

## Notice of Meeting

# Communities Select Committee



**Date & time**  
**Wednesday, 14**  
**January 2015**  
**at 10.00 am**

**Place**  
Ashcombe Suite,  
County Hall, Kingston  
upon Thames, Surrey  
KT1 2DN

**Contact**  
Victoria White or Rianna  
Hanford  
Room 122, County Hall  
Tel 020 8213 2583 or 020  
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**Chief Executive**  
David McNulty

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**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Victoria White or Rianna Hanford on 020 8213 2583 or 020 8213 2662.**

### **Members**

Mrs Denise Saliagopoulos (Chairman), Mr Chris Norman (Vice-Chairman), Mr Mike Bennison, Mrs Yvonna Lay, Mrs Jan Mason, Mr John Orrick, Mr Saj Hussain, Mrs Mary Lewis, Mr Chris Pitt, Ms Barbara Thomson, Mr Alan Young and Mr Robert Evans

### **Ex Officio Members:**

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

### **TERMS OF REFERENCE**

The Select Committee is responsible for the following areas:

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

## PART 1 IN PUBLIC

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

### 2 MINUTES OF THE PREVIOUS MEETING: 25 SEPTEMBER & 20 OCTOBER

(Pages 1  
- 14)

To agree the minutes as a true record of the meeting.

### 3 DECLARATIONS OF INTEREST

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

#### **Notes:**

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

### 4 QUESTIONS AND PETITIONS

To receive any questions or petitions.

#### **Notes:**

1. The deadline for Member's questions is 12.00pm four working days before the meeting (*Thursday 8 January 2015*).
2. The deadline for public questions is seven days before the meeting (*Wednesday 7 January 2015*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 5 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE

There are no responses to report.

### 6 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME

(Pages  
15 - 22)

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

### 7 MAGNA CARTA PROGRAMME

(Pages  
23 - 30)

**Purpose of report:** Performance Management

The purpose of this report is to provide an update on the Magna Carta Programme, highlighting the work being undertaken to deliver the commemoration of the 800th anniversary of the signing of the Magna Carta. The Official Event takes place on the 15th June 2015 and will be a momentous day of celebration, but this is not the only way of marking this occasion. There has also been an art piece commissioned and 'The Freedom Game' – Magna Carta Concert will take place at the Royal Albert Hall on 12th May 2015.

This paper also considers methods of funding and lasting implications to benefit the local area, such as infrastructure improvements and creating a legacy for local residents and visitors alike.

**8 CABINET MEMBER AND ASSOCIATE CABINET MEMBER PRIORITIES**

Verbal updates on progress since Cabinet Member and Associate Cabinet Member priorities were set on 19 May 2014.

**9 UPDATE FROM THE CHIEF FIRE OFFICER**

Verbal update on the Surrey Fire and Rescue Service from the Chief Fire Officer.

**10 DATE OF NEXT MEETING**

The next meeting of the Committee will be held at 10.00am on Thursday 19 March 2015.

**David McNulty**  
**Chief Executive**  
Published: Date Not Specified

**MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

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*If you have any queries regarding this, please contact the representative of Legal and Democratic Services at the meeting*

**MINUTES** of the meeting of the **COMMUNITIES SELECT COMMITTEE** held at 11.00 am on 25 September 2014 at County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Monday, 20 October 2014.

**Elected Members:**

- \* Mrs Denise Saliagopoulos (Chairman)
- \* Mr Chris Norman (Vice-Chairman)
- \* Mr Mike Bennison
- \* Mrs Yvonna Lay
- \* Mrs Jan Mason
- \* Mr John Orrick
- \* Mr Saj Hussain
- \* Mrs Mary Lewis
- \* Mr Chris Pitt
- \* Ms Barbara Thomson
- \* Mr Alan Young
- \* Mr Robert Evans

**Ex officio Members:**

Mrs Sally Ann B Marks, Vice Chairman of the County Council  
Mr David Munro, Chairman of the County Council

**Co-opted Members:**

**Substitute Members:**

Mr Richard Wilson

**In attendance:**

**48/14 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]**

Apologies were received from Denise Saliagopoulos, Saj Hussain, John Orrick, Yvonna Lay and Kay Hammond.

Richard Wilson substituted for Saj Hussain.

**482/14 MINUTES OF THE PREVIOUS MEETING: 23 JULY 2014 [Item 2]**

This item was postponed until the next meeting.

**483/14 DECLARATIONS OF INTEREST [Item 3]**

No declarations of interest were received.

**484/14 QUESTIONS AND PETITIONS [Item 4]**

No questions or petitions were received.

**485/14 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [Item 5]**

None were received.

**486/14 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 6]**

The Committee noted and agreed the Forward Work Programme.

**487/14 CREATION OF A JOINT TRADING STANDARDS SERVICE WITH BUCKINGHAMSHIRE COUNTY COUNCIL [Item 7]****Witnesses:**

- Steve Ruddy, Community Protection Manager
- Amanda Poole, Trading Standards Manager at Buckinghamshire County Council

**Key points raised during the discussion:**

1. The report was introduced by officers from Surrey County Council Trading Standards and Buckinghamshire County Council Trading Standards. It was noted that the work on the joint service has been under way for a number of months and was a result of the Public Value Review in 2011. A number of partnership opportunities were looked at before deciding to work on this proposal with Buckinghamshire. The Committee was informed that the Buckinghamshire County Council Cabinet member is closely involved and fully supportive of the merger, and as Surrey would be the host the current Buckinghamshire staff would be transferred to Surrey. The Committee was informed that Buckinghamshire was chosen as the most suitable authority to merge with due to similar demographics and

political ethos and because both authorities have similar strategic priorities.

2. The Committee raised the concern that as Surrey is the larger organisation, the sustainability of its Trading Standards service could be reduced. Officers explained to the Committee that sustainability would be increased, as crisis knowledge and support could be shared. For example Buckinghamshire have considerably more staff with animal health expertise than Surrey. Sharing knowledge and support would increase resilience across both authorities.
3. The Committee asked officers if what was being discussed could be achieved through a memorandum of understanding and whether the projected returns over three years were worth the risk of merging the two authorities. Officers replied that projected savings ensure both authorities can achieve their current medium term financial plan savings targets, approximately 11% of the budget. Without this approach the savings would need to be made from front line service delivery. The joint service approach would enable services to be enhanced whilst making savings and this would not be possible to achieve through a memorandum of understanding.
4. The Committee expressed concern over staffing as Surrey holds more full time Trading Standards posts compared to Buckinghamshire, who have more part time posts - Members asked how this would affect major incidents in each county. Officers informed the Committee that Buckinghamshire has different specialism's compared to Surrey which would be beneficial to Surrey in the event of a major incident for example animal disease outbreaks. It was noted that Primary Authority Partnerships is the main part of income generation. These Partnerships enable the service to provide specialist advice service to business and are chargeable. Resources for marketing and delivering those services can be shared between both authorities. It was noted that future projections of growth were based on what had been delivered to date. Regarding collaboration it was noted that other models of delivery were considered for regulatory service including looking at merged authorities in other areas.
5. Officers informed the Committee that any possible negatives of the joint service were marginal compared to the possible positive outcomes. There had been initial concern that staff might be required to relocate or to frequently travel between the two counties – this is not the case. The services will retain their current local bases and it is important that there was a strong physical presence in each county. It was recognised that a new joint service would mean that decisions would need to be made jointly. Part of the proposed merger is a joint committee of the two authorities which would be established to make decisions. Other examples where authorities have merged services have been looked at and have proved successful in the majority of areas. It has been proposed that the minimum term for this merger would be 5 years and after that one year notice period following for a partner to end the merger.

6. The Committee noted that savings could be made be shared between both authorities. This would be 2/3<sup>rd</sup> to 1/3<sup>rd</sup> ratio.
7. The Committee voted to approve the Joint Trading Standards Service on the condition regular updates are received on how the specified savings are being achieved and an update to be received at Committee in one year.

**Actions/Further Information to be Provided:**

None.

Recommendations

- The Committee supports the proposal to create a new Joint Trading Standards Service with Buckinghamshire County Council.
- The Committee is invited to highlight any particular issues where it would like to see further clarification.

**Resolved**

- The Committee supported the proposal to create a new Joint Trading Standards Service with Buckinghamshire County Council.
- The Committee is invited to highlight any particular issues where it would like to see further clarification: financial information requested to be provided before Cabinet meeting on 21 October 2014.
- The Committee to review the process in a year.

**Select Committee Next Steps:**

None.

Robert Evans left the meeting at 11.55am.

**488/14 INTERNAL AUDIT REPORT - REVIEW OF SURREY ARTS 2013/14 [Item 8]**

**Review of Surrey Arts Internal Audit**

**Witnesses:**

- Philip Trumble, Surrey Arts Manager
- Kathy Newlands, Operations Manager
- Pascal Barras, Compliance Auditor

**Key points raised during the discussion:**

1. It was noted that Surrey Arts had commissioned the Internal Audit in response to their changing environment. The auditor introduced the report and notified the Committee that the review showed 'significant improvement needed' within Surrey Arts. It was added that there was no further concern around Surrey Arts asset management but the concern was focused more on where the service is in relation to the recent changes the service has undergone and business as usual practices. The Surrey Arts manager noted this was in relation to the instruments service being operational in different areas making



logistics such as tracking rented instruments difficult. It was decided to bring all instruments to one place and to input all instruments into a database. Tracking instruments would then be possible. This process is currently underway.

2. Officers noted that the service is talking to other authorities to gain knowledge to develop a more effective asset management system and there was work under way for all other areas identified for needing improvement. The service was also gaining information on the possibility of selling instruments. The Committee was informed that current work was under way to change the procedures of the service for example filing to ensure the service was more robust and the disposal of assets to developing countries and schools.
3. The auditor informed the Committee that a follow up in the current financial year would take place and be presented to the Audit and Governance Committee. This review would check on progress for the timescales of the management actions.
4. The Committee discussed with officers that a lack of staff could have had an impact on the result of the review. Officers noted that the service would look into hiring apprentices as staff costs need to be kept as low as possible. Officers discussed the fact that different timings of the year, such as the end of school term times, have an effect on the service and the ability to have the time to manage instruments. The service's short term plan was to find the capacity to document instruments, meaning this could be under control sooner.

**Actions/Further Information to be Provided:**

None.

Recommendations

- That the Committee review the audit report and Management Action Plan and makes recommendations as necessary.

**Resolved**

- The Committee noted the contents of this review item and approved it.
- The Committee to review the Surrey Arts service at a future meeting, including the issue of staffing numbers.

**Select Committee Next Steps:**

- None.

**489/14 MAGNA CARTA UPDATE [Item 9]**

**Magna Carta Update**

Witnesses:

Peter Milton, Head of Cultural Service

**Key points raised during the discussion:**

1. The Head of  
Cultural Services introduced the report and informed the Committee

that the report is summarising the plans of public engagement for the anniversary of Magna Carta highlighting the Council's involvement. It was noted that Cabinet approved £1million for the programme, identifying £300,000 for the organisation of the events programme and £700,000 to support the commissioning of a piece of public art. A selection panel, chaired by the Leader, was organised to implement the choosing of an artist. An artist was selected, and a public announcement will be made after contractual arrangements are confirmed (expected 4-6 weeks).

2. The Committee were informed that in addition to the budget from SCC and National Trust, there was likely to be a contribution from the City of London Corporation (to be confirmed) and a minor payment from the American Bar Association towards the official event (15<sup>th</sup> June 2015) - and that further fundraising is underway. The Committee were informed that money had been allocated to various projects/events/activities promoting the Magna Carta, and that numerous events are being organised and coordinated with partners. It was noted that a large proportion of the events being organised are family friendly.
3. The Committee raised the concern that the partnership bid submitted with five other partners to the Heritage Lottery Fund had not been successful. It was noted that they have been encouraged to re-submit the bid in December 2014 and that this bid was for the Legacy plan to develop the Runnymede locality and did not affect the planning of events in 2015
4. Members raised concern that the art commission would not be ready in time for the anniversary date. Officers advised that delays in communication would not affect timescales.
5. It was noted that Surrey Arts Community Concert 'Freedom Games' will be held at the Royal Albert Hall, not in Surrey, but will be attended by Surrey residents. The Committee noted the report

**Actions/Further Information to be Provided:**

None.

**Committee Next Steps**

The Committee will receive a further update in January 2015

**4810/14 APPOINTMENT OF A PERFORMANCE AND FINANCE SUBGROUP  
[Item 10]**

**Key points raised during the discussion:**

1. The Committee noted the update and agreed the setting up of the performance and finance sub-group.

**Actions/Further Information to be Provided:**

None.

Recommendations

- The Committee agreed the membership of the performance and finance sub-group which were Denise Saliagopoulos, John Orrick, Robert Evans and Saj Hussain.

**Resolved**

- That the Committee agree the membership of a Performance and Finance Sub-Group, as set out by the Council Overview and Scrutiny Committee.

Committee Next Steps

None

Alan Young left the meeting at 1.05pm

**4811/14 ASSISTANT CHIEF FIRE OFFICER UPDATE [Item 11]**

**Witnesses:**

- Assistant Chief Fire Officer Simon Moore,
- Corporate Planning and Improvement Manager Sally Wilson,

**Key points raised during the discussion:**

1. Officers informed the Committee there was a transformation programme running in the service because central government had expressed views on how fire services across England should be adapting to changing circumstances. Along with other fire services, in Surrey there has been a decline in traditional services. Officers noted that aspects in the Public Safety Plan (PSP) are no longer relevant hence the work being carried out to refresh the plan. While this work is under way there are two pieces of work being carried out including workforce reform which is looking at all aspects of the service. The second is to generate income, with the main element of this being engagement with a private commercial company to use their knowledge and capital to generate income. The new PSP should be in place by April 2016, by this time new systems would have been piloted.

2. Sunbury and Staines fire stations will be closed down and a single site built. One fire engine will remain on whole time and one will convert to on call. 20 staff will be identified and trained to become on call fire fighters. In the mean time work is being undertaken to support income generation including work with Heathrow airport and collaboration with other fire services and emergency services.
3. The Committee was informed that work is under way on an electronic system to address the delay when an incident requires more than one emergency service.

**Actions/Further Information to be Provided:**

None.

**Recommendation**

- The Committee endorses the continuation of the Member Reference Group on Surrey Fire and Rescue Service Transformation and Public Safety Plan.

**Resolved**

- The Committee agreed the recommendation.
- The Committee noted the update on the Fire Service and Public Safety Plan from the Assistant Chief Fire Officer.

**Committee Next Steps**

None.

Meeting end: 13:27

**4812/14 DATE OF NEXT MEETING [Item 12]**

The next full meeting of the Communities Select Committee will be held on Wednesday 14 January at 10.00am.

Meeting ended at: 13.27

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**Chairman**

**MINUTES** of the meeting of the **COMMUNITIES SELECT COMMITTEE** held at 9.30 am on 20 October 2014 at Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Wednesday, 29 October 2014.

**Elected Members:**

- \* Mrs Denise Saliagopoulos (Chairman)
- \* Mr Chris Norman (Vice-Chairman)
- \* Mr Mike Bennison
- \* Mrs Yvonna Lay
- \* Mrs Jan Mason
- \* Mr John Orrick
- \* Mr Saj Hussain
- \* Mrs Mary Lewis
- \* Mr Chris Pitt
- \* Ms Barbara Thomson
- \* Mr Alan Young
- \* Mr Robert Evans

**Ex officio Members:**

Mrs Sally Ann B Marks, Vice Chairman of the County Council  
Mr David Munro, Chairman of the County Council

**Co-opted Members:**

**Substitute Members:**

**In attendance**

### **13/14 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]**

Apologies were received from Alan Young, Helen Clack, Richard Billington, Yvonne Rees and Jane Last.

### **14/14 DECLARATIONS OF INTEREST [Item 2]**

No Declarations of Interest were received.

### **15/14 COMMUNITY SAFETY PARTNERSHIPS IN SURREY [Item 3]**

#### **Witnesses:**

Matt Twist, Temporary Assistant Chief Constable, Surrey Police  
 Simon Moore, Assistant Chief Fire Officer, Surrey County Council  
 Louise Gibbins, Community Safety Officer, Surrey County Council  
 Keith Mcgroary, Community Safety Manager, Spelthorne Borough Council  
 Phelim Brady, Governing Body Lay Member, Guildford and Waverley CCG  
 Helen Atkinson, Director of Public Health, Surrey County Council  
 Christine Cross, Borough Councillor, Elmbridge Borough Council  
 Sarah Haywood, Senior Partnerships Policy Officer  
 Kay Hammond, Cabinet Associate for Fire and Police Services

#### **Key points raised during the discussion:**

1. The Community Safety Partnership Officer introduced the report and informed the Committee that Community Safety Partnerships (CSP) delivery structures would be tested, with the introduction of new tools and powers introduced by the Anti-Social Behaviour (ASB) Crime and Policing Act 2014. It was added that under this, victims of ASB have been given the right to demand a review of their ASB case if they are unhappy with the response by agencies. The Committee was informed that a Crime Summit had been held the previous week and data showed that all crime has reduced, excluding violent crime.
2. The Committee raised the concern of under-age drinking and ASB on weekend nights in Redhill Town Centre; officers were asked what action was being undertaken to tackle this. Officers informed the Committee that a pilot Joint Enforcement Team had been set up by the Police and Crime Commissioner (PCC). Partners across Reigate and Banstead work together to deliver community benefits by dealing with community issues particularly environmental ASB. It was added that the problem in Redhill Town Centre on weekend nights would be discussed with the Joint Enforcement Team and East Surrey Community Safety Partnership. After results of Joint Enforcement Team pilots in Reigate and Banstead, and the planned pilot in Spelthorne, are identified, aspects of this programme may be rolled out to other areas. Runnymede and Woking are currently considering similar aspects of this programme.
3. The Committee was informed that the figures for violent crime are increasing while other crime is decreasing. It was noted that Surrey remains

one of the best performing areas for low crime in England. Increasing figures for violent crime were in part due to the way it is recorded and also more people are reporting incidences of domestic violence, probably due to improved confidence in the police to deal with it and confidence in the police and partners.

4. Officers informed the Committee that the Community Trigger had gone live on 20 October; each area has a single point of contact for Community Trigger. This information would be made available through the Surrey Police and District and Borough website. A Community Safety Forum and County ASB Strategy Group had been working together to produce a county wide ASB strategy. The Community Trigger framework gives victims the right to request a review of their ASB complaints. It was added that domestic abuse was still high on the agenda and the CSP's were working with Domestic Abuse Services across Surrey to support victims. The PCC made funding available for community and voluntary groups to bid for and £100,000 of this was allocated to domestic abuse outreach services. It was expressed that strategic direction and local delivery were important to ensure CSP work was successful and that each aspect of community safety sat across different areas. For example Substance Misuse abuse reports to the Surrey CSB while mental health and well-being sat under the Surrey Health and Wellbeing Board.
5. It was expressed that a common approach across Districts and Boroughs was being shared and a number of allocated priorities were being worked on. It was noted in order to deliver priorities locally, partnerships with local organisations like Housing Associations were necessary. Officers informed the Committee that all Districts and Boroughs are invited to regular meetings for sharing information and consulting on new legislation. The Committee was notified that information on the Community Trigger would be put in Members' pigeon holes.
6. There was a discussion around health and safety within Surrey Police and if there were restrictions when dealing with an incident due to this. Officers expressed that if it is safe then Police would always take action in a domestic abuse incident and if a reasonable chance of success is identified they would always be expected to take action. It was added that the approach in specific events was not able to be commented on, however partnerships tackle these issues and different agencies are involved at different times in a case.
7. The Committee was informed that over 2 years bids to the value of £12,101.36 had been submitted by CSPs to the PCCs Community Safety Fund. The Committee expressed that local partnerships should be encouraged to bid for grants. It was noted that a difficulty with applying for funding is being able to plan ahead. Spelthorne CSP was not in a deficit anymore due to working with local businesses. This means the ability to financially plan ahead is increased. The Committee were informed that the

Clinical Commissioning Groups (CCGs) are working on reducing alcohol consumption.

8. The Committee was informed that the PCC is now responsible for commissioning Victim Support services. Funding from the Ministry of Justice had been received to address this and to deliver this new service. It was noted that a Strategic Assessment each year is developed to identify which areas should be focused on. Concern was raised regarding the pathways of support for domestic abuse victims, officers stated that there is provision in place to support victims of domestic abuse such as outreach services and refuge provision and resources are allocated for this.

Robert Evans left the meeting at 10.45am

9. The Committee was informed that the current three main priorities of Surrey Police were domestic abuse, violence and domestic burglary. The Committee requested figures on domestic abuse homicide to be made available after the meeting. Officers noted that five domestic homicide reviews had taken place in the last two years but that they would circulate up to date figures. Regarding Surrey Police's performance, it was noted that burglary detection rates at the start of last year were below 10%. The rate was currently 27% due to the prioritisation of detection and identification of multiple offences.

Chris Townsend left the meeting at 11am

10. The Committee returned to how funding was awarded to CSP's from the PCCs Community Safety Fund. The Vice-Chairman congratulated the Spelthorne Community Safety Manager on work completed with local businesses to secure funding. It was discussed that further funding was available from the PCC but this needed to be applied for in order to monitor performance and is not directly allocated to CSPs. Unlike previous years the funding does not come from the Home Office but is taken out of the Police Budget, therefore the PCC needs to show value for money. Funding is open to all community groups and a list of successful bids were available on the PCC's website.
11. The Assistant Chief Fire Officer informed the Committee that the Fire Service is a statutory partner of CSPs which was an outcome of the Crime and Disorder Act 1998. Previously the Crime and Disorder Partnerships were focused on arson, which was well addressed within Surrey. Road traffic collisions were also a priority within Surrey and from this the profile and understanding had been improved. The Fire Service has been successful in a number of bids to the PCC including the 'Safe Drive Stay Alive' campaign which was delivered in part with CSPs. It was added that the Fire Service is working on a preventative agenda in the community with the elderly and carers. The Cabinet Member for Fire and Police Services commended the Fire Service for outstanding community and partnership work.



12. There was a discussion around the intergenerational work at the Greeno Centre in Spelthorne where frequent reports of ASB were received. An intergenerational project was set up to bring younger and older people together with activities. This was completely successful, as around one year after the project was set up there were no reports of ASB outside the centre. It was expressed that Parish Councils should be engaged and communicated to regarding community activities in order to circulate information such as a newsletter. The Committee was informed that a Senior Citizen Programme was recently run to support elderly people in Spelthorne with avoiding falls, general safety, crime prevention and health and well-being. The next event is taking place on 29 October and members would receive information on this.
13. The Chairman stated that the latest Public Health England Health Profile showed Surrey to fall above the national average for the rate of people killed or seriously injured on roads, rate of new cases of malignant melanoma, excess winter deaths and hip fractures on people over 65. It was asked how the CSPs were linking in with these priorities. Officers stated that per head Surrey had a higher car ownership and the type of Surrey roads meant higher road traffic collisions. The high rate of skin cancer within Surrey relates to the higher of affluence of residents and increased travel abroad. Surrey also has a higher rate of older people and life expectancy had increased, however residents are living longer with a higher rate of long term conditions and falls. It was noted that work with Adult Social Care and the CCG's on the Better Care Fund addresses falls prevention and staying physically active and independent. The Assistant Chief Fire Officer commented on the high road traffic collisions data and it was noted that the number of minor roads and cyclists within Surrey increases the risk of road traffic collisions. These figures however have decreased and the Drive Smart project is recognition of this, but it was added there was still room for improvement.

### **Recommendations**

- That the Cabinet Associate for Fire and Police Services provide an update in six months as to the success of East Surrey CSP, specifically including the success in attracting the same officer attendees at each meeting.
- Members are asked to
  - Discuss with witnesses the value of CSPs, their delivery and governance arrangements, and their role in maintaining low levels of crime and high public confidence.
  - Comment on progress made since last year, particularly against a setting of continuing reductions in resources available to undertake CSP work.

- Explore with witnesses their preparedness for the new tools and powers introduced by the ASB Crime and Policing Act 2014 and in particular the challenge of managing and resourcing the Community Trigger process.

**Actions/Further information to be provided**

- Information on victims' services contracts and funding bids and CSP project funding from OPCC
- Information on funding of CSPs
- Figures on domestic abuse homicide
- Details of Domestic Abuse Outreach Service across Surrey
- A more detailed update on the Domestic Abuse Strategy
- Details of the Community Trigger process
- Public Health annual report
- Information on the Spelthorne Senior Citizens' advice day

**16/14 DATE OF NEXT MEETING [Item 4]**

The date of the next Communities Select Committee will be held at 10.00am on Wednesday 14 January 2015.

Meeting ended at: 11.55 am

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**Chairman**

**COMMUNITIES SELECT COMMITTEE 2014/15  
ACTIONS AND RECOMMENDATIONS TRACKER – 14 JANUARY 2015**

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

<b>Date of meeting</b>	<b>Item</b>	<b>Recommendations/Actions</b>	<b>Achieved/Outstanding?</b>	<b>Deadline</b>	<b>Responsible Cabinet Member/Member/Officer</b>
19 MAY 2014	<b>UPDATE ON MAGNA CARTA PROPOSALS</b>	The Committee continues to receive updates on Magna Carta, including the funding position from the Heritage Lottery Fund.	ONGOING  A verbal update will be given at the January 2015 meeting and a short verbal update was given at the September 2014 meeting. Please see under that item in this agenda for a written update.	n/a	Peter Milton Geri Silverstone Susie Kemp  Helyn Clack
23 JULY 2014	<b>REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) REVIEW 2013-14</b>	The Committee request a briefing from Trading Standards on substance misuse.	ONGOING  Officers to work with Trading Standards to provide an appropriate briefing.	As soon as possible	Yvonne Rees Steve Ruddy Ian Treacher Lee Ormandy  Helyn Clack
23 JULY 2014 Page 15	<b>REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) REVIEW 2013-14</b>	The Committee requests that Trading Standards works on ways to encourage councillors to assist the Service in acquiring information and to pass on their contact details to councillors.	COMPLETED  <b>Update – July 2014</b> Trading Standards will put together some brief guidance about the types of information/intelligence that would be most useful and a system that Members can use to contact them. Trading Standards are developing an online reporting system which is particularly important in relation to building reports to enable justified RIPA use on underage test purchase operations.  <b>Update – September 2014:</b> Scheduled on Forward Work Programme, under Recommendations Tracker updates for tracker update in January 2015.  <b>Update – January 2015</b> Trading Standards continue to report regularly to local committees and each District and Borough has an identified TSO as a key point of contact for TS issues. A list of nominated officers by District can be provided if that would be helpful.	Update for tracker in January 2015	Yvonne Rees Steve Ruddy Ian Treacher Lee Ormandy  Helyn Clack
23 JULY 2014	<b>REGULATION OF</b>	Trading Standards continue to	COMPLETED	Update for	Yvonne Rees

	<p><b>INVESTIGATORY POWERS ACT 2000 (RIPA) REVIEW 2013-14</b></p>	<p>build and explore yet further ways and opportunities to work with districts and boroughs and other partners.</p>	<p><b>Update – July 2014</b></p> <ul style="list-style-type: none"> <li>• Trading Standards are part of the Police Commissioner initiative at Reigate &amp; Banstead and Spelthorne.</li> <li>• TS have named contact officers for each district and borough in addition to their Intelligence Unit. They respond to the local joint committees providing an annual report on request and attend joint meetings when requested.</li> <li>• TS are working with Economic Development on business support</li> <li>• They meet with Environmental Health colleagues and Alcohol Licensing Teams, sharing vital information and intelligence.</li> <li>• TS Alerts are distributed to all their relevant officers and units, which works very well with community safety links and community initiatives.</li> <li>• Other recent examples of direct activity has been with illegal money lending and the counterfeit tobacco campaigns</li> </ul> <p><b>Update – September 2014:</b> Scheduled on Forward Work Programme, under Recommendations Tracker updates for tracker update in January 2015.</p> <p><b>Update – January 2015</b> The highly successful TS Alert message that the service sends out each week to Members and the public now contains several ways to get in touch such as Twitter, facebook, but also the more conventional direct telephone number and e-mail.</p> <p>The main contact number for consumers complaints and enquires remains that of Citizen Advice Consumer Advice Service as they are responsible for giving advice and "sign posting" the public to the appropriate body or agency. The details of all consumer complaints and enquiries are electronically forwarded to Trading</p>	<p>tracker in January 2015</p>	<p>Steve Ruddy Ian Treacher Lee Ormandy</p> <p>Helyn Clack</p>
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			Standards and although we are not able to respond to the majority, we do use the data to target our resources and monitor trends or particular issues. Certain types of reports for example those which involve the door step selling and especially those more vulnerable citizens are immediately passed by telephone for response. The Surrey County Council website is also continuing to develop and modernise, we have recently introduced a direct link to CrimeStoppers "rat on a Rat" especially suitable for those citizens who may feel that they wish to remain completely anonymous. There is also a direct link to ActionFraud, the national Police unit targeting fraud and cyber criminals.		
23 JULY 2014	<b>THE VISION FOR COMMUNITY LEARNING AND SKILLS</b>	The Service work on integrating transport options into course information.	ONGOING  An update will be provided as soon as possible.	Tracker update in September 2014	Mark Irons Paul Brocklehurst Peter Milton Paul Hoffman Susie Kemp  Helyn Clack Denise Le Gal
20 OCTOBER 2014	<b>ANNUAL SCRUTINY OF COMMUNITY SAFETY PARTNERSHIPS</b>	A number of requests for further information were made, and have been circulated to the committee. Outstanding is a fuller briefing on Domestic Violence Strategy.	<b>ONGOING</b>  Further briefing on Domestic Violence Strategy requested.	ASAP	Jane Last Louise Gibbins Gordon Falconer Barbara French  Helyn Clack

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# Communities Select Committee – Forward Work Programme 2015/16

14 January 2015

- Magna Carta Anniversary update
- Cabinet Member and Associate Cabinet Member Priorities update

19 March 2015

- Adult learning provision in the East of the County (possibly hold at East Surrey College)

18 May 2015

- TBA

22 July 2015

- VCFS performance framework
- Vision for Community Learning and Skills
- (NB: this will be held at an external location)

24 September 2015

- Fire Service Draft Public Safety Plan
- Review of the new joint Trading Standards service with Buckinghamshire

xx October 2015

- Annual scrutiny of Community Safety Partnerships

19 November 2015

- TBA



## Future Scrutiny Topics

After the Communities Workshop in September, a number of items were identified as being possible future scrutiny topics or ongoing topics. They will be scheduled when appropriate, in liaison with the Service.

### Fire Service

- Fire Service contract with Specialist Group International (SGI)
- Full Public Safety Plan (likely to be in March 2016)
- Transformation Programme/Workforce reform/Income generation

### Cultural Services

- Governance of cultural services
- Magna Carta
- Surrey Arts service
- Vision for libraries

### Other areas

- Olympic legacy
- Legal highs (workshop or briefing)
- Trading Standards annual RIPA review
- Ride Surrey
- Customer services

## Recommendations Tracker updates

*To be requested for the meeting in March 2015*

**Progress report on East Surrey CSP since its creation, including information on collaborative working and success in attracting the same officer attendees to each meeting.**

Date created: September 2014

Responsible officers: Gordon Falconer, Jane Last, Louise Gibbins, Kay Hammond



Communities Select Committee  
Date of meeting

**Magna Carta Programme**

**Purpose of the report:** Performance Management

The purpose of this report is to provide an update on the Magna Carta Programme, highlighting the work being undertaken to deliver the commemoration of the 800<sup>th</sup> anniversary of the signing of the Magna Carta. The Official Event takes place on the 15<sup>th</sup> June 2015 and will be a momentous day of celebration, but this is not the only way of marking this occasion. There has also been an art piece commissioned and 'The Freedom Game' – Magna Carta Concert will take place at the Royal Albert Hall on 12<sup>th</sup> May 2015.

This paper also considers methods of funding and lasting implications to benefit the local area, such as infrastructure improvements and creating a legacy for local residents and visitors alike.

**Introduction:**

1. The 15<sup>th</sup> June 2015 will mark the 800th anniversary of the sealing of the Magna Carta by King John in Runnymede.
2. Surrey County Council is providing strategic leadership to the project and is working closely with a wide range of partners to ensure appropriate commemoration activities and events are programmed for residents and visitors alike.
3. The Council aims to raise the profile of the area to attract inward economic investment into the County through the installation of a British Magna Carta art commission; playing host to the official event on the 15<sup>th</sup> June 2015; delivering an extensive event and education programme and ensuring a legacy of improvements to offer the visitor, and the creation of a culturally branded tourist destination – Magna Carta Country.
4. Cabinet approved a budget of £1,000,000 to support the Magna Carta anniversary. Of the £300,000 allocated for events currently £180,000 has been committed to the events programme and £100,000 has been committed to the Official Event. The cost of the selected art commission

to commemorate the 800th anniversary, for which Cabinet agreed a budget of £700,000, is £405,267.

### **Magna Carta Art Commission**

- 7
5. Surrey County Council (SCC) and the National Trust, as the landowners, formed a selection panel, chaired by the Leader of SCC. Hew Locke was selected from a competitive tendering exercise to undertake the art commission to mark the 800<sup>th</sup> anniversary of the Magna Carta.
    - 5.1 Hew Locke was born in Edinburgh in 1959 and from 1966- 1980, he resided in Georgetown, Guyana; he currently lives in London. Hew obtained a BA Honours Degree in Fine Art (1988) studying in Falmouth and an MA in Sculpture (1994) from the Royal College of Art. In 2000, he won both a Paul Hamlyn Award and an East International Award.
    - 5.2 Hew has undertaken a number of important public art commissions in this country and his work is represented in many collections, including The Government Art Collection, The Tate Gallery collection, The Arts Council of England collection, The British Museum, London and The Henry Moore Institute, Leeds. His work is also visible in private collections and a number of museums and galleries in America.
  6. The artist has been inspired by the impact of the Magna Carta's fundamental principles of justice, the basis of common law which has influenced the development of the United States constitution, the United Nations Universal Declaration of Human Rights and over a third of the world's legal systems.
  7. The artwork will be unveiled and will be a highlight of the official commemoration event on 15<sup>th</sup> June 2015.
  8. A community engagement programme will progress over the next few months, with the dedication of this new commission to be one of the main features of the official Magna Carta 800<sup>th</sup> anniversary event.

### **Official Event – 15<sup>th</sup> June 2015**

9. The Official Event to commemorate the 800<sup>th</sup> anniversary of the signing of the Magna Carta will take place on 15<sup>th</sup> June 2015. This will be a prestigious event and will almost certainly be attended by high-profile guests.
10. The event itself will be both commemorative and celebratory in nature. Currently, the running order has yet to be finalised, but it is set to include a processional display of constitutional, civic and ceremonial flags; a welcome from the Master of the Rolls; spiritual music from the Choir of the Church of the Temple; Four Voices – whereby four known

personalities speak about the enduring relevance of Magna Carta; the rededication of the American Bar Association Memorial; and the unveiling of the Magna Carta Art Commission piece created by Hew Locke.

11. Music and performances will be heard, which signifies a change in tone for the afternoon aspects of the Official Event, leading to a more engaging process for attendees. All will be invited to “celebrate, debate and reflect” on the meaning and enduring legacy of the Magna Carta.
12. All guests will also be invited to take part in the LiberTea Picnic. This is a national concept, developed by the Houses of Parliament, in association with the National Trust.

### Event Programme

13. Cabinet agreed a budget of £300,000 to support the local Magna Carta events programme. £100,000 has been committed to support the major 800th anniversary event on Runnymede Meadows on 15<sup>th</sup> June 2015; £180,000 has been committed to events that are confirmed and/or are still in planning stage with stakeholders, based on the offer of support from SCC; and £20k remains unallocated.
14. SCC have made contributions to a range of commemorative activities and initiatives across the county including:
  - 14.1 An Eight Centuries of Magna Carta Giants Picnic Event took place on 15<sup>th</sup> June 2014 to mark the 799<sup>th</sup> anniversary and this was a great success. The event involved a community parade with school children, performance, dance and song and a community picnic to end.
  - 14.2 An exhibition created by SCC – and involving a loan of the facsimile of the Lincoln Magna Carta - will tour across Surrey Libraries and the Surrey History Centre (Woking) from early January to March 2015: and will continue as a Magna Carta 800 exhibition tour to other libraries and venues around Surrey during 2015.
  - 14.3 An exhibition and events programme at Guildford Cathedral - who have negotiated the loan of a facsimile of the Magna Carta document and a replica seal from Salisbury Cathedral, to be showcased between 8<sup>th</sup> June and 8<sup>th</sup> August 2015. The display of the document will form the centre piece of a number of Magna Carta themed events at the Cathedral, which are expected to include concerts, talks, public and educational workshops and other activities staged in partnership with SCC. The Magna Carta theme will also extend into their autumn lecture programme

14.4 Great Charter Festival, a major arts, science and debate family and community festival at RHUL on Sunday 14<sup>th</sup> June 2014, which it is hoped will become a regular Magna Carta anniversary festival. Note – the ambition of the key partners is that this Festival should become a regular event.

14.5 High Street Community Banner project coordinated by Egham Museum. This project will display Magna Carta inspired banners created by the community, for display in Egham and Staines High Streets, and Englefield Green, as a public art project.

14.6 A contribution towards the costs of the Magna Carta concert at the Royal Albert Hall.

15. Other projects being planned with offers of financial contribution from SCC include:

15.1 The American Bar Association International Magna Carta exhibition, which will be in the United Kingdom for six weeks, will be held at either the Surrey History Centre or Woking Library from 15<sup>th</sup> - 27<sup>th</sup> June 2015 ( and possibly at the Runnymede Borough Civic Offices for two weeks).

15.2 Houses of Parliament Magna Carta Community Theatre, which is a touring arts project to connect Magna Carta towns, including Egham. Note- feasibility work being undertaken with Salisbury Playhouse to see if their specially commissioned Magna Carta play can tour to any venues in Surrey.

15.3 A high profile project in Egham High Street to take place in the Summer Holidays (July- August 2015).

15.4 Surrey History Centre 10<sup>th</sup> Magna Carta Study Day, with various speakers including Prof. Nigel Saul taking place in May 2015.

15.5 Surrey History Centre Magna Carta lecture on 20<sup>th</sup> June 2015 by Nick Barratt (Producer of the 'Who do you think you are' - "1215 and all that").

An exhibition of work by tutors and students at Sunbury Community Learning centre on the theme of Magna Carta – to shown at the centre, and also to tour to other venues.

16. In addition, SCC funding has been committed to the following:

16.1 Smart phone App "Runnymede Explored" which is being developed by Royal Holloway University of London, on behalf of the partnership, to help locals and visitors explore and learn more about the local area. Due for an April 2015 launch, it will be widely promoted by all local stakeholders alongside the Magna Carta trail promotion.

16.2 Funding the temporary appointment of an audience development manager, required as part of the development of the HLF bid, if successful at Stage 1

17. Possible projects under investigation for the remaining balance include:

17.1 Great Charter Magna Carta tapestry project, which is a local craft-skill inspired project, involving Magna Carta quilted images for exhibition, and for use as an educational resource.

17.2 Possible projects with the Surrey Minority Ethnic Forum on the importance of Magna Carta

17.3 Commissioning a facsimile of the 1297 Inspeximus Magna Carta that was sent by a messenger of the Court of King Edward I to the Sheriff of Surrey, to be proclaimed in the county court, and which is now in the possession of the Australian Parliament in Canberra.

17.4 A Surrey and the Magna Carta leaflet to be given to all Surrey residents taking Citizenship.

18. The stakeholders of the Magna Carta Partnership have a major programme of complementary events in planning, including lectures, guided tours, exhibitions, school games, student debates, river pageant, flower festival, theatre shows, music concerts, food and wine festivals, beacon lighting, bell ringing and community processions.

18.1 These events, along with events of other independent event organisers, are centrally recorded and cross promoted as a comprehensive programme for residents and visitors of Surrey and the Royal Borough of Windsor and Maidenhead.

18.2 Currently there are 56 events/activities scheduled and 16 events are in planning. *Please note that events, including exhibition and lecture programmes, remain subject to change.*

18.3 Information on these events will be promoted at [www.visitsurrey.com/magna-carta](http://www.visitsurrey.com/magna-carta).

<b>World Premier of 'The Freedom Game' – Magna Carta Concert at the Royal Albert Hall 12<sup>th</sup> May 2015</b>
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19. Magna Carta Royal Albert Hall concert: is an exciting new community concert composed by Hannah Conway and directed by Karen Gillingham, with lyrics written by Sir Richard Stilgoe. The world premiere performance will be on Tuesday 12<sup>th</sup> May 2015. Arts Council England has awarded Surrey Arts a grant of £45,000 towards the development of Magna Carta 'The Freedom Game' project.

20. This specially commissioned work explores the Magna Carta values of democracy, liberty, citizenship and freedom. In the plot, a Surrey family

come under the influence of an evil dictator who attempts to control them and take away their liberties. The children challenge the dictator to play 'The Freedom Game.' Like a computer game, there are a series of 'levels' in which they attempt to win back their freedoms. The piece focuses on the freedoms that we often take for granted, exploring significant events in history that have shaped these. It describes an heroic battle against oppression, often with what seem insurmountable odds.

21. Selected through a series of travelling workshops and auditions taking place over the next few months throughout the county, Surrey Arts are currently recruiting over 1,300 singers and dancers from the age of five to adult. This will be a hugely valuable experience for the participants and their families. The opera will see a diverse mix of people coming together and celebrating the topic of freedom, including one of the country's first 'inclusive' orchestras for young people with SEN and disability. It is hoped that performing at the Royal Albert Hall will give everyone involved a once in a lifetime opportunity that they will not forget. The workshops leading up to the performance will allow the participants not only to develop their vocal skills, but also to grow in confidence and make new friends as well as getting a better understanding of the significance of the Magna Carta.

#### **Heritage Lottery Fund (HLF) Legacy Bid**

22. In December a legacy bid by the six partners (National Trust, Surrey County Council, Runnymede Borough Council, Royal Holloway University of London, Brunel University and Royal Borough of Windsor and Maidenhead) of the Magna Carta Surrey Partnership was submitted to the HLF for approximately £3.3 million. The strategic ambition is to improve access to and around the site; improve visitor facilities and site interpretation and learning facilities/resources; undertake improvement works to the landscape and local network of paths and trails; develop Runnymede and Ankerwycke as a cohesive site; and create a culturally branded destination to celebrate the heritage of the area by marketing it to visitors as Magna Carta Country.
23. Earlier in the year, the HLF declined the previous bid application. The Magna Carta Surrey Partnership is still committed to improve aspects on offer to the visitor at Runnymede and to ensure that its importance and relevance to Magna Carta is fully understood, especially in the context of the 800<sup>th</sup> anniversary of its sealing. It was appreciated that there is limited funding available to the HLF at any one time and that in July other bids took priority. However, we are reassured by the fact that the partnership were asked to resubmit a first round application in December 2014 and we have been working hard to ensure this complex partnership application has a successful outcome. A decision on this is expected in early March.
24. The aim is to engage our visitors with this special place, and that they know why Runnymede matters. It is an incredibly rich local resource for



recreation and leisure, learning, volunteering, and for engaging others in its history and future, and for why it matters as a place that can speak to a global audience about liberty, the rule of law, of human rights and individual freedom.

25. This project will ensure that Runnymede and Ankerwycke are able to be a source of pleasure, reflection and inspiration in the modern world. In practice, this means making a number of improvements to the conservation, management and interpretation of the landscape and its many features, including its buildings, wildlife, numerous habitats, archaeology, monuments, memorials and the River Thames. The project will utilise existing infrastructure in order to deliver its ambitions which include a wide ranging programme of outreach, educational, participation and volunteering opportunities for the local community and visitors.
26. As a partner, SCC has given strategic support to this bid and has committed to fund the temporary appointment of an audience development manager, required as part of the development of the HLF bid, if successful at Stage 1. The cost of this is included in the £180,000 expenditure.
27. The bid to the Heritage Lottery Fund is part of the Legacy Plan for Runnymede; the 800<sup>th</sup> anniversary event programme, the official event on 15<sup>th</sup> June 2015 and the art commission remain unaffected by this decision.

### **A308 Highway Improvements**

28. SCC Highways are currently concluding a number of road and pedestrian safety improvements on the A308, as this issue was subject to many comments from the local community. This cost, circa £300,000, will be met found from the SCC Highways budget. These will be completed early 2015.
29. Three new refuges (islands) and revised road markings have been installed in the section of Windsor Road between the Tea Rooms and the Runnymede Pleasure Ground; their installation was coordinated with the resurfacing work undertaken in the summer. Two of the refuges near the entrance to the National Trust car parks are designed to help pedestrians cross Windsor Road. The other refuge was included together with the revised road markings, as part of a series of wider measures to help encourage the reduction of vehicle speeds.
  - 29.1 The road is subject to a new 40mph speed limit that has been introduced along the section of Windsor Road, which previously had a 60mph speed limit, and a new signalised pedestrian crossing is currently being constructed at one of the busiest pedestrian crossing points, by the National Trust Lodges.
  - 29.2 Signage options have been developed for the gateway features which will support the new 40mph speed limit, by encouraging lower vehicle speeds, as well as giving identity to the area.

29.3 Note – as part of the Major Schemes bids made to the EM3 Local Enterprise Partnership on 30 September 2014, a funding bid has been confirmed for major improvements to the Runnymede roundabout. Some preparatory work will be commenced during April and May 2015, but work will be suspended during the summer for the anniversary commemorations and will recommence in September 2015.

**Recommendations:**

30. To note the content of the report and to request a further update at the next communities select committee.

**Next steps:**

Identify future actions and dates.

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**Sources/background papers:** None.