affinity works caused considerable traffic delays and a vast amount of correspondence from dissatisfied members of the public. These works were undertaken under the previous Noticing scheme.

Under the Permit Scheme for the SSE works we have been able to impose traffic management layouts, instruct exact letter drop areas, advanced warning signage locations, working days and hours and the start date of the project with the objective of reducing traffic disruption by informing the public and ensuring effective working practices.

Ends

Appendix 8 - Inspections

'A' Inspections are undertaken during the works and are carried out against the DfT publication Safety at Street Works and Road Works a Code of Practice. Compliance with the document is statutory for street works and became statutory for Works for Road Purposes as of October 1st 2014.

'B' Inspections are undertaken between the date when work finish to any time up to six months later.

'C' Inspections are undertaken at the end of the 2 year guarantee period. Both 'B' and 'C' Inspections are done against the DfT document Specification for Reinstatement of Openings in the Highway.

(As the Highway Authority, SCC can undertake as many 'A', 'B' and 'C' inspections as is seen necessary. Statutory Undertakers are required to cover the costs of inspections, at £50 per inspection, in each category up to 10% of the total volume of their works (averaged over three years)).

'D1' Inspections are held with the Works Promoter in attendance where defective works are identified and disputed by the Works Promoter.

'D2' Inspections are carried out when remedial works are in progress on defective works.

'D3' Inspections are carried out when the repairs have been made to defective works

Third Party Report is the term given to a report from a third party of an issue with utility works which require a visit to site to inspect. During the first year of the Permit Scheme 94 of these were investigated across Surrey.

From **April 1st 2014** the facility became available to record the results of an inspection against applicable Permit Conditions under a bespoke code, **Permit Monitoring Result (PMR)**.

Before this facility a combination of **Site Occupancy Monitoring (SOM)** inspections and **Routine (RTN)** inspections were used for this purpose.

Additional Street Works Officers employed to support the Permit Scheme Operation, and new inspection ‘types’ required by the operation of the scheme have allowed for a greater number of overall inspection of works to be undertaken. Using overall figures in the year prior to the introduction of SEPS total inspections numbered 13,326 against 21,041 for the first year post SEPS introduction.

This constitutes an additional 7,926 inspections per annum, a 59% increase in works inspections.

Total Inspection Quantities against Works Promoter – County Wide

Inspection Type	Total amount of Inspections Per Promoter
Abovenet Communications Ltd	4
BT Openreach	3319
Affinity Water	1673
ES Pipelines Ltd	4
Fulcrum Pipelines Limited	19
Gas Transportation Co	25
London Transport	1
National Grid Gas	482
Network Rail	35
O2 (UK) Limited	1
Orange	0
Romec	2
South East Water	1100
Southern Electric	521
Southern Gas Networks	3436
Southern Water	8
SSE Datacom	5
Surrey County Council	883
Sutton and East Surrey Water	2019
Thames Water Utilities Ltd	2741
T-Mobile (UK) Limited	7
UK Power Networks	1903
Virgin Media	2801
Vodafone	52
Grand Total	21,041

Highlighted Statutory Undertakers active in Mole Valley

Totals – ‘A’, ‘B’ and ‘C’ Inspections plus Defect inspections

Permit	‘A’	‘B’	‘C’	D1	D2	D3
Surrey Total	3682	3178	3139	259	50	448
Mole Valley	278	451	473	7	3	30

Totals – TPR, SOM, RTN and PRM Inspections

Permit	TPR	SOM	RTN	PRM
Surrey Total	94	4094	3006	3295
Mole Valley	14	331	212	205

Using the **3295 PRM** figure in the table above an annualised figure of **5,600** inspections against compliance with Permit Conditions is calculated.

(SOM inspections returning to the original purpose of inspecting a works site on the day after completion is notified to ensure the site is clear and RTN inspections being any ad-hoc inspection carried out)

Ends

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (MOLE VALLEY)**

DATE: 4th MARCH 2015
LEAD OFFICER: JOHN LAWLOR, AREA TEAM MANAGER



SUBJECT: HIGHWAY SCHEMES 2014/15 – END OF YEAR UPDATE

DIVISION: ALL

SUMMARY OF ISSUE:

To inform the Local Committee on the outcome of the 2014/15 Integrated Transport and highways maintenance programmes in Mole Valley.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to note the contents of the report.

REASONS FOR RECOMMENDATIONS:

To update the Local Committee on the progress of the highway works programme in Mole Valley.

1. INTRODUCTION AND BACKGROUND:

- 1.1 In December 2013, Mole Valley Local Committee agreed a programme of capital Integrated Transport Schemes (ITS) and revenue maintenance expenditure for 2014/15 in Mole Valley to be funded from the Local Committee's devolved budget. The £368,666 ITS capital budget was divided equally between improvement schemes and maintenance (local structural repair) schemes. The revenue maintenance budget was set at £252,110. In addition to this, each County Member was allocated £5,000 Community Enhancement funding to spend on improvements in their local area.
- 1.2 In addition to the Local Committee's devolved budget, Countywide budgets have been used over the past year to fund major maintenance (Operation Horizon), flood damage repair (Project 400), drainage works and other capital highway schemes. Countywide revenue budgets are used to carry out both reactive and routine planned maintenance works.
- 1.3 In addition to the Local Committee's devolved highways budget, developer contributions can be used to fund, either wholly or in part, highway

improvement schemes to mitigate the impact of developments on the highway network.

2. ANALYSIS:

Capital Programme

2.1 **Annex 1** provides an end of year update of the 2014/15 capital programme of Local Committee funded highway works in Mole Valley. It also provides an update on schemes funded by the Road Safety Working Group and those being progressed using developer contributions.

2.2 A number of ITS improvement schemes have been progressed in 2014/15, as highlighted below and set out in detail in Annex 1.

- A24 Horsham Road, Holmwood: scheme to prevent buses overhanging central reservation when turning right and closure of gap in central reservation.
- A24 Horsham Road (Spook Hill to Beare Green), Dorking: completion of next phase of works to convert existing footway to shared pedestrian /cycle path.
- West Street, Dorking: footway improvement works to provide new surfacing, localised widening and new informal crossing points.
- Ruckmans Hill, Oakwood Hill: introduction of signed width restriction to prevent use by unsuitable vehicles.
- Decluttering: work completed in Great Bookham to remove surplus illuminated signs and posts at the junction of Lower Road/Rectory Lane/Bookham Street.

2.3 Seven Local Structural Repair schemes are due to be completed in 2014/15, funded from the Local Committee ITS capital maintenance budget. It had been intended to deliver fourteen micro asphalt schemes this financial year but the schemes were deferred due to the retendering of the surface treatment contract.

Revenue Programme

2.4 **Table 1** below shows the revenue maintenance allocations for 2014/15, together with works carried out to date. This budget will have been spent in full by the end of the financial year.

2.5 The Highways Localism Initiative was set up to allow Parish Councils and Residents' Associations to bid to the Local Committee for funding of local revenue projects. £5000 per County Member was allocated for localism initiative works in their divisions, with the proviso that if any of the funding had not been distributed by the end of November 2014, the money would revert to the relevant Member's Community Enhancement allocation. In 2014/15, two bids were received, from Buckland Parish Council and Ashtead Residents' Association.

2.6 Mole Valley Local Committee was allocated £30,000 Community Enhancement Fund, which equates to £5,000 per County Member, to pay for small highway improvements to benefit the local community. This budget is projected to be spent in full by the end of the financial year and has been

used to fund drainage works, kerb and footway works, gateway features, and provision of grit bins, as requested by Members.

Item	Allocation	Works Carried Out
Drainage / ditching works	£28,000	Works carried out include: Area-wide ditching programme Ditch and tree/vegetation clearance on A29 Beare Green/Wigmore Lane, Wonham Lane Drainage investigation and repair in Bushbury Lane, Coldharbour Common Road, Cotton Row, Penrose Road, Cobham Road, Kingston Road, Fernden Abrams Lane, The Street (Capel), Weare Street, Wheelers Lane, Church Lane (Headley).
Tree works and flailing	£20,000	Works carried out include: Area-wide Autumn hedge flailing programme Tree works at Knoll roundabout, Boxhill Road
Carriageway or footway patching works	£5,000	Works carried out include: Footway repairs in Crays Avenue, Wildcroft Drive, Westhumble Street, Middle Street Carriageway repairs in Westcott Street, Stane Street, Glovers Road
Parking	£15,000	Contribution towards parking review in Mole Valley
Signs and Road markings	£2,000	Provision of new signs at various locations across the District.
Localism Initiative	£30,000	£5,000 per County Member to fund bids from Parish Councils and Residents' Associations for local revenue highway projects (see para 2.5)
Sub Total	£100,000	
Revenue Maintenance Gang/Drainage Works/Low Cost Measures	£152,110	Hire of Revenue Maintenance Gang to carry out minor works throughout the District. Around 400 minor works jobs carried out including vegetation trimming, verge repairs, road sign works and drainage maintenance.
Sub Total	£152,440	
TOTAL	£252,550	

Table 1 – Revenue Maintenance 2014/15

Customer Enquiries

2.7 **Table 2** shows the number of enquiries received during 2014. The extremely high volume of enquiries received in the first quarter of the year was a result of the extremely wet winter of 2013/14. The second and third quarters saw a reduction in the number of enquires received, although overall volumes remain high and the downward trend has continued in the last quarter.

2.8 Of the enquiries received by the local area office, 96% have been resolved, a rate slightly above the countywide average of 95%. Although the response rate remains high, Highway Services are working hard in conjunction with contractors to improve the service provided. The new Works Management

ITEM 8

System has allowed greater visibility throughout the life of a customer enquiry and officers are able to view better information and works schedules.

Period (2014)	Surrey Highways: Total enquiries (no.)	Mole Valley: Total enquiries (no.)	Local Area Office: Total enquiries (no.)
Jan - March	58,224	6,021	2,620
April - June	29,551	3,358	1,163
July - Sept	30,225	2,633	1,346
Oct – Dec	31,000	3,005	1,162
Total	149,000	15,017	6,291

Table 2: Customer Enquiries

2.9 Work continues to improve performance and a Key Driver Analysis is currently being undertaken which looks at the annual National Highways and Transport survey to better understand customer satisfaction. In addition, the Customer Service Excellence Member Reference Group is reviewing response standards and the Customer Charter.

2.10 **Table 3** shows the number of complaints received in 2014 by Surrey Highways and the South East area, which includes Mole Valley. Although there has been a reduction in the overall number of customer contacts in 2014 compared to 2013, the number of Stage 1 complaints has increased, with 524 complaints made at Stage 1 in 2014 compared to 487 in 2013. However, for 2014 this equates to only 0.35% of all enquiries received by Surrey Highways being taken to a Stage 1 complaint. The main reason for complaints is the lack of communication and the failure to carry out works to either the required standard or timescale.

Period (2014)	Surrey Highways: Complaints (no.)	South East Area: Stage 1 Complaints (no.)
Jan - March	143	47
April - June	65	28
July - Sept	100	27
Oct – Dec	216	58
Total	524	160

Table 3: Complaints

2.11 In addition, 61 complaints have been escalated to Stage 2 of the complaints process, of which Surrey County Council were found to be at fault in 26. Seven complaints have been made to the Local Government Ombudsman about the Service, none of which have been upheld.

3. OPTIONS:

3.1 Not applicable.

4. CONSULTATIONS:

4.1 Not applicable

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The key objective with regard to the 2014/15 budgets has been to manage to a neutral position. Final end of year figures are not yet available to determine if this objective has been achieved. Financial outturns will be presented to Local Committee at the June 2015 meeting.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding. The needs of all road users are considered as part of the design process for highway schemes.

7. LOCALISM:

7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme.

7.2 Specific funding is allocated from the Local Committee's devolved budget which allows Parish Councils and Residents' Associations to bid to the Local Committee for the funding of local revenue projects.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	Set out below

8.1 Crime and Disorder implications

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

8.2 Sustainability implications

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 This report sets out highway works carried out in Mole Valley in 2014/15, for Members' information.

10. WHAT HAPPENS NEXT:

10.1 The remaining budget for 2014/15 will be spent and the end of year outturn figures will be finalised, to be reported to Local Committee in June 2015.

ITEM 8

Contact Officer:

Anita Guy, Senior Engineer, South East Area Team, 03456 009 009

Consulted:

Not applicable

Annexes:

Annex 1: Summary of Progress

Sources/background papers:

- Report to Mole Valley Local Committee, 4th December 2013

CAPITAL ITS IMPROVEMENT SCHEMES			
Project: A24 Horsham Road, Holmwood			
Detail:	Measures to address right turn/vehicle overhang on A24 central reservation	Division:	Dorking Rural
Allocation: £60,000			
Progress: Implementation of northbound lane closure, as trialled in October 2012. Closure of gap in central reservation opposite petrol station to improve safety. Completed. Stage 3 Road Safety Audit carried out.			
Project: Rectory Lane, Bookham			
Detail:	Footway extension	Division:	Bookham and Fetcham West
Allocation: £1,333			
Progress: Two options been developed by Design Team. Ecological assessment carried out Spring 2013. Land issues to be resolved before scheme can be progressed..			
Project: High Street, Bookham			
Detail:	Measures to address speed, congestion and HGVs	Division:	Bookham and Fetcham West
Allocation: £30,000			
Progress: Proposals developed in consultation with the Bookham Residents' Association and divisional Member. Changes to waiting restrictions carried out as part of 2013/14 parking review to provide passing places. Following consultation on the provision of three road tables in the High Street, the proposals were revised to minimise the loss of on-street parking. Design is being completed and implementation is likely to be early 2015/16.			
Project: A24 Deepdene Avenue, Dorking (Phase 3)			
Detail:	Safety measures	Division:	Dorking South & the Holmwoods
Allocation: £5,000			
Progress: Design of Phase 3 measures, for implementation in 2015/16.			

CAPITAL ITS IMPROVEMENT SCHEMES			
Project: A24 Horsham Road (Spook Hill to Beare Green), Dorking			
Detail:	Shared cycle/pedestrian path	Division: Dorking South & the Holmwoods Dorking Rural	Allocation: £20,000
Progress: Design and implementation of next phase of works to convert the existing footway to a shared cycle/pedestrian path, continuing northwards from the work carried out north of Old Horsham Road in 2013/14. Completed. Next phase of works to be carried out in 2015/16.			
Project: Hollow Lane, Wotton			
Detail:	Measures to reduce speeds in vicinity of cottages	Division: Dorking Hills	Allocation: £10,000
Progress: No local support for the options developed to improve pedestrian safety in the section of Hollow Lane by the cottages Agreed to progress provision of SLOW road markings and signs to warn drivers of pedestrians in the road. Works ordered.			
Project: Approaches to Therfield School			
Detail:	Safer Routes to School/Cycle improvements	Division: Leatherhead and Fetcham East	Allocation: £5,000
Progress: Option to provide a shared cycle path on Kingston Road to link with existing cycle facilities being progressed. Design on-going.			
Project: Garlands Road, Leatherhead			
Detail:	Measures to reduce speeds/improve pedestrian facilities	Division: Leatherhead and Fetcham East	Allocation: £10,000
Progress: Proposal to provide a raised table at the junction of Garlands Road and Linden Gardens rejected following statutory consultation. A revised scheme to include a zebra crossing and a kerb build-out/priority give way being progressed. Implementation to be carried out in 2015/16.			

CAPITAL ITS IMPROVEMENT SCHEMES

Project: Dene Street, Dorking			
Detail: One-way working	Division: Dorking South & the Holmwoods	Allocation: £25,000	
Progress: Proposed one-way working in Dene Street between Heath Hill and the A25 High Street. Traffic surveys completed. Design work on-going. Scheme programmed for implementation 2015/16, subject to consultation.			
Project: Ruckmans Hill, Oakwood Hill			
Detail: Width restriction	Division: Dorking Hills	Allocation: £2,000	
Progress: Design and implementation of signed width restriction on Ruckmans Hill, Oakwood Hill to prevent use by unsuitable vehicles. Traffic Regulation Order has been advertised and works ordered. To be completed by end March 2015.			
Project: Stage 3 Road Safety Audits			
Detail: To be carried out as appropriate	Division:	Allocation: £3,000	
Progress: Stage 3 Road Safety Audits to be carried out as appropriate.			
Project: Decluttering			
Detail: Great Bookham	Division: Bookham and Fetcham West	Allocation: £5,000	
Progress: Decluttering carried out in Great Bookham in 2013/14. Additional work identified by the Bookham Residents Association. Completed.			
Project: Small Safety Schemes			
Detail: To fund minor safety schemes, as and when identified	Division: All	Allocation: £4,000	
Progress: Schemes to be identified.			

CAPITAL ITS IMPROVEMENT SCHEMES			
Project:	Signs and Road Markings		
Detail:	To fund new signs and road markings, as and when identified	Division: All	Allocation: £4.000
Progress:	<p>Ewhurst Brickworks: HGV direction signs to be erected in advance of the brickworks resuming production. Works ordered.</p> <p>Vincent Road: Advance warning signs of No Motor Vehicle restriction to be erected in Vincent Lane and South Street. Substantially completed. Sign on South Street to be placed on a cantilever arm to maximise available footway for pedestrians.</p>		

CAPITAL ITS MAINTENANCE SCHEMES (LSR)			
Project	Division	Treatment	Update
Broomfield Park, Westcott - entire length	Dorking Hills	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.
Mowbray Gardens, Dorking - entire length	Dorking Hills	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.
Pippbrook Gardens, Dorking - entire length	Dorking Hills	Overlay	Works ordered. To be completed by end March 2015.
Bennetts Wood, Capel - entire length	Dorking Rural	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.

CAPITAL ITS MAINTENANCE SCHEMES (LSR)

Project	Division	Treatment	Update
Malcolm Gardens, Hookwood - entire length	Dorking Rural	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.
Nutwood Avenue, Brockham - from Nutwood Close to end	Dorking Rural	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.
Denfield, Dorking - entire length	Dorking South and the Holmwood	Channel plane and base repair. 40mm DBM resurfacing	Works ordered. To be completed by end March 2015.

DEVELOPER FUNDED SCHEMES

Project: Woodfield Lane, Ashtead			
Detail: Parking lay-by/localised road widening	Division: Ashtead		
Progress: Application submitted to the Secretary of State for consent to construct a new footway on common land. Subject to outcome of common land application, scheme to be implemented 2015/16.			
Project: Leatherhead Town Centre			
Detail: Town centre improvements	Division: Leatherhead and Fetcham East		
Progress: See separate report on this agenda.			
Project: West Street, Dorking			

DEVELOPER FUNDED SCHEMES		
Detail:	Footway improvements	Division: Dorking South & the Holmwoods
Progress: New footway surfacing, localised footway widening, upgrading street furniture and provision of dropped kerbs/tactile paving. Works on-going and programmed to be completed by end March 2015. Part funded from Mole Valley District Council s106 contributions.		
Project: A246 Guildford Road, Bookham		
Detail:	Provision of street lighting	Division: Leatherhead and Fetcham East Bookham and Fetcham West
Progress: Completed. Work on-going to mitigate concerns expressed by residents regarding light spill/light pollution.		
Project: Dene Street, Dorking		
Detail:	One-way working	Division: Dorking South & the Holmwoods
Progress: See capital ITS improvement schemes.		
Project: Pebble Hill Road, Betchworth		
Detail:	Safety scheme	Division: Dorking Rural
Progress: Improvements to signs completed. Additional road markings to be provided in conjunction with Operation Horizon works in Pebble Hill Road. Scheme delayed due to utility works.		
Project: Waterway Road, Leatherhead		
Detail:	Pedestrian safety scheme	Division: Leatherhead and Fetcham East
Progress: Feasibility design for provision of pedestrian facility near junction with Mill Lane.		

DEVELOPER FUNDED SCHEMES

Project: A245 Randall Road/Cleeve Road, Leatherhead

Detail: Pedestrian and cycle measures **Division:** Leatherhead and Fetcham East

Progress:
Provision of a pedestrian phase at the existing traffic signals. Cycle facilities to improve link between Leatherhead and River Lane. Design work on-going .

Project: Ruckmans Lane area, Ockley

Detail: HGV access issues **Division:** Dorking Rural

Progress:
See capital ITS improvement schemes.

Project: Kiln Lane, Brockham

Detail: Pedestrian safety scheme **Division:** Dorking Rural

Progress:
Feasibility design of footpath and lighting improvements. Divisional Member to be consulted on requirements for this location.

Project: Woodfield Lane, Ashtead

Detail: Footway improvements **Division:** Ashtead

Progress:
Feasibility design of measures to improve the alignment of the existing narrow footway at southern (A24) end of Woodfield Lane.

Project: Ottways Lane, Ashtead

Detail: Footway improvements **Division:** Ashtead

Progress:
Completed. Stage 3 Road Safety Audit carried out.

ROAD SAFETY TEAM SCHEMES

Project: A217 Reigate Road, Hookwood

Detail: Kerb build out and speed limit reduction **Division:** Dorking Rural

Progress:

Kerb build-out at junction of A217 Reigate Road and Mill Lane: Completed.

Speed limit reductions: A217 Reigate Road between north of Mill Lane and Hookwood roundabout; A217 between Hookwood roundabout and existing 30mph limit northwest of the A23 Longbridge roundabout; C62 Reigate Road between Hookwood roundabout and Povey Cross Road; and C64 Povey Cross Road. Completed.

Project: A25 Coast Hill, Wotton b/w Sheephouse Lane and Coast Hill Lane.

Detail: Hazard marker posts and warning signs **Division:** Dorking Hills

Progress:

Provide hazard marker posts and replacement warning signs on A25 Coast Hill between Sheephouse Lane and Coast Hill Lane. Completed.

PARKING

Progress:

The 2014/15 review was reported to Local Committee in December 2014. A few additional measures were added at the meeting, most of which have now been agreed by officers and members. The remaining issues will be resolved prior to advertising in March 2015.

Proposals currently being advertised are:

- new loading, waiting, and parking restrictions on North Street and Bridge Street, Leatherhead (objection period ends 19 February);
- double yellow lines on Ottways Lane, Agates Lane and Bramley Grove, Ashted (objection period ends 12 February); and

PARKING

- yellow lines on Lower Shott and Leatherhead Road, Great Bookham, and single and double yellow lines together with loading restrictions on High Street, Dorking (objection period ended on 23 January 2015).

The Leatherhead and Dorking proposals came out of the task group projects looking at congestion in those two High Streets, and the Ashted and Great Bookham proposals are outstanding proposals from last year's review.

Note: Information correct at time of writing (17/02/15)

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (MOLE VALLEY)****DATE:** 4th MARCH 2015**LEAD OFFICER:** JOHN LAWLOR, AREA TEAM MANAGER**SUBJECT:** REVISED HIGHWAYS FORWARD PROGRAMME
2015/16 – 2016/17**DIVISION:** ALL**SUMMARY OF ISSUE:**

In December 2014 Local Committee agreed a programme of highway works in Mole Valley for 2015/16 – 2016/17, based on the assumption that the devolved budgets would be the same as those received in 2014/15. Following the approval of the Revenue and Capital Budget 2015/16 to 2019/20 by Council on 10th February, it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level. This report seeks approval of a revised programme of highway works to reflect this reduced level of funding.

RECOMMENDATIONS:**The Local Committee (Mole Valley) is asked to:**

- (i) Note the contents of the report;
- (ii) Agree that the capital Integrated Transport Schemes budget be allocated as set out in Annex 1 of this report;
- (iii) Agree that capital maintenance funding dedicated to drainage schemes be allocated on a priority basis, to be agreed by the Area Team Manager in consultation with the Local Committee Chairman and Vice-Chairman;
- (iv) Agree that the revenue maintenance budget be allocated as set out in Annex 2 of this report; and
- (v) Agree that bids for Localism/Community Enhancement Initiative funding should be received by the end of May 2015, after which date any unallocated funding reverts to the relevant divisional Member.

REASONS FOR RECOMMENDATIONS:

To revise the 2015/16 – 2016/17 forward programme of highways works for Mole Valley to reflect the expected reduced level of revenue funding.

1. INTRODUCTION AND BACKGROUND:

- 1.1 At its meeting in December 2014, the Local Committee agreed a programme of highway works for Mole Valley funded from the Local Committee's devolved capital, revenue and Community Enhancement budgets. This programme was based on the assumption that Local Committees would receive the same level of devolved funding as in 2014/15.
- 1.2 The Revenue and Capital Budget 2015/16 to 2019/20 was approved by Council on 10th February, and it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level.
- 1.3 This report proposes revisions to the Mole Valley highways forward programme to take account of the reduction to the Local Committee's devolved budget.

2. ANALYSIS:

Capital Improvement Schemes (ITS)

- 2.1 The level of capital funding for ITS improvement schemes is to remain at its 2014/15 level of £184,333.
- 2.2 The ITS programme for 2015/16 – 2016/17 was approved by Local Committee in December. A sum of £29,333 for design and/or construction in 2015/16 was not allocated to specific schemes. It is suggested that this funding be added to the small safety schemes allocation. This will provide flexibility to progress new schemes during the year or to increase allocations to schemes where costs exceed initial estimates. A revised ITS programme is attached as **Annex 1**.

Capital Maintenance Schemes (LSR)

- 2.3 The level of capital funding for maintenance schemes is to remain at its 2014/15 level of £184,333.
- 2.4 Local Committee agreed that the capital maintenance budget be divided equitably between County Members, with the schemes to be progressed identified by the Area Team Manager in consultation with the Chairman, Vice-Chairman and divisional Members. It has been confirmed that Local Committees will be required to allocate a proportion of their capital maintenance budgets to drainage schemes. It is suggested that drainage schemes be prioritised and the drainage funding be allocated on a priority basis. The remaining budget for LSR schemes would then be divided equitably between County Members.

Revenue Maintenance

- 2.5 The Local Committee's revenue budget will be reduced in 2015/16 from £252,110 to £196,810. The Area Maintenance Engineer has reviewed this year's revenue expenditure and, taking into account the pressures on maintenance funding as evidenced by the number and type of public and Member enquiries, suggests that the reduced revenue budget for 2015/16 be allocated as set out in **Annex 2**.

2.6 It should be noted that sufficient funding has been allocated to provide a revenue maintenance gang for the year. This is considered to be a high priority as it enables requests from Members and residents for minor highway 'housekeeping' works, such as vegetation clearance, sign cleaning etc, to be managed and resourced.

2.7 The funding allocated to the Localism/Community Enhancement Initiative equates to £5,000 per County Member. Local Committee previously agreed that that Localism funding not distributed by the end of October 2015 would revert to the relevant divisional Member. In order to give Members sufficient time to decide what work to carry out in their divisions using any unallocated Localism/ Community Enhancement funding, and for the works to be ordered, it is proposed that the cut off date for receiving bids be brought forward to the end of May 2015.

Community Enhancement

2.8 It is not known at this time whether funding will be made available for Community Enhancement works in 2015/16. An allocation of £5,000 per County Member has been assumed, with the funding managed by the Area Maintenance Engineer on Members' behalf.

3. OPTIONS:

3.1 The Local Committee is being asked to approve a forward programme of highway works for Mole Valley as set out in this report.

4. CONSULTATIONS:

4.1 Appropriate consultation will be carried out as part of the delivery of the works programme.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The Revenue and Capital Budget 2015/16 to 2019/20 was approved by Council on 10th February, and it has been confirmed that the Local Committee's revenue budget for 2015/16 will be reduced from its 2014/15 level. This report revises the Mole Valley highways forward programme to reflect this reduced level of funding.

5.2 A number of virements were agreed by Local Committee in December 2013 which enables the budget to be managed and the programme delivered in a flexible and timely manner.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

7.1 The Highways Service is mindful of the localism agenda and engages with the local community as appropriate before proceeding with the construction of any highway scheme. The Localism/Community Enhancement Initiative

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enables Parish Councils and Residents' Associations to bid for Local Committee funding to carry out minor highway works.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising from this report

8.1 Crime and Disorder implications

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

8.2 Sustainability implications

The use of sustainable materials and the recycling of materials is carried out wherever possible and appropriate.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The report sets out the revised programme of highway works in Mole Valley for 2015/16 – 2016/17. It is recommended that the revised capital improvement schemes (ITS) programme and revenue maintenance allocations, as set out in Annexes 1 and 2 respectively, be approved. It is further recommended that the Local Committee agree that the capital maintenance budget required to be used to fund drainage works be allocated on a priority basis.

10. WHAT HAPPENS NEXT:

10.1 Officers will progress schemes and deliver works as set out in the highways programme for 2015/16, and will update Members at future meetings.

Contact Officer:

Anita Guy, Senior Engineer, South East Area Team, 03456 009 009

Consulted:

Annexes:

Annex 1: Revised Integrated Transport Schemes Programme 2015/16 – 2016/17

Annex 2: Revised Revenue Maintenance Allocation 2015/16

Sources/background papers:

Report to Mole Valley Local Committee 3rd December 2014: Highways Forward Programme 2015/16 – 2016/17

ANNEX 1

MOLE VALLEY

INTEGRATED TRANSPORT SCHEME (ITS) PROGRAMME 2015/16 - 2016/17

Scheme/Title	2015/16			2016/17			Comments
	D	C N	Budget Allocation	D	C N	Budget Allocation	
High Street/East Street, Bookham - Measures to address speed, congestion and HGV issues		•	£10,000				Detailed design and implementation of alternative measures agreed following consultation.
A24 Deepdene Avenue, Dorking (Phases 2 and 3) - Safety measures			£30,000		•	£30,000	Phase 2 - extend street lighting southwards to Chart Lane Phase 3 - extend street lighting from Chart Lane to Chart Lane South
A24 Horsham Road (Spook Hill to Beare Green), Dorking (Phases 4 and 5) - shared pedestrian/cycle path			£20,000		•	£20,000	Phases 4 and 5 of works
Approaches to Therfield School - Safety improvements/cycle facilities		•	£25,000				Detailed design and implementation of measures.
Garlands Road, Leatherhead - Measures to reduce speed/improved pedestrian signing		•	£10,000				Detailed design and implementation of revised measures.
Dene Street, Dorking - One-way working		•	£20,000				Detailed design and implementation of measures for one-way working in narrow section of Dene Street.
20mph speed limits outside schools		•	£10,000				Design of measures to support mandatory 20mph speed limits outside existing advisory locations (Ashted, Fetcham, Newdigate)
Pixham Lane, Pixham		•	£5,000				Design of measures (signs, lining, build-outs) to influence driver behaviour
Brockham, Capel and Charlwood		•	£5,000				Design of measures for road safety in villages, including walking to school, pedestrian crossing facilities, speed issues etc.
Schemes to be agreed by Committee for design					•	£20,000	
Schemes to be agreed by Committee for construction					•	£94,333	
Stage 3 Road Safety Audits			£5,000			£5,000	Post-construction audits of schemes, as required
Decluttering		•	£5,000		•	£5,000	Further locations for decluttering to be agreed
Small safety and improvement schemes		•	£34,333		•	£5,000	Schemes to be identified during the year and agreed by Chairman, Vice-Chairman and local divisional Members.
Signs and road markings		•	£5,000		•	£5,000	Schemes to be identified during the year.
			£184,333			£184,333	

NOTE:

The programme for 2016/17 is indicative and subject to confirmation. Costs may change following design.

KEY:

D = Design CN = Construction

MOLE VALLEY REVENUE MAINTENANCE ALLOCATION 2015/16 (Revised)

Item	Allocation Agreed Dec 2014	Revised Allocation	Comments
Drainage / ditching works	£23,000	£30,000	Includes hire of additional jetting resource as required. Allocation increased to reflect the customer demand for drainage maintenance and repairs following the 2013/14 winter flooding.
Tree and vegetation works	£17,000	£11,810	Includes hedge flailing and verge repairs. Allocation reduced as some of the general cutting back of vegetation can be carried out by the minor maintenance gang.
Carriageway or footway patching works	£5,000	£0	No funding allocated to reflect the improvements to the condition of the network as a result of Operation Horizon and Project 400.
Parking	£15,000	£15,000	Contribution towards 2015/16 parking review in Mole Valley.
Signs and Road markings	£5,000	£5,000	Allocation to enable urgent replacement of missing signs and provision of new signs.
Speed Limit Assessments	£5,000	£5,000	Allocation to enable speed limit assessments to be carried out using automatic traffic survey equipment, as required by Surrey's Speed Limit Policy.
Localism/Community Enhancement Initiative	£30,000	£30,000	Any funding not allocated to Parishes/Residents' Association by end May 2015 reverts to the relevant divisional Members to use for Community Enhancement works.
Sub Total	£100,000	£96,810	
Minor maintenance works	£152,110	£100,000	Provision of a minor works maintenance gang for 12 months
Total	£252,110	£196,810	



MOLE VALLEY LOCAL COMMITTEE

DATE: 4 MARCH 2015

LEAD OFFICER: GARATH SYMONDS, ASSISTANT DIRECTOR FOR YOUNG PEOPLE

SUBJECT: LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS

SUMMARY OF ISSUE:

The Local Committee is responsible for commissioning Local Prevention services to prevent young people becoming Not in Education, Employment or Training within their local area. The Local Committee Youth Task Group has recently met and received presentations from a range of potential providers. This papers sets out their recommendation for awarding Local Prevention.

The recommendation for the of award of funding is the culmination of several months of work by the Youth Task Group that will result in services being commissioned by the Local Committee in response to local need. The work will be delivered by two commissions:

The Local Prevention One to One Early Help contract which will build the resilience of young people and remove identified barriers to their future employability, as part of Surrey's early help arrangements.

The Local Prevention in Neighbourhoods grant which will build the resilience of young people who are at risk of becoming NEET in local communities.

As a result of 2015-16 budget setting process Services for Young People (SYP) is facing an overall budget reduction of £2.6 million, subject to final decision by County Council. It should be noted that funding amounts for Local Prevention in Neighbourhoods included in this paper reflect the current 100% allocation and may be subject to a reduction to 80% following final budget decisions by the County Council.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to:

- 1) Approve the Youth Task Group recommendation to award a contract for a 36

month period for One to One Work from 01 September 2015 to Leatherhead Youth Project for the value of £41,000 per annum (subject to future changes in SYP budgets). Within the contract there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

2) Approve the Youth Task Group recommendation to award two grants for a 36 month period for Neighbourhood Work from 01 September 2015 to

1) Leatherhead Youth Projects for the value of £18,500 per annum

2) YMCA East Surrey for the value of £18,500 per annum

(subject to future changes in SYP budgets) .Within these grant agreement there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

REASONS FOR RECOMMENDATIONS:

The recommendations will support the council's priority to ensure that all young people in Surrey are employable.

1. INTRODUCTION AND BACKGROUND:

1.1 Services for Young People Local Prevention has been operating in Mole Valley since 1 April 2012. The current grant comes to an end on 31 August 2015. It is necessary, therefore to re-commission for delivery to begin on 1 September 2015.

1.2 The Local Prevention allocation to the SCC Local Committee in Mole Valley is £78,000 per annum. This is the current budget allocation for the period from 1 September 2015 to 31 August 2016, however it should be noted that this likely to decrease as a result of a 20% reduction to funding for Neighbourhood prevention, subject to final budget decisions by County Council. It should also be noted that funding amounts beyond 2015-16 will be subject to future budget changes. The allocation is based on the number of young people who are NEET, at risk of NEET, involved in offending, and open-referrals to Children's Services in the district, with an adjustment for the number of youth centres.

1.3 Local Prevention from 2015-2020 will be in two parts: Neighbourhood Prevention and One to One Early Help Prevention.

1.4 Local Prevention in Neighbourhoods is an outcome based grant to fund delivery of preventative services that build resilience of young people who are at risk of becoming NEET, through addressing locally identified needs and priorities. The Grant is for £40,000 per annum (pa) for Neighbourhood Prevention (please note there is likely to be a 20% funding reduction to this grant). Awarding this funding through a grant affords bidders greater flexibility to respond to local needs and

enables negotiation with bidders during the process to ensure the offer best meets local need.

- 1.5 Local Prevention One to One Early Help will offer one-to-one support to young people, building relationships to remove barriers and achieve positive behaviour change, preventing the need for specialist services in the future. Young people will be referred to the provider through the Youth Support Service. The contract value is £41,000 pa (subject to future budget changes). Awarding the funding through a contract means the service requirements are more rigidly defined, which fits with the clear one to one offer required through this commission.
- 1.6 Local Prevention delivers against the county council's expectation that where possible local youth services will be commissioned locally. In furtherance of this agenda the Local Committee convened a Youth Task Group to act in an advisory capacity through the procurement process with representation from young people, County Members, District Members, community stakeholders and support from County and District Officers, as set out in the Council's constitution.
- 1.7 The purpose of local prevention is to prepare young people for participation and prevent them becoming NEET. It works with young people of secondary school age, who are most at risk of becoming NEET and complements the functions of the Youth Support Service that has a clear focus on young people who are currently NEET or who are currently in the youth justice system.

2. ANALYSIS:

- 2.1 The provider solutions were sought in a competitive process involving four stages:
- Local Specifications seeking initial proposals from potential providers
 - Mini competition for short-listed bidders to present their proposals to the Local Committee Youth Task Group
 - Local Committee receiving recommendations from the Youth Task Group
 - Award of Grant and Contract
- 2.2 The Youth Task Group met on 23 June 2014 to develop a needs assessment for Mole Valley. There were representations from elected members (County Council and District Council), County Council and District Council officers, and other local stakeholders. The workshop was able to consider the data on NEET young people, young people at risk of NEET and youth offending, information from the Index of Multiple Deprivation (IMD) and the perspective and experience of the workshop participants.
- 2.3 The Local Committee approved the Local Prevention Specifications for Mole Valley on 3 December 2014, this included the following key priorities:

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- Mental health needs, young people need to be motivated
- Provision of services across summer and during the day time in addition to evening services
- Reducing the perception of fear associated with young people, for example elderly residents fear of young people. Intergenerational projects and building relationships between young people and elderly people.
- Teenage pregnancy
- Sexual awareness
- Young people to be involved in youth democracy and decision making
- The rural nature of Mole Valley to be considered and the ability to take referrals from all parts of the district

2.4 The following key identified neighbourhoods were highlighted by the Task Group:

- The Holmwoods
- North Leatherhead
- Bookham

2.5 In addition the Task Group identified a need for projects that fulfil the following key criteria:

- Increasing capacity using volunteers and involving all of the community
- Provision throughout summer months
- Intergenerational working
- Paying attention to the rural nature of Mole Valley

2.6 The funding opportunity was published and widely publicised, reaching at least 100 voluntary organisations across the County, inviting as many bidders as possible to submit bids in response to the needs and priorities identified. A provider event was held on 16th October 2014 and was well attended.

2.7 Five bids were received for One to One work and all five were short-listed; Two bids was received for Neighbourhood Prevention and both were short-listed. Those organisations who were short-listed presented their proposals to the Youth Task Group on 11 February 2015.

2.8 The Youth Task Group consisted of both County and District elected members and young people. In addition officers from Surrey County Council and Mole Valley District Council were present. The Task Group received presentations from each provider, followed by questions to those providers on their bid. Following all the provider presentations a discussion was held to form the recommendation to the Local Committee for both Neighbourhood Prevention and One to One Early Help Prevention.

2.9 The shortlisted bidders were as follows:

Neighbourhood Provision:
Leatherhead Youth Project

One to One Provision:
Leatherhead Youth Project

YMCA East Surrey

YMCA East Surrey
Surrey Care Trust
Matrix
Learning Space

2.10 Following the presentations the Youth Task Group recommended that:

The Leatherhead Youth Project should receive 50% (£18,500pa) of the funding available for Neighbourhood Provision

YMCA East Surrey should receive 50% (£18,500pa) of the funding available for Neighbourhood Provision

(NB – there is likely to be a 20% reduction in funding for Local Prevention in Neighbourhoods, subject to final County Council budget decisions)

and

Leatherhead Youth Project should receive 100% (£41,000pa) of the funding available for One to One Provision

3. OPTIONS:

3.1 The committee is asked to:

- Approve the awards as above to the providers.

The Committee is asked to approve the award of funding to the provider as recommended by the Youth Task Group. This will ensure young people receive a service from 1 September 2015.

Should the Committee opt not to approve the providers bid, SCC will work to develop a further solution in conjunction with the Youth Task Group, which may mean a delay in the start of the commission of 1 September 2015.

4. CONSULTATIONS:

4.1 There has been wide ranging consultation with young people, staff, and partner agencies. A Services for Young People Project Board (including Elected Members, Surrey County Council officers and young people) has been established to oversee re-commissioning for 2015-20. Members have been consulted through the Local Committee Youth Task Group.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

5.2 Funding is subject to the annual budget setting process for the County Council and is subject to change.

6. LOCALISM:

6.1 The Local Prevention Commissions are at the heart of Surrey County Council's commitment to localism. Local Prevention involves local young people, elected members and wider stakeholders in decision making.

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

7.1 The devolved commissioning budget is likely to be targeted on groups who are vulnerable or at risk. An Equality Impact Assessment has been completed for this re-commissioning cycle to assess the impact of this commission on young people with protected characteristics.

8. OTHER IMPLICATIONS:

8.1 Crime and Disorder implications

- a. It is anticipated that this commission is likely to target young people in this priority group.

8.2 Corporate Parenting/Looked After Children implications

- b. It is anticipated that this commission is likely to target young people in this priority group.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The Local Committee is asked to approve the recommendation of the Youth Task Group for the award of a Neighbourhood Prevention grant and a One to One contract for a 36 month period from 01 September 2015 (subject to future budget changes) to the following providers:

- Neighbourhood Grants:

The Leatherhead Youth Project should receive 50% (£18,500pa).

and

YMCA East Surrey should receive 50% (£18,500pa).

(**NB** – there is likely to be a 20% reduction in funding following final County Council budget decisions)

- One to One Early Help Contract:

Leatherhead Youth Project for £41,000pa (100% of available funding)

10. WHAT HAPPENS NEXT:

10.1 Following the anticipated approval by the committee there will be a five day 'stand-still' period, after which the grants and the contract for Mole Valley will be awarded to YMCA East Surrey and Leatherhead Youth Project. This commission will start on 1 September 2015, ensuring a swift start to delivery of services to young people. The Youth Task Group will have the option of meeting twice per year, where updates will be provided on the performance of the provider.

Contact Officer:

Jeremy Crouch, Lead Youth Officer - 07968 832437.

Consulted:

Services for Young People Project Board

Service users have been consulted as part of the Local Prevention re-commissioning process

County Council Cabinet Member

Linda Kemeny, Cabinet Member for Schools and Learning

Clare Curran, Cabinet Associate for Children, Schools and Families

Annexes:

No annexes

Sources/background papers:

Services for Young People report to Mole Valley Local Committee –3 December 2014

Creating Opportunities for Young People: Re-Commissioning for 2015-2020 (Cabinet Paper)
– 23 September 2014

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (MOLE VALLEY)**

DATE: 4 MARCH 2015
LEAD OFFICER: ROD SHAW, PRINCIPAL CONSERVATION OFFICER, MOLE VALLEY DISTRICT COUNCIL

SURREY

SUBJECT: ENVIRONMENTAL ENHANCEMENTS: CHURCH STREET, LEATHERHEAD

DIVISION: LEATHERHEAD AND FETCHAM EAST

<u>SUMMARY OF ISSUE:</u>

<p>Mole Valley District Council has agreed to allocate £511,000 to develop a master plan for Leatherhead town centre and procure a master planning partner to take the project forward. This has been supplemented by funding from the Coast to Capital Local Economic Partnership (LEP) for a master planning exercise that will provide guidance on the future development in Leatherhead. In the short term, however, in advance of this major piece of work, officers have been discussion with local Members and stakeholders regarding the potential for achieving short term improvements to the public realm. Following this consultation, there is a proposal to use funding available now to undertake a series of short term improvements to the public realm focussed on Church Street but including other parts of the town in the short term.</p>

<u>RECOMMENDATIONS:</u>

<p>The Local Committee (Mole Valley) is asked to agree that:</p>

- | |
|---|
| <ul style="list-style-type: none"> (i) Support is given to designing and implementing a programme of short term measures for environmental enhancements in Leatherhead town centre, as outlined in this report, working with officers from Mole Valley District Council. |
|---|

<u>REASONS FOR RECOMMENDATIONS:</u>
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<p>Section 106 and LEP Growth Deal funding is available from the District Council for environmental enhancements in Leatherhead town centre. Despite the onset of the master planning exercise for Leatherhead that will assist in establishing a long term vision for the town, it is considered that both councils will wish to demonstrate a commitment to a better future for Leatherhead in the short term by investing immediately available funds in ways that will upgrade the public realm.</p>
--

<u>1. INTRODUCTION AND BACKGROUND:</u>

1.1

A bid to the Coast to Capital Local Enterprise Partnership LEP was submitted by Mole Valley District Council. The bid has the working title of 'Transform Leatherhead'. Underlying the bid is a recognition that Leatherhead has an important

part to play in the economic future of the Coast to Capital LEP but that it needs to overcome barriers to growth in order to fulfil its potential. It is recognised in particular that the town centre has under-performed and that the reasons for this require a fundamental rethink of issues from roads and transportation to the quality and design of the public realm. Many of these issues are central to this Council's role as the highway authority.

1.2

In recognition of the quality and persuasiveness of the bid, the LEP provided further limited funds to build capacity amongst local partners with a view to developing a master plan for Leatherhead which would set out deliverable projects that would be attractive to both the public and private sectors. This in turn would be based on a vision for Leatherhead developed within the community.

1.3

The commitment of Mole Valley District Council to transform Leatherhead town centre and the recent appointment of a master plan partner together with the success of the LEP bid have created a momentum within the community. The timetable is such that the work to produce the master plan, including the consultation that will be a vital part of the process, will be undertaken during 2015 with a final master plan submitted in 2016. In the meantime, both councils would like to demonstrate their commitment to the town centre by undertaking short term improvements to the public realm.

1.4

Funding is available through Section 106 contributions towards environmental improvements. In consultation with community groups and local Members it was decided that Church Street should be focus of attention. The importance of Church Street as one of the principal gateways into the town and as a part of the commercial heart of the town, providing the location for the town theatre and museum, is widely recognised. The public realm has not received significant public investment since the early 1980s.

1.5

Various approaches to the future design and layout of the street have been discussed with local Members and organisations. However, without a vision for the town that would set clear design principles for Church Street, it is difficult to make longer term decisions. The master plan will help in this respect, but there is a desire to make improvements quickly. The Transform Leatherhead reference groups comprising District and County Members, local organisations and representatives of the business community have agreed that short term improvements could be funded from the available funds in a way that will not limit future decisions but could significantly enhance the fabric of the street. In addition, other projects within the town centre have also been identified if funds allow additional work to be undertaken. The list of projects appear below. At this stage they are not prioritised. This Committee's agreement to the approach is required both because the responsibility for what happens in the public realm lies with the County Council as the Highway Authority and because officers of the authority will need to work with colleagues in the District Council in order to deliver the enhancements.

1.6

The list of possible projects can be viewed as a guide to the type of work that would be undertaken. It has been discussed with the Transform Leatherhead Members Reference Group and Community Reference Group. These groups have had a chance to input into it. The emphasis is on tackling obvious eyesores and defects, removing clutter and taking a comprehensive look at signage. Church Street is the primary focus, but with wider town projects also identified.

Church Street

- Creative lighting scheme for The Theatre entrance to enhance and draw attention to the entrance and add colour and interest to the street.
- Ease the ramp access through the vehicular barrier to prevent grounding.
- Undertake feasibility work and ground investigations to establish best options for the future location and design of vehicle barrier
- Remove and/or replant over-mature trees in planters to allow more light into the street and open up views through Church Street.
- Review signage at junction of The Crescent/Church Street to reduce the cluttered and confusing feel and provide more of a welcome.
- Work with the Leatherhead Museum to enhance their presence in the street.
- Signage and street furniture review to reduce clutter so that its buildings, spaces and landmarks can be seen and appreciated more easily. Seek a more elegant solution to the signage at the vehicular barrier.
- Remove large tree outside Englishman's Castle and repair paving and improve street furniture
- Review street furniture to provide consistent style for bollards and cycle stands in particular
- Replace existing globe lighting outside The Theatre with updated and improved lighting.
- Repair damaged brick paving details.
- Consider seasonal planting opportunities in consultation with the Residents' Association to add colour and interest to the street.

Town Centre Generally

- Create uniformity of street furniture including more practical litter bins. Would include more elegant traffic sign solutions in locations such as at the North Street cross-over.
- Improved signage to and from the car parks including smart phone QR options and links to car parking locations on the website.
- Improved Leret Way entrance to the Swan centre to make it more inviting and welcoming.
- Offer a reasonably priced pigeon spike service to owners and occupiers.

ITEM 11

- Renovate town notice boards in car parks.
- Carry out further repair of the slate cladding to the High Street ramp.
- Remove and replace damaged street signs, e.g. in The Crescent.
- Look at planting possibilities with the Residents' Association
- Replaced missing fingerposts in North Street and outside The Institute.
- Repaint bollards in North Street and utility cabinets elsewhere.
- Improve signage at the Epsom Road end of High Street
- Remove or replace guardrail from Station Road subject to safety considerations.

2. ANALYSIS:

2.1

The projects listed above address significant issues associated with the quality and design of public infrastructure. They address problems that can be dealt with without pre-empting structural changes that may arise from the master planning process. In most cases they can be implemented within existing powers and functions. Some will be led by District Council staff, whilst others will involve significant input from County Council officers. The list may be amended in the course of the development and costing of the enhancement programme and in consultation with the Transform Leatherhead reference groups. However, the objective is to implement as much of it as possible.

3. OPTIONS:

3.1

There are two general options in relation to the principle of the approach to public realm enhancements. Option 1 is to look at more structural change in Church Street and to focus the funding there. The danger with this option is that work to redesign the street might be overtaken by strategic decisions made in the master planning process. This might be seen as a waste of resources.

3.2

Option 2 would be to take the approach recommended in this report, namely to undertake enhancements that do not pre-empt later changes but would lead to the implementation of a series of small scale enhancement that together would have an immediate impact of the quality of the public realm. Implementation would be easier

to achieve than change involving significant redesign and the list of projects can be flexible to reflect the budget available.

4. CONSULTATIONS:

4.1

Consultation has taken place with local Members and local groups and organisations via the Transform Leatherhead reference groups. The Groups have endorsed the approach being recommended as Option 2.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1

A sum of approximately £325,000 is currently available from the District Council's funding for environmental improvements in Leatherhead. This is made up of Section 106 payments. A grant of £200,000 from 2016 has been offered via the LEP for projects that will enhance Church Street, which is one of the main access point to the Town Centre..

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1

Consideration will need to be given to issues relating to the needs of disabled people when designing the projects identified in this report. However, since the recommendation is not to undertake major structural change to the public highway, the implications are unlikely to be significant.

7. LOCALISM:

7.1

The background to this report sets out the community basis on which decisions are being made and the fact that there has been input into the list of project via the Transform Leatherhead reference groups. Liaison will continue to take place during the planning and implementation of projects.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report.
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising

	from this report
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8.1 Crime and Disorder implications

Although there are no major crime and disorder implications, the upgrading of the public realm could encourage a more responsible attitude towards the care and use of public spaces.

9. CONCLUSION AND RECOMMENDATIONS:

9.1

The Transform Leatherhead initiative offers an exciting opportunity to address a variety of issues affecting the economic development and general health of Leatherhead town centre. In the meantime, there are resources that can be deployed to address some immediate public realm and environmental enhancement issues. A list of potential projects has been agreed with the Transform Leatherhead reference groups, including local Members, as a way forward in the short term. The Committee is asked to agree this approach, encapsulated in the list of projects set out in this report, and to provide officer resources to enable projects to be implemented.

10. WHAT HAPPENS NEXT:

10.1

If the Committee approves the recommendation, officers will meet to prioritise projects and to begin the design work and set out a delivery programme. The Transform Leatherhead reference groups will be meeting monthly and reports on progress will be prepared for these meetings. Further reports to this Committee will arise from the development work and master planning process and short term enhancements can be included in progress reports.

Contact Officer:

Rod Shaw, principal Conservation Officer, Tel: 01306 879247

Consulted:

District officers, highways officers, Councillors Hall and Townsend and local Members from the Leatherhead area, including Ashted, Fetcham and Bookham.

Annexes:

None

Sources/background papers:

None

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (MOLE VALLEY)****DATE:** 4 MARCH 2015**LEAD OFFICER:** SANDRA BROWN**SUBJECT:** LOCAL COMMITTEE & MEMBERS' ALLOCATION FUNDING - UPDATE**DIVISION:** ALL

<p><u>SUMMARY OF ISSUE:</u></p> <p>Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This funding is known as Members' Allocation.</p> <p>For the financial year 2014/15 the County Council has allocated £10,300 revenue funding to each County Councillor and £35,000 capital funding to each Local Committee. This report provides an update on the projects that have been funded since April 2014 to date.</p>
<p><u>RECOMMENDATIONS:</u></p> <p>The Local Committee (Mole Valley) is asked to note:</p> <p>(i) The amounts that have been spent from the Members' Allocation and Local Committee capital budgets, as set out in Annex 1 of this report.</p>
<p><u>REASONS FOR RECOMMENDATIONS:</u></p> <p>The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Greater transparency in the use of public funds is achieved with the publication of what Members' Allocation funding has been spent on.</p>

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 and directs that this funding should be spent on local projects that promote the social, environmental and economic well-being of the area.
- 1.2 In allocating funds councillors 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.
- 1.3 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. RECENT COMPLETED PROJECTS:

- 2.1 Several projects have taken place within the last 3 months, here are a couple of examples of the projects

Dorking Town Map for South Street

£390.00 was given by County Councillor Stephen Cooksey, to enable Dorking Town Management to print and install the Dorking town centre map in South Street. The map will highlight places of interest, a website link to the fully responsive visitdorking.com website and the business directory. The map will use fade-resistant inks and will include a large space to display flyers and posters promoting local and community events.

Bookham Youth Hub

County Councillor Clare Curran gave £418.00 to Bookham Youth Hub, a new initiative running in association with Bookham Churches Together. The session will run on a Monday afternoon and offers a safe place for young people to be. Whilst at the Hub, they will be able to access confidential advice, education support and the condom distribution program.

3. ANALYSIS:

- 3.1 All the bids detailed in Annex 1 have been considered by and received support from the local county councillor and been assessed by the Community Partnerships Team as meeting the County Council's required criteria.

4. OPTIONS:

- 4.1 The Committee is being asked to note the bids that have already been approved.

5. CONSULTATIONS:

- 5.1 In relation to new bids the local councillor will have discussed the bid with the applicant, and Community Partnerships Team will have consulted relevant Surrey County Council services and partner agencies as required.

6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 6.1 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 approval. All bids are also scrutinised to ensure that they comply with the Council's Financial Framework and represent value for money.
- 6.2 The current financial position statements detailing the funding by each member of the Committee are attached at **Annex 1**. Please note these figures will not include any applications that were approved after the deadline for this report had past.

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 7.1 The allocation of the Members' Allocation and Local 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. LOCALISM:

- 8.1 The budgets are allocated by the local members to support the needs within their communities.

9. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report

Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	No significant implications arising from this report

10. CONCLUSION AND RECOMMENDATIONS:

10.1 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.

11. WHAT HAPPENS NEXT:

11.1 Payments to the organisations have, or will be paid to the applicants, and organisations are requested to provide publicity of the funding and also evidence that the funding has been spent within 6 months.

Contact Officer:

Sue O’Gorman, Local Support Assistant, 01737 737694.

Consulted:

- Local Members have considered and vetted the applications
- Community Partnership Team have assessed the applications

Annexes:

Annex 1 – The breakdown of spend to date per County Councillor, including the breakdown of spend to date per County Councillor of the Local Committee Budget.

Sources/background papers:

- All bid forms are retained by the Community Partnerships Team

Mole Valley Members Funding - Balance Remaining 2014-2015

Each County Councillor has £10,300 to spend on projects to benefit the local community, also an equal portion of the local committee's capital funding.

				REVENUE	LC CAPITAL	DATE PAID
Helyn Clack	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,300.00	£5,833.00	
	EF700232072	Charlwood Village Fete	Charlwood Village Fete - to increas community involvement	£1,000.00		12/05/2014
	EF800226053	Challengers	Challengers Dorking Summer Playscheme	£573.00		12/05/2014
	EF700233347	Ockley Parish Council	Mowing of bank on Ockley Village Green	£740.00		22/05/2014
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF700243305	Reigate Pilgrims Cricket Club	Outfield mower		£1,000.00	19/08/2014
	EF700243907	Mole Valley District Council	Vitamin G-Arts Pship Surrey project-install a dementia friendly sensory garden at Broome Park	£800.00		22/08/2014
	EF700246447	Charlwood Village Fete	Charlwood Village Fete - resources storage		£1,000.00	18/09/2014
	EF400203238	SCC Corporate Parenting Board	LAC bursary scheme	£500.00		06/10/2014
	EF800244278	Carers Support Mole Valley	CSMV Database	£1,224.00		24/10/2014
	EF700250567	Brockham Badgers FC	Purchase of 2 gazebos		£176.00	05/01/2015
	EF700253891	Betchworth Parish Council	Phase 1 of new path from the Church to the Dolphin Public House		£1,000.00	16/12/2014
	EF400206085	Surrey Trading Standards	TrueCall Mole Valley pilot project - protecting vulnerable people against scam phone calls	£1,075.00		08/01/2015
	EF800252903	Newdigate Cricket Club	Newdigate Pavilion and Scout Hut appeal		£1,000.00	18/12/2014
	EF700259244	Surrey Young Carers	SYC forum will gather and promote the views of young carers in Surrey	£500.00		20/01/2015
	EF700259204	Charlwood Parish Council	Provision of lockers and benches for sports teams		£1,000.00	20/01/2015
	EF800253641	St.Nicholas Church	Venture Week-activity and adventures for children in Charlwood & Sidlow Bridge	£1,000.00		09/01/2015
	EF800255880	Brockham Parish Council	Brockham Big Field Ditch maintenance	£500.00		20/01/2015
	EF800255884	Brockham Parish Council	BERT Brockham Emergency Response Team	£600.00		20/01/2015
	EF800256964	Capel Parish Council	Beare Green Community Association Laptop replacement	£42.40	£424.98	23/01/2015
	EF700263098	Buckland Parish Council	Buckland Village website upgrade	£1,000.00		04/02/2015
	EF700263443	Beare Green Community Ass	Project Overhall - Gallery Wing of the hall - phase 2	£445.60	£232.02	04/02/2015
			BALANCE REMAINING	£0.00	£0.00	

				REVENUE	LC CAPITAL	DATE PAID
Stephen Cooksey	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,300.00	£5,833.00	
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF400206085	Surrey Trading Standards	TrueCall Mole Valley pilot project - protecting vulnerable people against scam phone calls	£1,075.00		08/01/2015
	EF700259485	Friends of Dorking	Additional town lights		£2,000.00	09/01/2015
	EF800253893	MV Arts Alive Festival	MV Arts Alive Festival	£2,000.00		09/01/2015
	EF800257310	Dorking Town Management	Dorking Heritage Trail	£1,500.00		28/01/2015
	EF800257331	Dorking Town Management	Town Map for South Street	£390.00		23/01/2015
	EF700262928	Mole Valley District Council	Community Information Board	£780.00	£1,790.00	04/02/2015
	EF700262748	Holmwood Park Residents' Assoc	Purchase of equipment - work parties - Holmwood Park, woodlands, copses, and lake area	£800.00		04/02/2015
	EF800259326	Food Float CIC	Food map-photographs of local produce and where it is produced	£840.00		
	EF700265009	SCC Countryside Team	Improvements to Public Footpath 94 Dorking-to provide a surface useable throughout the year	£1,155.00	£2,043.00	
	EF800259494	Food Float CIC	Providing brown paper carrier bags for customers, with Food Float logo stamped on them	£360.00		12/02/2015
	EF800259537	Holmwood Park Residents' Assoc	Notice Board	£1,100.00		
			BALANCE REMAINING	£0.00	£0.00	

				REVENUE	LC CAPITAL	DATE PAID
Clare Curran	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,300.00	£5,833.00	
	EF800230120	Head2Head Theatre	Multi-sensory drama entertainment for children with a range of disabilities (and their families)	£740.00		13/06/2014
	EF700238967	Oakfield Junior School	COSMOS-Building providing learning zone for Arts, Design & Technology, Pottery etc		£5,000.00	01/08/2014
	EF800235052	Arts Alive Festival	Arts Alive event Taking Steps	£600.00		30/09/2014
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF700245770	Bookham Residents Association	Bookham Tree Works	£5,000.00		18/09/2014
	EF800239912	Bookham Flower Club	Floral Art Show	£500.00		18/09/2014
	EF400203238	SCC Corporate Parenting Board	LAC bursary scheme	£500.00		06/10/2014
	EF800245735	SATRO	Teen Tech 2014	£500.00		24/10/2014
	EF700252488	Freewheelers Theatre & Media	Bridge Hall update	£1,000.00		02/12/2014
	EF400206085	Surrey Trading Standards	TrueCall Mole Valley pilot project - protecting vulnerable people against scam phone calls	£1,075.00		08/01/2015
	EF800254239	Epsom & Ewell Foodbank (L'head)	Epsom & Ewell Foodbank - Leatherhead		£500.00	09/01/2015
	EF700262260	Surrey Youth Service	Bookham Youth Hub - carpet and equipment	£85.00	£333.00	22/01/2015
			BALANCE REMAINING	£0.00	£0.00	

Mole Valley Members Funding - Balance Remaining 2014-2015

Each County Councillor has £10,300 to spend on projects to benefit the local community, also an equal portion of the local committee's capital funding.

Tim Hall	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	LC CAPITAL	DATE PAID
				£10,300.00	£5,833.00	
	EF800228909	Fetcham Village Infant School	Replace fence around school		£5,630.00	19/06/2014
	EF700236445	Batitudes Counselling Service	Counselling to support survivors of domestic violence and sexual abuse	£1,000.00		13/06/2014
	EF700234247	L'head Town Management, MVDC	Visitleatherhead.com website optomisation and updating	£1,000.00		13/06/2014
	EF800231875	L'head Town Management, MVDC	L'head access map for Ride London Event-with parking info, pedestrian routes, event info etc.	£500.00		02/07/2014
	EF700236222	Surrey Youth Focus	Celebration of Youth & Volunteering 2014	£1,000.00		08/08/2014
	EF800235052	Arts Alive Festival	Arts Alive event Taking Steps	£600.00		30/09/2014
	EF700241833	Head2Head Theatre	Mischief in the Wild Woods	£150.00		01/08/2014
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF400203238	SCC Corporate Parenting Board	LAC bursary scheme	£500.00		06/10/2014
	EF800244278	Carers Support Mole Valley	CSMV Database	£1,224.00		24/10/2014
	EF700252488	Freewheelers Theatre & Media	Bridge Hall update	£1,000.00		02/12/2014
	EF700254298	L'head Methodist Church	Audio and visual equipment	£247.00	£203.00	16/12/2014
	EF400206085	Surrey Trading Standards	TrueCall Mole Valley pilot project - protecting vulnerable people against scam phone calls	£1,075.00		08/01/2015
	EF800252702	Peer Productions	Hidden at Therfield School - two performances on mental health and self harm	£1,100.00		16/12/2014
	EF800254239	Epsom & Ewell Foodbank (L'head)	Epsom & Ewell Foodbank - Leatherhead	£604.00		09/01/2015
			BALANCE REMAINING	£0.00	£0.00	

Christopher Townsend	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	LC CAPITAL	DATE PAID
				£10,300.00	£5,833.00	
	EF700238826	Ashtead Bowling Club	New machinery store		£2,000.00	01/08/2014
	EF800233422	Ashtead Youth Centre	Summer Provision-activities for young people throughout the school holidays	£1,000.00		01/08/2014
	EF800233426	Ashtead Youth Centre	Auschwitz-trip to Poland to how the 2nd WW has an effect on young people in today's society	£2,000.00		08/07/2014
	EF800233801	Ashtead Residents' Association	Ashtead spring clean and Remembrance Day road control	£405.47		21/07/2014
	EF800234629	Ashtead Cricket Club	Completion of development of Parsons Mead Cricket Pavilion (towards flooring)		£2,000.00	18/08/2014
	EF800235052	Arts Alive Festival	Arts Alive event Taking Steps	£600.00		30/09/2014
	EF700241690	Mole Valley Access Group	Recognition to Local Businesses for good access facilities for people with disabilities	£500.00		19/08/2014
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF400203238	SCC Corporate Parenting Board	LAC bursary scheme	£500.00		06/10/2014
	EF800243998	1st Ashtead Scouts	Building sound proofing	£3,000.00		10/10/2014
	EF800244278	Carers Support Mole Valley	CSMV Database	£1,224.00		24/10/2014
	EF800245703	Greville Primary School	Defibrillator		£1,050.00	24/10/2014
	EF700252488	Freewheelers Theatre & Media	Bridge Hall update	£217.00	£783.00	02/12/2014
	EF400206085	Surrey Trading Standards	TrueCall Mole Valley pilot project - protecting vulnerable people against scam phone calls	£553.53		08/01/2015
			BALANCE REMAINING	£0.00	£0.00	

Hazel Watson	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	LC CAPITAL	DATE PAID
				£10,300.00	£5,833.00	
	EF800226009	Dorking Christian Centre	Defibrillator		£400.00	12/05/2014
	EF700242937	Abinger Parish Council	Abinger Common Stocks - restoration and repair of the stocks	£3,440.00		08/08/2014
	EF700241939	Mole Valley District Council	Community Resilience Groups "Community Connect"	£300.00		29/08/2014
	EF700246893	Dorking Christian Centre	Refurbishment of Kitchen		£3,600.00	30/09/2014
	EF400203238	SCC Corporate Parenting Board	LAC bursary scheme	£500.00		06/10/2014
	EF800247315	Dorking United Reformed Church	Project Oasis-change the rear access to DURC by constructing a new community garden	£1,378.00		02/12/2014
	EF300398928	SCC Highways	West Humble Street footway	£4,682.00	£1,833.00	
			BALANCE REMAINING	£0.00	£0.00	