

Agenda

Guildford
Local
Committee

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

Discussion

- **Local Sustainable Transport Fund programme 2014-15**
- **Local Transport Strategy Update**
- **An update on joint working in Guildford**



Venue

Location: Guildford Borough
Council

Date: Wednesday, 25 June
2014

Time: 7.00 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: carolyn.anderson@surreycc.gov.uk

Tel: 01483 517336

Website: www.surreycc.gov.uk/guildford



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SURREY
COUNTY COUNCIL

Surrey County Council Appointed Members

Mr W D Barker OBE, Horsleys
Mr Mark Brett-Warburton, Guildford South East (Chairman)
Mr Graham Ellwood, Guildford East
Mr David Goodwin, Guildford South West
Mr George Johnson, Shalford
Mrs Marsha Moseley, Ash
Mrs Pauline Searle, Guildford North
Mr Keith Taylor, Shere
Mrs Fiona White, Guildford West
Mr Keith Witham, Worplesdon

Borough Council Appointed Members

Cllr Zoe Franklin, Stoke
Cllr Monika Juneja, Burpham
Cllr Nigel Manning, Ash Vale
Cllr Stephen Mansbridge, Ash South & Tongham
Cllr Julia McShane, Westborough
Cllr Bob McShee, Worplesdon
Cllr James Palmer, Shalford (Vice-Chairman)
Cllr Tony Phillips, Onslow
Cllr Tony Rooth, Pilgrims
Cllr David Wright, Tillingbourne








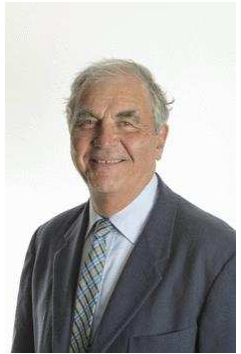

Chief Executive
David McNulty

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 Carolyn Anderson on 01483 517336 or write to the Community Partnerships Team at Surrey County Council, Old Millmead House, Millmead, Guildford, GU2 4BB or carolyn.anderson@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 Mark Brett-Warburton (Chairman) Guildford South East	Mr WD Barker OBE (Vice-Chairman) Horsleys	Mr Graham Ellwood Guildford East	Mr David Goodwin Guildford South East
			
Mr George Johnson Shalford	Mrs Marsha Moseley Ash	Mrs Pauline Searle Guildford North	Mr Keith Taylor Shere
		 SURREY COUNTY COUNCIL Local Committee (GUILDFORD) County Councillors 2013-17	
Mrs Fiona White Guildford West	Mr Keith Witham Worplesdon		

For councillor contact details, please contact Carolyn Anderson, Community Partnership and Committee Officer (carolyn.anderson@surreycc.gov.uk / 01483 517336)

			
Cllr Zoe Franklin Stoke	Cllr Monika Juneja Burpham	Cllr Nigel Manning Ash Vale	Cllr Stephen Mansbridge Ash South & Tongham
			
Cllr Bob McShee Worplesdon	Cllr James Palmer Shalford	Cllr Tony Phillips Onslow	Cllr Julia McShane Westborough
		 GUILDFORD BOROUGH Local Committee (GUILDFORD) Borough Council Members 2013-14	
Cllr Tony Rooth Pilgrims	Cllr David Wright Tillingbourne		

For councillor contact details, please contact Carolyn Anderson, Community Partnership and Committee Officer (carolyn.anderson@surreycc.gov.uk / 01483 517336)

Use of social media and recording at council meetings

Reporting on meetings via social media

Anyone attending a council meeting in the public seating area is welcome to report on the proceedings, making use of social media (e.g. to tweet or blog), provided that this does not disturb the business of the meeting. To support this, County Hall has wifi available for those visiting the building so please ask at reception for details.

Members taking part in a council meeting may also use social media. However, members are reminded that they must take account of all information presented before making a decision and should actively listen and be courteous to others, particularly witnesses providing evidence.

Webcasting

In line with our commitment to openness and transparency, we webcast County Council, Cabinet and Planning & Regulatory Committee meetings as well as the Surrey Police and Crime Panel. These webcasts are available live and for six months after each meeting at www.surreycc.gov.uk/webcasts.

Generally, the public seating areas are not covered by the webcast. However by entering the meeting room and using the public seating areas, then the public is deemed to be consenting to being filmed by the Council and to the possible use of these images and sound recordings for webcasting and/or training purposes.

We also webcast some select and local committee meetings where there is expected to be significant public interest in the discussion.

Requests for recording meetings

Members of the public are permitted to film, record or take photographs at council meetings provided that this does not disturb the business of the meeting and there is sufficient space. If you wish to film a particular meeting, please liaise with the council officer listed in the agenda prior to the start of the meeting so that the Chairman can give their consent and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision in all matters of dispute in regard to the use of social media and filming in a committee meeting.

Using Mobile Technology

You may use mobile technology provided that it does not interfere with the PA or induction loop system. As a courtesy to others and to avoid disruption to the meeting, all mobile technology should be on silent mode during meetings.

1 CHAIRMAN'S ANNOUNCEMENTS

To receive any Chairman's announcements.

2 INFORMAL 'OPEN FORUM' - QUESTIONS AND ANSWERS

The Guildford Local Committee has two parts.

The first part is the Open Forum session. It is an informal question and answer session for the public that does not form a part of the formal record of the meeting.

The Open Forum will last no longer than 30 minutes.

The second part is the formal meeting. When the formal meeting begins members of the public may only ask questions only at the direct invitation of the Chairman.

The Chairman will advise when the Open Forum has closed and the formal meeting begins.

3 APOLOGIES FOR ABSENCE

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

4 MINUTES OF PREVIOUS MEETING

(Pages 1 - 16)

To approve the Minutes of the previous meeting held on 12 March 2014 as a correct record.

5 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.

6 WRITTEN PUBLIC QUESTION TIME

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

7 WRITTEN MEMBER QUESTION TIME

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

8 NEW PETITIONS

To receive any petitions in accordance with Standing Order 65 or letters of representation in accordance with the Local Protocol. A paper will be tabled at the meeting and an officer response will be provided to each petition.

- 1) To implement a 20 MPH speed limit on Peaslake Lane, Peaslake, Surrey
(112 signatures online)
- 2) To implement a 7.5ton HGV ban through Shere Village
(236 signatures)

9 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE

(Pages 17 - 34)

The purpose of this report is to update the Local Committee on the progress that Services for Young People have made towards participation for all young people in Guildford in post-16 education, training and employment during 2013-14. This is the overarching goal of Services for Young People and our strategy to achieve it is set out in 'The young people's employability plan 2012-17'.

10 CREATING OPPORTUNITIES FOR YOUNG PEOPLE: LOCAL RE-COMMISSIONING FOR 2015 - 2020

(Pages 35 - 46)

Services for Young People (SYP) currently operates nine commissions which contribute towards the overall goal of full participation in education, training or employment with training for young people to age 19 and to age 25 for those with special educational needs or disabilities (SEND). These commissions are delivered through in-house services and external providers, where contracts were let generally for a 3 year period, all expiring in 2015.

This paper explores increased delegation of decision-making in relation to local 'early help' for young people, within the context of re-commissioning for 2015 to 2020.

11 JOINT WORKING ARRANGEMENTS UPDATE

(Pages 47 - 62)

At the meeting of the Guildford Local Committee held on 12 March 2014 members agreed to recommendations which aimed to strengthen and extend the existing working arrangements between Surrey County Council and Guildford Borough Council by enhancing the remit and work programme of the Local Committee.

This report provides an update on progress towards achieving those objectives and proposes further recommendations for those areas requiring governance arrangements.

12 LOCAL COMMITTEE SUBSTITUTE MEMBERSHIP, TASK GROUP MEMBERSHIP AND NOMINATIONS TO PARTNERSHIPS 2014-15 (Pages 63 - 72)

This paper addresses certain governance requirements to be considered by the committee on an annual basis and at the first municipal meeting of the year.

Under Surrey County Council constitutional arrangements the Committee is required to agree if it shall accept substitute co-optee members to attend committee as directed by the Borough Council. Member task groups have been established to support the Committee in its work and membership and terms of reference are to be reviewed and agreed.

Finally, the Committee is invited to provide representation on local partnership bodies. This paper asks the Committee to consider membership of these groups for the new municipal year.

13 LOCAL COMMITTEE COMMUNITY SAFETY BUDGET 2014-15 (Pages 73 - 76)

For the financial year 2014-15 the Local Committee has a delegated budget of £3,294 for community safety projects. Traditionally the Committee has agreed to delegate this funding to the Community Safety Partnership (Safer Guildford Partnership). The purpose of this report is to seek delegation of the 2014/15 budget to the Safer Guildford Partnership.

14 LOCAL SUSTAINABLE TRANSPORT FUND UPDATE AND 2014/15 PROGRAMME (Pages 77 - 84)

Surrey County Council was successful in securing an award of £14.3 million in grant funding from the Department for Transport (DfT) Local Sustainable Transport Fund (LSTF). This was in addition to the award of £3.9 million LSTF Key Component.

Both grants are for the period up to 31 March 2015 and jointly form the Surrey TravelSMART programme. As part of this programme a total of £10.789 million has been allocated for sustainable travel improvements in Guildford.

This report updates the Local Committee with progress made with the programme to date.

15 HIGHWAYS UPDATE (Pages 85 - 118)

This report provides an update on the 2013/14 & 2014/15 programmes of minor highway works funded by this committee as well as Section 106 (developer funded) schemes and central planned maintenance programmes for the year ahead. The report also provides an introduction to the Guildford Local Transport Strategy which will be developed over the coming months.

Details of Guildford customer enquiries to Highways have also been provided.

16 REVIEW OF WINTER SERVICE ARRANGEMENTS (Pages 119 - 124)

Surrey undertakes an annual review of the Winter Service at the end of each winter season, including the effectiveness of network

coverage, operational improvements, organisational changes and partnership working arrangements. This report seeks the views of the Guildford Local Committee on the delivery of the Winter Service operations in the 2013/14 season, to feedback into the annual review.

17 FORWARD PROGRAMME

(Pages 125 -
128)

To receive the Forward Programme for the committee.

DRAFT

Minutes of the meeting of the
Guildford LOCAL COMMITTEE
 held at 7.00 pm on 12 March 2014
 at Lord Pirbright's Hall, Pirbright GU24 0JE.

Surrey County Council Members:

- * Mr Mark Brett-Warburton (Chairman)
- * Mr W D Barker OBE (Vice-Chairman)
- Mr Graham Ellwood
- * Mr David Goodwin
- * Mr George Johnson
- * Mrs Marsha Moseley
- * Mrs Pauline Searle
- * Mr Keith Taylor
- * Mrs Fiona White
- * Mr Keith Witham

Borough / District Members:

- Cllr Mark Chapman
- * Cllr Monika Juneja
- * Cllr Nigel Manning
- Cllr Bob McShee
- * Cllr James Palmer
- * Cllr Tony Phillips
- * Cllr Caroline Reeves
- Cllr Tony Rooth
- Cllr David Wright
- * Cllr Stephen Mansbridge

* In attendance

46/13 CHAIRMAN'S ANNOUNCEMENTS [Item 1]**47/13 APOLOGIES FOR ABSENCE [Item 2]**

Apologies for absence were received from County Councillor Mr Graham Ellwood and Borough Councillors March Chapman, Bob McShee, Tony Rooth and David Wright.

48/13 MINUTES OF PREVIOUS MEETING [Item 3]

The minutes of the meeting held on 11 December 2013 were confirmed as a true record.

49/13 DECLARATIONS OF INTEREST [Item 4]

No declarations of interest were received.

ITEM 4

50/13 PETITIONS [Item 5]

(i) Graham Mansfield, resident of Wisley Village

This petition requested that Surrey County Council reduce the speed limit from 40mph to 30mph or even 20mph along the entirety of Wisley Lane, Woking, Surrey. Mrs Engells spoke to the petition.

The meeting heard that members had agreed to allocate funding from the 2014/15 Local Committee Highways budget at the last meeting to look at this matter. The Area Highways Manager said a schedule was not in place at the current time, but that residents would be informed once a schedule was in place.

(ii) Shalford Parish Council

The residents of Peasmarsh would like Surrey County Council's Highways department to reduce the speed of vehicles on the A248 in the proximity of Oakdene Road whether by reducing the speed limit or by adding vehicle activated or other working signs and to reinstate access for emergency vehicles from the A3100 to Oakdene Road close to the Astolat roundabout. Parish Councillor Bill Burkett spoke to the petition.

Local members were in support of the petition.

The meeting heard that Shalford Parish Council was in favour of installing a Vehicle Activated Sign on the A248. The Area Highways Manager (AHM) proposed that existing signage could be made more conspicuous if it were yellow-backed. The AHM agreed to visit the site to review and also to look at the stopping up order for the A3100 access to Oakdene Road and would liaise with local members and the Parish Council.

51/13 PETITION RESPONSE: ONSLOW 20MPH ZONE [Item 5a]

The Area Highways Manager (AHM) presented the report.

The petition request had been to implement a 20mph zone on specified roads in Onslow Village. The meeting heard that the Transportation Task Group would consider the matter of 20mph zones at the next scheduled meeting and consequently an officer report would be submitted to the next meeting in June.

The Local Committee (Guildford) agreed to:

- (i) Nominate the Transportation Task Group to review this request along with any others that may be received for consideration in future programmes of capital highway works funded by this committee.

Reason

To enable the Local Committee (Guildford) to engage with residents on a matter of local concern.

(a) PETITION RESPONSE: THROUGH-TRAFFIC IN MERROW WOODS [Item 5b]

The report was presented by the Area Highways Manager (AHM).

The original petition request was to slow down through traffic at Merrow Woods. The members were content that the concerns and requests in the petition had been addressed.

The Local Committee (Guildford) noted the committee report.

52/13 PUBLIC WRITTEN QUESTIONS [Item 6]

Three questions were received from the public. The written responses to these questions can be found at the annexe to these minutes.

With regard to the question about section 106 developer contributions relating to proposed road crossings in Ash Manor Road, it was confirmed the proposals had been discussed with the headteacher of Ash Manor School in terms of feasibility and that there would be consultation with local residents.

53/13 MEMBER WRITTEN QUESTIONS [Item 7]

No member written questions were received.

54/13 JOINT WORKING THROUGH GUILDFORD LOCAL COMMITTEE (LOCAL COMMITTEE PLUS) [Item 8]

The report was presented by the Surrey County Council Community Partnerships Team Manager.

Members of the local committee had considered and proposed a number of new ways to work together in partnership and to increase local engagement which had been outlined in the report.

The members of the committee endorsed the report and agreed that it was the expectation of residents that the two Councils should make every effort to work together more closely and effectively. The contribution of Guildford Borough Council to the Members Local Allocation budget and the improvements to local engagement through webcasting and the local 'cluster' meetings were welcomed.

It was noted that the agreement of the Surrey County Council Cabinet would be sought and a further report detailing the governance of the new proposals would be brought to the June meeting of the committee.

The Local Committee (Guildford) agreed to:

- (i) the proposals contained within the report to enhance the joint working arrangements between the Councils from the next municipal year.
- (ii) Endorse the development of an updated terms of reference for the Committee Plus.

ITEM 4

- (iii) the proposed divisions and boundaries for the Cluster Group Meetings across the Borough.
- (iv) Note that following the required approval of Surrey County Council Cabinet and Council, a further report will be brought to committee in June 2014 to agree the terms of reference of the Task Groups and the financial arrangements for the cluster budget.

Reason

Working jointly and in partnership can provide added value in terms of cost and time savings and produce more effective, coordinated responses to service delivery. These recommendations seek to increase and develop joined up working between the two authorities to produce better value and coordinated services for residents

55/13 ALLEGED PUBLIC FOOTPATH BETWEEN BOXGROVE ROAD AND EPSOM ROAD, GUILDFORD [Item 9]

The Senior Countryside Access Officer spoke to the report.

An application has been received for a Map Modification Order (MMO) to add a footpath between Boxgrove Road and Epsom Road, Merrow, Guildford.

Mr Phil Bell spoke on behalf of the Greenmeads Residents Association and in opposition to the MMO.

The local member confirmed there was no evidence to support the proposed MMO and historically the route had always been private.

The Local Committee (Guildford) agreed:

- (i) No public footpath rights are recognised over A – B – C – D on Drg. No. 3/1/75/H48 and that this application for a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 to modify the Definitive Map and Statement by the addition of a footpath is not approved.
- (ii) In the event of the County Council being directed to make a MMO by the Secretary of State following an appeal by the claimant, the County Council as surveying authority will adopt a neutral stance at any Public Inquiry, making all evidence available to help the inspector to determine the case.

Reason

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 an MMO.

56/13 GUILDFORD ON-STREET PARKING REVIEW - ONSLOW VILLAGE AND VARIOUS OTHER LOCATIONS ALREADY WITHIN THE GUILDFORD TOWN CENTRE CONTROLLED PARKING ZONE [Item 10]

The Guildford Borough Council Parking Services Manager presented the report.

The report provided the responses received as a result of the formal advertisement of proposals in Onslow Village and also for a number of other locations already within the Guildford town centre controlled parking zone (CPZ).

Public speaking under Chairman's discretion

Under his discretion the Chairman invited four members of the public in attendance to speak to the item in advance of the member debate. Three members of the public objected to the Onslow Village recommendations of the officer report which they considered did not accurately represent the majority of the resident's views. They were concerned that implementation of restrictions could shunt local parking issues to new areas. They asked for a greater number of spaces to remain unrestricted and queried the motives for making the proposed changes. One resident spoke in favour of the officer recommendations.

Member debate

Local members representing Onslow noted that the current officer recommendations arose from one formal consultation, two informal consultations and one exhibition. It was felt that best efforts had been made to engage residents on the matter and, although it was regrettable that resident response rates to consultations had remained low, it was the right point in time to make a decision. The local members were in support of the officer recommendations. The meeting heard that the agreed restrictions could be reviewed again in the future if necessary. It was noted that this was the first occasion that unrestricted bays had been included in the package of recommendations and this was as a direct result of resident feedback.

The Local Committee (Guildford) agreed:

- (i) that in respect to the proposals for Onslow Village, the traffic regulation order is made to introduce the changes to the parking restrictions set out in Annexe 1 of the committee report, but with minor amendments which lessen the proposed level of control. The minor amendments are detailed in paragraphs 2.20 & 2.21 and shown in Annexe 6 of the committee report;
- (ii) that in respect to the proposals for Guildford Park Road and Pewley Way, and the various other locations for which no representations were received, the traffic regulation order is made to introduce the changes to parking restrictions set out in Annexe 7 of the committee report, so that the controls can be implemented

Reason

To assist with safety, access, traffic movements, increase the availability of space and its prioritisation for various user-groups in various localities, and to and make local improvements.

57/13 LOCAL SUSTAINABLE TRANSPORT FUND UPDATE AND 2014/15 PROGRAMME [Item 11]

The Transport Projects Team Manager presented the report.

The report provided an update to the Local Committee on progress made with the programme to date and sought approval for the indicative 2014/15 programme.

There was a verbal update for the Westborough Community Fund and it was noted that a written report would be circulated after the meeting. It was further noted that there would be shortly be a meeting held between Surrey County Council officers and the Highways Agency to discuss the Egerton Road traffic lights and A3 signage for the new Park & Ride service.

Members requested a link between inconsiderate parking at bus stops and the implementation of clearways via the LSTF. It was noted that was a need for a bus clearway at Briarfield Road.

Members requested that overseas models of cycle route management be considered in the proposed local cycle plan. It was noted that cyclists may cycle both ways up a one-way street in Copenhagen.

The real time bus information was working well on Park and Ride services, but not on other mainstream services. This was because the bus companies did not yet have the real time system in place and that the data from the bus company's was currently not accurate enough. Work would continue to achieve a solution.

The Department for Transport had been unable to provide any additional time for the LSTF programme roll-out despite the impact on operations caused by the severe winter weather. The deadline for expenditure of the budget remained March 2015.

The Local Committee (Guildford) agreed:

- (ii) the indicative 2014/15 programme;
- (iii) to delegate amendments to the LSTF Programme to the Chair of the LSTF Delivery Group in consultation with the Local Committee Chairman and the appropriate county and borough officers and members.

Reason

The Department for Transport advise that all LSTF grant money should be spent by 31 March 2015 and there is no ability to carry forward LSTF grant beyond this date. The indicative 2014/15 LSTF TravelSMART programme for Guildford has been developed to meet this financial requirement, while meeting all the LSTF objectives.

**58/13 OPERATION HORIZON 5 YEAR CARRIAGEWAY MAINTENANCE PLAN
[Item 12]**

The Area Highways Manager (AHM) presented the report.

An update on the progress of road surfacing under the programme was provided by County Council division.

It was acknowledged that a period of extraordinary weather from December 2013 had compounded and exacerbated the usual level of damage to the road surface that could be expected during springtime. It was further noted that the extreme weather had delayed the progress of the programme resulting in a backlog. As a result the County Council was planning a programme of local resurfacing during April and May along with the regular programme of surface dressing during summer. A Cabinet budget meeting would be held to agree funding for the additional programme.

The members of the committee noted Queen Street (Gomshall), Wood Hill (Send), Stoughton Road, Western Road (Westborough) and Frog Grove Lane (Wood Street) were local priorities for the Horizon programme.

The Local Committee (Guildford) noted the committee report.

59/13 INTRODUCTION OF BUS STOP CLEARWAYS IN GUILDFORD [Item 13]

The Area Highways Manager presented the report.

The members were content to approve the proposal for the implementation of three new bus clearways.

The Local Committee (Guildford) agreed:

- (i) Clearways are introduced in Byrefield Road at the existing bus stops adjacent to properties 1 to 3 and adjacent to property 2, the restriction to be 'at any time' (the bus service operates between 06:00 and midnight).
- (ii) A clearway is introduced in Bushy Hill Drive at the bus stop opposite Wykeham Road, the restriction to be 'at any time' (the bus service operates between 06:00 and midnight).
- (iii) A clearway is introduced at the bus stop in Ash Street Ash adjacent to property 65, the restriction to be 'at any time' (the bus service operates between 06:30 and 23:00)

Reason

Buses require parallel alignment with the kerb to deploy ramping and kneeling equipment to allow access for wheelchair users and those with mobility problems.

Parked vehicles within bus stops prevent this access.

Bus stop clearways enable Borough enforcement officers to issue penalty charge notices on offending vehicles thereby discouraging inconsiderate parking.

60/13 HIGHWAYS UPDATE [Item 14]

The Area Highways Manager (AHM) presented the report.

The Highways Update provided information relating to the progress of Local Committee funded schemes and local highways issues.

The cost to Surrey County Council for the severe winter weather and flooding stood at £20 million and continued to rise. There had been a maximum draw on resources and capacity to cope with the emergency and then the recovery. In Guildford, some scheduled work had needed to be put on hold during the period. It was noted that there could be an impact on the 2014/15 local committee budget as schemes that it had not been possible to complete due to the weather were carried over. The Transportation Task Group would review the impact of the severe weather on the local programme and there would be a report to the June meeting.

On the whole residents had been pleased with the new Woodbridge Road scheme. The local member had received responses on behalf of residents provided by Mr Byrne.

Members were critical of the roll out of the Lengthsman scheme with parish councils. It was said to have been too bureaucratic in nature. However, it was noted that the scheme had been successful in Waverley. Consequently, there would be review engaging with previous applicants to understand and address the issues which had arisen for Guildford parish councils.

The estimate for the cost of re-laying the setts on Guildford High Street would be provided by consultant WPS. It was noted that careful project management would be required to ensure that the work did not clash with any local events involving the High Street. The members observed that utilities companies ought to be notified of the intentions of the County Council to undertake this work and the resulting restrictions clarified should they themselves have any High street maintenance to undertake.

The Local Committee (Guildford) agreed:

- (i) Due to the effects of the recent extreme weather across Guildford and Surrey agree that £50,000 be allocated from the 2014/15 budget towards flood recovery works organised by the area team.
- (ii) Authorise the Area Highway Manager to introduce clearways at bus stops where there is habitual parking in consultation with the Group Manager for Travel and Transport and locally elected divisional and ward members.

Reason

To contribute to flood recovery in Guildford and introduce enforceable parking restrictions at bus stops blighted by parking

61/13 FORWARD PROGRAMME [Item 15]

The Local Committee (Guildford) noted the committee report.

Meeting ended at: 9.30 pm

Chairman

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Surrey County Council Local Committee (Guildford) 12 March 2014

Petitions [Item 5]

Principal petitioner/ organisation	Graham Mansfield, resident Attracting 66 signatures Speaker: Cherry Engel
SCC Division / GBC Ward	Horsleys / Wisley
Summary of concerns and requests	<i>This petition requests that Surrey County Council reduce the speed limit from 40mph to 30mph or even 20mph along the entirety of Wisley Lane, Woking, Surrey. The current speed limit implies that the road is safe to drive at 40mph and as a consequence the road is extremely dangerous for vehicles, cyclists, horse riders and pedestrians.</i>
Response	The Committee would like to thank Mr Mansfield for presenting the petition regarding reviewing the existing speed limit in Wisley Lane. At the meeting of 11 December 2013 the committee agreed the programme of highway schemes for the 2014/15 financial year which includes £10,000 allocated towards reviewing, and potentially reducing, the speed limit in Wisley Lane.
Principal petitioner/ organisation	Shalford Parish Council Attracting 111 signatures Speaker: Parish Councillor Bill Burkett (Chairman)
SCC Division / GBC Ward	Shalford / Shalford
Summary of concerns and requests	<i>The residents of Peasmarsh would like Surrey County Council's Highways department to reduce the speed of vehicles on the A248 in the proximity of Oakdene Road whether by reducing the speed limit or by adding vehicle activated or other working signs and to reinstate access for emergency vehicles from the A3100 to Oakdene Road close to the Astolat roundabout.</i>
Response	The Committee would like to thank Shalford Parish Council for presenting the petition to investigate the possibility of reducing the speed limit in the vicinity of the A248 Broadford Road and Oakdene Road junction and to reinstate access for emergency vehicles from the A3100

	<p>to Oakdene Road, close to the Astolat roundabout.</p> <p>The current speed limit in Broadford Road between the A3100 Portsmouth Road and the A281 Horsham Road is 40mph which officers consider to be an appropriate limit given the nature of the road, and which accords with SCC's Speed Limit Policy. There is a difficult bend in Broadford Road just to the east of the Oakdene Road junction where the road narrows and rises/falls which requires drivers to exercise caution. In the past five years a single accident has been recorded by the Police in the vicinity of the bend and the junction, which was as a result of the driver losing consciousness while at the wheel approaching the bend from the east.</p> <p>Officers have reviewed existing signs and road markings and consider that they are adequate and clearly warn drivers of the bend from both directions, and of the need to slow down.</p> <p>However, the anti-skid surface in the vicinity of the bend is in poor condition and the road markings are worn. Officers will organise re-marking the road at the bend and investigate local re-surfacing, though no timescale can be given for the latter in view of the need for extensive repairs to the road network following the extremely wet Winter.</p> <p>The planning conditions for the development of the Astolat site in 2002 required the construction of a new roundabout forming a junction with the A3100 Portsmouth Road and the site access road as well as stopping up the junction of Oakdene Road with the A3100 Portsmouth Road.</p>
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Public Questions and Statements [Item 6]

1. Submitted by Roger Hall, resident of Onslow Village.

Regarding ITEM 10 on the agenda

Having regard to representations* on reducing the number of proposed parking bays in Wilderness Road between The Crossways and Litchfield Way to improve sight-lines, the Committee is invited to respond to the following question:

“In developing the parking proposals, has account been taken of the possibility that parking bays when occupied could obscure the view of traffic coming up or down Wilderness Road for drivers attempting to safely exit their driveways and, in

TABLED ITEM

consequence, has the right balance been struck between the provision of bays and the need not to compromise safety in this section of Wilderness Road?”

(*See representations 10275, 10373, 10383, 10384 and 10402 in Annex 3 and the Officer comments thereon.)

Answer

We have considered the ability of residents to exit their driveways. In response to the various consultations the amount of parking in Mr Hall's section of Wilderness Road has been reduced to improve access for residents. Since receiving the question we have re-visited the site.

At the moment vehicles can park as close as they like to a resident's access. The proposed controls provide a marked bay and limit how close vehicles can park to an access. If the proposal is agreed by the Committee the bay will be set back 1.8m from the dropped kerb. We have used the same set back in similar roads in other parts of the controlled parking zone and it provides sufficient sight lines.

We note Mr Hall would like the length of the bay reduced and we do not think this is necessary. To do this would require the readvertising of this proposal. We are happy to meet with Mr Hall, discuss the situation and monitor it. If the situation warranted it we could consider changing the length of the bay during a future review.

2. Submitted by Alan Norris

Proposed pedestrian crossings in Manor Road, Ash

The approval for Guildford BC planning application no: 12/P/00645 for the outline development of 60 houses at land off Ash Green Lane West, Ash provides for S106 payments to include the provision of two pedestrian crossings on Manor Road, Ash - one to be an uncontrolled crossing south of Ash Green Lane West near the bus stop at Elm Lane, and the other to be a controlled crossing to the north of Ash Green Lane West, (i.e. outside Ash Manor School), the actual locations are not specified. (Only one crossing to be provided if the controlled crossing is located south of Ash Green Lane West.)

The provision of two pedestrian crossings on Manor Road near Elm Lane and in the vicinity of Ash Manor School and upgraded bus stops was a recommendation of the County Highways (Transport Development Planning) (ref: letters from Greg Devine to planning officer, 12 June and 26 October 2012). The Transport Statement prepared by Odyssey Consulting Engineers to support the planning application concluded that there would be minimal public transport trips incurred by the development residents in the AM and PM peaks and that there would be no requirement for additional infrastructure or bus services (ref. paras 5.8 and 5.9 of the TS).

The location of a controlled pedestrian crossing near Ash Manor School is presumably intended for the children who need to cross Manor Road to go to and from school. (I cannot find anything within the planning documents as confirmation of this.) This crossing will in effect only be used for a short time each school day (under 200 days per year) when children come to and leave the school, there being only a minimal number of pedestrians who cross Manor Road at other times. A large majority of the children going to and from the school come either from the Ash Street (Greyhound) direction or from Tongham, and they do not need to cross Manor Road. The letter from the head teacher of Ash Manor School to the planning officer (20 Sept. 2012) supports the planning application, but he does not mention anything about requesting a pedestrian crossing on Manor Road.

Does the County Highways have any information on the number of children at Ash Manor School who are likely to cross Manor Road (both near to Kings Avenue and near to Carfax Avenue / Elm Lane) on their way to and from school? (The school should be able to provide this information from the home addresses of the pupils.)

Speeding traffic along Manor Road is a regular occurrence. Will the County Highways / Guildford Local Committee consider applying the S106 payments to provide several road narrowing points in Manor Road with priority in one direction (similar to those in Oxenden Road and in The Street at Tongham) instead of the two pedestrian crossings? Such road restrictions would help to reduce traffic speeds and also provide a reasonably safe place for the Ash Manor School children and others to cross Manor Road in that there would only be a single alternating line of traffic to negotiate. The pedestrian crossings alone will not reduce the speed of traffic travelling in excess of the speed limit.

Does the stipulation of provision of pedestrian crossings within the planning approval documents (under S106 payments) commit the County Highways to provide these crossings?

Answer

The Committee would like to thank Mr Norris for presenting the background information on the pedestrian crossings in Manor Road.

The condition wording, under permission 12/P/00645, states that there should be a) an uncontrolled pedestrian crossing, dropped kerb with tactile paving, on Manor Road to the south of Ash Green Lane West and b) a controlled pedestrian crossing on Manor Road in the vicinity of Ash Manor School.

Last April a meeting was held, at Ash Manor School, between SCC highway officers and the school Head teacher, to identify and agree the exact location of a controlled crossing in the vicinity of the school. The proposed location, outside the school entrance, was concluded to be the most appropriate location for the controlled crossing.

The SCC Highways Authority has to adhere to what is stipulated on the S106 agreement.

3. Submitted by Joanna Cadman, Albury Parish Council

Albury Parish Council would like to apply to the Local Committee for funding for work to New Road in Albury, which will involve installing kerb stones in order to prevent lorries from continually eroding the side of the road. This scheme was evolved during discussions with Bahram Assadi and Gavin Smith, and seems to be the best solution to an increasing problem.

However, I am not clear how to do this: do we draw up a scheme first and then submit it for consideration for funding, or do we advise you of the requirement and ask Local Committee to consider its merits before proceeding further?

Answer

The Committee would like to thank Albury Parish Council for presenting the question about the installation of kerb stones in New Road.

There are rural roads throughout the county similar to New Road with the side verge being eroded. SCC Highways Authority does not consider installing kerb stones in such roads as these are relatively expensive schemes to implement. If a short section of a road verge has been damaged and causes debris on the carriageway, which becomes a safety hazard, kerbing could possibly be considered. The section of New Road described that requires kerbing is approximately 560m in length, which would be a relatively expensive scheme. Therefore, kerbing in New Road will not be considered.

SCC officers could possibly consider installing rib edge road markings, which is a raised profile thermoplastic road marking material, subject to funding.

Member Questions [Item 7]

None received.

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014

LEAD OFFICER: GARATH SYMONDS, Assistant Director for Young People

SUBJECT: ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE

DIVISION: ALL



SUMMARY OF ISSUE:

The purpose of this report is to update the Local Committee on the progress that Services for Young People have made towards participation for all young people in Guildford in post-16 education, training and employment during 2013-14. This is the overarching goal of Services for Young People and our strategy to achieve it is set out in 'The young people's employability plan 2012-17'.

In particular this Local Committee report focuses on the contribution of our different commissions to this goal and how they have performed during the year. Please note that the majority of detailed performance information is provided in the appendix to this report.

Next steps have also been included to set out how we will keep the Local Committee informed about developments and our progress during the year ahead.

RECOMMENDATIONS:

The Local Committee (Guildford) is asked to note:

- (i) The progress Services for Young People has made during 2013/14 to increase participation for young people in education, training or employment, as set out in **Annex 1** of this committee report

REASONS FOR RECOMMENDATIONS:

The Local Committee has an important part to play in supporting the local development of Services for Young People, ensuring that we are providing the right support to young people in local communities. In particular they have an important formal role in relation to the Local Prevention Framework.

1. INTRODUCTION AND BACKGROUND:

- 1.1 This report is for information. It provides: a summary how participation of young people in the Guildford has been improved; an overview of how our different commissions have performed during the year; and a brief outline of how we will keep the Local Committee informed of our progress during 2014/15.

2. ANALYSIS:

- 2.1 In March 2014 only 37 young people were NEET compared to 60 in March 2013, a reduction of nearly 40%.
- 2.2 98.0% of young people were participating in education, training, employment or re-engagement at the end of March 2014, compared to 96.7% in March 2013.
- 2.3 9 first-time entrants to the youth justice system in 2013/14, the same as 2012/13 and fewer than 15 in 2011/12
- 2.4 A more detailed analysis of performance is provided in **Annex 1**, Services for Young People in Guildford Performance Summary 2013/14.

3. OPTIONS:

- 3.1 There are no options in relation to this 'for information' report.

4. CONSULTATIONS:

- 4.1 During 2013-14 there has been wide ranging consultation with young people, staff, and partner agencies. In particular we have carried out an internal evaluation of our commissions and focussed on engaging young people in our planning for re-commissioning of Services for young people in 2015. Alongside this, the Youth Engagement Contract has secured feedback from more than 1,000 young people across Surrey in relation to different aspects of our services, the information we provide and local issues.

Members have been consulted through the Local Committee Youth Task Group, Youth Steering Groups at some of our Youth Centres and as part of the internal evaluation of our commissions. We have also been involving Members in a recently commissioned external evaluation of Services for Young People, which will report its findings in May 2014.

The feedback from these different consultations has directly contributed to the development of our services during the year.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The budget allocated to each of the commissions in Services for Young People is provided in the Appendix.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 Through local commissioning and needs analysis we focus our resources on identifying and supporting those young people who are most at risk of experiencing negative outcomes in the future. This group includes young people from a wide range of backgrounds and its make up often varies between different parts of the county.

7. LOCALISM:

- 7.1 Although this report is for information and, as such, there is no decision, it is intended to provide the Local Committee with the information it needs to provide effective local scrutiny of Services for Young People.

8. OTHER IMPLICATIONS:

8.1 Crime and Disorder implications

The Youth Support Service provides support to young people who have offended and those who are at risk of offending. Other Commissions within Services for Young People also play an early help role in reducing offending behaviour amongst young people, in particular the Local Prevention Framework and Centre Based Youth Work.

8.2 Sustainability implications

Delivering services for young people locally reduces reliance on transport and minimises carbon emissions as a result.

8.3 Corporate Parenting/Looked After Children implications

Young people who are looked after are a key target group for Services for Young People

8.4 Safeguarding responsibilities for vulnerable children and adults implications

Services for Young People plays a key role in safeguarding vulnerable children and young people in Surrey.

8.5 Public Health implications

Services for Young People deliver a number of services that improve the health of young people in Surrey, in particular providing them with information so that they make informed choices about healthy lifestyles, including sexual health.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 This report and the information included in the appendix have provided an overview of the performance of Services for Young People in Guildford and highlighted the significant progress made during 2013/14 to improve outcomes for young people.

10. WHAT HAPPENS NEXT:

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- 10.1 To keep the Local Committee informed about the progress of the Service during 2014/15, Services for Young People attend up to two Youth Task Groups per year and circulate bi-annual progress reports electronically to each Task Group Member.
- 10.2 External contracts come to the end of their initial three year life in 2015 when they may be renewed or re-commissioned. Business as usual will continue alongside the re-commissioning project.

Contact Officer:

Leigh Middleton, Lead Youth Officer - West Surrey – 07854 870 393
Anthony Durno, YSS Area Manager – 01372 371619

Consulted:

Service users were consulted in 2013 as part of an internal evaluation of commissions. The findings have been used to inform performance improvement activity and re-commissioning for 2015.

Annexes:

Services for Young People in Guildford Performance Summary 2013/14

Sources/background papers:

- The young people's employability plan 2012-17
-

Services for Young People in Guildford Performance Summary 2013/14

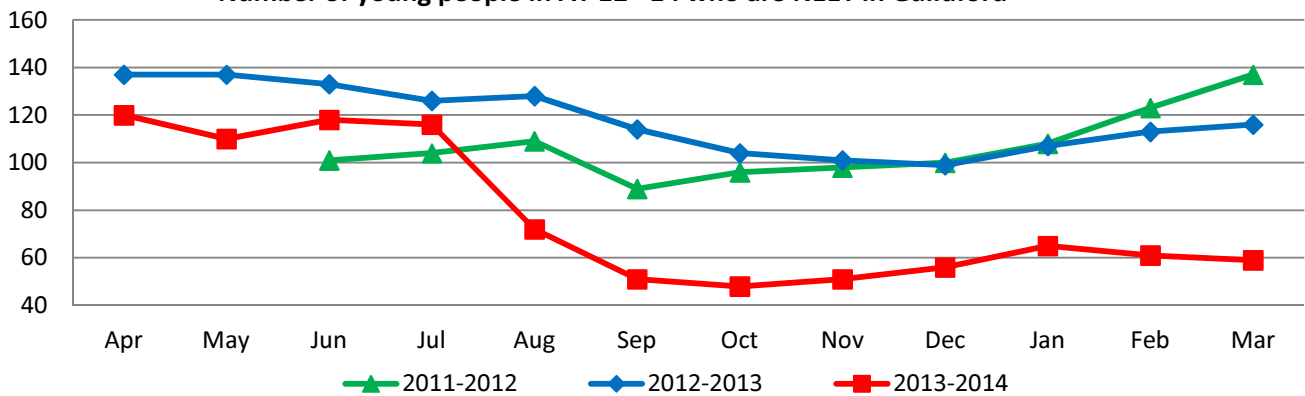
Countywide overview

Services for Young People, working with our partners, has achieved a transformational reduction in the number of young people who are not in education, employment or training (NEET) from 978 (3.6%) in March 2013 to 429 (1.5%) in March 2014. Interim benchmarking data for the November 2013 to January 2014 supports our success, showing how Surrey had the joint-lowest proportion of young people who were NEET in the country.

Local performance story in Guildford

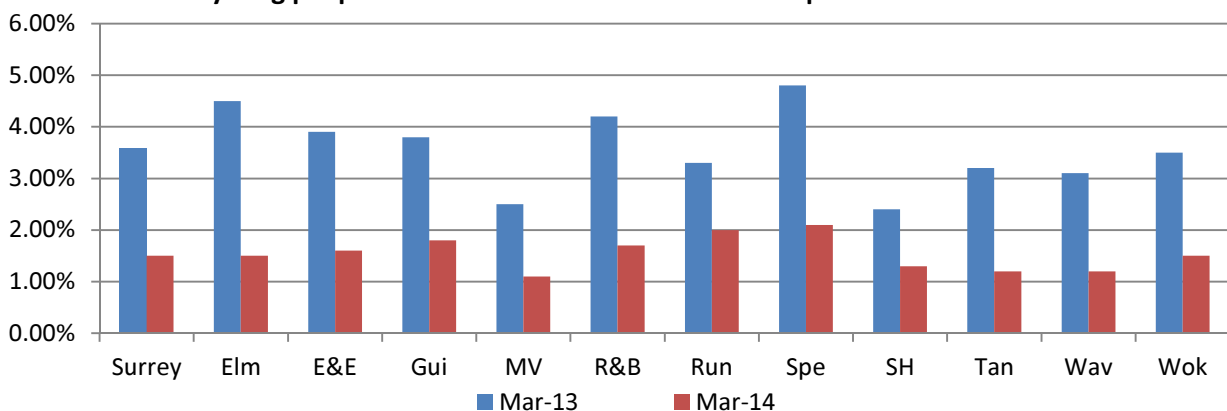
The reason for this report is to tell the local story of how Services for Young people, working with our partners, has been making a difference to young people in Guildford.

Number of young people in AY 12 - 14 who are NEET in Guildford



- In March 2014 only 59 young people were NEET compared to 116 in March 2013, a reduction of 49%.
- 98.2% of young people were participating in education, training, employment or re-engagement at the end of March 2014, compared to 96.1% in March 2013.

% of young people in Years 12-14 who were NEET in April 2013 and March 2014



Youth Support Service

- 1.8% of young people in years 12-14 were NEET in March 2014 compared to 3.8% in March 2013
- None of the 13 young people who are looked after by Surrey County Council were NEET in March 2014
- Young people who were NEET had been out of education or work for an average of 186 days compared to 281 in the previous year
- 168 young people moved from NEET to PETE during the year compared 113 in the previous year
- 28.8% of young people who were NEET had been NEET before compared to 19.8% in the previous year
- 3.0% of young people were unknown in March 2014 compared to 9.8% in March 2013
- 11 first-time entrants to the youth justice system in 2013/14 compared to 18 in 2012/13 and 39 in 2011/12, one of the biggest reductions in the county.
- No young people sentenced to custody during 2013/14
- 43 disposals given to young people as a result of offending in 2013/14 compared to 76 in 2012/13, a reduction of 43%
- 116 Youth Restorative Interventions (YRIs) employed with young people involved in low-level offending this year, compared to 146 last year
- 53 young people at risk of homelessness supported in 2013/14
- 23 Children in Need case managed by the YSS in 2013/14

Case study of YSS work in Guildford

Ruby (aged 16) came to the attention of the Guildford team after the police referred her to social care because she had been assaulted by an older male she was staying with. She was using drugs and drinking heavily drinking a bottle of scotch a day but with no means to pay for it! She did not know where she would be from one day to another she could not live at home any longer as there was domestic violence. She regularly went away with friends but would not say where and whilst she aspired to be a painter decorator she missed appointments to help her progress this. It took Ruby three to four months to engage with her Youth Support worker on a regular basis. She needed time to build trust. YSS assisted her to find hostel accommodation, Catch 22 worked with her as she began to reduce her substance misuse, she returned to her favourite sport and began to bring routine into her life, and took part in some Ready For Work activities (R4W). She received a Referral Order for offences against the male she had lived with. She took this seriously and worked with YSS to make amends and avoid future offending, her order was revoked early for good progress.

Ruby worked with YSS for 18 months. In her Final Review she noted her main achievements as: Rebuilding home and family life (she now lives at home), Overcoming anger issues, finding work, my sport. The changes in her life that she noted included: Better relationships with family; more qualifications; more confident and committed. Ruby is now working and a volunteer. We were happy to be a part of that transformation.

This year in Guildford we have provided a diverse number of activities and groups to help prepare young people, like Ruby, for work, as part of the Ready 4 Work programme. We have found that many young people in Guildford who have not found the work, training or the employment they are seeking have barriers to them achieving the next step. The team provide individual support to help each young person

make the next step. Often it starts with meeting their worker and then being introduced to the other young people at our weekly Drop In. Some have taken part in groups like the Art Project at Watts Gallery, Young Enterprise, SOLD (Surrey Outdoor learning), Weir Training and Opt into Boxing, whilst others have attended individual sessions at the climbing wall, preparing job applications, CV's or honing interview skills. So many young people have grown in confidence and been able to participate more as a result. In April, 40 young people were invited to collect their Duke of Edinburgh awards, Art award, and R4W achievement certificates at an evening event, which 20 attended. It was a real time of celebration with young people who have often missed out on school awards.

Real work experience and jobs are being sought to assist these young people to make the transition to paid employment. We are grateful to the employers who have come forward and look forward to more taking on young people as we can provide support to them when they recruit our young people.

The barriers to participation that young people face in Guildford include: lack of emotional/physical or financial support; lack of aspirations or motivation; homelessness or unstable accommodation; criminal convictions; or becoming a teenage parent. These young people often have a history of disengaging from other mainstream services and may feel isolated or alienated within their own communities. The Guildford team consistently achieve high re-engagement figures due to the skill and dedication of the front line delivery team.

Successes in 2013-14 include: developing the Ready for Work programme, which is seen as one of the most robust and extensive across Surrey; high quality youth justice work and increased restorative approaches, reflected in continuing reductions in first time entrants to the youth justice system; increased referrals from Children Services for some of the most vulnerable teenagers in Surrey; and rapid action to address homelessness.

The key ambition for 2014-15 is to establish a local focal point, both for service delivery and a localised staff base. The Guildford team have delivered a high quality case work programmes whilst continuing to travel in from outside the Borough from the team base in Woking. We continue to work with property services to identify potential property solutions, but without success to date.

Commission RAG ratings explained

To summarise performance of the Centre Based Youth Work (CBYW) and Local Prevention Framework (LPF) commissions we have used a Red Amber Green (RAG) rating system to make it easier to get a sense of how a particular provider is performing. The rationale behind the RAG rating is as follows:

- Red** agreed performance not achieved and no plan in place to achieve agreed performance or mitigating factors
- Amber** agreed performance not achieved but either a robust plan in place to achieve the agreed performance, or mitigating factors as to why the performance is unlikely to be achieved
- Green** agreed performance achieved or within the tolerance zone (85% or more)

Centre Based Youth Work (£21,087 and 4.8 full-time equivalents)

Centred Based Youth Work offers open-access youth work to young people in many of the areas with the greatest need in Surrey. Management of seconded Surrey County Council staff sits with a range of local providers, who complement SCC funded delivery with matched provision in terms of funding, resources and staff and volunteer time.

Ash Youth Centre (The Youth Consortium – Guildford YMCA)

Ash Youth Centre has had a steady year with new provision opening and a stable staff team. 2012-13 saw a significant amount of staff turnover, which in 2013-14 has settled to allow the team to develop new provision alongside young people. The centre has achieved Level 2 of the National Youth Agency Quality Mark and this achievement, taken alongside the growth in attendance demonstrates good performance.

Performance indicator	2013/14 performance					
	Agreed performance 2013/14	Actual 2013/14 performance	Achievement against agreed performance	Comparative 2012/13 performance	Direction of travel	RAG
1.1 Hours of co-produced youth work delivered from the Centre in 2013/14	754	529	70.2%	348	↑	Amber
1.2a Young people engaged in one or more hours of youth work	200	258	129.0%	164	↑	Green
1.2b Average hours of engagement per young person	19.0	23.6	124.2%	18.5	↑	Green
1.3 Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	85	104	122.4%	3	↑	Green
1.5 Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 2	On track		↑	Green
2.2 Young people who have been identified as at risk of becoming NEET who have attended the centre	39	38	97.4%	Comparison not available due to change in RONI process		Green

*Distance travelled: clear and tangible development for a young person

Discovery Youth Centre (The Youth Consortium – Guildford YMCA)

2013-14 has been a hectic year for the Discovery Centre with potential venue change being considered. The location of our work has been a slight distraction and held back the development of new provision. However the team has done an excellent job in delivering needs led youth work to young people and achieving Level 2 of the NYA Quality Mark. The centre now has stability and will continue to develop work with young people.

Performance indicator	2013/14 performance					
	Agreed performance 2013/14	Actual 2013/14 performance	Achievement against agreed performance	Comparative 2012/13 performance	Direction of travel	RAG
1.1 Hours of co-produced youth work delivered from the Centre in 2013/14	624	633	101.4%	630	↑	Green
1.2a Young people engaged in one or more hours of youth work	250	240	96.0%	230	↑	Green
1.2b Average hours of engagement per young person	25.0	19.4	77.6%	24.0	↓	Yellow
1.3 Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	122	172	141.0%	50	↑	Green
1.5 Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 2	On track / Development needed		↑	Green
2.2 Young people who have been identified as at risk of becoming NEET who have attended the centre	20	23	115.0%	Comparison not available due to change in RONI process		Green

*Distance travelled: clear and tangible development for a young person

Bellfields - Satellite (The Youth Consortium – Guildford YMCA)

Bellfields is a small satellite provision open two sessions per week. Behaviour has been a challenge at some sessions, although this has improved. The team are working to raise the standard of youth work to the required NYA benchmark.

Performance indicator	2013/14 performance		
	Performance in period 2013/14	Performance in period 2012/13	Direction of travel
Hours of co-produced youth work delivered from the Centre in 2013/14	65	98	↓
Young people engaged in one or more hours of youth work	36	26	↑
Average hours of engagement per young person	23.6	36.1	↓
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.	30	24	↑
Number of young people who have previously been subject to YRIs who have attended the centre	0	0	↔
Number of young people who have been identified as at risk of becoming NEET who have attended the centre	0	Comparison not available due to	

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		change in RONI process	
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Stoughton - Satellite (The Youth Consortium – Guildford YMCA)

Stoughton is our smallest satellite and only been able to open for half the year. Staff retention and recruitment has been a key focus for 2013-14. The centre now has a stable team and are keen to develop the offer to young people.

Performance indicator	2013/14 performance		
	Performance in period 2013/14	Performance in period 2012/13	Direction of travel
Hours of co-produced youth work delivered from the Centre in 2013/14	24	0	↑
Young people engaged in one or more hours of youth work	8	0	↑
Average hours of engagement per young person	11.8	0	↑
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.	15	0	↑
Number of young people who have previously been subject to YRIs who have attended the centre	0	0	↑
Number of young people who have been identified as at risk of becoming NEET who have attended the centre	0	Comparison not available due to change in RONI process	

Local Prevention Framework (£134,666 during 2013/14)

Following a comprehensive evaluation, the Local prevention framework was re-commissioned during 2013 with a clarified focus on the outcome of increasing the resilience of young people and reducing their risk of becoming NEET and targeted by local neighbourhood. Priorities are set locally by Youth Task Groups, fora involving Members, young people partners and stakeholders. Activities commissioned often include youth work, mentoring or counselling, although a wide range of solutions have been developed across the county.

The Local Prevention Framework has been delivered by Guildford YMCA for the last two years (although as a subcontractor for The Youth Consortium for year one). The provider is well established in the Borough and this has supported the establishment of provision and success of the programme.

The performance reported in year two does not reflect the actual provision being delivered, however the provider has had a slower year than expected. Recent organisational changes have impacted on the capacity of the provider, although these have now been broadly resolved to our satisfaction. A further update will be provided at the Local Committee meeting.

April 2012 – August 2013 (The Youth Consortium - £213,916)

Performance indicator	Agreed performance April 2012-August 2013	Actual performance April 2012-August 2013	% achieved April 2012-August 2013	RAG
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Number of young people engaged in one or more hours of preventative activity	344	770	223.7%	
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September 2013 – March 2014 (*Guildford YMCA - £71,750*)

Performance indicator	2013/14 performance				
	Agreed performance (September 2013 - August 2014)	Expected performance for period September 2013 to March 2014	Actual performance September 2013 to March 2014	Achievement against expected performance	RAG
Number of young people engaged in one or more hours of preventative activity	639	361	44	12.2%	
Number of young people engaged in 10 or more hours of preventative activity	400	237	16	6.8%	
Average hours of engagement* per young person**			17.2		

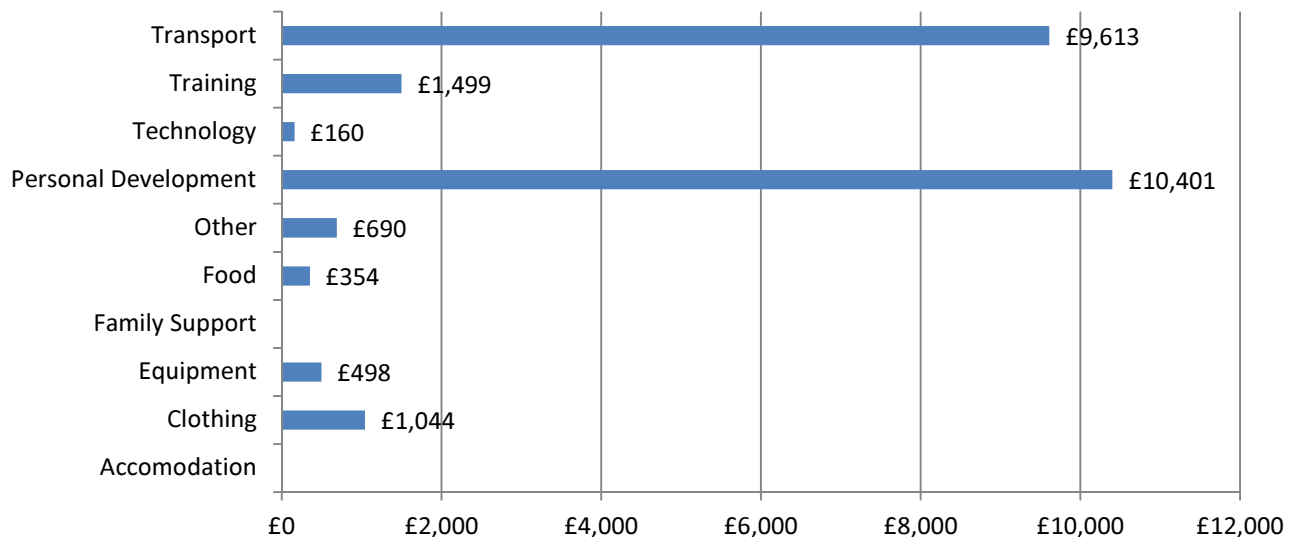
*Engagement: a meaningful conversation or activity with a young person.

**This measure not recorded for April 2012-May 2013

Individual Prevention Grants (£24,000)

Individual Prevention Grants (IPGs) were introduced in Surrey in 2013/14 to remove barriers to participation for young people who are NEET or at risk of becoming NEET. Each local YSS Team had an allocated budget, set in consultation with Local Committees, to be used flexibly to respond the changing needs of young people.

IPG expenditure by type of need



- £23,993 of £24,000 (100%) of IPG funding was allocated to remove barriers to participation
- A total of 165 grants were given to young people with an average value of £145
- The main barriers addressed were 'Personal Development' (43%) and 'Transport' (40%)
- 90% young people who were NEET during 2013/14 and received IPGs in Guildford were PETE in March 2014

Youth Small Grants (£27,000)

Youth Small Grants are available to small voluntary, community or faith sector organisations across Surrey to enable: more quality youth work to be delivered locally; more young people to participate in education, training and employment; and more young people to be kept safe from crime and anti-social behaviour. The grants were administered by Surrey Youth Focus for the first time this year.

The £27,000 allocated to Guildford Local Committee for Youth Small Grants was allocated across 19 projects to support work with young people across Guildford as follows:

Organisation	Project title	Amount allocated
1st Guildford Boys' Brigade	Kayaks	£1,981
261 (Guildford Squadron Air Training Corps)	Ceremonial Banner & Foot Drill Tea,	£386
2nd Stoughton Guides	Activities for 2nd Stoughton Guides	£460
Barn Youth Cafe	Barn Youth Cafe	£3,000
CAMHS Youth Advisors (CYA)	CYA Awards	£460
Charlotteville Rascals Cycling Club - 6 ro 16 year olds cycle coahing	Charlotteville Rascals Youth Cycling 6 to 16 - safety in all weathers	£850
Dorking and District Young Farmers Club	Dorking and District Young Farmers (New Senior Club)	£371

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Glive Young Producers	Careers Day	£650
Guildford City Boys & Girls FC	Guildford City Boys & Girls FC 2013/14 Replacement Kit	£948
Guildford City Youth Project	Visually Impaired Cricket Project	£4,306
Guildford Orienteering Club	"Come and Try It" , orienteering training events for young people	£1,194
Shalford Youth Football Club	Shalford Youth Football Club U18s	£2,000
Skillway	Sponsorship of students at Skillway	£2,000
Stoughton Explorer Scouts	Expedition Equipment	£800
Surrey Army Cadet Force	Tiger's Adventure	£677
Surrey Federation of Young Farmer's Clubs	Surrey Young Farmers - core supportive activities and development project 2012	£333
South Surrey Athletics Network	South Surrey Athletics Network U17/U20 Athlete/Coach Diagnostic Development Day	£312
The Dance Movement	Conduct It	£1,272
Wey Kayak Club	Go Canoeing- A great sport	£5,000
Amount allocated		£27,000
Amount remaining		£0

The Dance Movement - Conduct-It

The Dance movement were granted £1,272 towards an 8 week dance project aimed primarily at boys.

The Dance Movement worked with 10 young people aged 14 – 16 living in the area of Stoughton on a dance and music project with dancer Jo Read and composer Anna Tabbush. The premise of the work was to broaden the young people’s experience of dance making in relation to music.

The young people learned new skills in terms of approaching dance making and choreography.

As part of the project the young people had the opportunity to travel to London and perform their dance at Trintiy Laban, which gave the group a terrific sense of pride.

The young people were also invited to the professional version of their project *Interpretari* at G Live on 7th May 2014.

“Thank you so much for this grant it made a real difference to the young people who engaged within the project.”



Leader’s Ready for Work Programme (£867,000 countywide)

During 2013/14 SYP established the Leader’s Ready for Work programme countywide, endorsed and part-funded by David Hodge (Leader of SCC). Building on the Transformation of SYP, the programme aimed to equip us to generate more individually tailored education, training and employment opportunities for young people that develop their employability. Achieving this has involved developing and embedding a range of new approaches, with three main examples below.

Re-engagement

Surrey’s re-engagement programme (Ready 4 Work) is delivered in-house by the YSS and offers a bespoke local range of activities to young people who would otherwise be NEET, equipping them with the skills, attitudes and behaviours they need to ‘re-engage’ in education, training or employment. Whilst the local offer in each area is different, the activity is underpinned by a shared employability curriculum.

- During 2013/14 this programme has engaged 1,330 young people across the county

- At the end of March 2014, 63 young were in re-engagement provision in Guildford

Apprenticeships

The programme has focussed on increasing the number of Apprenticeships available to young people. As well as a number of employer engagement events and increasing apprentice recruitment by SCC and our partners, the programme has offered grants to support new employers to take on apprentices.

- 482 grants have been given to employers who are now offering apprenticeship opportunities to Surrey young people
- 63 new employers in Guildford have taken on apprentices as a result

Employment Development Officers (EDOs)

EDOs have recently been recruited to support the YSS to develop meaningful employment and work experience opportunities for young people who would otherwise be NEET. In the SE of the County Catch 22 have developed a similar offer and fulfil the role of EDOs in these areas. Despite starting up between December 2013 and February 2014, EDOs had already secured 43 placements by the end of March.

Skills Centres (*Waverley Training - £29,000*)

Skills Centres provide foundation learning opportunities, delivered locally from some of our youth centres, to young people who would otherwise be NEET. Contracts have been awarded for three years, with projects pump primed with funding provided by Surrey County Council for the first year of delivery. This report covers the period September 2012 to March 2014, where all programmes delivered were eligible for Surrey County Council funding. Providers were monitored not only on participation but also on learner progressions, with funding being awarded partly on a payment by results basis. Across the County the programme exceeded its engagement target of 170, supporting 174 young people.

- 8 young people from Guildford attended the Ash Skills Centre in against a target of 22 young people
- 12.5% of those from Guildford who attended the Ash Skills Centre had achieved a successful and sustained progression lasting more than 3 months to further education, training or employment by the end of March 2014

Year 11/12 Transition (*Working Links - £57,000*)

The Year 11/12 Transition commission focuses on providing intensive support to young people in year 11 who have been identified as being at risk of becoming NEET through Surrey's partnership owned Risk of NEET Indicator (RONI). This approach identifies young people who exhibit NEET risk factors. Examples include being a looked-after child, having previously offended, participating in alternative learning programmes, having school attendance of less than 80% and being permanently excluded from school.

Young people are allocated a key worker from the January of year 11 and provided with mentoring to help them to identify a progression route following their compulsory schooling and then supported for the first term of year 12. National research indicates that young people are most vulnerable to dropping out of further education during the period leading up to Christmas, as they may struggle to keep up with the work or decide that they have chosen the wrong courses. This support takes a variety of forms and adopts a holistic approach to addressing the multiple barriers to participation for the young people, including homelessness, substance misuse, mental health issues and family breakdown.

ITEM 9

- Supported 89 Guildford young people in Year 11 who were identified, in partnership with local schools, as at risk of becoming NEET
- 100% success rate - 89 young people were in positive destinations at the end of January 2014

Pathways Team (SEND)

SEND Pathways Team work with all young people who have or previously had Statements of Special Education Needs aged 14-25, fulfilling a key statutory duty of the council to support their transition to education, training and other options. In practice this means: completing statutory Learning Difficulty Assessments (LDAs), in partnership with young people their families and other professionals, which sets out the young person's needs and the support required from an educational provider so that the young person can continue to access learning; providing information, advice and guidance to young people and their families; attending and contributing to school and college reviews; and liaising with social and educational establishments to ensure young people receive a support package that meets their needs.

- Across the county the Pathways team supported more than 2,000 young people with SEND during 2013/14
- 542 of these made the transition from year 11 to year 12 in September 2013, with 87% remaining in a positive destination at the end of January 2014.

Surrey Outdoor Learning and Development (SOLD) (£339,000 countywide)

SOLD offer outdoor learning opportunities to young people across Surrey and neighbouring areas. Many of their services are traded with other external organisations and they generated income of almost £1,050,000 in 2013/14. As well as these wider services, SOLD has been commissioned to offer local opportunities to young people who are NEET or at risk of becoming NEET in each of Surrey's districts and boroughs, relying on the YSS to engage young people.

- 5% increase in total visitors to SOLD countywide from 30,920 in 2012/13 to 32,420 in 2013/14
- 18% increase in income generated by SOLD during 2013/14
- 139 young people engaged in SOLD sessions in the SW, referred from the YSS, meaning expenditure of £17,670 against a budget of £35,000

Youth Engagement Contract (*Working Links - £360,000 countywide*)

The Youth Engagement Contract is a countywide service, largely delivered online and is designed to ensure young people are able to access the information, advice and guidance (IAG) that they need to make good decisions at key points in their lives. The offer comprises two main elements. The first is U-Explore, an online careers and education IAG service, whilst the second is 'wearesurge.co.uk', a co-produced online platform to engage young people and provide young people information in a way that is right for them.

- 53,059 young people accessed IAG on Surge
- 16,398 young people accessed careers and education IAG on U-Explore
- 2,872 social media comments and 'likes' related to IAG content

Following user testing in 2013 Surge and U-Explore undertook a series of improvements including the addition of live volunteering and apprenticeship opportunities and over 1,000 things to do and places to go for young people in Surrey. A supplier relationship management project was completed in March 2013 with Working Links exiting the contract and Surrey signing new contracts with U-Explore and The Eleven directly. At the same time the Surge website was completely rebuilt to significantly improve the service to young people. In total the SRM project saved the council £250,000 on the Youth Engagement Contract.

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014
LEAD OFFICER: GARATH SYMONDS, ASSISTANT DIRECTOR FOR YOUNG PEOPLE
SUBJECT: CREATING OPPORTUNITIES FOR YOUNG PEOPLE: LOCAL RE-COMMISSIONING FOR 2015 – 2020
DIVISION: ALL

SUMMARY OF ISSUE:

Services for Young People (SYP) currently operates nine commissions which contribute towards the overall goal of full participation in education, training or employment with training for young people to age 19 and to age 25 for those with special educational needs or disabilities (SEND). These commissions are delivered through in-house services and external providers, where contracts were let generally for a 3 year period, all expiring in 2015.

This paper explores increased delegation of decision-making in relation to local 'early help' for young people, within the context of re-commissioning for 2015 to 2020.

RECOMMENDATIONS:

The Local Committee (Guildford) is asked to:

- (i) Support increased delegation of decision-making to include the current Centre Based Youth Work so that it can be re-commissioned alongside the current Local Prevention Framework.
- (ii) Agree that local priorities for the newly delegated commissions within Services for Young People will be decided by the Waverley Local Committee informed by the work of the constituted Youth Task Group.

REASONS FOR RECOMMENDATIONS:

This paper outlines plans to build on the successes of Services for Young People and proposes greater integration and working together for the commissioning of the Local Prevention Framework (LPF), Centre Based Youth Work (CBYW) and potentially other more integrated commissioning with partners such as Guildford Borough Council, Public Health, Surrey Police and Active Surrey. It explains how Services for Young People plan to achieve its overall goal of employability for all young people.

1. INTRODUCTION AND BACKGROUND:

Introduction and structure of report

1.1 This paper covers the achievements of Services for Young People; changes proposed for the next local commissioning cycle; and the strategy and commissioning intentions and refreshed outcomes framework for 2015 to 2020.

Commissioning approach in Services for Young People

1.2 Services for Young People transformed the offer to young people and the outcomes achieved through a commissioning approach, designed in the Public Value Review in 2010-2011 and launched in 2012. Services for Young People have worked closely with our key partners and providers in securing the achievements highlighted in section two below.

2. ANALYSIS:

2.1 Achievements 2012 – 2014: Surrey

- Interim data shows Surrey had the joint lowest numbers in England of young people who were NEET between November 2013 and January 2014, when last year Surrey ranked joint 25th.
- Seventh out of 152 local authorities for rate of youth custody per 1000 population in England.
- 4% increase in young people aged 16-18 starting apprenticeships since 2011 – in contrast to a decrease to a 14% in England during the same period. 622 apprenticeships generated 16-19 year olds from April 2013 to end of February 2014.
- Demonstrable positive impact on school attendance and fixed term exclusions for young people taking part in Centre Based Youth Work and Local Prevention Framework activity and in particular for those with SEND
- High proportion of young people engaged in youth centre activities that are in higher need groups – of the 7,017 in 2012/13, 37% had SEND, 20% were NEET or re-engaging, 17% were identified at risk of NEET, 16% were Children in Need, and 200 were young people who had offended.
- Reduction in out-county placements in Independent Specialist Colleges from 126 to 90 in 3 years with reduced costs, equivalent to £2million saving, and improved outcomes.

2.2 Changes proposed for the next commissioning cycle

The Transformation of Services for Young People achieved significant success through the outcomes-focused approach to commissioning as demonstrated in section one. Therefore, the changes proposed at this stage are not for a radical re-shaping of a model that has achieved much in two years, but rather

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recommendations for adaptations to the model to respond to changes in need, policy context, young peoples' perspectives and learning from the evaluation of performance.

Whilst the evaluation of the current model highlighted significant successes and high levels of performance compared to other local authorities, it also sets out areas for potential further improvement. There are also drivers for change arising from the more challenging financial context for Surrey County Council and a need for a more clearly targeted approach to managing down levels of demand on statutory services through more targeted prevention, integrated with the Council's approach to Early Help.

2.3 Changing Needs

A comprehensive needs assessment has been conducted linked to the Joint Strategic Needs Assessment (JSNA). This assessment, One in Ten 2014, builds on the first needs assessment, One in Ten 2010, which shaped the commissioning priorities. This has in turn, highlighted the following key issues in relation to the needs of young people that will inform future commissioning for 2015 to 2020.

- Growth in demand from increase in the population of young people by 5% over the commissioning period.
- Need for young people to have the skills and experience sought by employers so they are ready for work.
- Need for young people to be able to make informed choices on education, training and employment options.
- Increasing needs and changing patterns of need, such as increasing Autistic Spectrum Disorder (ASD), for young people with SEND.
- Growth in emotional and mental health needs of young people.
- Barriers to participation, in particular transport, lack of income and homelessness.
- Young people have negative experiences during teenage years, which then have a significant impact on their later lives.
- Many young people experience multiple and complex barriers to participation, often involving family relationship breakdown and other challenges in neighbourhoods in which they live

2.4 Young People's Involvement

Young people have been closely involved in the review of current commissions and developing the proposed new outcomes. They have both highlighted the value they place on current services and identified gaps which directly relate to the outputs and outcomes that Services for Young People are seeking to achieve. In particular, young people highlighted: a need for more information, advice and guidance on opportunities in education training and employment; a broader range of courses; challenges in relation to mental health and emotional wellbeing; challenges in relation to peer pressure and bullying; family difficulties and breakdown of relationships; money and transport; and a need to have someone to talk to who understands.

2.5 Financial Context

The re-commissioning for 2015-2020 also needs to address the challenging financial context for Surrey County Council and the wider public sector. Although the economy has started to improve, with increasing employment opportunities, budget pressures are likely to remain for the County Council and partners, including providers of education and training. The Transformation of Services for Young People achieved a reduction in gross expenditure of £4.6m in 2011-2012 whilst achieving significantly improved outcomes. The scope for significant further savings is therefore limited.

2.6 Key Themes

Some key themes emerging from the evaluation, the more challenging financial context and changes in national and local policy context are:

- Wider integrated commissioning with key partners such as Guildford Borough Council, Public Health, Surrey Police and Active Surrey.
- Increased local delegation enabling local decision making and local involvement of young people.
- More targeted early help to reduce demand on statutory services.
- Improved quality, co-production and focus on outcomes.
- Increased value for money and evidence of impact achieved.

Based on these drivers for change, the paper now sets out the proposed changes for the commissioning model for a further five year period, from 2015-2020.

2.7 National and Local Policy Context

Services for Young People deliver key outcomes to improve young people's quality of life and fulfil a range of statutory duties for Surrey County Council: the duty to commission education and training provision for young people aged 16 to 19 and then up to age 25 for young people with Special Educational Needs (SEND); the duty to prevent young people's involvement in crime and anti-social behaviour; the duty to ensure adequate opportunities for young people through youth work; and to promote effective participation of young people in education, training or employment up to age 18 by 2015 as required by Raising the Participation Age.

The LPF is at the heart of SYP's commitment to localism and involves young people, elected members and wider community stakeholders in decision making in order to ensure local needs are met.

3. STRATEGY AND COMMISSIONING INTENTIONS:

3.1 Strategy

In December 2010, Cabinet agreed the strategic goal for Services for Young People as employability to secure full participation for young people to age 19 in education, training or employment. On 24th July 2012, Cabinet agreed the Young People's Employability Plan 2012-2017, which set out the vision for young people's employability. It is proposed to retain that vision, with the addition of a definition of

employability for greater clarity and to reflect the breadth of integrated approaches need to achieve a holistic approach to improving outcomes for young people.

3.2 Goal

Our goal is for all Surrey young people to be employable.

3.3 Definition of Employability

Employability is: 'the development of skills, abilities and personal attributes that enhance young people's capability to secure rewarding and satisfying outcomes in their economic, social and community life'. Our key measure of success will be full youth participation in education, training or employment with training age 19 by 2018.

3.4 Commissioning Intentions

Services for Young People's success has been achieved through using an outcome based commissioning approach. Commissioning intentions are developed which then in turn shape future commissioning. The commissioning intentions for the re-commissioning of Services for Young People for 2015-2020 are:

- Pathways to employment for all
- Early help for young people in need
- Integrated specialist youth support

3.5 Re-commissioning for 2015-2020

The outcomes framework to enable employability of young people has been refreshed, drawing on the needs analysis, evaluation of the service, young people's perspectives and work with staff and partners. The revised framework is attached as **ANNEX 1**.

Feedback was also received that there would be benefits in moving to fewer models with clearer links between them and with other services and partner organisations. It is proposed therefore, whilst building on the success of the current models, to integrate some models and reduce the overall number. Engagement with other Surrey County Council services and its partners, staff and young people will be completed to inform an options appraisal on the alternative means of delivery and to develop business cases. These options appraisals and business cases will be go to Cabinet in September 2014.

An external evaluation has been conducted by the Institute of Local Government Studies at the University of Birmingham. The evaluation report will go to Children and Education select committee in July and to inform the development of the new operating models.

The re-commissioning is being overseen by a Project Board, chaired by the Cabinet Associate for Children, Schools and Families and with representation from the Children & Education Select Committee, Local Committees and young people. At a local level, delegated commissions will be overseen by Guildford Local Committee supported by the work of the Youth Task Group. Opportunities to align commissioning with key partners will be explored as part of this process. An invitation has been sent to the Chief Executive of Guildford Borough Council to explore opportunities for more aligned commissioning.

3.6 Pathways to Employment for all

This model proposes to strengthen the range of opportunities for young people in education, training and employment opportunities in Surrey. These opportunities will be informed by the needs of employers, linked to the aspirations of young people and supported by high quality impartial careers information, advice and guidance.

The model includes development of local provision for young people with SEND, with integrated support across education, health and social care, as part of an integrated arrangement from birth to age 25.

Key changes from previous model and benefits

- More integrated education, training and employment pathways
- Surrey Your Next Move Guarantee of the offer to all young people in education, training or employment up to age 18
- More external funding for provision and engagement

3.7 Local Early Help for young people in need

This model proposes a local, integrated commissioning approach with the current CBYW and LPF resources, aligned with partner resources, to achieve outcomes for young people identified as local priorities. Priorities would be drawn from the Young Peoples' outcomes framework by the expanded Local Youth Task Group, working with partners. Agreements will be sought with key partners including Guildford Borough Council to align commissioning resources. This process could vary the allocation of resources between communities within a fixed overall allocation based on need (currently, for example, CBYW is a fixed 2FTE per centre which under this model could be flexed according to need).

A range of approaches are being explored, particularly in relation to CBYW, these include; staff secondment (current model); staff transfer; direct management in Surrey County Council; new organisation developed with staff e.g. Trust, Mutual, community Interest Company or a combination of these.

Key benefits

- Greater local ownership with flexibility to respond to local need and priorities in Guildford
- Joint commissioning with partners to reduce demand
- Voluntary sector involvement, use of community assets and income generation
- More integrated work between LPF and CBYW to target local needs in local areas

3.8 Integrated Youth Support, model description

This model delivers a range of key outcomes and develops employability skills for some of the most vulnerable young people in Surrey. It is delivered in-house by the successful Surrey Youth Support Service, which provides integrated support for young people who are NEET, children in need, have offended or are at risk of homelessness. The model employs a casework approach to supporting young people, developing positive relationships and addressing young people's barriers to participation. This often involves working closely with other partners to provide

holistic support. Proposed changes focus on increased joint working, quality of practice and options for income generation.

Key Benefits

- Strengthen integration with the local early help offer and external partners.
- Opportunities for greater income generation.
- Opportunity to explore options for the development of an alternative vehicle.

4. CONSULTATIONS:

4.1 Young People's involvement

Young people have been closely involved in the review of current commissions and developing the proposed new outcomes. They have both highlighted the value they place on current services and identified gaps which directly relate to the outputs and outcomes that Services for Young People are seeking to achieve. In particular, young people highlighted: a need for more information, advice and guidance on opportunities in education training and employment; a broader range of courses; challenges in relation to mental health and emotional wellbeing; challenges in relation to peer pressure and bullying; family difficulties and breakdown of relationships; money and transport; and a need to have someone to talk to who understands.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The re-commissioning of service will provide an opportunity to address the savings included in the MTFP 2014 – 2019, embed flexibility in order to meet further changes in the financial outlook of the council and improve value for money through partnership working, income generation and an emphasis on more local provision.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 An initial assessment of equalities implications has been conducted. A full Equalities Impact Assessment will be completed for the options and recommendations in the report to Cabinet in September 2014.

7. LOCALISM:

7.1 Local early help will be at the heart of SYP's commitment to localism and involves young people, elected members and wider stakeholders in decision making in order to ensure local needs are met.

8. OTHER IMPLICATIONS:

8.1 Public Health implications

The outcomes framework has been developed with the involvement of Public Health and reflects joint priorities in young people's health and well-being.

8.2 Sustainability implications

The County Council attaches great importance to being environmentally aware and tackling climate change. The proposals emphasise local provision, which reduce travel and support policies on cutting carbon emissions and tackling climate change.

8.3 Corporate Parenting/Looked After Children implications

Looked After Children are identified as a priority target group in the proposed outcomes framework. The current arrangements have seen free registration onto the Duke of Edinburgh's award for looked after children, and no 'in-county' children entering the criminal justice system for the last two years. There are also record low numbers of 16-19 care leavers that are NEET.

8.4 Safeguarding responsibilities for vulnerable children and adults implications

The proposals comply with the County Council's priority for safeguarding vulnerable children and young people.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 Conclusion

Re-commissioning for 2015 is designed to bring greater localism and integration and therefore provide best value in delivering outcomes for young people.

9.2 Recommendation

The Local Committee (Guildford) is asked to:

- (i) Support increased delegation of decision-making to include the current Centre Based Youth Work so that it can be re-commissioned alongside the current Local Prevention Framework.
- (ii) Agree that local priorities for the newly delegated commissions within Services for Young People will be decided by the Waverley Local Committee informed by the work of the constituted Youth Task Group.

10. WHAT HAPPENS NEXT:

Further engagement from May to the end of July with partners, Local Committees and Youth Task Groups, other services in Surrey County Council, staff and young people will inform the development of business cases, subject to Cabinet agreement to the models and associated proposals set out in this paper. In particular agreement will be sought from Boroughs/Districts, Active Surrey, Public Health and Surrey Police for more integrated approaches to commissioning.

Following the Guildford Local Committee, the Youth Task Group will meet in the summer to review the local needs and identify local priorities from the Young People's Outcomes Framework. These local priorities will be used to inform the commissioning of local early help for young people in need.

A full business case will be brought to Cabinet for agreement in September 2014. Local commissioning would commence immediately thereafter, so that procurement processes are completed through award of contracts by 1/6/15. Giving three months

lead in before new services are required from 1/9/15. This timeframe will be reviewed and confirmed after the final selection of options for delivery of the models.

Contact Officer: Leigh Middleton, Lead Youth Officer (Commissioning) for West Surrey. Tel no: 01483 519 412

Consulted: The development of this report has involved wide engagement of young people, partners including the voluntary, community and faith sector, schools, colleges, training providers, health organisations and employers.

Annexes:

Annexe 1: Surrey Young People's Outcomes Framework

Sources/background papers:

Creating Opportunities for Young People: Re-commissioning for 2015 – 2020

Surrey Young People's Outcomes Framework

Goal	Ref	Outcomes	Ref	Outputs
Employability for young people	1	Young people are equipped with the skills and attitudes to join the workforce	1.1	Sufficient, quality education and training post-16 provided
			1.2	Successful transition made to post-16 education, training and employment
			1.3	Employability skills, attitudes and behaviours developed
			1.4	Numeracy and literacy improved
			1.5	Increased experience of the workplace
	2	Young people are resilient	2.1	Physical wellbeing improved
			2.2	Emotional wellbeing improved
			2.3	Mental wellbeing improved
			2.4	Social wellbeing improved
	3	Young people are safe	3.1	Offending and anti-social behaviour prevented
			3.2	Reduced impact of offending
			3.3	Young people's safety in communities is improved
	4	Young people overcome barriers to employability	4.1	Young people prevented from becoming NEET
			4.2	Reduced number of young people who are NEET
			4.3	Homelessness prevented
			4.4	Entry to the care system prevented
			4.5	Transport for young people is improved
	5	Young people make informed decisions	5.1	Informed decisions made about education, training and careers
			5.2	Informed decisions made about leading a healthy lifestyle
			5.3	Informed decisions made about use of free time
5.4			Informed decisions made about accessing services and support	
6	Young people are active members of their communities	6.1	Young people have positive role models	
		6.2	Participation in social action increased	
		6.3	Decision-making influenced by young people	
		6.4	Involvement in local democracy increased	

Target groups

Informed by our needs assessment, there are groups of young people for whom we particularly want to improve these outcomes and reduce inequalities.

These include:

- Young people with Special Educational Needs and Disabilities
- Young people who are looked after or care leavers
- Young people who are on child protection plans and children in need
- Young people who are identified as at risk of becoming NEET
- Young people who are parents
- Young people who have caring responsibilities
- Young people from the Gypsy, Roma and Traveller communities
- Young people who have offended
- Other young people who have protected characteristics (sexual orientation, age, gender, gender reassignment, race, and religion or belief) where this leads to them facing barriers to participation

Ways of working

In working towards these outcomes we will ensure:

- all services for young people are co-produced in an equal and reciprocal relationship between young people, their families, their communities and professionals;
- the strengths of young people, their families and communities are a part of the solution;
- we commission solutions locally wherever possible to meet local need across the county; and
- we take an early help approach, engaging as early as possible to prevent and remove barriers to employability before they have a significant impact on young people's lives.

SURREY COUNTY COUNCIL
LOCAL COMMITTEE (GUILDFORD)



DATE: 25 JUNE 2014

LEAD OFFICER: JAMES PAINTER
COMMUNITY PARTNERSHIPS MANAGER
SUBJECT: JOINT WORKING ARRANGEMENTS UPDATE

DIVISION: ALL

SUMMARY OF ISSUE:

At the meeting of the Guildford Local Committee held on 12 March 2014 members agreed to recommendations which aimed to strengthen and extend the existing working arrangements between Surrey County Council (SCC) and Guildford Borough Council (GBC) by enhancing the remit and work programme of the Local Committee.

The objective was to strengthen local democracy and improve services to residents by extending existing partnership arrangements in a number of areas including parking, transportation and infrastructure.

It was also agreed that there will be a greater local focus applied to community engagement through local meetings to be known as 'Cluster meetings'. This report provides an update on progress towards achieving those objectives and proposes further recommendations for those areas requiring governance arrangements.

RECOMMENDATIONS:

The Local Committee (Guildford) agrees:

- (i) to divide the expenditure of the Committee's Capital allocation 2014/15 of £35,000 equally between four Clustered divisional groupings as set out in the report;
- (ii) that the £35,000 match funded allocation received from Guildford Borough Council be divided equally between the four Clustered divisional groupings;
- (iii) that the Community Partnerships Manager and Team Leaders have delegated authority for the expenditure of the joint fund awarded to each Clustered divisional group in consultation with Local Committee and the Guildford Borough Council Cluster nominated members;
- (iv) the £17,500 awarded to each Clustered group be administered as one joint Capital fund for the year 2014-15;
- (v) that proposals for the expenditure of the Cluster joint fund will be considered at the Cluster meetings;
- (vi) that any underspent Cluster funds will be considered by both Councils at the end of the financial year;
- (vii) the proposed guidance and criteria for the administration of the Cluster fund is outlined in **Annexe 2**;
- (viii) The proposed revised terms of reference for the Transportation Task Group are outlined in **Annexe 3**;
- (ix) To note the progress towards an operationally enhanced remit for committee as described in this report.

REASONS FOR RECOMMENDATIONS:

Working jointly and in partnership can provide added value in terms of cost and time savings and produce more effective, coordinated responses to service delivery. These recommendations seek to increase and develop joined up working between the two authorities to produce better value and coordinated services for residents.

1. INTRODUCTION AND BACKGROUND:

- 1.1 SCC's Local Committees were established in April 2002 to bring decision-making for SCC services closer to the communities it serves. The committees are run under the constitution of the County Council. The agendas for the meetings and decisions have essentially involved County Council business which has been delegated by the SCC Cabinet or Council to the Local Committee.
- 1.2 Under national legislation, Guildford Local Committee is constituted as a Local Area Committee. This means it can only make decisions on County Council business and it also imposes some restrictions on the voting rights of co-opted Borough Council members of the committee.
- 1.3 At the meeting of the Guildford Local Committee on 12 March 2014 members agreed to an enhanced remit for the committee to enable joint consideration of service delivery including parking, transportation and infrastructure. The committee agreed that Guildford Borough Council would bring relevant and appropriate items to the agendas for consideration by the Local Committee in an advisory capacity. This would thereby allow the committee to function in an holistic manner jointly considering key strategic and operationally related matters especially where both councils have inter-related duties.
- 1.4 This decision required an amendment to the SCC constitution and required the subsequent approval of the SCC Cabinet. The SCC Cabinet agreed the proposals on 22 April 2014.
- 1.5 The GBC Executive formally endorsed the new joint working arrangements on 29 May 2014.

2. ANALYSIS:

Joint Arrangements

Remit of the Local Committee

- 2.1 There follows an update on the themes identified by the Guildford Local Committee members as relevant to Guildford for consideration on a Local Committee agenda:

Parking

- 2.2 The Parking Business Plan produced by GBC, the On-street Parking Review and Park & Ride pricing review is scheduled to be considered together for the first time at the Local Committee meeting in December 2014. The aim will be to create an integrated overall Parking Plan for the Borough.
- 2.3 It is envisaged that the Parking Plan will provide a joint strategic tool for both councils to develop sustainable transport options and to tackle town centre congestion.
- 2.4 This integrated approach will be considered by the Local Committee Transportation Task Group under revised terms of reference.

Planning, Infrastructure requirements, Developer Contributions and Community Infrastructure Levy (CIL)

- 2.5 The Community Infrastructure Levy (CIL) is a new levy that local councils can choose to charge on new developments in their area. The expenditure of the levy can be made by the councils according to locally agreed priorities. In Guildford this new levy is being implemented transitionally and once in force will replace the previous Section 106 arrangements.
- 2.6 Under the new committee remit the Guildford Local Committee has agreed to monitor local infrastructure developments with particular regard to the consideration of local strategic and sustainable transportation. It has been proposed that Guildford Local Committee review the arrangements for the new levy in an advisory capacity. An initial report has been scheduled for the September meeting of the committee.
- 2.7 This integrated approach will also be considered by the Local Committee Transportation Task Group under revised terms of reference.

Transportation Task Group (TTG)

- 2.8 The TTG was initially created to consider a limited number of Integrated Transport Schemes (ITS) and transport and highways issues. The workload for this task group is expected to increase as it assists the Local Committee with an enhanced remit.
- 2.9 It is proposed therefore that membership of this group be increased to allow an additional named member from each council to act as a substitute. Nominations for the membership to the TTG and substitutes will be received at the 25 June meeting.
- 2.10 It is further proposed that the terms of reference for the TTG be revised and a proposed revision is presented to the committee for agreement at **Annexe 3** of this committee report.

Guildford Surrey Board

- 2.11 The Guildford Surrey Board is an ongoing arrangement between GBC and SCC to liaise on key strategic issues affecting Guildford. The Chairman of the Local Committee represents the committee on the board.
- 2.12 As the Local Committee will deal with strategic infrastructure issues it will continue to form a close two-way relationship with the Guildford Surrey Board both incorporating recommendations from the Guildford Surrey Board in its work and offering strategic proposals for the Guildford Surrey Board to consider.

Cluster meetings

- 2.13 In addition to the formal quarterly meetings of the committee, a series of informal local meetings in public will be convened as 'Cluster meetings'. These meetings will divide the borough into four areas and enable greater local engagement with residents. The identified localities are shown at **Annexe 1**.
1. Western Parishes Cluster (Ash, Shalford and Worpleson)
 2. Guildford Neighbourhoods Cluster (Guildford East, North and West)
 3. Eastern Parishes Cluster (Shere and Horsleys)
 4. Town Centre Cluster (Guildford South East and South West)
- 2.14 The objective of these meetings is to allow the Local Committee to achieve further public engagement through a member led dialogue with communities on issues of local priority.
- 2.15 It is envisaged that the Cluster meetings will provide an informal means through which to resolve local issues, allowing the Local Committee to maintain a more strategic focus.
- 2.16 It is proposed all Cluster meetings be held during October 2014.

Cluster meeting finance

- 2.17 In this financial year there will be a total overall budget for the Clusters of £70,000 to address local issues and support local initiatives. The fund is created by each council submitting £35,000.
- 2.18 It is proposed the SCC contribution comprises the Local Committee Capital Allocation for 2014-15.
- 2.19 There will be four Clusters and therefore each Cluster will have a budget of £17,500 for this year.
- 2.20 It is proposed that invitations are extended to residents and local stakeholders to submit ideas or to identify a local priority on which the Cluster funding could be targeted. Publicity on the cluster budgets will be circulated from the start of July 2014 to raise awareness of the funds.
- 2.21 It is intended that this involvement be easily accessible and simple to undertake. This could take the form of informal discussion with Local Committee member/s on possible projects ahead of cluster meetings,
- 2.22 It is proposed that each Cluster meeting has on the agenda an opportunity to consider Cluster fund, suggestions could be brought forward for discussion or presented at the Cluster meetings at the discretion of the Cluster meeting Chairman.
- 2.23 Proposed guidance and criteria governing the expenditure are presented at **Annexe 2**. These would be circulated to Local Committee Members on the

Cluster and made available electronically to potential applicants via the County Council website.

- 2.24 Upon agreement on the allocation of the cluster funds, the budget will be administered in line with the existing processes in place for Member Funds which receive good feedback from residents and members.
- 2.25 In the recommendation iii of this report local committee agreement is sought for the Community Partnerships Manager and Team Leaders to have delegated authority for the expenditure of the joint fund awarded to each Clustered divisional group in consultation with Local Committee members and the Guildford Borough Council Cluster nominated members. This recommendation is required to ensure that the joint funds can be administered effectively in line with existing budgets.

3. OPTIONS:

- 3.1 Local Committee members have previously reviewed governance options and agreed on an enhanced remit model to take forward joint working between the two councils via the Local Committee.
- 3.2 The contents of this report are concerned with putting in place the operational arrangements between the two councils in order to deliver against the set aims of the enhanced Local Committee. The Cluster meetings will be locally developed and member led. The options for the venues and agendas will be decided locally. Suggestions for venues are actively sought from members of the committee and will be the subject of further informal discussions with officers.

4. CONSULTATIONS:

- 4.1 Consultation with the Guildford Local Committee members is ongoing.
- 4.2 Borough and County Council officers as appropriate and with greater emphasis on joint delivery.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 There are no direct financial implications for SCC. The new Cluster budget will be administered in line with the existing processes in place for Member Funds to ensure most effective use of resources.
- 5.2 Working in partnership can provide added value in terms of cost and time savings and produce more effective, coordinated responses to service delivery.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:
--

- 6.1 An Equality Impact Assessment was completed covering the options for change regarding Local Committees as part of the November 2012 Cabinet Report on the Public Value Review of the Community Partnership Team. A summary of the key impacts and actions was provided at this time and has been reviewed.
- 6.2 By delivering against the recommendations of the original Cabinet Report, the formation of the enhanced Guildford Local Committee will effectively deliver some of the positive impacts identified through the Equality Impact Assessment, such as enabling better partnership working with improved shared outcomes for local residents and communities. There are no negative equalities implications identified.
- 6.3 Equalities issues, particularly in relation to any disabilities, will be given consideration in the arrangements for public participation with Guildford Local Committee to ensure that anyone with a protected characteristic is not disadvantaged.
- 6.4 There are no further impacts arising from this report.

7. LOCALISM:

- 7.1 The enhanced Local Committee model will provide residents with greater opportunity to access local decision making on a wider range of issues.
- 7.2 The Cluster meetings will provide an additional local forum, potential for consultation and discussion and also facilitate local priority setting.
- 7.3 The Cluster budget will provide additional capacity to fund local projects and initiatives.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Opportunities to consider local priorities and matters of local concern through the Cluster meetings and at Local Committee meetings may contribute to communities feeling safer.
Sustainability (including Climate Change and Carbon Emissions)	The committee has proposed to consider strategic approaches to transportation and sustainable future infrastructure provision.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The establishment of the extended remit for the Guildford Local Committee will further the aims established within the Public Value Review of Community Partnerships, effectively delivering improved outcomes and value for money for the residents of Surrey by joining up local decision making. Innovations such as the formation of annual Cluster meetings involving Parishes and Residents Associations will help to promote wider engagement.
- 9.2 The committee is asked to agree the proposed arrangements for the Cluster meetings and the governance for the expenditure of the Cluster funding.
- 9.3 The committee is asked to agree the revised terms of reference for the Transportation Task Group.

10. WHAT HAPPENS NEXT:

- 10.1 Full agreement of the report will take forward the objectives of the enhanced committee.
- 10.2 In line with the enhanced remit it is suggested that an advisory report concerning the implementation of the Community Infrastructure Levy in Guildford be brought to the meeting of the committee to be held on 24 September 2014. It is also proposed that a report concerning the draft Parking Plan for Guildford be brought to the meeting of the committee to be held on 10 December 2014.
- 10.3 Following agreement of the Cluster funds the Cluster meetings and Cluster funding opportunities will be promoted from July 2014. It is suggested the divisional Cluster meetings be held in the borough during October 2014.
- 10.4 The Cluster meetings will be locally developed and member led. The options for the venues and agendas will be decided locally prior to the events. Suggestions for venues are actively sought from members of the committee and will be the subject of further informal discussions with officers.
- 10.5 The Transportation Task Group will be scheduled to meet in a timely manner in which to advise the Local Committee on ongoing and forthcoming schemes and initiatives identified under the new terms of reference and as requested by the Local Committee.
- 10.6 It is suggested an end of year report be brought before the meeting of the committee to be held on 25 March 2015 which will inform on the achievements of the enhanced remit for the Guildford Local Committee and on the outcomes of the Cluster meetings.

Contact Officer:

James Painter
Community Partnerships Team Manager
03456 009009
James.painter@surreycc.gov.uk

Consulted:

All members of the Guildford Local Committee
Head of Planning Services, GBC

www.surreycc.gov.uk/guildford

ITEM 11

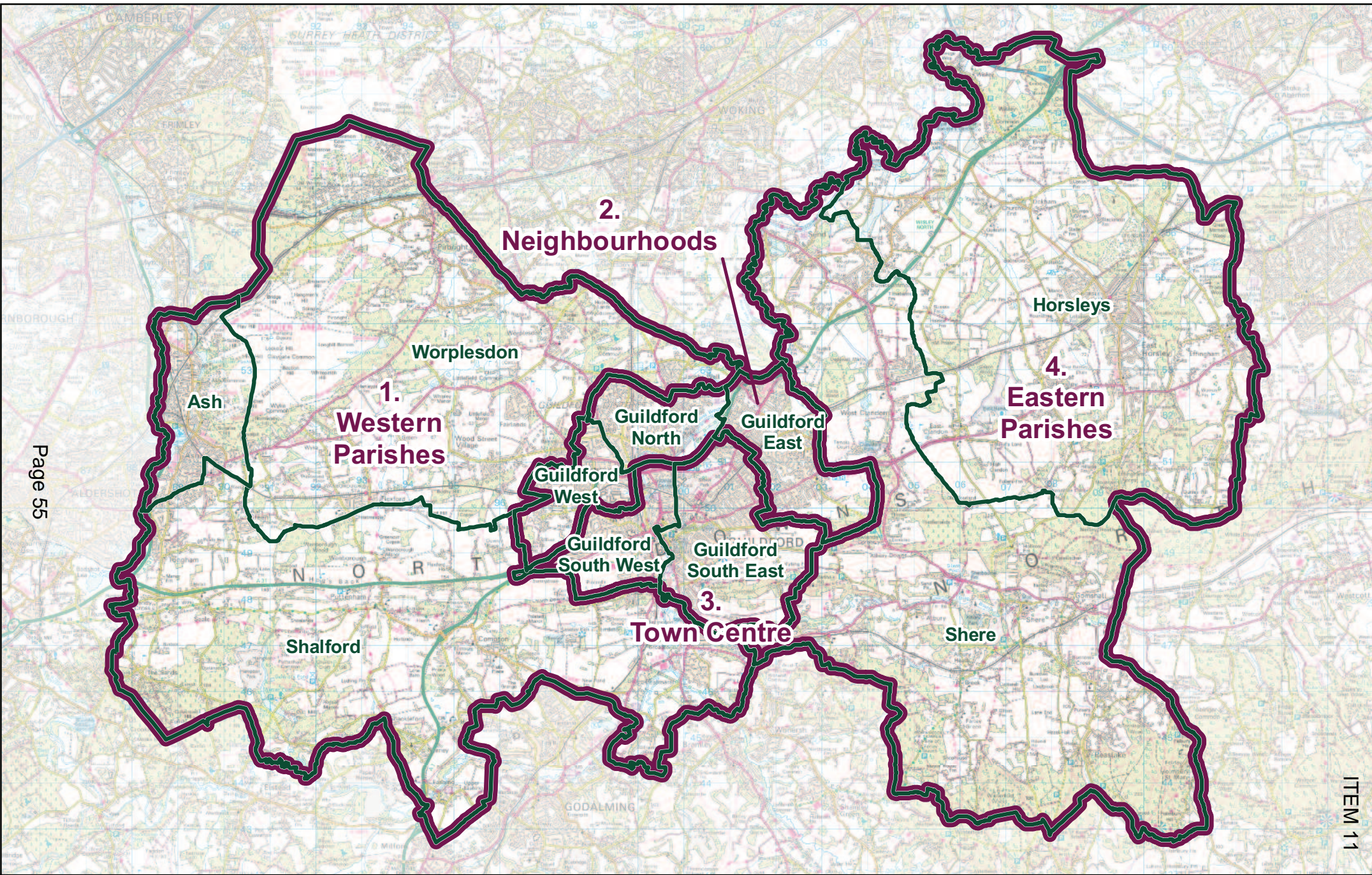
Parking Services Manager, GBC
Parking & Strategic Implementation Manager, SCC
Infrastructure Agreements Manager, SCC
Legal and Finance teams SCC

Annexes:

1. Guildford Division Clusters
2. Proposed guidance and criteria for Cluster funding
3. Proposed terms of reference for the Transportation Task Group

Sources/background papers:

- Implementation of the Public Value Review of Community Partnership – Constitutional Changes 26 February 2013
 - The Public Value Review of Community Partnership 27 November 2012
 - Dept for Communities and Local Govt., Policy paper 'Giving communities more power in planning local development'.
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Guildford Division Clusters



Electoral Divisions



Division Clusters

Printed By: GIS Team
 Printed On: Feb 2014
 Project No: F0641198
 Scale: 1:105,000

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Guildford Local Committee **Surrey and Guildford Cluster Funding** **2014-15**

Surrey County Council and Guildford Borough Council are committed to working in partnership together alongside local communities and stakeholders in response to local issues and priorities.

‘Cluster’ meetings – what is a Cluster?

A Cluster is an informal grouping of local councillors. For the purposes of convening local meetings the Clusters have been identified and agreed by the members of the Guildford Local Committee. The Cluster meetings will be held during Autumn 2014.

There are four in the borough of Guildford as follows:

Town Centre (Guildford South East and Guildford South West)

Guildford Neighbourhoods(Guildford West, Guildford North and Guildford East)

Guildford Eastern Region Horsleys and Shere)

Guildford West Region (Shalford, Worplesdon and Ash)

(See the map attached)

Cluster funding

Informal Cluster meetings will enable local councillor-led dialogue with communities on local priority issues. These meetings will be held annually. Funding from both councils has been set aside to support suitable projects identified during these local discussions.

The aim of the fund is to give local communities the opportunity to improve their areas, address local issues, make a real difference to people’s lives and strengthen the ability of residents to independently enhance where they live.

The total funding budget for each Cluster is **£17,500**.

How to influence the Cluster Funding in your area

1. If you feel that you have an idea on how the Cluster funding could be spent to solve a local issue or fund a project in your area you should bring it to the attention of your local Cluster meeting where your proposal can be considered. In the first instance, you should contact your County and Borough Councillors as soon as possible to discuss your idea. It is important that you refer to the criteria provided below.

ITEM 11
SURREY COUNTY COUNCIL LOCAL COMMITTEE (GUILDFORD) ANNEXE 2

2. Each Cluster meeting has on the agenda an opportunity to consider Cluster fund, suggestions could be brought forward for discussion or may be presented at the Cluster meetings at the discretion of the Cluster meeting Chairman
3. If the Cluster meeting agrees to fund your proposal / project in principle, we will contact you to discuss how your idea can be taken forward.
4. Upon agreement on the allocation of the cluster funds, the budget will be administered by the Community Partnership Team using established administrative processes. We will contact you directly as part of this process and require financial details to transfer the agreed sum to the relevant organisation so that the project can get started.
5. Evidence of expenditure (i.e. Invoices and/or receipts totalling the amount given) will be required and should be sent through to the Community Partnerships Team within 9 months from receipt of the funding.

Contact details

You can find your *County Councillor* on the Surrey County Council website through the following path: ([Your Council](#) > [Do It Online](#) > [Find Your Nearest](#) > [Who is my Councillor](#)).

You can find your *Borough Councillor* on the Guildford Borough Council website through the following path: ([Where you Live \(put in your postcode\)](#) > [Scroll down the page to Councillors](#)).

SCC Community Partnerships Team

Carrie Anderson

Carolyn.anderson@surreycc.gov.uk or 01483 517336

Georgie Lloyd

georgie.lloyd@surreycc.gov.uk or 01372 832605

Important Criteria and Guidance

1. Fund Principles

Spending of the Cluster funding should:

- Be supportive of Surrey County Council and Guildford Borough Council policies;
- Be primarily for the benefit of residents within the Cluster area;
- Meet demonstrable local needs;
- Deliver value for money, so that there is evidence of the outcomes achieved;
- Where appropriate, allow opportunities to be taken to pool funds with partner organisations.
- Have been endorsed by the Council members on the Cluster panel

2. Restrictions

The following restrictions apply:

- Funding to individuals, private companies, other local authorities, private clubs or other membership organisations will be considered only in those cases where the wider community benefit/s of the project are clearly demonstrated.
- Funding may only be used to supplement existing funding from either Council towards a project if the additional community benefits are clearly demonstrated.
- Retrospective funding applications are discouraged and will only be considered in cases where the proposed project has been brought to the attention of the Community Partnerships Team before the event/purchase/expenditure happens.
- Caution will be exercised in relation to supporting organisations where they are already under contract to either Council following a tendering process; or receiving a grant from either Council for the specific project under consideration. In order to avoid hidden subsidies or double funding proposals or projects must detail any contractual obligations to either Council within the application.
- Funding must not be used for costs wholly or mainly incurred for the delivery of the national curriculum as this is already resourced by the County Council.
- Funding can only be used solely for the purposes specified.

3. Exclusions

The following exclusions apply:

- Funding of political organisations is not permitted
- Funding of campaigning organisations is not permitted
- Expenditure is intended to be of a one-off nature or serve as 'pump-priming'. Funding to cover ongoing revenue costs, including salaries is not permitted
- Funding is not to be used by any other local authority to meet its statutory obligations
- Projects must not contravene any of either Council's agreed policies or priorities.
- Funding may not be used to support projects which involve taking sides on a planning dispute or relate to matters in which the Borough/County Council is a statutory consultee.

4. Monitoring and Evaluation

When the funding has been allocated it will be necessary to demonstrate:

- How the money was spent and the impacts / outcomes of the project
- Community Engagement through the project and ongoing, if applicable
- Statements of accounts, and any remaining balances held

As the funding is public money, successful applicants may be asked to provide additional information for audit purposes.

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Transportation Task Group Draft Terms of Reference 2014-5**General**

1. The Transportation Task Group is a Task Group of the Guildford Local Committee. The Local Committee will:
 - (i) determine the role, appointees and lifespan of the Transportation Task Group
 - (ii) review the operation of the Transportation Task Group over the previous year
 - (iii) confirm the remit for the Task Group and make this remit available to all Members of the Committee.

2. The Task Group has no formal decision-making powers as a body, but exists to advise and to make recommendations to Guildford Local Committee. The areas of work that the Task Group may consider and provide advice to the Local Committee will include:
 - (i) On and off street parking and Park and Ride services and any surplus income arising from on-street parking available to the Local Committee.
 - (ii) The Community Infrastructure Levy (CIL) and the regulation 123 list along with other developer contributions.
 - (iii) Joint strategic and strategic highways and transportation matters including the development of a Local Transportation Strategy for the borough.
 - (iv) The Local Committee highways budget and Integrated Transport Schemes (ITS) and including monitoring progress as appropriate.
 - (v) As required by a Local Committee decision or advised by the Area Highways Manager the Task Group can consider and comment on the nature, extent and format of consultations on schemes.
 - (vi) The Task Group may consider and review in detail referrals made by the Local Committee eg matters related to local petitions, issues raised at local 'Cluster' meetings.
 - (vii) The Task Group may consider and advise the Local Committee on relevant matters referred to the Local Committee by the Guildford Surrey Board.

3. Recommendations to the Local Committee will be supported by a summary of the reasoning behind the Task Group's position and reflect any professional advice of the Area Highways Manager or appropriate officer(s).

4. Officers supporting the Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.

Operation

5. The Task Group will:
 - meet in private
 - develop an annual work programme

- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Local Committee or, alternatively, on a quarterly basis report to the Local Committee via the Area Highways Manager's update.

Membership & Governance

6. The Task Group will contain three county councillors and three borough councillors which will include the Chairman of Guildford Local Committee and either the Leader or Deputy Leader of the Borough Council.
7. The Task Group will be chaired by the Chairman of Guildford Local Committee.
8. Membership of the Transportation Task Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.
9. Members of the Transportation Task Group may nominate another member of the Guildford Local Committee to attend the Task Group as a substitute in the event they are unable to attend a meeting. However, the balance of the representation as described in Item 6 and 11 will be retained. A list of substitutes will be agreed at the first municipal meeting.
10. All members sitting on the Task Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.
11. Members of the Task Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough.
12. Meetings held in private will base an assumption that any Task Group documentation will be similarly confidential unless officers and members are instructed otherwise.



SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014

**LEAD OFFICER: JAMES PAINTER
COMMUNITY PARTNERSHIPS MANAGER**

**SUBJECT: LOCAL COMMITTEE SUBSTITUTE MEMBERSHIP, TASK
GROUP MEMBERSHIP AND NOMINATIONS TO
PARTNERSHIPS 2014-15**

DIVISION: ALL

<p><u>SUMMARY OF ISSUE:</u></p> <p>This paper addresses certain governance requirements to be considered by the committee on an annual basis and at the first municipal meeting of the year. Under Surrey County Council constitutional arrangements the Committee is required to agree if it shall accept substitute co-optee members to attend committee as directed by the Borough Council.</p> <p>Member task groups have been established to support the Committee in its work and membership and terms of reference are to be reviewed and agreed.</p> <p>Finally, the Committee is invited to provide representation on local partnership bodies. This paper asks the Committee to consider membership of these groups for the new municipal year.</p>
<p><u>RECOMMENDATIONS:</u></p> <p>The Local Committee (Guildford) agrees:</p> <ul style="list-style-type: none"> (i) that there shall / shall not be substitute Borough Council co-optee membership for the municipal year 2014-15; (ii) the terms of reference for the two Task Groups as set out in Annexes 1 and 2; (iii) the nominated members and substitute members for the Transportation Task Group for the municipal year 2014-15; (iv) the nominated members for the Youth Task Group for the municipal year 2014-15; (v) To appoint nominees from the Local Committee to the local partnerships as set out in the report.
<p><u>REASONS FOR RECOMMENDATIONS:</u></p> <p>Good governance practice requires that the Committee reviews membership arrangements regularly to ensure that representation on the committee, task groups and partnerships is fair and provides the best outcomes for the interests of Guildford borough residents.</p>

1. INTRODUCTION AND BACKGROUND:

CO-OPTEE SUBSTITUTE MEMBERSHIP OF THE LOCAL COMMITTEE

- 1.1 Surrey County Council's Local Committees are constituted as Local Area Committees. There are ten County Councillors in the borough of Guildford and all are members of the Committee. Guildford Borough Council is invited annually to nominate ten Borough Councillors to sit on the committee as co-optee members.
- 1.2 The Surrey County Council constitution requires that the Committee consider annually and at the first meeting of the municipal year if the Borough Council may also nominate substitute co-opted members to attend in the place of one of the nominated co-optees should they so wish.

TRANSPORTATION TASK GROUP (TTG)

- 1.3 The Transportation Task Group comprises of members of the Committee who have been selected and nominated by the Committee. The TTG has no decision-making powers itself but provides advice and recommendations to the full Committee. The TTG has the flexibility to meet more regularly than the full Committee and to consider matters on a level of detail which is not always possible during the agendas of the formal meetings of the Local Committee. The recommendations and advice of the Task Group are reported to the full Local Committee for formal discussion and decision.
- 1.4 It is a requirement that the membership of the TTG is broadly representative of the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough. Its members are required to act in the interests of the borough as a whole, rather than representing the interests of their divisions and wards.
- 1.5 Previously the Committee has resolved that the TTG membership should comprise of three members from each council. Additionally, membership will include the Local Committee Chairman and the Borough Lead Member for Infrastructure. In the light of this the TTG should comprise Cllr Brett-Warburton as Chairman and Cllr James Palmer as Vice Chairman along with two other County Councillors and two Borough Councillors.
- 1.6 Recently the Committee agreed to adopt an enhanced remit with items for consideration being brought by both Councils. The enhanced remit included parking, transportation and infrastructure. It is likely the work programme for the TTG will increase. Therefore, the Committee is asked to agree nominations for an additional substitute member of the TTG, one from each council.
- 1.7 Revised terms of reference reflecting the enhanced remit for the Local Committee can be found at **Annex 1** and the Committee is invited to confirm its approval of these for the year ahead.

YOUTH SERVICES TASK GROUP

- 1.8 The County Council has transformed the way that it commissions services for young people so that Local Committees play an important role in the process. The Local Prevention Framework is providing Local Committees with a resource to prevent young people from becoming NEET (not in education training or employment) or entering the youth justice system.
- 1.9 It was resolved at the meeting of the Committee on 22 June 2011 to create a task group to effectively monitor the process of identifying the needs of young people within the borough and advise the Local Committee on the appointment of a contractor to undertake prevention services. The Youth Services Task Group membership is formed of two County Councillors from the Local Committee and two Borough Councillors, as well as up to four young people co-opted either from the local youth council or nominated by the Youth Support Service or local youth centre.
- 1.10 The Local Committee is invited to confirm the continuation of the Youth Services Task Group for the coming year under the adopted terms of reference as attached at **Annex 2**. It is noted there are currently proposals to review and update the way in which local youth services are (re)commissioned. Any change to the business of the task group which may require a modification of the terms of references will be brought to the committee for approval.

MEMBERSHIP OF OUTSIDE BODIES

1.11 GUILDFORD HEALTH & WELL-BEING BOARD

The Board is a non-statutory partnership with a strategic membership and objective to focus public health and well-being priorities in the borough. Committee should nominate one representative to sit on the Board. This Group is convened by Guildford Borough Council.

1.12 SAFER GUILDFORD PARTNERSHIP

The Safer Guildford Partnership is a statutory partnership tasked with reducing crime and disorder in the community, as well as tackling negative perceptions of crime. The Committee should nominate one representative to sit on the Executive. This Group is convened by Guildford Borough Council.

2. ANALYSIS:

- 2.1 It is important for members to review the operating arrangements for the Committee and to be represented on local partnership groups and to ensure priorities and concerns are reflected.
- 2.2 Local Committee task groups are able to provide focus and additional consultation not possible within the formal committee framework.

3. OPTIONS:

- 3.1 The Committee may opt not to accept substitute members of the Borough Council to the Committee as is the current status or members may consider that this decision will offer a degree of flexibility to co-opted members and may serve to broaden representation on the Committee.
- 3.2 The Committee may opt not to retain task groups and to instead process it's work programme as a full committee. However, retention of the task groups does provide more detailed processing and enables the number of Committee meetings to stay the same.
- 3.3 The Committee may opt not to nominate to other partnerships. However, there are strong crossovers between the work programmes of the partnerships and the Committee. In addition, representation can ensure that local priorities remain at the forefront of the partnerships agendas.

4. CONSULTATIONS:

- 4.1 All Local Committee members have been consulted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 There are no financial or value for money implications.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no equalities and diversity implications.

7. LOCALISM:

- 7.1 Through balanced membership the Local Committee task groups seek to represent all communities in the borough.
- 7.2 Membership of outside partnerships ensures local priorities are considered and shared between the committee and other key partners.

8. OTHER IMPLICATIONS:

- 8.1 There are no additional implications.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The Local Committee is invited to select membership of the task groups and representatives to outside bodies as detailed in this report.

The Local Committee (Guildford) agrees:

- (vi) that there shall / shall not be substitute Borough Council co-optee membership for the municipal year 2014-15;
- (vii) the terms of reference for the two Task Groups as set out in **Annexes 1 and 2**;
- (viii) the nominated members and substitute members for the Transportation Task Group for the municipal year 2014-15;
- (ix) the nominated members for the Youth Task Group for the municipal year 2014-15;
- (x) to appoint nominees from the Local Committee to the local partnerships as set out in the report.

10. WHAT HAPPENS NEXT:

10.1 Nominated Guildford Borough Council substitute members will be advised of the Committee's decision.

10.2 Partners will be advised of the Local Committee's decisions.

10.3 Task group meetings will be convened throughout the year as the business requires.

Contact Officer:

Carolyn Anderson Community Partnerships & Committee Officer (Guildford)
 01483 517336
Carolyn.anderson@surreycc.gov.uk

Consulted:

Members of Guildford Local Committee

Annexes:

Annexe 1 Transportation Task Group terms of reference
 Annexe 2 Youth Task Group terms of reference

Sources/background papers:

- None
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Transportation Task Group Draft Terms of Reference 2014-5**General**

1. The Transportation Task Group is a Task Group of the Guildford Local Committee. The Local Committee will:
 - (i) determine the role, appointees and lifespan of the Transportation Task Group
 - (ii) review the operation of the Transportation Task Group over the previous year
 - (iii) confirm the remit for the Task Group and make this remit available to all Members of the Committee.

2. The Task Group has no formal decision-making powers as a body, but exists to advise and to make recommendations to Guildford Local Committee. The areas of work that the Task Group may consider and provide advice to the Local Committee will include:
 - (i) On and off street parking and Park and Ride services and any surplus income arising from on-street parking available to the Local Committee.
 - (ii) The Community Infrastructure Levy (CIL) and the regulation 123 list along with other developer contributions.
 - (iii) Joint strategic and strategic highways and transportation matters including the development of a Local Transportation Strategy for the borough.
 - (iv) The Local Committee highways budget and Integrated Transport Schemes (ITS) and including monitoring progress as appropriate.
 - (v) As required by a Local Committee decision or advised by the Area Highways Manager the Task Group can consider and comment on the nature, extent and format of consultations on schemes.
 - (vi) The Task Group may consider and review in detail referrals made by the Local Committee eg matters related to local petitions, issues raised at local 'Cluster' meetings.
 - (vii) The Task Group may consider and advise the Local Committee on relevant matters referred to the Local Committee by the Guildford Surrey Board.

3. Recommendations to the Local Committee will be supported by a summary of the reasoning behind the Task Group's position and reflect any professional advice of the Area Highways Manager or appropriate officer(s).

4. Officers supporting the Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.

Operation

5. The Task Group will:
 - meet in private
 - develop an annual work programme

- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Local Committee or, alternatively, on a quarterly basis report to the Local Committee via the Area Highways Manager's update.

Membership & Governance

6. The Task Group will contain three county councillors and three borough councillors which will include the Chairman of Guildford Local Committee and either the Leader or Deputy Leader of the Borough Council.
7. The Task Group will be chaired by the Chairman of Guildford Local Committee.
8. Membership of the Transportation Task Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.
9. Members of the Transportation Task Group may nominate another member of the Guildford Local Committee to attend the Task Group as a substitute in the event they are unable to attend a meeting. However, the balance of the representation as described in Item 6 and 11 will be retained. A list of substitutes will be agreed at the first municipal meeting.
10. All members sitting on the Task Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.
11. Members of the Task Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough.
12. Meetings held in private will base an assumption that any Task Group documentation will be similarly confidential unless officers and members are instructed otherwise.

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

Objective

The Local Committee agreed on the 22nd of June 2011 that a Youth Task Group is established to assist and advise the Local Committee in relation to Youth Issues and the future delivery of Youth Provision locally.

Membership

The Task Group will contain four appointees from the Local Committee - two county and two borough councillors. In addition the Task Group can invite up to four young people from the borough, all with equal status. The Task Group may also consult with other relevant members of the Committee.

General

1. It is proposed to establish a Youth Task Group. The Task Group shall exist to advise the local committee. It has no formal decision making powers. The Task Group will:
 - A. Unless otherwise agreed, meet in private
 - B. Develop a work programme
 - C. Record actions
 - D. Report back to the Local Committee.
2. The Task Groups function is to assist and advise the Local Committee in relation to youth issues and the future delivery of youth provision locally.
3. Officers supporting the Task Group will consult the Group and will give due consideration to the group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
4. The Task Group can, should it so wish, respond to an officer report and submit its own report to the Local Committee.
5. The Task Group terms of reference and Membership is to be reviewed and agreed by the Local Committee annually.

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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (GUILDFORD)**

DATE: 25 JUNE 2014
LEAD OFFICER: JAMES PAINTER
 COMMUNITY PARTNERSHIPS MANAGER
SUBJECT: LOCAL COMMITTEE COMMUNITY SAFETY BUDGET 2014-15
DIVISION: ALL

**SUMMARY OF ISSUE:**

For the financial year 2014-15 the Local Committee has a delegated budget of £3,294 for community safety projects. Traditionally the Committee has agreed to delegate this funding to the Community Safety Partnership (Safer Guildford Partnership). The purpose of this report is to seek delegation of the 2014/15 budget to the Safer Guildford Partnership.

RECOMMENDATIONS:**The Local Committee (Guildford) is asked to agree to:**

- (i) Agree that the community safety budget of £3,294 delegated to the Local Committee be transferred to the Safer Guildford Partnership.
- (ii) Agree that the Community Partnerships Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with the strategic aims of the Safer Guildford Partnership.

REASONS FOR RECOMMENDATIONS:

The County Council is a statutory member of the Safer Guildford Partnership. The Guildford Local Committee values partnership working that will make a positive contribution to local projects and activities that will create a safer community for all Guildford residents.

1. INTRODUCTION AND BACKGROUND:

1.1 The Safer Guildford Partnership is the Community Safety Partnership (CSP) in Guildford. CSP's were established under the Crime and Disorder Act 1998 (Section 17). The act stated that tackling crime should be a partnership matter and not solely the responsibility of the Police. The agencies represented on the CSP are required to work in partnership with a range of other local public, private, community and voluntary groups, and with the community itself. This approach recognises that responsibility to address the causes of crime and the interventions required to deliver safe and secure communities lies with a range of organisations working in partnership. A report on the performance of the Safer Guildford Partnership is delivered to the Local Committee on an annual basis.

1.2 The Local Committee is asked to agree that the annual committee budget of £3,294 be transferred to the Safer Guildford Partnership to support local activities and projects which achieve the Partnerships aims and objectives.

2. ANALYSIS:

2.1 Surrey County Council is a statutory member of the Safer Guildford Partnership and supports the strategic aims and objectives of the Partnership within the Partnership Plan and the annual Strategic Assessment.

2.2 The work of the partnership is directed by an executive group, including representatives of the following organisations:

- Guildford Borough Council
- Guildford & Waverley Clinical Commissioning Group
- Surrey County Council
- Surrey Fire and Rescue Service
- Surrey Police
- Surrey Probation Service

2.3 The current Guildford Strategic Assessment reinforces the need to focus on the following issues:

- dwelling & non dwelling burglaries;
- violence against the person, particularly town centre alcohol related violence;
- anti-social behaviour
- Domestic Abuse
- speeding motorists and anti-social driving

3. OPTIONS:

3.1 By transferring the budget of £3,294 to the Safer Guildford Partnership the Committee will make a direct financial contribution to the Partnership enabling the community safety projects and activities to continue throughout 2014-15.

3.2 The budget and expenditure of the partnership will be reported to the Local Committee later in the year.

4. CONSULTATIONS:

- 4.1 The Safer Guildford Partnership meets quarterly and has representation from the County Council and the Local Committee. Activities and expenditure are reported and approved at each meeting.
- 4.2 The annual strategic assessment is a joint partnership document on which CSP partners are consulted.
- 4.3 The Local Committee has a direct influence over the work of the CSP by nominating a representative annually.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 Partnership working creates value for money opportunities from pooling resources. The Safer Guildford Partnership will scrutinise expenditure to ensure best value.
- 5.2 Expenditure of this budget will be monitored by the Community Partnerships Manager.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no direct equalities and diversity implications, however through the Safer Guildford Partnership the County Council will strive to ensure that services are accessible to harder to reach groups.
- 6.2 Crime reduction is of value to all in the community.

7. LOCALISM:

- 7.1 The Safer Guildford Partnership is committed to educating and raising awareness of safer practices and behaviours which benefit all communities across the borough.
- 7.2 Local groups may approach the Safer Guildford Partnership for assistance in delivering projects which directly support the aims of the partnership.

8. OTHER IMPLICATIONS:**8.1 Crime and Disorder implications**

The transfer of the budget will enable the partnership to continue to work with the community to reduce crime, tackle anti social behaviours and raise awareness of safer practices and behaviours.

9. CONCLUSION AND RECOMMENDATIONS:

The Guildford Local Committee is asked to:

- (i) Nominate a County Councillor to represent the Local Committee on the CSP in 2014-15.

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- (ii) Agree that the community safety budget of £3,294 delegated to the Local Committee be transferred to the Safer Guildford Partnership.
- (iii) Agree that the Community Partnerships Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with the strategic aims of the Safer Guildford Partnership.

10. WHAT HAPPENS NEXT:

- 10.1 The Local Committee member will join the Safer Guildford Partnership
- 10.2 If the committee are agreeable the Safer Guildford Partnership will be advised and this funding will support projects for the coming year.

Contact Officer:

Carolyn Anderson, Community Partnership & Committee Officer (Guildford)
01483 517336

Consulted:

Safer Guildford Partnership

Annexes:

None

Sources/background papers:

- Safer Guildford Partnership Plan 2011-14
-

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014

LEAD OFFICER: DAVID LIGERTWOOD – LSTF PROGRAMME MANAGER

SUBJECT: LOCAL SUSTAINABLE TRANSPORT FUND UPDATE AND 2014/15 PROGRAMME

DIVISION: ALL



SUMMARY OF ISSUE:

Surrey County Council was successful in securing an award of £14.3 million in grant funding from the Department for Transport (DfT) Local Sustainable Transport Fund (LSTF). This was in addition to the award of £3.9 million LSTF Key Component.

Both grants are for the period up to 31 March 2015 and jointly form the Surrey TravelSMART programme. As part of this programme a total of £10.789 million has been allocated for sustainable travel improvements in Guildford.

This report updates the Local Committee with progress made with the programme to date.

RECOMMENDATIONS:

The Local Committee (Guildford) is asked to:

- (i) Note progress to date with the Guildford Travel SMART programme;

REASONS FOR RECOMMENDATIONS:

The Department for Transport advise that all LSTF grant money should be spent by 31 March 2015 and there is no ability to carry forward LSTF grant beyond this date. The indicative 2014/15 LSTF TravelSMART programme for Guildford has been developed to meet this financial requirement, while meeting all the LSTF objectives.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Surrey County Council has been successful in securing £18.2 million from the Department for Transport's (DfT) Local Sustainable Transport Fund (LSTF) to deliver the Surrey Travel SMART programme. £3.9 million was awarded in July 2011 with a further £14.3 million awarded in June 2012 as part of the large bid of £16 million. The aim of the fund is to deliver sustainable travel measures that support economic growth and carbon reduction.
- 1.2 £10.789 million (Large Bid and Key Component) funding is allocated for sustainable travel improvements in Guildford. This includes a share of the £1.7million shortfall that SCC has funded through the New Homes Bonus Grant.
- 1.3 The report to GLC 12 March 2014 noted that the LSTF 2014/15 financial year allocation for Guildford was £3.502 million, comprising £2.178 million capital and £1.324 million revenue. Taking account of unspent 2013/14 grant carried forward to 2014/15 the revised allocation figure for 2014/15 is £4.677 million, as set out in Table 1 below

Table 1: 2014/15 Guildford LSTF Finance

Element	Capital	Revenue	Total
P&R	1,022	403	1,425
Bus	801	158	959
Walk/Cycle	879	0	879
Traffic Network	5	70	75
Travel Promotion	375	964	1,339
Total	3,082	1,595	4677

Figures in the table in units of £1000

- 1.4 In addition to the DfT LSTF grant the programme is supported by secured third party developers contributions of some £500K.
- 1.5 While all available funds have been costed to be included in the current programme, any remaining unspent LSTF grant cannot be carried over beyond 31 March 2015 and will be returned to the DfT.

2. ANALYSIS:

LSTF Programme 2014/15

- 2.1 The current LSTF Capital Construction Programme 2014/15, comprising bus corridor, cycle and walking improvements being delivered by Keir is set out in **Annex A**.

Quality Bus Corridor Works

- 2.2 The Park Barn Bus Corridor has been completed, including the implementation of bus cage markings at critical bus stops where parking by residents and parents to local schools was compromising safe and efficient bus operation. This was the fourth corridor to receive upgraded kerbing, and additional footway boarding and waiting areas.

- 2.3 Design work continues on the remaining five bus corridors, with work programmed to start in July on the Woking Road/Stoke Road corridor, followed by Epsom Road corridor and the Guildford Park Rd corridor. A3100 Portsmouth Road and A281 Shalford Road corridors will be undertaken later in the year.
- 2.4 The re-profiling of three key road tables on Grange Road to provide a more gradual ramp, benefiting bus users and cyclists has been completed, and the impact of these works will be monitored.

Onslow Park and Ride

- 2.5 Landscaping at the Onslow Park & Ride site has been undertaken. Outstanding works to complete the project include building the permanent passenger waiting facility, installation of the permanent power supply and the comprehensive signage and marketing package.

Walking and Cycling

- 2.6 Detailed preparations continue for the A25 Shared Pedestrian and Cycle Route, programmed to start on site from the end of July 2014. These include a footway widening scheme A25 under Wooden Bridge (rail and pedestrian bridges), new cycle and pedestrian crossing facilities east of Woodbridge Meadows on the River Wey Bridge, and additional crossing facilities over the south side of the Ladymead/Woodbridge Road crossroads.
- 2.7 To date Officers have been unable to complete negotiations with the landowners of the adjacent sites to deliver the footway widening adjacent to Guildford Business Park and at B&Q/Europa Retail Park required as part of the A25 Shared Pedestrian and Cycle Route. These negotiations will continue, however in the event agreement cannot be concluded to guarantee completion of works during this year, alternative schemes will be developed for this current programme.
- 2.8 Work on the three quiet road cycle routes in north Guildford is due commence early July on Slyfield to Stoke Rd; Slyfield to Wooden Bridge footbridge and Salt Box Lane to Wooden Bridge footbridge. This will include dropped kerbs, signs and lining.
- 2.9 The TravelSMART Guildford Bike Festival will be held on Sunday 17 August 2014 at Northgate Stoke Park.

Traffic Management

- 2.10 The review of the UTC/SCOOT traffic management systems in Guildford will continue to improve the control and management of traffic throughout the town, and to address performance related maintenance issues which have adversely affected network capacity. The UTC database is planned to be rebuilt over the summer starting in July, with on-street validation commencing September 2014.

2.11 When the on-street work begins it will also consider, and where possible implement mitigating solutions to, the issues of the A31 Farnham Road pedestrian crossing on the exit arm and the A281 Millbrook pedestrian crossing from the Old Town Bridge to the High Street.

Reserve schemes list

2.12 An indicative reserve schemes list was included in the report to GLC 12 March 2014. These are alternative and additional schemes to be included through the LSTF programme to replace or complement any projects in the current programme which we are unable to undertake or complete within the LSTF period up until March 2015.

2.13 This list currently comprises:

- A281 Shalford – Guildford cycle path improvements
- Cycle route 14: zebra crossing on Walnut Tree Close
- River Wey towpath: contribution to improved surface for cyclists
- A3100 Guildford – Godalming Quality Bus Corridor
- A25 London Road/Boxgrove Road/A25 roundabout: cycle and pedestrian improvements

2.14 The reserve list will be discussed and agreed, as necessary, with the Task Group to ensure we are able to deliver our fully funded programme. Any amendments will be reported to a future meeting of the Guildford Local Committee.

3. OPTIONS:

3.1 As this report forms a progress update for the Local Committee there are no options to consider at this stage.

4. CONSULTATIONS:

4.1 Guildford Local Committee Task Group has been consulted throughout the development of the LSTF Programme.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The business case for the Travel SMART included a financial section that does not form part of this report and was approved by the DfT.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 The major elements of the LSTF programme have been subject to Equality Impact Assessments. These documents are published on the Surrey County Council website and can be found by clicking [here](#).

7. LOCALISM:

7.1 The Travel SMART programme was designed with Localism in mind. Guildford Local Committee has decision making powers relating to the programme. Furthermore, elements of the programme such as the Community funding and Business engagement use Localism tools to encourage localised decision making, and seek to increase local participation in the programme.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
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	Set out below.

8.1 Sustainability implications

The central aims of the Travel SMART Programme are to encourage the uptake of sustainable transport, enabling economic growth and reducing carbon emissions. The measures included in the Travel SMART programme therefore have positive sustainability outcomes.

8.2 Public Health implications

The Travel SMART programme is making significant investment in providing new infrastructure and promoting active travel such as walking and cycling. Evidence suggests that investment in these schemes have a proportionate benefit in overall public health. Walking promotions in particular are being linked with the Surrey CC Public Health team's 'Walk for Life' campaign.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 This report provides an update to the Local Committee on the progress made to date with the Travel SMART programme for Guildford. As noted previously

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the DfT LSTF grant award cannot be carried forward beyond end March 2015.

10. WHAT HAPPENS NEXT:

10.1 The Guildford Local Committee Task Group will meet to review the schemes within the LSTF programme. The programme will be continue to be developed and delivered with further reports presented to Guildford Local Committee.

Contact Officer:

David Ligertwood
LSTF Programme Manager
020 8541 9323

Consulted:

GLC Task Group

Annexes:

Annexe A – 2014/15 capital construction programme

Sources/background papers:

- Surrey County Council LSTF Large bid document. [Click here](#) to access this document.

Annex A - SCC LSTF Capital Scheme Programme for FY 2014/15

Date updated: 23 MAY 2014				May 2014	Jun 2014	Jul 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Planned Activities
GUILDFORD CYCLING SCHEMES															
A25 CYCLE ROUTE - SURREY WAY TO UNIVERSITY RIA															
Summary	Scheme to be complete by	31/08/2014	Preliminary Design												PROGRESSING UNI ENTRANCE TO RAIL FOOTBRIDGE SECTION FOR CONSTRUCTION WITH KIER FROM JUN 2014.
	Current status	Construction	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - MIDDLETON ROAD (Guildford business park)															
Summary	Scheme to be complete by	31/10/2014	Preliminary Design												ON HOLD PENDING LAND PURCHASE AGREEMENT BY CHRIS DUKES/SCC
	Current status - (awaiting land purchase)	On Hold	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - WOODEN BRIDGE FOOTBRIDGE RAMP IMPROVEMENTS															
Summary	Scheme to be complete by	28/02/2015	Preliminary Design												ON HOLD INDEFINITELY - NEW PEDESTRIAN FOOTBRIDGE PROPOSED WITH NETWORK RAIL
	Current status - (Network Rail)	On Hold	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - MIDDLETON ROAD (FOOTWAY WIDENING UNDER WOODEN BRIDGE)															
Summary	Scheme to be complete by	31/10/2014	Preliminary Design												CONSTRUCTION STARTING FROM 24 JUL 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - WOODBRIDGE (INCLUDING WOODBRIDGE TOUCAN CROSSING)															
Summary	Scheme to be complete by	31/11/2014	Preliminary Design												WSP AND NMIC FINALISING FOR CONSTRUCTION DRAWINGS. DUE JUN 2014
	Current status	Construction	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - LADYMEAD (Europa Business Park)															
Summary	Scheme to be complete by	30/11/2014	Preliminary Design												ON HOLD PENDING LAND PURCHASE AGREEMENT BY CHRIS DUKES/SCC
	Current status	On Hold	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - LADYMEAD/WOODBRIDGE JUNCTION (AT JAGUAR SHOWROOM)															
Summary	Scheme to be complete by	30/09/2014	Preliminary Design												WSP USING SCC TRAFFIC SIGNALS DESIGN TO FINALISE FOR CONSTRUCTION PACKAGE. DUE JUN 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
A25 CYCLE ROUTE - STOKE CROSSROADS															
Summary	Scheme to be complete by	30/11/2014	Preliminary Design												SCC PROGRESSING TRAFFIC SIGNALS DESIGN, BUILD FROM 24 JUL 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
CYCLE ROUTE 4 - SLYFIELD TO STOKE CROSSROADS VIA A320															
Summary	Scheme to be complete by	31/07/2014	Preliminary Design												DETAILED DESIGN IN PROGRESS. DUE MAY 2014. SITE MARK UP 20 MAY 2014. START CONSTRUCTION FROM EARLY JUN 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
CYCLE ROUTE 5 - WOKING ROAD TO WOODEN BRIDGE VIA BELLFIELDS ESTATE															
Summary	Scheme to be complete by	31/07/2014	Preliminary Design												DETAILED DESIGN IN PROGRESS. DUE MAY 2014. SITE MARK UP 20 MAY 2014. CONTINUE CONSTRUCTION FROM EARLY JUN 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
CYCLE ROUTE 6 - SALT BOX ROAD TO WOODEN BRIDGE VIA GRANGE ROAD															
Summary	Scheme to be complete by	30/06/2014	Preliminary Design												START SPEED TABLE RAMP CONSTRUCTION FROM 02 JUN 2014. BALANCE OF SITE MARK UP EARLY JUN 2014. CONTINUE CONSTRUCTION FROM EARLY JUN 2014
	Current status	Detailed Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
CYCLE ROUTE 10 - SURREY RESARCH PARK VIA UNIVERSITY TO WALNUT TREE CLOSE															
Summary	Scheme to be complete by	31/03/2015	Preliminary Design												On hold until completion of route 2 through 6
	Current status	Preliminary Design	Detailed Design												
	Approx % complete (Construction)	0%	Construction												
GUILDFORD PRIORITY BUS CORRIDORS															
ALDRERSHOT ROAD															
Summary	Scheme to be complete by	31/01/2014	Preliminary Design												COMPLETE
	Current status	Completed	Detailed Design	Detailed Design											
	Approx % complete (Construction)	100%	Construction	RSA Stage 1/2											
WORPLESDON ROAD															
Summary	Scheme to be complete by	28/02/2014	Preliminary Design												COMPLETE
	Current status	Completed	Detailed Design	Detailed Design											
	Approx % complete (Construction)	100%	Construction	RSA Stage 1/2											
WOODBRIDGE ROAD															
Summary	Scheme to be complete by	28/02/2014	Preliminary Design												COMPLETE
	Current status	Completed	Detailed Design	Detailed Design											
	Approx % complete (Construction)	100%	Construction	RSA Stage 1/2											
PARK BARN															
Summary	Scheme to be complete by	31/05/2014	Preliminary Design												COMPLETE. PB-014 NEEDS SITE MEETING APPROVAL FOR NEW PROPOSED LOCATION.
	Current status	Completed	Detailed Design	Detailed Design											
	Approx % complete (Construction)	95%	Construction	RSA Stage 1/2											
GUILDFORD PARK ROAD															
Summary	Scheme to be complete by	31/07/2014	Preliminary Design												DRAWINGS PROGRESSED TO FOR CONSTRUCTION STATUS
	Current status	Construction	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											
A320 WOKING RD (VIA SLYFIELD GREEN)															
Summary	Scheme to be complete by	31/07/2014	Preliminary Design												WK-21 COMPLETE. 13 BUS STOPS FOR CONSTRUCTION ISSUE. 7 BUS STOPS PRELIM ISSUE FOR SCC TRANSPORT APPROVAL.
	Current status	Construction	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											
EPSOM ROAD															
Summary	Scheme to be complete by	31/07/2014	Preliminary Design												FOR CONSTRUCTION ISSUE PASSED TO KIER, WAITING FOR BOQ. 25 BUS STOP LOCATIONS.
	Current status	Construction	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											
LONDON ROAD															
Summary	Scheme to be complete by	31/12/2014	Preliminary Design												WSP PROGRESSING SCC PRELIMINARY DESIGN
	Current status (Outline design completed)	Preliminary Design	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											
PORTSMOUTH ROAD															
Summary	Scheme to be complete by	31/12/2014	Preliminary Design												WSP WAITING FOR SCC TRANSPORT PRELIMINARY DESIGN. DUE LATE MAY 2014.
	Current status (Outline design in progress)	Preliminary Design	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											
SHALFORD ROAD															
Summary	Scheme to be complete by	31/12/2014	Preliminary Design												WSP WAITING FOR SCC TRANSPORT PRELIMINARY DESIGN. DUE LATE MAY 2014.
	Current status (Outline design in progress)	Preliminary Design	Detailed Design	Detailed Design											
	Approx % complete (Construction)	0%	Construction	RSA Stage 1/2											

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014
LEAD OFFICER: JOHN HILDER
 AREA HIGHWAYS MANAGER (SW)
SUBJECT: HIGHWAYS UPDATE
DIVISION: ALL

**SUMMARY OF ISSUE:**

This report provides an update on the 2013/14 & 2014/15 programmes of minor highway works funded by this committee as well as Section 106 (developer funded) schemes and central planned maintenance programmes for the year ahead. The report also provides an introduction to the Guildford Local Transport Strategy which will be developed over the coming months. Details of Guildford customer enquiries to Highways have also been provided.

RECOMMENDATIONS:**The Local Committee (Guildford) is asked to:**

- (i) Note the schedule for consultation on the Guildford Local Transport Strategy, in advance of a full report coming to the committee meeting 10th December 2014, as set out in **Annex 1** of this report.
- (ii) Agree that the Chertsey Street/North Street improvement scheme is deferred to a future year.
- (iii) Approve the Lengthsman bid by Ash PC to a maximum value of £4,800 subject to SCC officer scrutiny.
- (iv) Introduce limited waiting bays in Sheepfold Road as shown in **Annex 4** to this report.

REASONS FOR RECOMMENDATIONS:

The Guildford Local Transport Strategy will provide a framework for future decisions on prioritising expenditure by this committee.

The high value Chertsey Street/North Street should be deferred so that the remainder of the agreed ITS programme can be delivered within the available budget.

1. GUILDFORD LOCAL TRANSPORT STRATEGY:

- 1.1 A briefing note by SCC's Strategy Group on the Guildford Local Transport Strategy is included at **ANNEX 1**.
- 1.2 This sets out the purpose and objectives of the emerging transport strategies, which are being developed for each of the eleven districts and boroughs, and the timetable for development & consultation for the Guildford strategy over the coming months. The target is for all eleven transport strategies to be endorsed by SCC Cabinet in January 2015.
- 1.3 The Guildford Town & Approaches Movement Study (GTAMS) will form an important component informing the transport strategy for Guildford. This study was commissioned by GBC to provide a 50 year vision for transport in and around the town, and identifies short, medium and long term interventions to achieve this. The Executive Summary is included at **ANNEX 2**.
- 1.4 Meeting on the 24th April the Guildford Borough Council Executive endorsed GTAMS, noted that it would be added to the evidence base for the forthcoming Local Plan, and asked that the Local Committee integrated its recommendations in the transport strategy for the borough.
- 1.5 The Transportation Task Group met on 14 May to discuss the strategy with SCC transport and highways officers, particularly with respect to the recommendation made by GTAMS for the introduction of pedestrian and cycle routes linking central Guildford with residential areas and employment, leisure & education centres. The Task Group is well aware of an increase in petitions from residents for the introduction of 20mph limits and consider the strategy needs to recommend how the introduction of lower limits is prioritised, possibly by linking to pedestrian/cycle routes and schools in residential neighbourhoods, to assist the committee when determining annual allocations to ITS schemes. See also 20mph petitions at 3.25 and 3.26 below.

2. REVIEW OF 2013/14:

2013/14 LENGTHSMAN SCHEME

- 2.1 The committee agreed to fund the following Lengthsman (or localism) bids from the £25,000 allocation:-

Ash Parish Council	£4,800
Pirbright Parish Council	£864
Shere Parish Council	£3,500
The Horsleys	<u>£15,000</u>
	£24,164

- 2.2 There was a slow start to this new initiative in its first year, with parishes getting to understand what work they could undertake, and what work is classed as 'non-highway' and so outside the remit of the scheme. Although Highways officers offered advice and assistance, of the four parishes that submitted bids only The Horsleys provided sufficient documentation of

proposed works to allow their bid to be signed off and funding transferred, and this was in March, at the end of the financial year.

2013/14 MARKET STREET REFURBISHMENT

2.3 Market Street refurbishment in block paving had been included in the 2012/13 LSR programme funded by this committee. However it was agreed it should be substituted with 'blacktop' surfacing schemes in view of the risk that the complexity of the scheme would mean that it would not be delivered by the end of that financial year, and funding was allocated in 2013/14.

2.4 Completed by the end of March, final cost **£132,000**.

2013/14 IMPROVEMENT (ITS) SCHEMES

2.5 Pirbright Village Safety scheme

- Public exhibition held in November, final comments received from PC in December. In stallion planned for Feb/March, but delayed with only lining installed by end of March.
- Expect to install civil works in Sept/Oct.
- Cost to the end of March 2014 **£28,000**.
- Forecast expenditure in 2014/15 to complete **£80,000**

2.6 Gole Road in Pirbright

- The local committee meeting in June 2013 considered a petition from residents of Gole Road in Pirbright for measures to reduce vehicle speeds, and agreed this should be included as part of the village safety scheme. A 30 speed limit will be introduced in Gole Road (currently 40mph) from the junction with the A243 Dawney Hill to a point approximately 1/2km to the west, and village gateways will be installed as part of the Pirbright Village scheme, and costs are included at 2.6 above.

2.7 Shere Village Safety Scheme

- Exhibition in Shere first week of September 2013. Installation commenced March and completion expected by the end of June.
- The Parish Council has asked that making Upper Street one-way or no-entry is not progressed at present.
- Cost to the end of March 2014 **£22,500**.
- Forecast expenditure in 2014/15 to complete **£90,000**

2.8 Pedestrian refuge in Portsmouth Road, Ripley

- Complete, cost to the end of March 2014 **£18,000**

- Forecast expenditure in 2014/15 to complete **£6,500**

2.9 Road table at Warren Road, Charlotteville

- Complete, cost to the end of March 2014 **£17,600**.

2.10 Safer pedestrian crossing at rail bridge, Salt Box Road, Whitmoor Common

- Design being developed by area team in consultation with countryside officers since located on common land. Installation had been planned for Feb/March, however ecologic surveys (bats, invertebrates) required by Natural England, so include in 2014/15 programme. Cost to the end of March 2013 **£500**.
- Forecast expenditure in 2014/15 to complete **£20,000**

2.11 Bus stop platform at The Street, Albury

- Design complete and checked by SCC structures team. Installation planned Jan/Feb, but negotiations by parish council with landowner causing delays. Include in 2014/15 programme.
- Cost to the end of March 2014 **£4,900**.
- Forecast expenditure in 2014/15 to complete **£10,000**

2.12 Anti-skid and bollards Queen Eleanor's Road, Dennisville

- This road will be re-surfaced in 2014/15 under the project Horizon programme so anti-skid not necessary, focus on safety in the vicinity of the school. Installed December.
- Complete, cost to the end of March 2014 **£4,000**.

2.13 Traffic calming Wodeland Avenue, Guildford

- Design complete and 20mph speed limit advertised in February, but construction delayed to August/September.
- Cost to the end of March 2014 **£8,500**.
- Forecast expenditure in 2014/15 to complete **£55,000**

2.14 Zebra crossing Kings Road, Shalford

- Completed in Oct, cost to the end of March 2014 **£52,500**.

2.15 Feasibility only, Hill Road level crossing, Brook

- Feasibility in progress, but did not commence before end of March so zero expenditure.

2.16 Feasibility only safer pedestrian crossing points BVR/Aldershot Road Interchange slip roads

- Feasibility complete. New signs, road markings and clear vegetation installed.
- Cost to the end of March 2014 **£3,500**.

2.17 Zebra crossing serving schools, Aldershot Road Westborough

- Complete, cost to the end of March 2014 **£36,500**.
- Forecast expenditure in 2014/15 to complete **£8,000**

2.18 Design only Woking Road j/w Jacobs Well Road junction improvement

- Design in progress, but did not commence before end of March so zero expenditure.

2.19 Jacobs Well Road j/w Clay Lane, junction improvement

- Design in progress, but did not commence before end of March so zero expenditure.

2.20 Chertsey Rd j/w North Street, pedestrian amenity/environmental enhancement scheme

- Design in progress, but did not commence before end of March so zero expenditure.

2013/14 LSR SCHEMES

2.21 As at 1.3 LSR (resurfacing) schemes were prioritised and priced by the area team against the eventuality of underspend of the 2013/14 budget. Several improvement schemes have been delayed, with starts at the very end of the financial year, others will not get underway until April or later. To absorb underspend the following LSR schemes were been ordered and completed by the end of March 2014:-

- | | |
|----------------------------------|----------------|
| • Vicarage Gate, Onslow Village | £43,000 |
| • Wherwell Road, Guildford town | £49,000 |
| • Kings Road slip road, Shalford | £20,000 |

2013/14 SECTION 106 SCHEMES

2.22 Zebra crossing New Inn Lane

- Complete.

2.23 Pedestrian safety improvements A25 Epsom Road, Merrow

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- Upgrade pedestrian refuges and introduce road table at Horseshoe Lane West. Design complete, being checked by safety audit team.

2013/14 CASUALTY REDUCTION GROUP SCHEMES

The central Road Safety Team fund low cost schemes at sites with clusters of accidents.

2.24 Signs & anti-skid Ash Road j/w Guildford Road, Fox Corner

- Complete.

2.25 Dropped kerbs in Dorking Road in the vicinity of Chilworth Infants School, Chilworth

- Complete.

2013/14 COMMUNITY ENHANCEMENT FUND

2.26 At the end of March £42,276 of the £50,000 Community Enhancement Fund, allocated at £5,000 per SCC member, had been either spent or committed, so this budget has been largely utilised.

3. 2014/15: PROGRESS & UPDATE

2014/15 BUDGET AND ALLOCATIONS

3.1 Budgets available to this committee in 2014/5 are as follows.

	£
Capital ITS (Improvement) Schemes	263,000
Capital Maintenance	263,000
Revenue Maintenance	317,000
Total	843,000
And in addition	
Community Enhancement Fund	50,000

3.2 At the meeting in December 2013 the committee agreed that this funding should be allocated as follows:-

General Revenue Works

New signs, bollards etc by Guildford team	£20,000
'Community Gang' for 48 weeks	£96,000
Jetter for 5 weeks	£25,000
Ad-hoc maintenance work by the Guildford team	£10,000
Reserve funding for the Lengthsman scheme	<u>£25,000</u>
Sub total	£176,000
ITS (improvement) schemes	£545,000
High Street Setts	<u>£100,000</u>
Total	£821,000

3.3 In March the Leader of the County Council asked that Local Committees confine expenditure on ITS schemes to 50% of their budgets in 2014/15, so that local funding could be directed towards maintenance works to support the effort to recover from the damage caused by the exceptional winter weather. This sets a ceiling of £421,000 where the committee intended to direct £545,000 towards ITS schemes.

3.4 A number of 2013/14 ITS either started very late in the financial year and ran into April and beyond, while other will start in the current financial year as described above. Cumulative costs in 2014/15 are estimated at £270,000.

3.5 Correspondingly, due to delays in delivering the 2013/14 programme there was an underspend of £192,000 against last year's capital budget. This has been carried forward to add to the 2014/15 budget above.

2014/15 IMPROVEMENT (ITS) SCHEMES

3.6 The Transportation Task Group meeting 11 April 2014 recommended that the delayed 2013/14 schemes should be completed, and that to remain within the 50% cap described at 3.3 above the high value Chertsey Street/North Street (£250,000) should be deferred to a later year. This results in the following programme of ITS schemes for 2014/15:-

Complete 2013/2014 Schemes

Pirbright Village Safety Scheme	£80,000
Shere Village Safety Scheme	£90,000
Pedestrian Refuge in Ripley	£6,500
Salt Box Road Safer Crossing	£20,000
Albury platform/bus stop	£10,000
Wodeland Avenue traffic calming	£55,000
Aldershot Road Zebra Crossing	<u>£8,000</u>
Sub total	£269,500

New Schemes agreed at December 2014 Local Committee

Jacobs Well Rd j/w Clay Lane	£30,000
Jacobs Well Rd j/w A320 Woking Road	£10,000
Elm Lane Tongham: 50m footway extension	£20,000
Mount Pleasant, Guildford: No-entry (one way)	£10,000
Hornhatch Estate, Chilworth: Pram ramps	£5,000
Wood St Village: Traffic calming	£25,000
Boxgrove R'bout, Guildford: Safer crossing point	£20,000
A281 Horsham Rd, Shalford: Pedestrian refuge	£20,000
A281 Shalford Rd, Guildford: Reduce limit from 40 to 30	£6,000
Down Lane, Compton: Traffic calming	£30,000
East Lane, West Horsley: 30m footway extension	£15,000
Epsom Rd j/w The Street, W Horsley: Junction feasibility	£5,000
A281 Quarry St, Guildford: Red man/green man at signals	£25,000
A323 Aldershot Rd, Worplesdon: Pedestrian refuge	£25,000
Wisley Lane, Wisley: Reduce speed limit	£10,000
Old Lane, Ockham: Closures for Persian New Year	£7,000
Shere Rd, West Horsley: Reduce limit from 40 to 30	£15,000
Poyle Rd & others, Tongham: Speed limit review	£15,000
Byrefield Rd/Stoughton Rd, Guildford: Bus stop/Keep Clear Markings	<u>£2,500</u>
Sub total	£295,500

TOTAL **£565,000**

3.7 Note that the proposed £565,000 ITS allocation will be funded by the £192,000 carry forward from 2013/14, plus £373,000 from the 2014/15 budget (so within the £421,000 cap).

3.8 Leaving unallocated budget as follows:-

Budget	£843,000
General Revenue Work	-£176,000
High Street Setts	-£100,000
Flood Recovery (March 2014 LC)	-£50,000
ITS Schemes	<u>-£373,000</u>

Unallocated £144,000

www.surreycc.gov.uk/guildford

- 3.9 The Area Highway Manager recommends unallocated budget is held in reserve against potential increases in costs since estimates made before design has commenced are indicative at best. Any surplus could be directed to LSR (surfacing) work later in the year, which can be organised at relatively short notice.
- 3.10 Design briefs for all new 2014/15 schemes have been issued and programme implementation dates will be reported to the September committee meeting.

FLOOD RECOVERY

- 3.11 At the meeting of 12 March the committee agreed to allocate £50,000 towards short term flood relief measures (small scale drainage works) organised by the area team pending central programmes being announced. To date £31,000 of work has been undertaken or is on order including repairing drainage systems on the A3100 at Artington, Ockham Road North (Ockham) and East Lane (Horsley).
- 3.12 In May David Hodge announced that £23 million of new funding would be directed towards flood recovery, including a new surfacing programme in addition to project Horizon. Both are included at **ANNEX 3** alongside planned drainage, footway and structures repair programmes. Note that notices are issued to utilities companies for all large surfacing schemes which prohibit excavation for planned works for a period of five years, though emergency works and new service connections are exempt.

LENGTHSMAN SCHEME 2014/15

- 3.13 At the end of May bids had been received from The Horsleys (£15,000) and Ash Parish Council (£4,800) for funding in 2014/15
- 3.14 In view of the fact that 2013/14 funding of £15,000 was transferred to the Horsleys in March, officers need to discuss the 2014/15 bid with the parishes and the local member.
- 3.15 Subject to SCC highways officer scrutiny it is proposed the bid by Ash PC is approved to a maximum value of £4,800.

HIGH STREET SETTS

- 3.16 In June 2013 the committee agreed a strategy for the future maintenance of Guildford High Street setts, which is to re-lay them in their entirety with work commencing in 2014/15.
- 3.17 A Steering Group has been established and met initially last August. The meeting focussed on funding streams and opportunities, possible construction techniques and whether work should be carried out continuously or in stages.
- 3.18 Cores have been taken throughout the High Street which have established that the road has a mass concrete foundation over chalk sub-soil.

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- 3.19 Thames Water have been asked to replace the water main running under the High Street which is the source of regular leaks requiring the road to be excavated to effect repairs. SCC has not yet had a response to repeated request.
- 3.20 WSP consulting engineers were commissioned and have provided a refined cost estimate. SCC expect to engage WSP to undertake detailed design and specification.
- 3.21 SCC has now appointed a project manager and Guildford Borough Council has appointed a lead officer, both will report to the Steering Group.
- 3.22 The Guildford Surrey Public Service Board (a high level partnership which provides strategic direction to initiatives in the borough), meeting on 6 June opened discussions on financing and widening the scope of the project to include potential public realm enhancements. At present only this committee has directed any funding towards the project, being £100,000 from the 2014/15 budget.

20mph PETITIONS

- 3.23 At their September 2013 meeting the committee agreed that the petition requesting a 20mph speed limit in **Sheepfold Road** should be referred to the Transportation Task Group for consideration for inclusion in the 2014/15 ITS programme. The task group meeting on 18 November 2013 did not prioritise this request, though it will be brought forward for consideration for the 2015/16 programme.
- 3.24 At their meeting of 12 March 2014 the committee agreed that the petition requesting a 20mph speed limit in a number of roads in **Onslow Village** be referred to Transportation Task Group for consideration for inclusion in future ITS programmes.
- 3.25 Note that the officer response of 12 March to the Onslow Village petition stated *'the Chairman has requested that a report on the new speed limit policy be brought to next committee meeting in June together with a proposed framework for considering 20mph speed limit requests in Guildford. This local framework will initially be developed through the Local Committee's Transportation Task Group (TTG) and it is expected to include criteria such as accident rates, the recommendations of the Guildford Town and Approaches Movement Study (GTAMS), SCC's cycling strategy and road safety at schools'*.
- 3.26 With GTAMS adopted by GBC at the end of April there has been little time for the TTG to develop such a framework and at their meeting of 14 May agreed that the Guildford Transport Strategy being developed by SCC should include guidance on how the introduction of 20mph speed limits should be prioritised, possibly by linking to pedestrian/cycle routes and schools in residential neighbourhoods, to assist the committee when determining annual allocations to ITS schemes.

WALNUT TREE CLOSE

- 3.27 At their meeting of 11 December 2013 the committee considered the officer response to the petition to close Walnut Tree Close to through traffic and agreed to allocate £5,000 from the 2013/14 budget to undertake consultation with businesses in Walnut Tree Close to establish their views on any proposed closure. Such consultation has not taken place as yet and it is recommended that £5,000 is allocated in the current financial year to complete this undertaking.
- 3.28 The officer response also stated *'in November the request for closure was considered by the Transportation Task Group, but was not prioritised for funding in 2014/15 as it is closely linked with work on the gyratory, and felt it could not be progressed in isolation...It is recommended that the closure of Walnut Tree Close is included in the gyratory modelling currently underway in order to gain an appreciation of the effects on the local road network'*.
- 3.29 In early June a video number plate survey of traffic using either end of Walnut Tree Close was carried out which will be used to establish through traffic volumes, with results are expected in July. In May & June an origin & destination surveys for traffic using the gyratory was also carried out (drivers waiting at traffic signals were handed pre-paid post cards). Both surveys will be used to refine the traffic model and inform decisions.

SHEEPFOLD ROAD LIMITED WAITING RESTRICTIONS

- 3.30 Vehicles have routinely mounted the footways to park immediately adjacent to the shops on the A323 Worplesdon Road at the junction with Sheepfold Road, representing a serious hazard to pedestrians and other drivers, and to prevent this bollards have recently been installed in the footway.
- 3.31 In the interest of trade at these shops it is recommended a short length of limited waiting parking bay is introduced in Sheepfold Road close to the main road as shown at **ANNEX 4**. Waiting would be restricted to 30 minutes, no return within 2 hours, Monday to Saturday 8.30am to 6pm.
- 3.32 The local shopkeepers and SCC member support this proposal.

CUSTOMER ENQUIRES AND DEFECTS

- 3.33 The weather conditions at the end of last year and early part of 2014 lead to a large increase in enquiries and defect reports from customers. On average the Highways service received 12,000 per month in 2013 this includes reports made by members of the public, staff and highway inspectors. During the first quarter of 2014 we received 58,224 giving an average of over 19,000 per month.
- 3.34 For Guildford specifically 7,571 enquiries were received in this quarter of which 3,546 were directed to the local area office for action, 91% of those have been resolved. This response rate is slightly below the countywide average of 94%
- 3.35 Although the response rate remains relatively high the additional volume of contacts meant a delay in responding to some customers and an increase in

chaser calls to the service. This has also been reflected in the volume of complaints received 143, only 35 of those were for the South West area including Guildford. The main reason for these being service delivery and communication to either the required standard or timescale.

4. OPTIONS:

4.1 As discussed with members.

5. CONSULTATIONS:

6.1 Appropriate consultation will be carried out for all schemes.

6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

6.2 Works will be carried out by SCC's term highways contractor, May Gurney, who won the term contract in a competitive tender process.

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

7.1 None

8. LOCALISM:

8.1 Works and schemes are designed to improve and make safer the facilities for local communities in the borough.

8.2 The Lengsthman initiative allows parish councils to undertake enhanced maintenance of the public highway.

9. OTHER IMPLICATIONS:

9.1 None

10. CONCLUSION AND RECOMMENDATIONS:

10.1 As set out in the body of the report.

11. WHAT HAPPENS NEXT:

11.1 Officers will continue to progress the programme of schemes agreed by the committee.

Contact Officer:
SCC Area Highway Manager SW
Tel 0300 200 1003

Consulted:
As described within the report

Annexes:
1. Guildford Transport Strategy Briefing Note

2. Guildford Town & Movements Study Executive Summary
3. Surrey Planned Works 2014/15: Guildford
4. Sheepfold Road parking TRO proposal

Sources/background papers:

Local Committee for Guildford Wednesday 11 December 2013 Item 12: 'Highways Budgets 2014/15'

Local Committee for Guildford Wednesday 12 March 2014 Item 14: 'Highways Update'

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Briefing Note for Guildford Local Committee

Guildford Local Transport Strategy and Forward Programme

The Local Committee is asked for its views on the content of the draft Guildford Local Transport Strategy and Forward Programme. A draft of the Local Transport Strategy is going to be brought to the Local Committee in July 2014 to commence an initial discussion.

Background and Purpose

Local transport strategies have been developed to take account of and provide a plan for addressing transport problems and maximising opportunities in a geographical area. A local transport strategy (LTS) is being produced for each district and borough in the county.

The LTS provides a commentary on the character of the area, and outlines planned growth, identifying existing and future problems on the transport network. The LTS provides a strategic evidence base useful for preparing funding bids and business cases for transport schemes in the area.

The LTS is a 'live document' which we intend to update every two years. The LTS consists of two main parts:

- The main document, which provides a commentary on the characteristics, problems and opportunities in the area
- An annex consisting of a forward programme detailing highway and transport interventions to address the problems identified.

Together, the two elements of the strategy aim to:

- respond to the transport needs of the Borough by addressing existing issues and supporting future growth set out in the Local Plan;
- provide an agreed evidence base and local policy framework that will:
 - Support the development of schemes and scheme packages including public transport infrastructure;
 - Support Surrey Future work to deliver infrastructure to support Surrey's economic prosperity including bidding for major schemes funding.

How does the LTS relate to other policies and workstreams?

It is intended that the LTS will be adopted by both the borough and county councils, and become part of the Surrey Transport Plan (LTP3).

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The emerging LTS has been used to help write submissions of transport schemes to the EM3 Local Enterprise Partnership (LEP) for inclusion in their Strategic Economic Plan (SEP) and potential subsequent funding from the Local Growth Fund.

The Forward Programme will take account of the outcomes of the emerging Guildford Local Plan, and other workstreams including the outcomes of the recently published Guildford Town & Approaches Movement Study (GTAMS) Report, the emerging outcomes of the Guildford Town Centre Vision document and the Highway Agency Route Based Strategy for potential solutions along the A3 Corridor.

A common format and approach has been used to write the district/borough Local Transport Strategies, but individual content is very much based on local issues and challenges.

Content

The LTS contains:

- borough-focused objectives based on existing policies in the Local Plan and LTP3
- an assessment of future traffic growth based on residential and commercial development over the next 15-20 years and external development pressures
- a summary of travel patterns for the district/borough
- main problems and challenges in district/borough (by settlement area)
- a schedule (forward programme) of schemes or scheme packages to address identified problems with potential timeframes and funding sources.

Governance and ownership

It is intended that the LTS will be owned by both tiers of local government and will need to be adopted by both councils either directly or as supporting evidence for IDPs.

Timing and next steps

Transport strategies have initially been developed through joint officer collaboration led by the County Council.

The proposed timetable for completing the LTS (preparation, engagement, consultation, adoption) is as follows:

Transportation Task Group	7 Jul 2014 (9.30am)
Informal Local Committee:	10 Jul 2014 (4.30pm)
Member feedback requested by:	22 Aug 2014
Public consultation (6 weeks, based online):	Sep – Oct 2014
Transportation Task Group	21 Oct 2014 (10am)
Informal Local Committee:	13 Nov 2014 (4pm)
Formal Local Committee:	10 Dec 2014 (7pm)
SCC Cabinet:	Jan 2015


Other districts and boroughs on a similar timetable are: Reigate & Banstead, Waverley and Surrey Heath which are due to be taken to the SCC Cabinet in January 2015.

Contact information

Lyndon Mendes Transport Policy Team Leader	020 8541 9393 lyndon.mendes@surreycc.gov.uk
Peter Hitchings Engineer	020 8541 9195 peter.hitchings@surreycc.gov.uk
Stylios Rigakis Transport Planning Technical Officer	020 8213 2511 stylios.rigakis@surreycc.gov.uk


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Guildford Borough Council
**Guildford Town and Approaches
Movement Study**
Strategy Report

Final | 11 April 2014



This report takes into account the particular instructions and requirements of our client.

It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Job number 232012-00

Ove Arup & Partners Ltd
13 Fitzroy Street
London
W1T 4BQ
United Kingdom
www.arup.com

ARUP

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Foreword

The issues of transport, and congestion, are important to many residents and businesses in our borough. It is therefore my pleasure to introduce this report on the Guildford Town and Approaches Movement Study, which was commissioned by the Council to help address our Corporate Plan priority to ‘in partnership, develop a long-term Transport Strategy to 2050 for the town of Guildford’.

Guildford is a success story. It is the county town of Surrey and one of the leading towns in the south east. It is also the dominant shopping and employment centre in the county and independent analyses have shown that the town is economically competitive. We developed a long term vision through this study for the transport system in 2050 to sustain Guildford as a centre of excellence; with an attractive and thriving town centre; an innovative world-class high-tech employment sector; a high-quality resilient environment; an engaged, healthy and prosperous community; and excellent connections, locally, regionally, and internationally via airports and high speed rail links. The transport system is key to achieving and enabling this vision. I would like to thank all of the residents, organisations and businesses that contributed to our stakeholder workshops held during the course of the study.

As you will see in this report, the strategy is based on principles of balance and choice in our transport system, of adaptability and flexibility to future changes, of incremental rather than cataclysmic change, and of building resilience and sustainability into our movement networks. It identifies interventions that are needed to achieve the vision, both longer term schemes requiring further development, but also quick wins that can be delivered in the short term to improve the experience of moving around the town, supporting the economy and improving the urban environment.

This study is the product of Guildford Borough Council working with the many organisations and stakeholders with roles and responsibilities in relation to the transport system. Surrey County Council is the Local Transport and Highway Authority. The Highways Agency is responsible for the A3 trunk road, and the Secretary of State sets requirements for future improvements to be achieved by the rail industry. Various bus and community transport operators provide services across the area. South West Trains and First Great Western provide most of the rail services. Then there are stakeholders, including residents and businesses, and funding bodies, including the Enterprise M3 Local Enterprise Partnership.

This project is only the start. It will inform the important work on the emerging Guildford Borough Local Plan and our Transport Strategy. There is further work to do, working with our partners with responsibilities for transport to realise the level of ambitions set out in this report. However, this sets out our approach towards how we want to tackle movement issues in our county town over the next thirty years and beyond.

Councillor James Palmer
Deputy Leader, Guildford Borough Council



Executive Summary

Arup was appointed by Guildford Borough Council in July 2013 to undertake the **Guildford Town and Approaches Movement Study (GTAMS)**. The aim of the study was to develop a recommended long term movement strategy to 2050 for the town of Guildford. This will inform the development of a new Local Plan for the borough for the period to 2031.

This report presents the findings of the final stage of the study, the **Strategy and Recommendations Stage**.

The study opened with the development of a headline vision for sustainable mobility in Guildford in 2050 and supporting objectives.

The vision statement is:

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“**The transport system in 2050 will sustain Guildford as a centre of excellence; with an attractive and thriving town centre; an innovative world-class high-tech employment sector; a high-quality resilient environment; an engaged, healthy and prosperous community; and excellent connections, locally, regionally, and internationally via airports and high speed rail links.**”

Metrics were developed to measure each of the objectives, and were used to describe the baseline position, the Business-As-Usual forecast for 2031 and 2050, and to appraise potential interventions and packages.

The **appraisal of interventions** and packages found that all of the sustainable transport intervention scenarios performed significantly better than other scenarios. Rail interventions serving more regional travel needs and new park and ride facilities also scored well. The appraisal resulted in a set of **preferred interventions** that support the 2050 vision for sustainable mobility in Guildford.

To be effective, the preferred interventions need to be developed and implemented through a consistently-applied framework. This framework is the **Movement Strategy for Guildford**. Four key principles have been identified for the movement strategy:

- Adaptability and flexibility
- Resilience and sustainability
- Incremental change
- Balance and choice

A **stakeholder workshop** was held on 31 January 2014 in Guildford. The aim of the workshop was to present the emerging movement strategy for Guildford and get feedback from stakeholders. There was clear support for the overall approach and the main interventions.

As sustainable transport is the main focus of the strategy, it is important to consider how and where this is best targeted to support the vision. **For movement within Guildford town, the priority modes are identified as walking, cycling and public transport.**

For movement to and from the town, public transport, bus and rail, may be a viable alternative, but driving is sometimes the only reasonable option, as people are coming from more diverse locations, and over longer distances.

The **key elements of the movement strategy** are presented in the report with details of recommended interventions in each area:

- Walking
- Cycling
- Public transport
- Traffic
- Public realm
- Regional movement

The indicative cost range and potential funding sources of each intervention are identified. It also includes consideration of how the strategy supports the 2050 vision for Guildford.

The **Implementation Plan** is a broad look at the potential timing of the implementation of interventions. It indicates the order in which interventions should be developed, rather than absolute timings, as the latter will be determined by external events throughout the strategy period, such as funding availability, political and economic cycles and the success of previous interventions.

The **Action Plan** identifies the short term ‘quick win’ interventions from the Implementation Plan and sets out an outline scope of work for each intervention in the form of actions for Guildford Borough Council and its partners, principally Surrey County Council as the Local Transport Authority and Local Highway Authority and the Highways Agency which is responsible for the A3 trunk road.

In addition to specific interventions, it also includes activities related to the preparation, approval and implementation of the *Guildford Borough Transport Strategy and Implementation Programme*, into which the recommended strategy from the GTAMS study will feed. The *Guildford Borough Transport Strategy and Implementation Programme* will become a module of Surrey County Council’s Local Transport Plan.

The Action Plan for Guildford Borough Council and partners identifies the following priorities:

- Feed the recommended strategy from GTAMS into the forthcoming *Guildford Borough Transport Strategy and Implementation Programme* which is to be developed under the auspices of the Guildford Local Committee Plus, and will become a module of Surrey County Council’s Local Transport Plan;
- Programme manage the implementation of the *Guildford Borough Transport Strategy and Implementation Programme*, including making funding bids;

- Coordinate the forthcoming *Guildford Borough Transport Strategy and Implementation Programme* with the emerging Local Plan;
- Communicate the movement strategy to stakeholders and the general public;
- Develop the sustainable movement corridor concept, providing a priority pathway through the town for pedestrians, cyclists and public transport;
- Initiate walking and cycling improvements with local stakeholders;
- Start the ‘spring clean’ of the town centre public realm;
- Optimise the traffic control systems in the town centre;
- Address through traffic issues with Surrey County Council and the Highways Agency as lead partners;
- Address through traffic in Walnut Tree Close by developing a trial scheme to close Walnut Tree Close to through traffic;
- Review car park charges between town centre and park-and-ride as part of the future Surrey County Council/Guildford Borough Council Parking Plan for the borough to be developed under the auspices of the Guildford Local Committee Plus; and
- Progress regional movement interventions with Surrey County Council as lead partner.

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SURREY PLANNED MAINTENANCE 2014 -2015



INVESTING IN YOUR COMMUNITY

AREA: GUILDFORD

Surrey County Council

2nd June 2014

ITEM 15 INTRODUCTION

During this year 2014/15, Surrey County Council will be investing an unprecedented **£55 million** in its highway network, to ensure that it is fit for the future.

The last three winters have been particularly severe and this year we have experienced an extremely heavy rainfall resulting in widescale flooding across the county. Consequently, our roads and bridges have suffered a large amount of damage.

Alongside our capital programmes of works, we have successfully bid for additional funding from DFT and are therefore pleased to be able to deliver a Flood Recovery programme this year, which should secure and improve our network for future adverse weather conditions.

Our assets will therefore benefit from the following planned maintenance programmes this year:-

- ⇒ **£24 million will be invested in Project Horizon** – rebuilding 130km of Surrey's road network through long term repairs to give a new life of between 10 and 30 years
- ⇒ **£17 million will be invested in a Flood Recovery for roads**- resurfacing 100km of road and removing more than 20,000 potholes
- ⇒ **£3.5 million will be invested protecting our roads from future potholes** – surface treating over 100km of our roads.
- ⇒ **£2 million will be invested in Footway repairs** – both surface protection and resurfacing
- ⇒ **£4 million will be invested in our Bridges & Embankments** – strengthening over 10 critical bridges and completely rebuilding both Flanchford and Newark bridges
- ⇒ **£4.5 million will be invested in Drainage infrastructure** – not only replacing broken pipes, but providing new capacity and delivering major maintenance programme to our gullies and ditches.

In total, we are aiming to treat over 343km of carriageway and 84km of footway, which is the distance from Guildford to Paris and from Dover port to the Dunkirk beaches respectively.

For Guildford, we will be renewing over **52km of roads and footways** in your area.

The detailed lists of schemes (*by work type*) for your area are on the following tables, with indicative programme dates (subject to weather and road space).

Residents can find out the latest information regarding schemes and dates via:

Surrey County Council Contact Centre 0300 200 1003

1. Project Horizon

Road name	Road ref	Limits (start)	Limits (end)	Length (metres)	Ward	Programmed
Frimley Road	D3411	Stratford Road	Rosemary Avenue	765	Ash	16/06/14
Clay Lane	A3100	A3 Junction	London Road	582	Guildford East	June to October
Down Road	D4009	Epsom Road	Turning area at top of road	290	Guildford East	Complete
Fir Tree Road	D4026	Full Length		490	Guildford North	June 2014
Stoughton Road	D4023	Grange Road	Woking Road	1000	Guildford North	20/11/14
Woodbridge Hill	D4022	Manor Road	Worplesdon Rd	200	Guildford North	September to December
Abbotswood	D4012	London Road	London Road	635	Guildford South East	08/01/15
Cline Road	D4014	Cooper Rd	End	322	Guildford South East	July to October
Chertsey Street	A320	York Road	North Street	256	Guildford South East	Complete
Commercial Road	D4004	Full length		200	Guildford South East	13/01/14
Eastgate Gardens	D406	High Street	Denmark Road	200	Guildford South East	16/06/14
High Street	A3100	Alexandra Terrace	North Street	260	Guildford South East	Complete
Leapale Road	C93	North Street	Leapale Lane	750	Guildford South East	12/06/14
North Street	C93	Onslow Street	Chertsey Street	459	Guildford South East	19/09/14
York Road	A246	London Road	Onslow Street	650	Guildford South East	17/06/14
Bridge Street	A322	Park Street	Onslow Road	190	Guildford South West	09/01/14
Agraria Road	D4018	Farnham Rd	Madrid Road	335	Guildford South West	July to October
Queen Eleanors Road	D4017	Elmside	Wilderness Road	462	Guildford South West	June to October
Cabell Road	D4000	Park Barn Drive	Barnwood	560	Guildford West	September to December

1. Project Horizon Continued

Road name	Road ref	Limits (start)	Limits (end)	Length (metres)	Ward	Programmed
Woodbridge Road	A25	Ladymead	Dennis Roundabout	335	Guildford South West	03/09/14
Critten Lane	C43	Crocknorth Road	Beech Avenue	1820	Horsleys	28/10/14
Elm Lane	D241	Full Length		582	Horsleys	08/07/14
Queen Street	D227	High View	Leather Lane	250	Shere	30/06/14
Epsom Road	A246	Clandon Crossroads		600	Shere	19/08/14
Aldershot Road	A324	Cobbett Hill Road	Guildford Road	2000	Worplesdon	July to October
Baird Drive	D607	Full Length		260	Worplesdon	July to October
Beech Lane	D63	Full Length		1350	Worplesdon	July to October
Guildford Road	A324	Pirbright Green	Aldershot Road	450	Worplesdon	July to October
Pound Hill	D607	Full Length		410	Worplesdon	July to October
The Oval	D607	Full Length		604	Worplesdon	July to October
Woking Road	A320	Clay Lane	Hazel Avenue	970	Worplesdon	Complete
White Hart Lane	D56	Full Length		284	Worplesdon	Complete
Binton Lane	C22	Seal Lane	Binton Farm	915	Shalford	02/07/14
Broadford Road	A248	Horsham Rd	A3100	800	Shalford	26/11/14

2. Flood Recovery

Road name	Road ref	Limits (start)	Limits (end)	Length (metres)	Ward	Programmed
Clay Lane	A3100	London Road	Woking Road	2572	Guildford East	June – Oct
London Road	A3100	Service Road Rbt	Clay Lane	342	Guildford East	June – Oct
Avonmore Avenue	D4008	Entire length		127	Guildford South East	June – Oct
Ennismore Avenue	D4008	Entire length		388	Guildford South East	June – Oct
Millbrook/ The Street	A281	Quarry Street	Midway of Debenhams Store	1018	Guildford South East	June – Oct
Shalford Road	A281	Quarry Street	LC 31	1040	Guildford South East	June – Oct
The Street	A281	Dagden Road	LC 31	668	Shalford	June – Oct
The Street	C119	Ambulance Station	Speed ramp after rbt	655	Shalford	June – Oct
Tilthams Corner Road	D203	10.4M E A3100	River Wey Navigation Bridge	299	Shalford	June – Oct
Blackwater Valley Road	A331	Aldershot Junction	North Camp Junction	10000	Ash	July to October

3. Surface Treatment

Road name	Road ref	Limits (start)	Limits (end)	Length (metres)	Ward	Programmed
Bellfields Road	D4027	Full Length		180	Guildford North	July/Aug
Downing Avenue	D4019	Raymond Cres	End	123	Guildford South West	July/Aug
London Road	A3100	A25 R/A	Woodruff Avenue	710	Guildford South West	July/Aug
Pentreath Avenue	D4019			100	Guildford South West	July/Aug
Raymond Crescent	D4019	St Johns Road	End of Road	460	Guildford South West	July/Aug
Down Lane	D97	Change of surface junc A3 slip	20M from junc The Street	1502	Shere	July/Aug
Vicarage Lane/ Woodhill	D234	Potters Lane	London Road	1000	Shere	July/Aug
Woodhill	D234	Vicarage Lane	Send Barns Lane	720	Shere	July/Aug

4. Footways

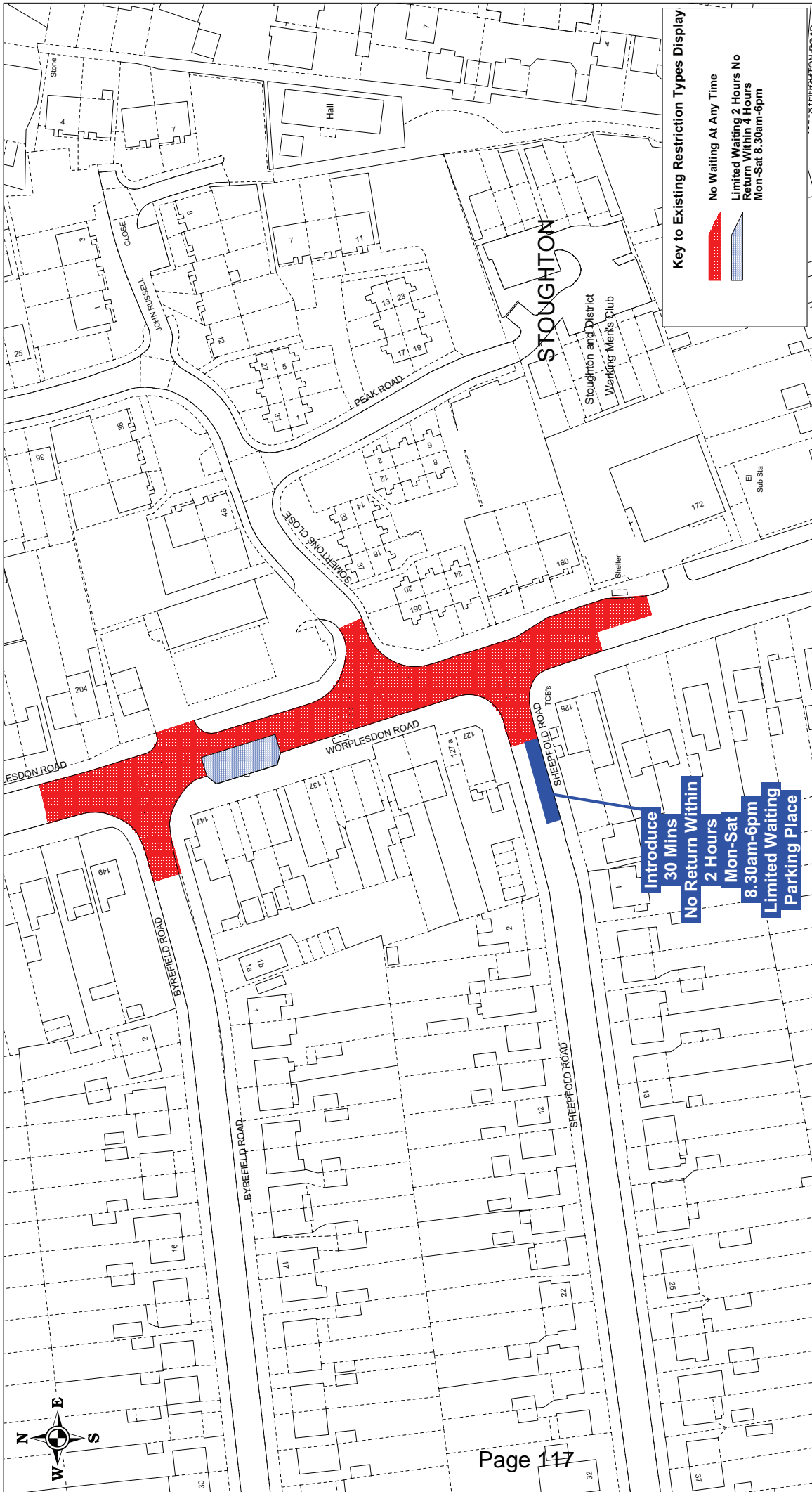
Road name	Road ref	Limits (start)	Limits (end)	Length (metres)	Treatment	Ward	Programmed
Newfield Road	D854	Full Length		244	Slurry Seal	Ash	July - Nov
Wentworth Crescent	D854	Full Length		880	Slurry Seal	Ash	July - Nov
Epsom Road	A25	Full Length one side		3000	Slurry Seal	Guildford East	July - Nov
Grange Close	D4024	Full Length		90	Slurry Seal	Guildford North	July - Nov
Grange Road	D4023	Full Length		3000	Slurry Seal	Guildford North	July - Nov
Clandon Road	D4007	Full Length		568	Slurry Seal	Guildford South East	July - Nov
Falcon Road	D4006	Full Length		206	Slurry Seal	Guildford South East	July - Nov
Hedgeway	D4018	Full Length		506	Slurry Seal	Guildford South west	July - Nov
Mareschal Road/Mount Side	D4016	Full Length		992	Slurry Seal	Guildford South West	July - Nov
Quarry Street	A281	Full length		700	Slabs to Bitmac	Guildford South East	July - Nov
Lilac Close	D4025	Full length		134	Slabs to Bitmac	Guildford South East	July - Nov

5. Drainage

Road name	Road ref	Scheme Details	Ward	Programmed
Woodbridge Road	A25	Localised drainage repairs	Guildford South West	July -Sept
Down Lane	D97	Redirecting underground spring to prevent highway flooding	Shalford	In Construction
Reigate Road	A24	Localised drainage repairs	Shere	Oct - Dec

6. Bridges & Embankments

Road name	Road ref	Scheme Details	Ward	Programmed
Blackwater Valley Route Structures	A331	Major maintenance of bridge joints and bearings, co ordinate with other programmes on BVR	Guildford South West	Oct – Dec
Guildford Town Bridge (and Bridge Street)	A3100	Major maintenance and new protective coatings on 2 historic structures in Guildford Town Centre	Guildford South West	Apr – June
Hogs Back Joints		Major maintenance on end of life bridge joints to improve safety and keep network open	Guildford South west	Oct – Dec
Newark Bridges	B367	Three bridges on Newark Lane to be repaired and strengthened adjacent to SSSI.	Horsleys	July – Sept
Steepways Retaining Wall	D5501	Major repair to end of life retaining wall supporting highway.	Guildford South West	Jan – March



<p>Reproduced from Ordnance Survey Material. HMSO Crown Copyright. All rights reserved. Guildford Borough Council Licence No. 100019625, 2014</p>		SCALE	1 : 1250 at A4	ITEM	15
		DATE	02/06/2014	DRAWING No.	GBC/APH/SheepfoldRdProp
<p>Proposed amendment to parking controls highlighted - Sheepfold Road</p>		DRAWN BY	ANDREW HARKIN	DRAWING No.	GBC/APH/SheepfoldRdProp
				DRAWN BY	ANDREW HARKIN



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SURREY COUNTY COUNCIL**LOCAL COMMITTEE (GUILDFORD)**

DATE: 25 JUNE 2014
LEAD OFFICER: SIMON MITCHELL,
 MAINTENANCE PLAN TEAM LEADER
SUBJECT: REVIEW OF WINTER SERVICE ARRANGEMENTS
DIVISION: ALL

SUMMARY OF ISSUE:

Surrey undertakes an annual review of the Winter Service at the end of each winter season, including the effectiveness of network coverage, operational improvements, organisational changes and partnership working arrangements. This report seeks the views of the Guildford Local Committee on the delivery of the Winter Service operations in the 2013/14 season, to feedback into the annual review.

RECOMMENDATIONS:**The Local Committee (Guildford) is asked to:**

- (i) Consider the current Winter Service provision and operations in their area and provide feedback, via their Local Committee Chairman, on any change requests.

REASONS FOR RECOMMENDATIONS:

To give the Guildford Local Committee the opportunity to provide feedback into the annual review of Winter Service operations.

1. INTRODUCTION AND BACKGROUND:

- 1.1 At the meeting on 24 September 2013 Cabinet recommended that each Local Committee should be consulted on the delivery of Winter Service operations following the 2013/14 season. In order to do this an item should be included on the spring agenda for members to provide feedback into the annual review

2. ANALYSIS:

- 2.1 After the severe winter event in 2012/13 we have been experiencing a change in the weather pattern recently with wintery weather being replaced by rain, winds and floods.
- 2.2 The situation has nevertheless continued to be challenging with the ground saturated, regular river flooding, standing water in many places and seepage leading to the high probability of ice forming during cold periods. By the end of the season Kier had completed 44/59 precautionary salting runs in the east/west of the county respectively which is comparable to an "average" (52 runs per season) Surrey winter. Salt supplies have regularly been replaced throughout the winter period in accordance with Cabinet's agreed recommendations.
- 2.3 With an unusually large number of grit bin replacements combined with new requests (246) the response has not always been timely. Mid season this response was further affected by the diversion of resources onto the storm response and recovery operation. We are working with Kier to learn lessons from this year to ensure grit bins can be placed on the highway within a reasonable timescale and that we have sufficient resilience to manage the numbers required.

3. DISCUSSION:

- 3.1 As the revised Winter Service is now fully operational only the following small number of improvement areas will form part of this year's review:
- The precautionary salting network will generally remain the same as in 2012/13 with only minor alterations resulting from the implementation of the new Surrey Priority Network (SPN) and subject to any comments from local members, residents and officers.
 - Snow clearance schedules for pavements will be reviewed against the new maintenance hierarchy on completion of the Footway Network Survey in July.
 - Opportunities for further partnership working arrangements will be explored with Parish and Town Councils enabling them to provide volunteers for pavement clearance in towns and villages that are not currently covered by the District and Borough arrangements. A number of parishes are already participating in Guildford.
 - There will be a review of the existing semi permanent ice warning signs on the network.
 - There will be an update on the trial of alternative vehicles used on hills, narrow routes and estate roads.

4. CONSULTATIONS:

Gritting Routes

- 4.1 Further route optimisation of the P1 precautionary salting network, which was first approved three year ago to provide a 'people solution', has resulted in continuous improvements to performance.
- 4.2 Where the need for further minor changes is identified the Local Committee is able to accommodate this on a 'like for like' basis provided it does not impact on the strategic gritting network.

Grit Bins

- 4.3 The current grit bin purchase scheme allows members, through their local allocation, residents and local community groups to purchase a stocked grit bin for four years at a cost of £1,040 (plus the agreed contract price 3.3% adjustment for 2014/15).
- 4.4 Any existing grit bin that has been damaged and scores less than 100 points through the approved process will be removed from the network at the end of the 2013/13 winter season. However, as previously agreed, members will be advised of each site so that they can consider the need for a priority replacement independently funded on a four year basis.

Farmers

- 4.5 In order to support the Council's snow clearance and gritting response during times of severe winter weather, 51 local farmers have been contracted to provide additional assistance and resilience.
- 4.6 In much of the county, especially the rural south, adequate farmer support is currently identified. However, there is a need to enhance the current capability in Surrey Heath, Woking, Runnymede, Elmbridge and Epsom and Ewell so it is hoped the Local Committees in these areas may be able to assist with recommendations for addition resources.
- 4.7 Following the recent severe weather and flooding it is now proposed to review existing contractual arrangements with all farmers and enable them to respond to these events and deal with fallen trees and embankment slips etc. in their locality.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The Winter Service will be fully funded by Surrey Highways Medium Term Plan and no financial contribution is required from the local committee budget.
- 5.2 It is, however, recognised that members and communities have the ability to fund additional grit bins on the network.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 An equalities and diversity impact assessment is in place for the winter service. The winter service priority is, as far as is reasonably practicable, to

safeguard the movement and well-being of all Highway users, both the residents of Surrey and those passing through the County.

- 6.2 The recommendations in this report will have no material impact on existing equality policy so the need to complete a full assessment was not considered necessary.

7. LOCALISM:

- 7.1 The Highways Service is mindful of the localism, remains committed to “self help” and community lead opportunities for winter service provision and assistance. Local Committee have the flexibility to influence minor changes to the salting network and promote further engagement with volunteer groups to assist during severe weather events etc.

8. OTHER IMPLICATIONS:

- 8.1 None

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The Local Committee (Guildford) is asked to provide feedback on the 2013/14 winter service, and any proposed changes to the salting network locally. Change request and comments will be taken into account prior to the annual winter service plan being submitted to the County Council’s Cabinet for approval in September.

10. WHAT HAPPENS NEXT:

- 10.1 The annual review will consider opportunities for continuous improvement following the 2013/14 winter season and reflect feedback received from members through their Local Committee Chairman. The proposed engagement timetable is as follows:

End of season wash up meetings – Local Highway Service Teams, Service Provider, Operations and Asset Planning	March - April
Task Group Review Meeting (including progress on the 2013/14 recommendations)	April
Local Committee Chairmen advised of any changes to salting network	May - July
Environment & Transport Select Committee – Winter Service Report & Plan	September
Cabinet – Winter Service Report & Plan	September
Local Committees – Update on winter service arrangements	Autumn meetings
Winter service information pack and communications campaign	September onwards
Stakeholder and Local Committee feedback on winter service (Agenda item to be included on spring round of Local Committees)	Oct - March

Contact Officer:

Simon Mitchell, Maintenance Plan Team Leader, Tel, 03456 009 009

Consulted: David Harmer Chairman E&TSC
E&TSC Winter Service Task Group Members
Kier

Annexes: None

Sources/background papers:

Report of the Task Group to the Cabinet – 24th September 2013
Winter Service Development for 2013/14

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (GUILDFORD)

DATE: 25 JUNE 2014
LEAD OFFICER: CAROLYN ANDERSON
COMMUNITY PARTNERSHIPS & COMMITTEE OFFICER

SUBJECT: LOCAL COMMITTEE FORWARD PROGRAMME

DIVISION: ALL

SUMMARY OF ISSUE:

The Forward Programme of reports for the Local Committee for 2014/15.

RECOMMENDATIONS:

The Local Committee (Guildford) is asked to

- a) Agree the Forward Programme 2014/15, as outlined in **Annexe 1**, indicating any further preferences for inclusion.
- b) Consider any further themes for Member briefings during 2014/15.

REASONS FOR RECOMMENDATIONS:

Members are asked to comment on the Forward Programme so that Officers can publicise the meetings and prepare the necessary reports.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The Forward Programme of the Local Committee is revised at each Committee meeting. Members are requested to propose any additional items for inclusion on the Programme.

2. ANALYSIS:

- 2.1 Officers are required to investigate and consult with the appropriate services, partners or other agencies on the purpose, content and timing of future reports. As these negotiations are concluded then items are added to the Programme.

3. OPTIONS:

- 3.1 It is prudent and practical for the Local Committee to produce and maintain a business forward plan.

4. CONSULTATIONS:

4.1 Local Committee members are consulted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 None

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 None

7. LOCALISM:

7.1 The Local Committee will receive reports relating to communities within the borough.

8. OTHER IMPLICATIONS:

8.1 None

9. CONCLUSION AND RECOMMENDATIONS:

9.1 Members are asked to agree the Forward Programme

10. WHAT HAPPENS NEXT:

10.1 Officers will progress any member request and schedule reports for future meetings

Contact Officer:

Carolyn Anderson 01483 517336
Carolyn.anderson@surreycc.gov.uk

Consulted:

Guildford Local Committee members

Annexes:

Annexe 1 Forward Programme

Sources/background papers:

- None
-

Surrey County Council Local Committee (Guildford) Forward Programme 2014/15

Details of future meetings			
Formal public	24 September 2014	7pm	Guildford Borough Council Chamber **
Formal public	10 December 2014	7pm	Guildford Borough Council Chamber **
Formal public	25 March 2015	7pm	Guildford Borough Council Chamber **

Topic	Purpose	Contact Officers	Proposed date
General Items			
Trading Standards	Guildford's Local Trading Standards Report	Linda Cobbett	24 Sept 2014
Countryside Access	Sands and Seale Map Modification Order	Debbie Prismall	24 Sept 2014

Topic	Purpose	Contact Officers	Proposed date
Transportation Items			
Highways	Local Sustainable Transport Fund: Egerton Road/Tesco Roundabout traffic modelling report	David Ligertwood	12 March 2015
Local Committee 'Plus'*	Review of the Community Infrastructure Levy in Guildford	SCC/GBC	24 Sept 2014
Highways	Highways Update (all Highways matters)	John Hilder	24 Sept 2014

Please note the Forward Programme may be subject to change.

ANNEXE 1

ITEM 17

Topic	Purpose	Contact Officers	Proposed date
Highways	Borough Drainage Plan	Mark Borland	2015 TBA
Parking	Parking review of ad-hoc streets in the borough as reported to the Parking Services team.	Guildford Borough Council	24 Sept 2014
Local Committee 'Plus'*	Guildford Annual Parking Business Report	SCC/GBC	10 Dec 2014
Safer Guildford Partnership	Annual Report 2014	Guildford Borough Council & Surrey Police	10 Dec 2014

* Guildford Local Committee 'Plus' refers to the agreement undertaken in 2014 by both councils to extend joint working arrangements through this committee.

** Meetings will be webcast.