



Woking Joint Committee

Together shaping our Borough

Opportunity to ask questions of your local
Councillors from 6.00pm for up to 30 minutes

6.00pm – 9.30pm
Wednesday, 4 March 2015

Woking Borough Council Civic Offices
Gloucester Square
Woking, Surrey, GU21 6YL

Surrey County Council Appointed Members

Liz Bowes, Woking South East (Chairman)
Ben Carasco, Woking North
Will Forster, Woking South
Linda Kemeny, Woking South West
Saj Hussain, Knaphill and Goldsworth West
Colin Kemp, Goldsworth East and Horsell Village
Richard Wilson, The Byfleets

Woking Borough Council Appointed Members

Cllr Graham Chrystie, Pyrford
Cllr Gary Elson, West Byfleet
Cllr Beryl Hunwicks, Horsell West
Cllr Tina Liddington, Hermitage and Knaphill South
Cllr Liam Lyons, Mount Hermon West
Cllr John Kingsbury, St Johns and Hook Heath (Vice-Chairman)
Cllr Mazaffar Ali, Maybury and Sheerwater

Chief Executive
Ray Morgan
Woking Borough Council

Chief Executive
David McNulty
Surrey County Council

You can get involved in the following ways

Ask a question

If there is something you wish know about how your council works or what it is doing in Woking, you can ask the joint committee a question about it. Woking Joint committee provides 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 joint 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.

Get involved



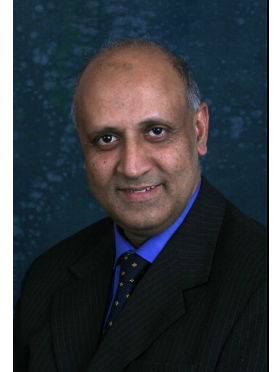


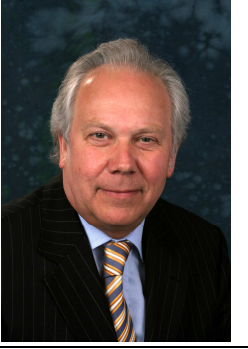








Sign a petition

If you live, work or study in Woking and have a local issue of concern, you can petition the joint 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 Woking Joint Committee meeting

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

Email: sarah.goodman@surreycc.gov.uk
Tel: 01483 518095

				
<p>Liz Bowes (Chairman) Liz.bowes@surreycc.gov.uk Woking South East</p>	<p>Cllr John Kingsbury (Vice Chairman) Cllrjohn.kingsbury@woking.gov.uk St John's and Hook Heath</p>	<p>Cllr Mazzafar Ali Cllrmazzafar.ali@woking.gov.uk Maybury and Sheerwater</p>	<p>Ben Carasco Ben.carasco@surreycc.gov.uk Woking North</p>	<p>Cllr Graham Chrystie Cllrgraham.chrystie@woking.gov.uk Pyrford</p>
				
<p>Cllr Gary Elson Cllrgary.elson@woking.gov.uk West Byfleet</p>	<p>Will Forster Will.forster@surreycc.gov.uk Woking South</p>	<p>Cllr Beryl Hunwicks Cllrberyl.hunwicks@woking.gov.uk Horsell West</p>	<p>Saj Hussain Saj.hussain@surreycc.gov.uk Knaphill and Goldsworth West</p>	<p>Linda Kemeny Linda.kemeny@surreycc.gov.uk Woking South West</p>
				
<p>Colin Kemp Colin.kemp@surreycc.gov.uk Goldsworth East and Horsell Village</p>	<p>Cllr Tina Liddington Cllrtina.liddington@woking.gov.uk Hermitage and Knaphill South</p>	<p>Cllr Liam Lyons Cllrliam.lyons@woking.gov.uk Mount Hermon West</p>	<p>Richard Wilson Richard.wilson@surreycc.gov.uk The Byfleets</p>	

For councillor contact details, please contact Sarah Goodman
Community Partnership and Committee Officer 01483 518095 sarah.goodman@surreycc.gov.uk or
visit www.woking.gov.uk or www.surreycc.gov.uk/woking

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting.

Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

Thank you for your co-operation

Broadcasting on the Web

Please note the meeting will be filmed and will be broadcast live and subsequently as an archive on the Council's website (www.woking.gov.uk, www.surreycc.gov.uk/webcasts). The images and sound recording may be used for training purposes within the Council. The broadcast will be stopped if any confidential/Part II items on the agenda are reached. Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The Chairman of the meeting has the discretion to terminate or suspend filming, if in his/her opinion continuing to do so would prejudice the proceedings of the meeting or, on advice, considers that continued filming might infringe the rights of any individual.

As cameras are linked to the microphones, could Members ensure they switch their microphones on before they start to speak and off when finished and do not remove the cards which are in the microphones.

The agenda for the meeting is set out below.

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 call Sarah Goodman, Community Partnership and Committee Officer on 01483 518095 or write to the Community Partnerships Team at or sarah.goodman@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.

OPEN PUBLIC QUESTIONS

Members of the public and local businesses are invited to ask questions of Councillors about council services in the community. No advance notice is needed. If answers cannot be provided on the evening, then a written reply will be provided after the meeting.

AGENDA

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 12)

To approve the minutes of the previous meeting as a correct record and agree that the Chairman signs the minutes.

3 DECLARATIONS OF INTEREST

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

NOTES:

- Members are bound by the Code of Conduct of the authority which appointed them to the Woking Joint Committee.
- 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 with as if they were civil partners and the member is aware they have the interest.
- SCC Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests. WBC Members need to disclose all disclosable pecuniary interests and non-pecuniary interests, whether or not they have previously been recorded in the Register of Members' Interests.
- SCC Members must notify SCC's Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register. WBC Members must notify WBC's Monitoring Officer of any interests disclosed at the meeting which are not already recorded in the Register of Members' Interests.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 PETITIONS

To receive an petitions in accordance with Standing Order 14.1. Notice should be given in writing or by email to the Community Partnership and Committee Officer at least 14 days before the meeting. Alternatively, the petition can be submitted on-line through Surrey County Council or Woking Borough Council's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days before the meeting.

Petitions received:

- a) Timing of road works along Parvis Road and Byfleet Road.

5 WRITTEN PUBLIC QUESTIONS

To answer any questions from residents or businesses within the Woking Borough area in accordance with Standing Order 14.2. Notice should be given in writing or email to the Community Partnership and Committee Officer by 12 noon four working days before the meeting (12 noon on 26 February 2015).

6 WRITTEN MEMBER QUESTIONS

To receive any written questions from members under Standing Order 13. The deadline for member questions is 12 noon four working days before the meeting (12 noon on Thursday 26 February 2015).

7 INTEGRATED YOUTH STRATEGY FOR WOKING (EXECUTIVE FUNCTION) (Pages 13 - 34)

[Sue Barham/Mike Blower/Jeremy Crouch]
(Approximate starting time 7.00pm)

To agree the Woking Integrated Youth Strategy for Woking and associated Action Plan

8 LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS (EXECUTIVE FUNCTION) (Pages 35 - 42)

[Jeremy Crouch/Sue Barham]
(Approximate starting time 7.20pm)

To agree the award of Local Prevention One to One Early Help contract and Neighbourhood grants in Woking to prevent young people from becoming Not in Education, Employment or Training.

9 SUB-COMMITTEE UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) (Pages 43 - 50)

[Cllr Hunwicks/Insp Nolan Heather]
(Approximate starting time 7.35pm)

To update the committee on the work of the Health and Wellbeing Sub-Committee and the Community Safety Sub-Committee. Inspector Nolan Heather will update the Committee on the latest crime figures for the Borough.

10 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) (Pages 51 - 60)

[Andrew Milne]
(Approximate starting time 7.50pm)

To update the committee on highways schemes within the borough,

and to agree the Parking Surplus.

11 A322 STUDY UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) (Pages 61 - 62)

[Ray Morgan]
(Approximate starting time 8.10pm)

To update the committee on progress made with the study on traffic on the A322.

12 WOKING TOWN CENTRE MANAGEMENT AGREEMENT - UPDATE 2015 (EXECUTIVE FUNCTION) (Pages 63 - 72)

[Geoff McManus]
(Approximate starting time 8.25pm)

To update the committee on progress made under the Woking Town Centre Management Agreement.

13 LOCAL SUSTAINABLE TRANSPORT FUND - WOKING AREA (EXECUTIVE FUNCTION) (Pages 73 - 94)

[Paul Fishwick]
(Approximate starting time 8.40pm)

To update the committee on the remaining capital funding and the funding approved under delegated powers for the Business Forum since the last meeting.

14 FORWARD PROGRAMME (FOR INFORMATION) (Pages 95 - 98)

[Sarah Goodman/Sue Barham]
(Approximate starting time 8.55pm)

To note the forward programme of the Woking Joint Committee.

This page is intentionally left blank

DRAFT

Minutes of the meeting of the
Woking JOINT COMMITTEE
held at 6.00 pm on 3 December 2014
at Woking Borough Council Civic Offices, Gloucester Square, Woking GU21
6YL.

Surrey County Council Members:

- * Mrs Liz Bowes (Chairman)
- Mr Ben Carasco
- * Mr Will Forster
- * Mrs Linda Kemeny
- * Mr Saj Hussain
- * Mr Colin Kemp
- * Mr Richard Wilson

Borough / District Members:

- * Cllr Graham Chrystie
- * Cllr Gary Elson
- * Cllr Beryl Hunwicks
- * Cllr Tina Liddington
- * Cllr Liam Lyons
- * Cllr John Kingsbury (Vice-Chairman)
- * Cllr Mazaffar Ali

* In attendance

55/14 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Mr Ben Carasco.

56/14 MINUTES OF PREVIOUS MEETINGS [Item 2]

The minutes of the meeting held on 24 September 2014 and the special meeting held on 22 October 2014 were agreed and signed.

57/14 DECLARATIONS OF INTEREST [Item 3]

Cllr Tina Liddington declared a non-prejudicial interest in item 13.

58/14 PETITIONS [Item 4]

No petitions were received for this meeting.

ITEM 2

59/14 WRITTEN PUBLIC QUESTIONS [Item 5]

One public question was received and tabled. A copy of the question and answer can be found in annex 1 of these minutes. The supplementary question and response is recorded below:

On behalf of the resident, Mr Hussain asked whether another survey could be carried out as a number of new businesses, including a nursery, have moved to the area since the last survey was undertaken.

In response it was noted that a survey could be carried out but it would not be recommended due to the low footfall and high cost of the scheme. Andrew Milne agreed to check whether there had been any personal injury accidents at the site and report to members outside the meeting.

60/14 WRITTEN MEMBER QUESTIONS [Item 6]

One member question was received and tabled and is set out in annex 2 of these minutes. The supplementary question and response is set out below:

Mr Forster asked whether it would be possible to install a crash barrier under Victoria Arch to protect the bridge.

In response it was noted that it would be the responsibility of Network Rail to install a crash barrier, but the project team would also be made aware of the issue to see if any action could be taken.

61/14 SURREY FIRE AND RESCUE ANNUAL REPORT 2013-14 [Item 7]

Paul Kenny and Steve Dean introduced the report which updated the committee on the major strands of activity being taken within Woking by the Surrey Fire and Rescue Service teams based at Woking Fire Station.

Paul Kenny highlighted the increase in safeguarding referrals, which had come about as a result of increased partnership working and training.

Member comments:

Members welcomed the report and made the following comments:

- Safe Drive Stay Alive has a profound impact on young people and is very much supported by members.
- Youth Groups are welcome to contact Woking Fire Station directly to see how Surrey Fire and Rescue Service could link in locally, for example through Life Cut events, visits to the Fire Station etc.
- In relation to the new Fire Station, it was noted that it will be future proofed to cope with potential future demand. The training area would be larger, and there would be capacity for additional vehicles to be stored there. However, it was noted that there are not currently any plans to increase the number of appliances based in Woking.
- Members noted that the fatality occurred just outside the Woking area in Surrey Heath. The report would be updated to reflect this.

RESOLVED

Woking Joint Committee agreed to:

- (i) Recognise the achievements of the borough teams within Woking Borough and support their commitment to improve initiatives to reduce risk and make Woking Borough safer through the delivery of the borough/station plan
- (ii) Note the targets and initiatives set within the Woking Borough plan for 2014/15 and support the Fire and Rescue Service in the delivery of this plan

62/14 COMMON CLOSE PETITION RESPONSE [Item 8]

Andrew Milne introduced the report which set out the response to a petition received on 24 September 2014 asking for a reduction in the speed limit on the A3046 Chobham Road.

This length of road has been included in a package of speed limit assessments that will form part of the Joint Committee's ITS work programme during the 2015/16 financial year. The speed limit will be assessed with a view to reducing it if appropriate. A scheme for enhanced signing along this length of Chobham Road has been ordered and should be in place before the end of the calendar year.

Member comments:

Members asked for reassurance that the enhanced signage would be in place shortly.

RESOLVED

Woking Joint Committee agreed to note the report.

63/14 WHITE ROSE LANE PETITION RESPONSE [Item 9]

Andrew Milne introduced the report which set out the response to a petition received on 25 June 2014 asking for a 20 mph speed limit to be introduced on White Rose Lane.

Speed surveys were carried out in White Rose Lane at locations agreed with the petitioners. The recorded speed data indicates that there is good compliance with the existing 30mph speed limit but that speeds are too high to allow a signed-only 20mph limit to be introduced. Committee noted that budgets would be identified in the next financial year to allow the reconstruction of the existing speed cushions and the provision of enhanced signing.

Public comments:

- Residents of White Rose Lane were disappointed with the response and requested a lower speed limit to protect pedestrians due to the lack of a footpath. The majority of people do not walk down the road due to the danger which would explain the lack of casualties.

ITEM 2

- Residents again requested a 20 mph speed limit and noted that the road is surrounded by three schools.

Officers had carried out a site visit. It was explained that 20 mph signage without additional traffic calming would not change driver behaviour, and could create the impression for pedestrians that it is safer than it actually is. The current traffic calming measures support a 30 mph speed limit, and would need to be redesigned and reconstructed if a 20 mph speed limit was to be implemented.

Member comments:

- Members noted the concerns of the residents. Officers noted that there was no space along the road for a footpath.
- The existing traffic calming features along the road have sunk, and are due to be renewed next financial year.
- Officers noted it would not be responsible to introduce an inappropriate speed limit as drivers would not respect it. As part of the policy, Surrey County Council has a duty to consult with the Police, and they would not support the introduction of an inappropriate speed limit.
- Members raised questions regarding the Surrey Policy for 20 mph speed limits. Countywide policies are put in place for consistency, but sites are visited so each site is assessed individually. Resources are limited so need to be allocated to areas with the most pressing need. When looking at sites, the needs of all highway users have to be considered not just those living there.
- Members would welcome further discussion around the 20 mph Speed Limit Policy and requested this to be added to the agenda for a future informal meeting of the Joint Committee.
- Liz Bowes agreed to look to use some of her Community Enhancement fund for 2015/16 to fund a Vehicle Activated Sign for White Rose Lane if this would be of benefit.

RESOLVED

Woking Joint Committee noted the report.

64/14 HIGHWAYS UPDATE [Item 10]

Andrew Milne introduced the report which updated the committee on highways schemes within the borough and set out for approval the highways programme for 2015/16.

Member comments:

- Clarification regarding when the work on Lych Way would be carried out, and from which budget was requested outside the meeting.
- Members requested that the measures set out as a result of the Horsell Junior School petition be added to the prioritised list. Officers suggested that it would be unlikely to score high enough on the list to be funded during 2015/16.
- Mr Hussain asked for confirmation outside the meeting as to when the jetter would be in his division.

- In response to comments, Andrew Milne noted that although the proposed works list was weighted on the east of the borough, this is where works are currently needed most and would balance out across the borough over the course of a few years.

RESOLVED

Woking Joint Committee agreed to:

- (i) Note the progress with ITS highways and developer funded schemes, and revenue funded works for the 2014/15 financial year
- (ii) Note progress with budget expenditure
- (iii) Agree the proposed capital works programme for 2015/16
- (iv) Note that a further Highways Update will be brought to the next meeting of this Committee.

65/14 LOCAL SUSTAINABLE TRANSPORT FUND (WOKING AREA) [Item 11]

Paul Fishwick introduced the report which set out an update on the LSTF capital programme as well as proposals for bus clearways and Business Travel Forum applications.

The following changes to annex A were noted:

- Audio on bus has been delayed until after April 2015.
- Real Time Passenger Information – the upgraded works to the core system have been completed. This will go live when all the schedule data files have been uploaded and checked.
- Mercia Place media screens – the four screens have been installed and are operational.
- A318 Barnes Wallis Drive/Oyster Lane and A3046 Chobham Road – works due to commence early January 2015

Member comments:

- Confirmation on the number of people included within the Business Travel survey in 2013 would be provided outside the meeting.
- Concerns were raised over the Business Travel Forum proposals for the pool bike scheme and the wet weather cycling and walking clothing due to concerns that funding these schemes was not good use of public money.
- In order to achieve a full spend on the Business Forum budget by end March 2015, it was proposed by Will Forster and seconded by Liz Bowes that approval for the remaining funding was delegated to the Area Highways Manager in consultation members on the LSTF Task Group. A proposal for new bike racks outside the Tesco on Guildford Road was put forward as a suggestion to be considered.

RESOLVED

Woking Joint Committee agreed to:

ITEM 2

- (i) To note the LSTF (Woking) capital programme for the remainder of 2014/15 (annex A)
- (ii) Approve bus stop clearways for bus stops on two further LSTF quality bus corridors: the Mayford/Westfield and Sheerwater/Byfleet corridors as indicated in annexes B1, B2, B3 and B4
- (iii) Approve the following projects for 2014 from the existing LSTF Business Engagement budget (annex C) as set out below:
 - b. Cycle maintenance stations (£8,000)
 - c. Dr Bike and mobile maintenance classes (£3,000)

Woking Joint Committee did not agree to approve the following projects for 2014 from the existing LSTF Business Engagement budget (annex C) as set out below:

- a. Pool bike scheme (£12,000)
 - d. Wet weather cycle and walking clothing (£3,600)
- (iv) To delegate authority to the Area Highways Manager in consultation with the Chairman, Vice Chairman, Members of the LSTF Task Group and the Project Manager to approve remaining spend from the LSTF Business Engagement budget, and report this spend back to a future meeting of Woking Joint Committee.

66/14 COMMUNITY INFRASTRUCTURE LEVY GOVERNANCE ARRANGEMENTS [Item 12]

Jeni Jackson introduced the report which set out the governance arrangements for the Community Infrastructure Levy in Woking. It was noted that following the deferral of this item from the last meeting, the membership of the Infrastructure Working Group has been amended to include one county councillor and one borough councillor.

Member comments:

The Chairman requested a report on S106 at a future informal meeting of the Joint Committee.

RESOLVED

Woking Joint Committee agreed:

- (i) the terms of reference for the Member/Officer Infrastructure Working Group;
- (ii) to appoint Cllr John Kingsbury (Borough Councillor) and Mr Will Forster (County Councillor) (one councillor from each main political party) to the Infrastructure Working Group;
- (iii) that the Infrastructure Working Group will make recommendations to the Joint Committee in future about how monies collected using the Levy will be spent in accordance with the published Regulation 123 list;

- (iv) that the Infrastructure Working Group will utilise the infrastructure prioritisation criteria set out within the report; and
- (v) that the neighbourhood portion will be given further consideration post 2016 changes to the Ward boundaries.

67/14 INTEGRATED YOUTH STRATEGY [Item 13]

Jeremy Crouch and Sue Barham introduced the report which set out the priorities of the Integrated Youth Strategy for approval. The priorities have been developed, taking into account local data and after consultation with practitioners and young people.

Member comments:

- Members welcomed the report and thanked officers for the work on the strategy.
- In order to enable young people to attend any future discussions at the Joint Committee, members requested that the youth item is considered early on in the agenda.
- A request was made for officers to see whether any further support could be provided to the Cabin in Knaphill.
- The Youth Task Group can decide on the local priorities and the allocation of resources around the borough, and would welcome additional views being fed in. A request was made for the needs in Pyrford to be mapped.
- Repairs to Walton Road Youth Centre are planned to take place before March.
- Woking Youth Arts Centre will be delivering music workshops, but there is additional availability for the building which will be discussed at the Task Group.
- Three groups are currently using YPOD, but there is still additional capacity during the day.
- The use of the Pavilion at Woking Park was discussed.

RESOLVED

Woking Joint Committee agreed:

- (i) To approve the priorities of the Integrated Youth Strategy

68/14 FORWARD PROGRAMME [Item 14]

RESOLVED

Woking Joint Committee agreed to:

- (i) Note the forward programme contained in this report with the addition of a report in June 2015 on plans for Ride 100, with a further potential report looking at how the event went in September or December 2015.

Meeting ended at: 8.30 pm

Chairman

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 3 DECEMBER 2014
SUBJECT: WRITTEN PUBLIC QUESTIONS
DIVISION: WOKING

1. Question from Littlewick Common Residents Association

Can a safer crossing be provided on the Littlewick Road between Littlewick Common and the Goldsworth Park estate?

Answer from Chairman on behalf of the committee:

A similar request was the subject of a petition received in 2007. The report to Committee advised that a zebra crossing would be inappropriate due to the road speed, there was insufficient road width to accommodate a pedestrian island, and that the only deliverable option would be a signalised crossing at an estimated cost of £120k. However, pedestrian usage was found to be exceptionally low (8 people per day) and on that basis the cost of such a facility could not be justified.

Pedestrian signage at the location will be reviewed.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 3 DECEMBER 2014
SUBJECT: WRITTEN MEMBER QUESTIONS
DIVISION: WOKING

1. Question from Mr Will Forster, Surrey County Council

Large vehicles regularly get stuck under the Victoria Arch railway bridge on the A320 which causes delay to rail and road users, the latest incident was on 5th November.

Please will the Borough and County Councils as part of their work to construct cycle and pedestrian tunnels either side of the Arch, also consider lowering the road resurface to reduce these regular delays to benefit rail and road users in the long term?

Answer from Chairman on behalf of the committee:

The project team looking at the pedestrian and cycle tunnel project at Victoria Arch is considering the road layout under the main arch, including levels, as part of the existing project proposals. Any proposals that are put forward will be done in consultation with the Highway Authority. However, initial investigations to date have highlighted that it is unlikely that any significant change in level under the arch can be achieved without major changes to the highway layout south of the arch due to the gradients required. The scale of these alterations would be outside of the scope of the project and cover land not owned by either Surrey County Council or Woking Borough Council.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICERS: SUE BARHAM (WOKING BC) / JEFF PAPWORTH (SURREY CC)

SUBJECT: INTEGRATED YOUTH STRATEGY FOR WOKING

AREA: WOKING

SUMMARY OF ISSUE:

Having an Integrated Youth Strategy for Woking will ensure that a mixed and diverse market of organisations and agencies that are involved in youth activity across the borough can come together under a holistic umbrella to plan, commission and deliver an integrated borough-wide Youth Offer which will deliver a number of key benefits including:

- A joined up approach for commissioning and planning services for young people which avoids duplication and double funding
- Involving partners and stakeholders in identifying young people's needs in Woking - meaning that priorities are agreed at both strategic and operational levels which will therefore have increased likelihood of delivery as a result of 'buy-in', and
- Services are planned, commissioned and delivered to meet young people's needs, secure their interest and enthusiasm and support them to achieve their aspirations and ambitions.

The Joint Committee is asked to approve the Integrated Youth Strategy (Annex 1) and accompanying Action Plan (Annex 2) and in doing so endorse the approach to a integrated Youth Offer for Woking that will improve outcomes for Woking's young people.

RECOMMENDATIONS:

Woking Joint Committee is asked:

- (i) To approve the Integrated Youth Strategy for Woking and associated Action Plan
- (ii) To note that a Joint Working Group will be established (reporting to the Youth Task Group) to oversee the delivery and ongoing monitoring and development of the Action Plan and,
- (iii) That an annual report be considered by the Joint Committee on delivery and proposed / amended future priorities and actions arising therefrom.

REASONS FOR RECOMMENDATIONS:

To agree an Integrated Youth Strategy and associated Action Plan that will deliver an enhanced integrated Youth Offer that Woking's young people will benefit from and will support their successful transition to adulthood.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The December 2014 meeting of Woking Joint Committee agreed the priorities of the emerging Integrated Youth Strategy following consultation with young people, practitioners and analysis of local data sets.
- 1.2 The six priorities agreed were:
 - Improving young people's emotional wellbeing and mental health
 - Reducing risky behaviour – substance misuse, smoking, anti-social behaviour and improving sexual health
 - Meeting the needs of young people that require additional support in their transition from adolescence to adulthood
 - Improving young people's experience of the local transport system – cost and safety
 - Ensuring that facilities are accessible to young people and fit for purpose
 - Promoting the Youth Offer.
- 1.3 These priorities were referred to when the recent Local Prevention (LP) commissioning was undertaken. The outcome of such commission is a separate item on the Agenda for this evenings meeting.
- 1.4 Further work has now taken place to develop the Strategy further (Annex 1) and an initial Action Plan has now been drafted (Annex 2) which the Committee are asked to approve.

2. ANALYSIS:

- 2.1 The Vision that drives the proposed Integrated Youth Strategy for Woking is *Support for Young People to achieve their full potential through local partnership.*
- 2.2 In order to achieve the Vision it is proposed that we establish a local 'Youth Offer' which facilitates the integration of services. The Youth Offer consists of a wide range of provision and support for young people across the Borough. It provides all young people with access and opportunities to engage in purposeful youth activity and provision. It also targets young people that need additional support. Therefore, some services are targeted in geographical areas that experience high levels of deprivation because of the link between poverty and poor outcomes. Services are also targeted at specific groups of young people, such as those in local authority care, those that have learning difficulties and disabilities and young carers, because research demonstrates that these factors can also result in poor outcomes and a difficult transition to adulthood.
- 2.3 The Woking Youth Offer therefore incorporates: Universal Provision; Geographically Targeted Provision and Provision targeted at priority groups.

- 2.4 A critical success factor of delivering this Youth Offer will be to ensure that the Youth Offer has the following characteristics:
- Young people at the heart of planning, commissioning, delivery and evaluation
 - Providing opportunities for fun and enjoyment
 - Enabling young people to grow, thrive and develop
 - Meeting young people's needs, engaging their interest and enthusiasm
 - Meeting the needs of young people from a range of diverse backgrounds
 - Available when and where young people want and need it
- 2.5 The success of the Integrated Youth Strategy will also be dependent on the cultural attitude and behaviour of all parties to truly work together on a joint basis to deliver shared outcomes. If we demonstrate genuine belief and leadership in what we are trying to achieve and support each other along the way then there are significant benefits to be gained. Within the Strategy a number of principles are proposed to help guide the way services can be planned and delivered going forward. These include:
- Partnership – partner agencies working together within their agreed roles and responsibilities for the benefit of young people
 - Involving young people - in designing, commissioning, planning and delivering the Youth Offer
 - Educational – opportunities for young people's personal and social development and the acquisition valuable life skills through engaging in challenging and rewarding activities
 - Early intervention and prevention – engaging young people as early as possible to remove the barriers that prevent them from achieving their full potential
 - Commissioning solutions locally to meet agreed local needs and priorities
 - Co-production – all services being co-produced with young people, their families, communities and professionals
 - Equality and Diversity – all partners promoting equality and valuing the diversity of culture, heritage and backgrounds that exist in Woking.
- 2.6 It is acknowledged that a wide range of partners and providers are indeed already involved in implementing the aspirations of the Strategy and that having an integrated Action Plan will help with prioritising work and various commissions. However the intention is to extend the scope of the Strategy during the lifespan of the plan to secure the participation of a wider range of agencies and organisations that work with young people, a position which will increasingly look to support young people with complex and multiple needs.
- 2.7 It is proposed that a Joint (Officer) Working Group will lead on bringing stakeholders, including Young People together to deliver the Action Plan. This group will look to report progress to the Youth Task Group on a regular basis, and also look to advise the Youth Task Group on an annual basis of any proposed significant changes that maybe required to the agreed Priorities. It is further proposed that the Youth Task Group would report progress against the Action Plan to the Joint Committee on an annual basis.

3. OPTIONS:

- 3.1 The priorities in the Integrated Youth Strategy identify the key priorities for Woking to enable young people to achieve their full potential. Adopting a set of common priorities and an agreed joint Action Plan will enable all organisations to align their provision and, where possible, resources to ensure a collaborative approach and offer.

4. CONSULTATIONS:

- 4.1 Both Young People and Local Practitioners were consulted and engaged with separately on the proposal for an Integrated Youth Strategy and potential priorities for Woking on 7 October 2014, at which over 70 people attended the events.
- 4.2 The priorities were taken to the Youth Task Group on 11 November 2014 and subsequently considered and approved by the Joint Committee on 3 December 2014.
- 4.3 The Priorities have since been considered by SCC Services for Young People executive management team, and their views have been integrated into the overarching Strategy document and Action Plan.
- 4.4 An Officer Working Group has jointly worked on devising the detail in the Action Plan.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 Developing an Integrated Youth Strategy allows greater collaboration which will: reduce duplication; result in better co-ordination of services and the Youth Offer in general and through bringing practitioners together will enable more effective targeting of provision with shared aspirations. These factors combined will deliver better value for money as well as improved outcomes for young people.
- 5.2 Some of the Actions identified in the Action Plan will require resourcing – whether that is revenue provision and/or Officer/Practitioner’s time and resource. It is considered that the majority of Actions will be able to be delivered by means of enhanced joint commissioning/resourcing. However, the Joint Working Group will proactively seek creative means and ways of seeking resources to deliver the more resource intensive actions identified, and where appropriate will make a costed Business Case to bring forward any significant proposals for consideration.

6. RISK MANAGEMENT:

- 6.1 Developing and implementing an Integrated Youth Strategy will reduce the likelihood of duplication and allow organisations to co-ordinate delivery to best meet the needs of young people across Woking.
- 6.2 The establishment of a Joint (Officer) Working Group to oversee the delivery of the Action Plan will be critical as will be the need for key partners to ensure that they provide sufficient capacity within their organisations to enable appropriate personnel to proactively undertake the work.

7. LOCALISM:

- 7.1 The whole fundamental approach to this Integrated Youth Strategy is to ensure that the Youth Offer meets identified local need and is delivered in an integrated manner at a local level and in a manner that ensures that young people can achieve their full potential.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 8.1 Whilst equality and diversity implications have been considered throughout the development of the strategy's priorities and the Action Plan, a specific EIA remains outstanding. This is in process and it is anticipated that this will be completed within the next few weeks.

9. OTHER IMPLICATIONS:

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

- 9.1 Crime and Disorder implications
Evidence shows that young people who are participating in education, training, employment, and to a lesser extent, positive activities are less likely to commit crime.
- 9.2 Corporate Parenting/Looked After Children implications
Young people who are looked after are a key target group for both WBC and SCC Services for Young People.
- 9.3 Safeguarding responsibilities for vulnerable children and adults implications
Both WBC provision and SCC Services for Young people play a key role in safeguarding vulnerable children and young people in Surrey.
- 9.4 Public Health implications
SCC Services for Young People and WBC deliver a number of services that improve the health of young people in Woking and Surrey generally, in particular providing them with information so that they make informed choices about healthy lifestyles, including sexual health. Health and Wellbeing are priorities in the Integrated Youth Strategy.

10. CONCLUSION AND RECOMMENDATIONS:

- 10.1 That further to the consultation undertaken and joint working on the Integrated Youth Strategy and Action Plan that the Joint Committee be asked:

- (i) To approve the Integrated Youth Strategy for Woking and associated Action Plan
- (ii) To note that a Steering Group will be established to oversee the delivery and ongoing monitoring and development of the Action Plan and,

www.woking.gov.uk
www.surreycc.gov.uk/woking

ITEM 7

- (iii) That an annual report be considered by the Joint Committee on delivery and proposed / amended future priorities and actions arising therefrom.

11. WHAT HAPPENS NEXT:

- 11.1 Establish a Joint (officer) Working Group to take forward the delivery of the Action Plan.
- 11.2 Consider how best to publicise and promote (and in what format) the Integrated Youth Strategy and associated Action Plan to Young People and those working with young people and their commissioners.

Contact Officer:

SCC: Jeff Papworth, YSS Team Manager, Woking
Email: Jeff.papworth@surreycc.gov.uk tel: 01483 517000

WBC: Sue Barham, Strategic Director
email:sue.barham@woking.gov.uk tel: 01483 743810

Consulted:

SCC and WBC Service Users and Providers
Relevant SCC and WBC Officers

Borough Portfolio Holder

Cllr David Bittleston

County Council Cabinet Member

Linda Kemeny
Clare Curran

Annexes:

Annex 1: Integrated Youth Strategy for Woking
Annex 2: Integrated Youth Strategy – Action Plan

Sources/background papers:

The Integrated Youth Strategy for Woking

Supporting young people to achieve their full potential through local partnership

1. Our Vision

- 1.1 The vision that drives the Integrated Youth Strategy for Woking is ***supporting young people to achieve their full potential through local partnership***. Establishing a joined up and integrated local Youth Offer, as part of wider early help and prevention arrangements, is an integral part of implementing the strategy. The Youth Offer will consist of a wide range of provision and support for young people across the whole borough. It will provide all young people with access to positive opportunities to engage in quality youth activity. It will also target young people that need additional support. Therefore, some services will be targeted in geographical areas that we know experience high levels of deprivation, because of the link between poverty and poor outcomes. Services will also be targeted at specific groups of young people, such as those in local authority care, those that have learning difficulties and disabilities and young carers, because research tells us that these factors can also result in poor outcomes.

2. Our Approach

- 2.1 Woking Borough Council and Surrey County Council will jointly lead the strategy. The two Councils believe that closer alignment of resources and joining up services will result in a better range of local provision that is more effective in meeting young people's needs. The Integrated Youth Strategy for Woking will involve different organisations and agencies working together to plan, commission and deliver a coherent borough-wide Youth Offer for all young people that live in the borough. This integrated approach offers a number of key benefits;

- A joined up approach for commissioning and planning services for young people avoids duplication and double funding
- Involving partners and stakeholders in identifying young people's needs in Woking means that priorities are agreed at both strategic and operational levels
- Services are planned, commissioned and delivered to meet young people's needs, secure their interest and enthusiasm and support them to achieve their aspirations and ambitions.

- 2.2 A wide range of partners and providers (in addition to consultation with young people) have been involved in developing the strategy to date. The scope will be extended in future to secure the participation of a wider range of agencies and organisations that work with young people. For example; Schools, Public Health, Family Support, Leisure, Sport and Culture and young people's housing organisations. This will be achieved as part of a phased approach to widen the range of partners that sign up to and deliver elements of the strategy. The ongoing review process will assist in identifying how the strategy links with new and emerging county wide needs and objectives. The involvement of a wider range of partners in delivering the strategy will help to extend its scope, enhance the range of activities and increase its impact in supporting young people with complex or multiple needs.

3. Our Principles

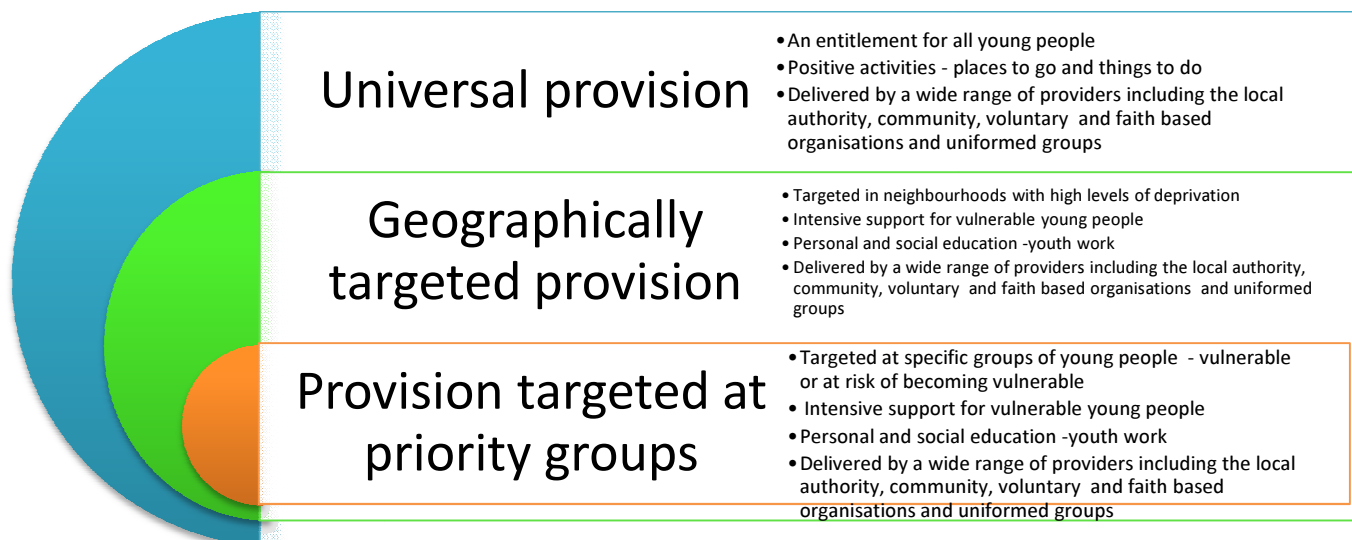
- 3.1 The following principles aim to ensure the strategy works in practice and to guide the way in which services are planned and delivered.

- **Partnership** – partner agencies working together within their agreed roles and responsibilities for the benefit of young people
- **Involving young people** - in designing, commissioning, planning and delivering the Youth Offer
- **Educational** – opportunities for young people’s personal and social development and the acquisition valuable life skills through engaging in challenging and rewarding activities
- **Early intervention and prevention** – engaging young people as early as possible to remove the barriers that prevent them from achieving their full potential
- **Commissioning solutions locally** to meet agreed local needs and priorities
- **Co-production** – all services being co-produced with young people, their families, communities and professionals
- **Equality and Diversity** – all partners promoting equality and valuing the diversity of culture, heritage and backgrounds that exist in Woking

4. Our Woking Youth Offer Priorities

- 4.1 Our key priorities have been identified through reviewing data and information, drawing on the experience of practitioners and consulting young people. They address existing and emerging patterns of need across the borough and will guide commissioning and planning over the next five years. Each priority aligns with an outcome in Surrey Young People’s Outcomes Framework. Monitoring, review and evaluation of the services funded or provided directly by Woking Borough Council and Surrey County Council, feedback from young people and practitioners and ongoing needs assessment will ensure that changing patterns of need are identified and addressed during the life of this strategy.
- 4.2 An Action Plan addressing each of the identified priorities as outlined below is attached as an appendix (appendix C) and highlights the areas of work that jointly will be delivered over the life of the Plan. The Action Plan will be subject to regular review. The priorities are:
- **Priority 1: Improving young people’s emotional wellbeing and mental health**
 - **Priority 2: Reducing risky behaviour – substance misuse, smoking, anti-social behaviour and improving sexual health**
 - **Priority 3: Meeting the needs of young people that require additional support in their transition from adolescence to adulthood**
 - **Priority 4: Improving young people’s experience of the local transport system – cost and safety**
 - **Priority 5: Ensuring that facilities are fit for purpose and accessible to young people**
 - **Priority 6: Promoting the Youth Offer**

5. The Woking Youth Offer



5.1 The ambition is for all provision that makes up the Woking Youth Offer to have the following characteristics:

- **Young people at the heart** of planning, commissioning, delivery and evaluation
- Providing opportunities for **fun and enjoyment**
- Enabling young people to **grow, thrive and develop**
- **Meeting young people's needs**, engaging their interest and enthusiasm
- Available **when and where young people want and need it**

6. Our Governance – Supporting achieving the vision and meeting the strategy priorities

6.1 The strategy is overseen, at a strategic level, by the Woking Joint Committee made up of Elected Members from the Borough and County Councils. A Youth Task Group, also made up of Elected Members from both Councils and supported by a team of officers, advises the Joint Committee on commissioning priorities for early help including youth work, individual support and crime prevention. The Joint Officer Group will lead on bringing stakeholders, including young people, together to develop the Youth Offer further.

6.2 The Youth Task Group will use this strategy and the associated priorities to guide its commissioning activities over the next five years. The Joint Officer Group will lead the development of annual action plans that ensure priorities are addressed through the activities of both councils. Performance against the action plans will be reviewed and reported to the Youth Task Group on a regular basis. Reports to the Woking Joint Committee will be provided in accordance with existing arrangements for performance review and reporting. This will ensure that youth services that are directly delivered or funded by both councils are on track and make a measurable impact on improving outcomes for young people in Woking.

End.

Appendix A.**Background Data:**

- There are around 10,900 young people aged 10 to 19-years old living in Woking. Of these, 49% are young women and 51% are young men
- Around 20% of young people classify themselves as being part of a Black or Minority Ethnic group (BME). The largest BME community in Woking originates from Pakistan
- 12% of children and young people aged 0-19 years old live in poverty. Maybury and Sheerwater, Old Woking, Kingfield and Westfield and Goldsworth East have the highest proportions of children and young people growing up in poverty
- Maybury and Sheerwater wards include four of the most deprived neighbourhoods (SOAs) in the county.
- 51% of young people who have been identified as being at risk of being NEET when they leave school live in areas in Woking that experience high levels of income deprivation affecting children.
- Around 5% of young people have a special educational need or require additional support in school
- 2.7% of children and young people aged 16 or under are in receipt of Disability Living Allowance
- 50 young people aged 13 to 17 were supported by a Child Protection Plan between September 2013 and August 2014
- 56 young people aged 13 to 19 had periods when they were looked after by the local authority between September 2013 and August 2014
- Over the next five years it is estimated that the number of young people aged between 13 and 19 years will rise by around 6.6%
- The majority of young people living in the borough make positive transitions from adolescence into adulthood; doing well at school and college, participating in post-16 education and training and going on to employment or higher education. In 2014 only 1.5% of 16 to 18 year olds were not in education, employment or training (NEET) - one of the lowest rates in the country
- Around 5% of young people, for a variety of reasons, need additional support as they grow up. Research indicates that factors such as poverty, have a learning difficulty or physical disability and speaking English as an additional language can have a negative impact on young people's life chances
- Fewer young people are becoming involved in crime – there were only 13 first time entrants into the Youth Justice system in 2014 compared with 30 in 2012.
- More young people are engaging in activities, such as youth work, that promote their personal development. County-wide data indicates that engaging in centre based youth work and activities funded through the Local Prevention Framework has a positive impact on school attendance and reducing fixed term exclusions
- More young people are making a positive contribution to their communities. Woking Youth Council is a group of young people that reflects the diverse culture of the borough. The Youth Council participates in making decisions about services and facilities for young people to ensure they are fit for purpose and meet the needs of all young people in the borough
- Increasing numbers of young people are involved in co-production through participating in youth centre steering groups and becoming volunteers. These young people gain valuable skills which assist them to succeed in other areas of their lives
- Young people are routinely involved in making decisions about their services as part of both the county and borough commissioning and planning processes.

Appendix B:

Research and consultation findings about young people's needs that has informed our priorities.

Priority 1: Improving young people's emotional wellbeing and mental health

- 1.1 Increasing numbers of young people are presenting with mental health and emotional difficulties; an estimated 11% of 5-15 year olds living in Maybury and Sheerwater have a mental health disorder. National research indicates that the severity and duration of mental health problems can be reduced when young people have quick access to effective help and support.
- 1.2 Working practitioners report that more young people are presenting with complex mental health and emotional wellbeing needs. Research on the impact of poor emotional well being and mental health suggests that young people can develop protective factors during adolescence that reduce the risk and severity of emotional and behavioural disorders. These protective factors include a positive attachment to school, family and community; positive peer influence; opportunities to succeed; problem solving skills; and positive 'social capital' indicators, for example, friends, support networks, valued social roles and positive views on their neighbourhoods.

Priority 2: Reducing risky behaviour – substance misuse, smoking, anti-social behaviour and improving sexual health

- 2.1 Maybury and Sheerwater experience the highest levels of youth crime and anti-social behaviour. Working Anti-social Behaviour Team recognises that public perception of young people's involvement in anti-social behaviour can be much worse than the reality. Never-the-less, being involved in anti-social behaviour puts young people at risk of entering the Youth Justice System which, in turn, has a negative impact on their chances of participating fully in society.
- 2.2 While there is limited data on the prevalence of substance misuse in Woking, practitioners say that more young people are using legal highs and cannabis. National research indicates that most young people do not use illicit drugs or binge drink, and among those who do only a minority will develop serious problems. Surrey Joint Strategic Needs Assessment 2014 asserts that substance misuse in young people is associated with behavioural, physical and mental health problems. The majority of young people accessing specialist treatment services in Surrey are Alcohol and Cannabis users. However, smoking also has negative effects on long term health; a recent survey into the smoking habits amongst young people in Surrey showed that although most children had not tried smoking in year 7, by year 13 nearly 80% had tried smoking at least once with nearly 30% classed as a regular smoker.
- 2.3 The under-18 conception rate for Woking is 23 per 1,000 young women. This is lower than the average for England (40 per 1,000) but slightly higher than the average for Surrey (22 per 1,000). In 2011 the five wards with the highest rates of under-18 conceptions were:
 - Kingfield & Westfield
 - Maybury and Sheerwater
 - Old Woking
 - Goldsworth West
 - Hermitage & Knaphill South

- 2.4 National research indicates that Sexually Transmitted Infections are more common among young people than any other group. Two-thirds of cases of Chlamydia are among young men and women aged 16-24 years. However, young people are the group least likely to access sexual health advice and treatment in traditional clinical settings. This indicates a need to provide sexual health services for young people in community settings.
- 2.5 The young people consulted about the strategy say that they want to know the truth about issues such as sex and relationships and the risks and harms of misusing substances. They want to learn about these things in ways that are interesting and to have access to information about where to go for services and support in a variety of formats.

Priority 3: Meeting the needs of young people that require additional support in their transition from adolescence to adulthood

- 3.1 Most young people in Woking make a positive transition through adolescence into adulthood. However, a few young people need additional support to help them to participate in society. Practitioners identified the need to support young people with low level underlying issues that can escalate and prevent them from achieving their full potential. Young people consulted as part of the development of this strategy identified the barriers that some young people face and said that those who need additional support should have good access to it. Both groups are in favour of targeting provision in neighbourhoods that experience high levels of need.
- 3.2 There are a variety of factors that make a negative impact on young people's life chances. In Woking, research indicates that young people who grow up in poverty or in areas with high levels of need are more likely to require additional support. Data also indicates that factors such as speaking English as an additional language, having a learning disability or being a young carer can also affect young people's outcomes as they grow up. Other factors that make a negative impact on positive transitions through adolescence to adulthood include being looked after by the local authority, having a Gypsy, Roma Traveller heritage or facing the barriers experienced by young people who are Gay, Lesbian, bi-sexual or transgendered. Surrey Young People's Outcomes Framework identifies groups of young people that need targeted support to assist their transition into adulthood because of the barriers they face.
- 3.3 These include young people who:
- Have special educational needs
 - Are looked after or are care leavers
 - Are on Child Protection Plans
 - Are identified as being at risk of becoming NEET
 - Are young parents
 - Have caring responsibilities
 - Are from Gypsy, Roma, Traveller communities
 - Have offended
 - Are homeless
 - Have protected characteristics including sexual orientation, gender reassignment, race, religion and belief where this results in them facing barriers to participation in society

Priority 4: Improving young people's experience of the local transport system – cost and safety

- 4.1 Consultation with young people in Woking and across the county has identified the availability, cost, and feeling safe when using public transport as an issue; The One in Ten Needs Assessment says that, *“Time and again young people tell us that access to affordable transport is a key barrier to participation. Where it's not available it can prevent young people from engaging in positive activities and accessing education, employment or training”*.
- 4.2 Those young people that were consulted as part of the development of this strategy said that the cost of public transport in and around Woking is too high, that it is unreliable and does not operate frequently enough. A few young people say that the cost of peak time travel in the morning is affecting their ability to arrive at school or college on time.
- 4.3 Young people also raised the importance of being and feeling safe when using public transport. This issue was particularly important for young people who are LGBT who say that they regularly experience abuse when walking around the town or using public transport.

Priority 5: Ensuring that facilities are fit for purpose and accessible to young people

- 5.1 The young people that engaged in the consultation for the Strategy say they want more things to do in their leisure time. This is closely connected to supporting young people to make informed decisions about the use of their free time; one of the outcomes in the Surrey Young People's Outcomes Framework. Across Woking there are a multitude of facilities and assets provided by a range of statutory, voluntary and faith based groups where activity for young people takes place. In some cases the facilities are seen, predominately, as being for young people, for example, youth centres, skate parks, climbing boulders and play areas. However, in many cases, they are shared spaces, such as community centres, where youth activities take place at certain times. In addition, there is a wealth of assets, which are not currently accessible for use by young people, which could be made available through negotiation with management committees or owners.
- 5.2 Irrespective of the type of asset, there are costs associated with maintaining these facilities. Many of our venues are ageing-stock which will, in due course, require significant investment. The development of the Integrated Youth Strategy provides an opportunity to jointly review existing provision, involving young people in assessing whether buildings and other assets are in the right place and provide access to appropriate facilities and activities. This, in turn, will help to gauge the level of need and support for developing new facilities, such as a cultural and music venue, a youth café or an indoor skate park.

Priority 6: Promoting the Youth Offer

- 6.1 In 2012, 16.7% of Woking children in year six were classified as obese and 15.1% were classified as being overweight. This means that nearly one in three children and young people in Woking are obese or overweight. The area also has one of the highest rates of increase in the proportion of children that are overweight or obese between reception and year six.
- 6.2 Promoting the Youth Offer effectively is important in ensuring that young people and practitioners know what is available in local areas. It is closely linked to supporting

young people to make informed decisions about the use of their free time; one of the outcomes in Surrey Young People's Outcomes Framework. The young people consulted as part of the development of this strategy say they want to know about all the activities that are available. Practitioners say that sharing information about services and resources will help them to promote the Youth Offer, make effective referrals, signpost and improve collaborative working. Volunteers, in particular want to know more about services for young people across the borough.

- 6.3 Promoting the Youth Offer effectively is important in ensuring that young people and practitioners know what is available in local areas. It is closely linked to supporting young people to make informed decisions about the use of their free time; one of the outcomes in Surrey Young People's Outcomes Framework. The young people consulted as part of the development of this strategy say they want to know about all the activities that are available. Practitioners say that sharing information about services and resources will help them to promote the Youth Offer, make effective referrals, signpost and improve collaborative working. Volunteers, in particular want to know more about services for young people across the borough.

References

- Audit of childcare and early education provision – children centre areas – Surrey County Council 2012
- One In Ten 2014 – Surrey County Council 2014
- Surrey Young People's Outcome Framework 2014
- Surrey Joint Strategic Needs Assessment
- Families in Poverty Needs Assessment – Surrey County Council 2011
- Woking Health Profile 2014

Appendix C - Woking Integrated Youth Strategy – Action Plan

Priority 1: Improving Young People’s Emotional Wellbeing and Mental Health

Actions	Measure of Success	Comment
Provide multi-agency practitioner’s training on promoting young people’s emotional wellbeing, identifying and responding to young people’s mental health concerns	Positive feedback from practitioners about the impact of training in helping them to promote emotional wellbeing and support young people with mental health issues	
Identify and make links with organisations and agencies at a local level that provide information and services to improve young people’s mental health emotional wellbeing.	Increased engagement with agencies and organisations that provide information, support and services on mental health and emotional wellbeing to ensure young people have prompt access to the services and support they need.	
Raise young people’s awareness of the issue and sign post or refer them to sources of help and support	A reduction in the number of young people referred to specialist mental health provision such as the Child and Adolescent Mental Health Team	The emerging NWS CCG proposal on ‘Safe Haven/Crisis Café’ could be potential future resource, as could the YSS ‘No Labels’ offer.
Use commissioning, service planning and sharing information about services to increase young people’s access to support, counselling, mentoring and peer mentoring and one to one case work provided by the Youth Support Service	Increased access to services and provision through Local Prevention commissioning	Recent LP Commission with Surrey Care Trust and Reflex Woking will support delivery.

Priority 2: Reducing risky behaviour – substance misuse, smoking, anti-social behaviour and improving sexual health

Actions	Measure of Success	Comment
Provide training for practitioners on responding to risky behaviour, including recognising and responding to potential child sexual exploitation	Practitioners feel more confident in addressing the consequences of risky behaviour with young people	Themed training sessions facilitated by / delivered to the Woking Youth Practitioner's Group. Potential link with themed training looking to be developed through Woking H&WB Action Plan.
Commission activities that support young people to engage in alternative 'risk taking' activities safely and within the law	Young people can channel a normal stage of adolescent development to take 'risks' safely.	Access to climbing wall with trained instruction at Lakers Youth Centre as an example
Commission activities that support young people to understand the consequences of risky behaviour and make informed choices and decisions	Reduced incidence of substance misuse including alcohol and smoking	Prevention work happening at Junior Level (Junior Citizen) as well as in senior school settings. Variety of Commissions e.g.: LP and Big Lottery will assist.
Make links with organisations that provide help and support for young people to reduce the risks, harms and consequences of substance misuse and to quit smoking	Improved sign posting and access to sources of help and support. Greater awareness and understanding by practitioner's of local services available.	
Build on peer education initiatives that address sexual health and other forms of risk taking behaviour	More young people providing peer education and prevention on the impact of risky behaviour	

Involvement of young people in community cohesion initiatives across the borough	More young people involved in community cohesion initiatives and representative of the diversity of Woking.	Key role for WYC to be involved / consulted on how to engage more widely. Ensure that young people are proportionately represented on Woking's Citizen Panel.
Ensure the C-card condom distribution scheme is rolled out across Woking	Increase awareness of sexual health and healthy relationships amongst YP. Decrease in unwanted pregnancies and STD's. Decrease in number of teenage pregnancies leading to termination.	Ensure health and social care practitioner's aware of / brought into scheme.
Explore the potential of locating sexual health services in community settings and youth centres	More young people accessing sexual health services for advice and treatment, including engagement with Asian young people where subjects such as sexual health may be considered more culturally taboo.	Seek Young people's views on where they may consider appropriate.
Continue to provide a range of support services for young people whose substance misuse places them at risk of entering the youth justice system or make an impact on their ability to participate in education, training and employment.	Young people whose substance misuse is problematic know about and are referred to specialist support services.	Promote Catch 22 Service through YSS.
We will target support and activities for young people at risk of offending and reoffending or anti-social behaviour	Reduction in the number of first time offenders and prevalence of ASB committed by youths. Reduction in rate of re-offending where already involved in YJ system	Ensure relevant young people are considered via CIAG

Priority 3: Meeting the needs of young people that require additional support in their transition from adolescence to adulthood

Actions	Measure of Success	Comment
Gain a better understanding of the level of need in Woking through using data and information, feedback from practitioners and young people	A more detailed picture of the needs of different groups of young people in Woking and evidence of what interventions work well	Co-ordinated by Joint Officer Working Group
Commission activities that support young people that face specific barriers or live in areas with high levels of need to make positive transitions through adolescence into adulthood. For example, commissioning targeted provision for speakers of English as an additional language and vulnerable groups such as young people that are in or leaving local authority care, young carers and LGBT young people	An increase in the range of targeted provision aimed at vulnerable groups of young people	Some existing commissions endeavour to address such, although more could be done in a holistic manner. LGBT Support Group for YP now established at Woking College and discussions with Outline taking place to extend provision.
Ensure that young people have access to the support they need in a range of settings, for example support services in schools (provided by a range of partners), aimed at helping young people to engage effectively in formal education	More young people effectively engage in formal education.	A number of commissions and local providers (i.e. faith-based groups, Eikon Charity etc.) offer support in school settings. Alternative Learning Providers also have place to support. I.e: Reflex Woking (Barnsbury).
Ensure that vulnerable young people know about opportunities aimed at helping them participate in post-16 education and employment, for example the	More Young people aware and taking up Apprenticeships.	-Big Lottery programme will provide opportunities for 3 Youth Apprenticeships in Sports,

<p>apprenticeship programmes provided by Surrey County Council.</p>	<p>More of the Borough Council's contracted partners provide apprenticeship opportunities.</p> <p>Reduction in young people who are NEET aged 16-19.</p>	<p>Dance and Youth work. -Mentoring opportunities also being offered through Schools via the Mosaic project. -All NEET young people aged 16-19 in Woking referred to YSS.</p>
<p>Ensure that services targeted at areas with high levels of need are co-ordinated and work effectively together to support individuals and groups of young people</p>	<p>Better co-ordination and collaboration between services that work in areas with high levels of need to provide young people with holistic support and avoid duplication</p>	
<p>Ensure that there are effective referral routes and pathways in place, that practitioners know how to use them and that young people who need additional support are referred or signposted to organisations that can provide it.</p>	<p>Improved understanding of the range of specialist support services and increased use of referral and signposting.</p>	<p>E.g. housing, substance misuse, mental health, social care</p>

Priority 4: Improving young people's experience of the local transport system – cost and safety

Actions	Measure of Success	Comment
Better understanding of the extent of this issue and the impact it makes on young people's lives	A better understanding of how insufficient access to affordable, safe and regular transport affects young people's lives	Consult with WYC on how best to elicit information to get base data.
Advocate on behalf of young people with local transport providers to explore how to reduce the cost and improve their experience of using public transport	Initiation of dialogue with local transport providers involving council officers and young people	Ensure views are appropriately shared with Woking's Local Transport forum / LSTF.
Support young people to engage in addressing the issue and negotiating solutions directly with transport providers	Young people know how and who to address concerns and are confident in putting forward solutions.	
Engage young people in exploring and using alternative ways of getting around such as safe cycling and walking routes	Greater awareness and use of alternative ways of getting around	Link with TravelSmart and Cycle Woking
Use the Individual Prevention Grant, which is overseen by the Youth Support Service (YSS), to provide financial support for any young person, in year 12 or 13, who is at risk of being NEET due to the cost of public transport	No Young people become NEET due to cost of public transport.	
Encourage and support young people to report incidents of abuse and harassment to the Police.	Young people know how to report abuse and harassment to the Police and have increased confidence in doing so. Restorative solutions are explored wherever possible and appropriate.	

Priority 5: Ensuring that facilities are fit for purpose and accessible to young people

Actions	Measure of Success	Comment
Map existing provision together with other community based resources across the borough and identify any associated development plans related to them	Built facilities are in areas of Woking where young people say they want them and are accessible and inviting to them. Increased joint working as the shared knowledge and awareness of 'Youth Offer' increases.	Part of the mapping exercise could also feed into promotion of the Youth Offer.
Ensure that there is open and on-going dialogue with Planning colleagues regarding future development proposals for the area which may have an impact on provision for young people.	The views of young people on major developments are feedback as appropriate to Planning Colleagues. Young people tell us they feel listened to.	
Revise the Youth Play Strategy in consultation with young people	The Youth Play Strategy is updated and adopted by Woking Borough Council. Disabled young people will report that leisure facilities are accessible to them.	
Seek young people's views about existing provision and their ideas for potential developments (including Sheerwater regeneration and future youth facilities)	Views and ideas are included in appropriate Development Plans of the Borough / County. Young people tell us they feel listened to.	
Seek young people's views on barriers to access and their ideas for how such barriers can be addressed	Barriers to access are removed. Young people tell us they feel listened to.	

Priority 6: Promoting the Youth Offer

Actions	Measure of Success	Comment
Consult young people about how best to promote the Youth Offer in a variety of formats	Young people influence how the Youth Offer are publicised and are actively involved in promoting it	Utilise Young People's skills and knowledge to determine which channels of communication are most effective (and how to use them!).
Explore how information about services and provision in Woking can be better placed within Surge, the county-wide web based information site for young people	Young people have improved access to information about services and activities in Woking on Surge	Obtain views and feedback on existing provision from both Young people and WYPG in order to agree what local information would be useful / beneficial.
Ensure that information on the Youth Offer is included in Surrey Information Point (SIP) so that parents, carers and practitioners can refer or signpost young people to a wide range of services	Practitioners, parents and carers have access to information about the Youth Offer on the Surrey Information Point website	SIP has recently been upgraded which will now allow for facilitation of information.
Use the Woking Youth Practitioner Group as a forum for sharing information about the services available for young people.	Practitioners share information about their services through a regular cycle of presentations at the Youth Practitioner Group. All bodies who are commissioned / grant funded to work with and/or have an involvement with Young People are active supporters of the WYPG.	Essential information exchange and support network.
Engage pro-actively with specific communities and minority groups within Woking to ensure that the youth offer is promoted, accessible & meeting the needs of all young people in the borough	Youth provision and activity is accessed and enjoyed by a diverse range of young people in the borough	Co-ordinated by Joint Officer Working Group



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015

LEAD OFFICER: GARATH SYMONDS, ASSISTANT DIRECTOR FOR YOUNG PEOPLE

SUBJECT: LOCAL PREVENTION YOUTH TASK GROUP RECOMMENDATIONS

AREA: WOKING

SUMMARY OF ISSUE:

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

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

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

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

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

RECOMMENDATIONS:

Woking Joint Committee is asked to:

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

ITEM 8

month period for One to One Work from 01 September 2015 to Surrey Care Trust for the value of £50,000 per annum (subject to future changes in SYP budgets). Within the contract there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

2) Approve the Youth Task Group recommendation to award a grant for a 36 month period for Neighbourhood Work from 01 September 2015 to Eikon for the value of £55,000 per annum (subject to future changes in SYP budgets) .Within this grant agreement there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of young people.

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

- 1.1 Services for Young People Local Prevention has been operating in Woking since 1 April 2012. The current grant comes to an end on 31 August 2015. It is necessary, therefore to re-commission for delivery to begin on 1 September 2015.
- 1.2 The Local Prevention allocation to the Joint Committee in Woking is £105,000 per annum. This is the current budget allocation for the period from 1 September 2015 to 31 August 2016, however it should be noted that this likely to decrease as a result of a 20% reduction to funding for Neighbourhood prevention, subject to final budget decisions by County Council. It should also be noted that funding amounts beyond 2015-16 will be subject to future budget changes. The allocation is based on the number of young people who are NEET, at risk of NEET, involved in offending, and open-referrals to Children's Services in the borough, with an adjustment for the number of youth centres.
- 1.3 Local Prevention from 2015-2020 will be in two parts: Neighbourhood Prevention and One to One Early Help Prevention.
- 1.4 Local Prevention in Neighbourhoods is an outcome based grant to fund delivery of preventative services that build resilience of young people who are at risk of becoming NEET, through addressing locally identified needs and priorities. The Grant is for £55,000 per annum (pa) for Neighbourhood Prevention (please note there is likely to be a 20% funding reduction to this grant). Awarding this funding through a grant affords bidders greater flexibility to respond to local needs and enables negotiation with bidders during the process to ensure the offer best meets local need.
- 1.5 Local Prevention One to One Early Help will offer one-to-one support to young people, building relationships to remove barriers and achieve positive behaviour change, preventing the need for specialist services in the future. Young people

will be referred to the provider through the Youth Support Service. The contract value is £50,000 pa (subject to future budget changes). Awarding the funding through a contract means the service requirements are more rigidly defined, which fits with the clear one to one offer required through this commission.

1.6 Local Prevention delivers against the County Council's expectation that where possible local youth services will be commissioned locally. In furtherance of this agenda the Joint Committee convened a Youth Task Group to act in an advisory capacity through the procurement process with representation from young people, County Members, Borough Members, community stakeholders and support from County and Borough Officers, as set out in the Council's constitution.

1.7 The purpose of local prevention is to prepare young people for participation and prevent them becoming NEET. It works with young people of secondary school age, who are most at risk of becoming NEET and complements the functions of the Youth Support Service that has a clear focus on young people who are currently NEET or who are currently in the youth justice system.

2. ANALYSIS:

2.1 The provider solutions were sought in a competitive process involving four stages:

- Local Specifications seeking initial proposals from potential providers
- Mini competition for short-listed bidders to present their proposals to the Joint Committee Youth Task Group
- Joint Committee receiving recommendations from the Youth Task Group
- Award of Grant and Contract

2.2 The Youth Task Group met on 14 July 2014 to develop a needs assessment for Woking. There were representations from young people, elected members (County Council and Borough Council), County Council and Borough Council officers, and other local stakeholders. The workshop was able to consider the data on NEET young people, young people at risk of NEET and youth offending, information from the Index of Multiple Deprivation (IMD) and the perspective and experience of the workshop participants.

2.3 The Joint Committee approved the Local Prevention Specifications for Woking on 24 September 2014, this included the following key priorities:

- Increased support for young people with caring responsibilities
- Homelessness
- Increased support needed for young people living in poverty
- Drugs and alcohol present a need for increased support for young people
- Young people's access of transport is an issue and there is a need for improved transport

ITEM 8

- Mental Health support needs
- Increased support for English being spoken as an additional language

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

- Maybury
- Sheerwater
- Lake View
- Old Woking
- Barnsbury
- Byfleet

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

- Any projects on drug or alcohol use should be about education rather than enforcement
- Any projects should take into account organisations already in the area and should complement rather than duplicate provision
- Young people's views should be sought in deciding how to best meet their needs

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

2.7 Five bids were received for One to One work and all five were short-listed; four bids were received for Neighbourhood Prevention and two were short-listed. Those organisations who were short-listed presented their proposals to the Youth Task Group on 12 January 2015.

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

2.9 The shortlisted bidders were as follows:

Neighbourhood Provision:
Eikon
YMCA Downslink

One to One Provision:
Eikon
Surrey Care Trust
Learning Space
Step by Step
YMCA Downslink

2.10 Following the presentations the Youth Task Group recommended that:

The Eikon should receive 100% (£55,000pa) of the funding available for Neighbourhood Provision

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

and

Surrey Care Trust should receive 100% (£50,000pa) of the funding available for One to One Provision

3. OPTIONS:

3.1 The Joint Committee is asked to:

- Approve the awards as above to the providers.

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

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

4. CONSULTATIONS:

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

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

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

6. RISK MANAGEMENT:

6.1 Funding is subject to annual budget setting for Surrey County Council and may be subject to change. This has been communicated to all bidders throughout the engagement and procurement processes.

6.2 If the recommendations are not approved at this stage, it will be necessary to develop further options. This may result in a gap in Local Prevention provision in the identified areas of need within Woking.

7. LOCALISM:

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

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

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

9.1 Crime and Disorder implications

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

9.2 Corporate Parenting/Looked After Children implications

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

10. CONCLUSION AND RECOMMENDATIONS:

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

- Neighbourhood Grants:
 - Eikon for £55,000pa (100% of available funding)

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

- One to One Early Help Contract:

Surrey Care Trust for £50,000pa (100% of available funding)

11. WHAT HAPPENS NEXT:

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

Contact Officer:

Jeremy Crouch, Lead Youth Officer - 07968 832437.

Consulted:

Services for Young People Project Board

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

County Council Cabinet Member

Linda Kemeny, Cabinet Member for Schools and Learning

Clare Curran, Cabinet Associate for Children, Schools and Families

Annexes:

No annexes

Sources/background papers:

Services for Young People report to Woking Joint Committee – 24 September 2014

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

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICER: SUE BARHAM, STRATEGIC DIRECTOR (WBC)

SUBJECT: UPDATE ON COMMUNITY SAFETY SUB-COMMITTEE AND HEALTH AND WELLBEING SUB COMMITTEE

AREA: WOKING

SUMMARY OF ISSUE:

On 25 June 2014, Woking Joint Committee agreed to establish two sub-committees to enable the Joint Committee to carry out its functions in an efficient and expedient manner.

The Community Safety Sub-Committee and the Health and Wellbeing Sub-Committee have each met at least once. This report provides an overview of the issues considered to date.

RECOMMENDATIONS:

Woking Joint Committee is asked to note:

- (i) The work carried out under the Community Safety Sub-Committee and the Health and Wellbeing Sub-Committee.

REASONS FOR RECOMMENDATIONS:

To keep the Joint Committee informed about the work undertaken, and any decisions taken by its two sub-committees.

1. INTRODUCTION AND BACKGROUND:

1.1 On 25 June 2014, the Joint Committee established and agreed the terms of reference of two sub-committees, one covering Health and Wellbeing and the other Community Safety. Both sub-committees have delegated decision making powers as set out within their terms of reference.

1.2 This report sets out for information a summary of the issues considered at the first meetings of each of the sub-committees.

2. ANALYSIS:

HEALTH AND WELLBEING SUB-COMMITTEE

2.1 The Health and Wellbeing Sub-Committee meets three times a year and met for the first time on 15 October 2014. The following areas were considered:

- a. Priorities for Health and Wellbeing in Woking were agreed as set out below – work is now underway to develop an action plan to address these priorities:
 - i. Tobacco control;
 - ii. Promoting physical activity, healthy diet and healthy weight;
 - iii. Promoting the uptake of health checks;
 - iv. Ensuring the implementation of the Surrey wide alcohol strategy in Woking including Alcohol Identification and Brief Advice;
 - v. Promote the general uptake of activity targeted at improving the overall wellbeing of Woking's community;
 - vi. Work in partnership to ensure delivery of the health promotion aspects of the Surrey Dementia Strategy.
- b. Members received an update on the Woking Family Support Programme, including current performance, assistance with referrals and plans for phase 2 of the Troubled Families Programme.

2.2 On the 22 January 2015 a Living Well in Woking Workshop was held at Parkview Centre for the Community. Over 90 people from local organisations came together to celebrate the great community activities that happen in Woking and explore how we can continue to work together to make Woking a great place to live. During the morning people pooled their knowledge of the strengths and resources in Woking's communities, things that contribute to better health and wellbeing for residents. They also identified some of the gaps in local support and services. In groups participants discussed local plans for improving health and wellbeing in the Borough and for a new integrated hub that will bring together support from health, social care and the voluntary sector. The final discussion looked at how we can continue to work together to make Woking a great place to live and there was plenty of enthusiasm for regular opportunities to come together.

2.3 The Sub-Committee met for the second time on 25 February 2015 to consider the draft Health and Wellbeing action plan, to consider a further update on the Family Support Programme and to receive a presentation from the NW Surrey Clinical Commissioning Group on rehabilitation and reablement services.

COMMUNITY SAFETY SUB-COMMITTEE

2.4 The Community Safety Sub-Committee meets twice a year and met for the first time on 18 November 2014.

2.5 The Sub-Committee received a presentation on the new anti-social behaviour legislation which commenced on 20 October 2014. In addition, they received the following reports:

- a. Quarterly Community Safety report, which highlighted the key community safety actions taken over the last quarter, as well as the latest crime statistics for Woking;
- b. Community Safety Funding report – the Sub-Committee agreed the delegation of the community safety budget to the Safer Woking Partnership, which will be managed by the Partnership Officers' Group and reported to the Sub-Committee at each meeting;
- c. A review of the Woking Community Incident Action Group (CIAG), which confirmed that the CIAG was fit for purpose, but minor recommendations were suggested including an increased focus on supporting victims;
- d. The annual report of the Safer Woking Partnership, which set out a summary of the key actions and initiatives over the past year, many of which are highlighted on the borough council website (<http://www.woking.gov.uk/community/safety/initiatives>).

2.6 Inspector Nolan Heather is a co-opted member on the Community Safety Sub-Committee, and has set out in annex 1 the latest crime figures for the Borough for Members information and comment.

2.7 There is now an annual Police Crime Summit within the Borough to give residents an opportunity to feed back to a range of agencies. This will take place on the evening of 12 March 2015 at HG Wells Centre, Woking.

3. OPTIONS:

3.1 This report is for information and comment only.

4. CONSULTATIONS:

4.1 Surrey County Council, Woking Borough Council and Surrey Police have been consulted on this report.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 There are no financial implications as this report is for information only.

6. RISK MANAGEMENT:

6.1 There are no significant risk management implications arising from this report.

7. LOCALISM:

- 7.1 Universal and targeted Health and Wellbeing interventions will be undertaken based on the needs of local populations. Thus targeted approaches will focus not only on the most deprived areas, but will also look, where appropriate to prioritise target (client) groups.
- 7.2 The Safer Woking Partnership aims to make all communities in the borough a safe and pleasant place to live. Where issues arise, the partners work together, with residents as appropriate, to address them.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 8.1 Universal and targeted interventions will be undertaken based on the needs of local populations. People from certain ethnic backgrounds, people with physical and mental disabilities will present a broader spectrum of health and wellbeing and community safety needs for which specific interventions will be delivered, where appropriate.

9. OTHER IMPLICATIONS:

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

9.1 Crime and Disorder implications

The crime and disorder implications are fully considered when the sub-committees make any decisions.

9.2 Public Health implications

The public health implications are fully considered when the sub-committees make any decisions.

10. CONCLUSION AND RECOMMENDATIONS:

- 10.1 This Committee is asked to note the report providing an overview of the issues considered by the Health and Wellbeing and Community Safety Sub-Committees to date.

11. WHAT HAPPENS NEXT:

11.1 The next meeting of the Community Safety Sub-Committee is at 7pm on Wednesday 3 June, and the next meeting of the Health and Wellbeing Sub-Committee is at 5.30pm on Tuesday 16 June. Both meetings will be held in the Council Chamber at Woking Civic Offices, are open to the public and will be webcast.

Contact Officer:

Sue Barham, Strategic Director, Woking Borough Council
Tel: 01483 743810 email: sue.barham@woking.gov.uk

Consulted:

Surrey County Council Community Partnerships Team, Woking Borough Council Officers and Inspector Heather.

Borough Portfolio Holder

Cllr Beryl Hunwicks email: cllrberyl.hunwicks@woking.gov.uk

County Council Cabinet Member

Mrs Helyn Clack

Annexes:

Crime statistics

Sources/background papers:

- Health and Wellbeing Sub-Committee papers
 - Community Safety Sub-Committee papers
-

ITEM 9

Annex 1

CRIME for Woking fytd (DEC 2014)			
Category	FYTD Sept 13	FYTD Sept 14	%
Criminal damage	547	492	-10.1%
Domestic burglary	242	195	-19.4%
Drug offences	212	173	-18.4%
Fraud and forgery	6	7	16.7%
Violence with injury	260	378	45.4%
Non-domestic burglary	230	179	-22.2%
Other criminal offences	97	110	13.4%
Other violence against the person	531	545	2.6%
Robbery	26	19	-26.9%
Serious Sexual offences	29	63	117.2%
Theft (other than vehicle) & handling stolen goods	934	916	-1.9%
Vehicle crime (excluding interference)	192	147	-23.4%
Vehicle interference and tampering	18	16	-11.1%
Total Notifiable Offences	3330	3259	-2.1%

1. Reducing dwelling burglaries, vehicle crime, anti-social behaviour and serious crime along with building public confidence was the focus for Surrey Police over the past year. The crime categories included in serious acquisitive crime include dwelling burglaries, theft of and from motor vehicles, robbery and aggravated vehicle taking. Serious violent crime includes murder, attempted murder and grievous bodily harm (GBH).

2.

- Total crime for Woking has reduced by 2.1%, this relates to 71 less offences. This is very positive position building on the reductions achieved the previous years.
- Vehicle crime continues to reduce and is currently running at 23.4% reduction which is positive in the current economic climate. This relates to a reduction in 45 offences compared to last year. We have managed a significant reduction for the past four years so to continue a reduction will be tough but will be a target we will push for.
- Dwelling burglary has decreased by 47 offences compared to last year across the borough, a reduction of 19.4 %. This is outstanding work by all for this financial year with the current climate. Like vehicle crime, this is a difficult area to keep reducing but again with focused work and campaigns we will aim to achieve this.
- There has been a 45.4% increase in violence with injury, which is an increase of 118 incidents compared to last year. The local team are looking at ways to reduce violent crime with injury across the Borough, in both public place violence and domestic incidents. We will work in partnership to tackle not just the night time economy but to proactively manage businesses that breach their licence conditions. This is already getting results with activity such as closing Chertsey Road on a Friday and Saturday evening.

3. We have seen a reduction in most crime categories and will continue to work hard to bring the violent crime back into reduction. So again we have had a productive year so far thanks to the continued partnership work.

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICER: ANDREW MILNE, AREA HIGHWAYS MANAGER (NW)
SUBJECT: HIGHWAYS UPDATE
AREA: WOKING

SUMMARY OF ISSUES:

To report progress made with the delivery of proposed highways and developer funded schemes, and revenue funded works for the 2014/15 financial year.

To report on relevant topical highways matters.

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

To request a decision on use of Parking surplus monies.

RECOMMENDATIONS:

Woking Joint Committee is asked to:

- (i) Note the progress with ITS highways and developer funded schemes, and revenue funded works for the 2014/15 financial year
- (ii) Note progress with budget expenditure
- (iii) Note that a further Highways Update will be brought to the next meeting of this Committee.
- (iv) Agree the use of Parking surplus monies as set out in paragraph 2.7

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

1.1 Surrey County Council's Local Transport Plan (LTP) states the aim of improving the highway network for all users, through measures such as reducing congestion, improving accessibility, reducing personal injury accidents, improving the environment and maintaining the highway network so that it is safe for all users.

2. ANALYSIS:

2.1 ITS programme for 2014/15

2.1.1 The Committee 2014/15 ITS capital budget for Woking was set at £146,081. Due to a limited overspend of £38,000 during the 13/14 financial year, this balance is reduced to £108,081, but further funding sources have been identified of £23,997 which have reduced the impact of the overspend, enabling an overall budget of £132,078. Table 1 below records the schemes agreed during the Woking Local Committee held on 4 December 2013 for delivery in the 2014-15 financial year.

Project	Budget (£)	Details
Albert Drive part scheme completion	37,873	Substantially completed. Some minor works and safety audit review to follow.
Delivery of Pembroke Road traffic calming	40,000	Formal price of £65k received from contractor, and in excess of original estimate. Contractor has since advised they now have inadequate resources to deliver scheme until new financial year. Have requested revised delivery dates.
Blackhorse Road junction safety improvements	75,000	Formal price of £100k received from contractor. In excess of original estimate. Contractor has since advised they now have inadequate resources to deliver scheme until new financial year. Have requested revised delivery dates. Advance drainage works commenced.
Prey Heath Road pedestrian improvements	50,000	Work commenced on site. Anticipated completion by end March. Formal price of £75k received from contractor, in excess of original estimate.
Barleymow Lane traffic management measures	0	No further works required. TRO and signs delivered in 2013/14. Scheme complete.
Warbury Lane traffic management modification	10,000	Substantively completed. Final price for works £12,500.
Total	212,873	

Table 1 – ITS programme for 2014/15

2.1.2 There has been disappointing progress with delivery of schemes. The changes outlined in Table 1 have resulted from delays in the design process, delays with

receiving detailed cost information from our contractor, and inadequate contractor resources being available in the final quarter of this financial year to deliver works. Updated programme information was communicated to Woking Committee Members by email on 2 February 2015.

- 2.1.3 The 2014/15 programme was approved based on original cost estimates. The inaccuracy of these has meant that not all schemes are now affordable, without either additional funding being available for delivery of ITS schemes in 2015/16, or amendments being made to the 2015/16 ITS programme as approved by the Woking Joint Committee.
- 2.1.4 To accommodate this, proposals are set out in section 2.7 of this report for Committee approval to enable any remaining unfunded ITS schemes from the 2014/15 financial year to be funded from parking surplus monies.
- 2.1.5 To ensure that unspent capital monies are available to deliver the outstanding schemes in 2015/16 a formal request for budget re-profiling has been made.

2.2 Capital Maintenance programme for 2014/15

- 2.2.1 During the Woking Local Committee private meeting held on 4 December 2013, the programme of localised structural repair work (LSR) shown in Table 2 of this report, was agreed for delivery, subject to receipt of £146,081 anticipated capital funding:

Road Name (Number)	Limits	Area	Cost (£)	Progress
Paxton Gardens	Area by Roundabout, O/S No 5	Paxton Gardens BC	0	Scheme cancelled as unaffordable following final cost information from contractor of £80,000.
Woodside Close	Whole Road	Knaphill SH	0	Works completed. Funded by central capital budget.
Royston Road	Access to industrial Estate	Byfleets RW	0	Works completed. Funded by central capital budget.
Vicarage Road Including The Moorlands Bellmouth	Change in surface close to R/B with Kingfield to house called Humbledon	Woking WF (Kingfield)	0	Works on hold due to conflict with utility works. Possible deferral to 2015/16. Estimated £23,542
Warbury Lane	Bottom section, to the width restriction, and Top section, Boundary of Borough to first house after width restriction	Woking SH	0	Delivered through central capital budget. Completed.
Kingfield Road Footway	behind Kingfield Arms	Woking WF	10,726	Completed.

ITEM 10

Sopworth Drive R/B	Whole R/B	Byfleet RW	17,259	Awaiting programme date.
Contractor overhead and profit			16,000	Estimated
TOTAL			43,985	
Queen Elizabeth Way	Concrete section to end of road	Woking WF	40,204	
Dartnell Ave	Redwing Grdns to Parvis Road	Byfleet RW	20,300	
Lych Way	Whole Road	Woking Horsell CK	31,460	
Old Guildford Road	Footway between Bourne Way to Old Barn Drive on one side and jct with Egley Road to Buckingham Service Station	Woking WF	8,240	
Woodlands	Whole Close	Woking WF	15,440	Completed through revenue funding.
Dartnell Park Road	Wild Acres to Holland House	Byfleet RW	11,550	
Woodmancote Gardens	Whole Road	West Byfleet RW	7,280	
Maitland Close	Whole Road	Woking RW	9,660	
Cavenham Close	Whole Close	Woking WF	14,261	
Dartnell Close	Whole Road	Byfleet RW	6,520	
Guildford Road	Opposite junction to Constitution Hill	Woking WF	1,802	

Table 2 – 2014/15 capital maintenance and contingency works programme

2.2.2 Capital maintenance works for 2014/15 are shaded above. Due to good progress with securing funding for Joint Committee nominated sites through central capital budgets, the originally agreed programme value of £135,805 was reduced to £94,149, prior to the cancellation of the Paxton Gardens scheme.

2.3 Revenue maintenance allocations and expenditure 2014/15

2.3.1 The 2014/15 revenue maintenance allocation for Woking is £220,420. Table 3 shows how these funds have been allocated, and the spend progress to date.

Item	Allocation (£)	Spend to date (£)
Drainage / ditching	60,000	38,375
Carriageway and footway patching	60,000	82,339
Vegetation works	60,000	81,289

Signs and markings	30,420	10,548
Low cost measures	10,000	9,354
Kier OHP	*	12,350 * (included in allocation figures)
Total	£220,420	£221,906 committed

Table 3 – 2014/15 Revenue Maintenance Expenditure

2.4 COMMUNITY ENHANCEMENT FUND

2.4.1 The total 2014/15 Community Enhancement allocation for Woking is £35,000. Committee have previously determined to divide this fund equally between County Councillor Committee Members.

2.4.2 A summary of spend progress is shown in Table 4.

Member	Allocation (£)	Spend to date (£)
Liz Bowes	5,000	5,000
Ben Carasco	5,000	5,000
Will Forster	5,000	5,000
Saj Hussain	5,000	5,000
Richard Wilson	5,000	5,000
Colin Kemp	5,000	5,000
Linda Kemeny	5,000	5,000
Total	35,000	35,000

Table 4 – Community Enhancement Fund spend progress

2.5 Other highways related matters

2.5.1 Customer enquiry responses

The continued mild weather in the last quarter has meant the downward trend has continued since the extremely high volume of enquiries in the first part of the year. Overall volumes remain high with over 149000 received for the 2014 calendar year, giving an average of approximately 12400 per month, down from 13100 in the third quarter.

For Woking specifically, 6672 enquiries have been received since January, of which 3477 were directed to the local area office for action, 94% of which have been resolved. This response rate is slightly below the countywide average of 95%. Although the response rate remains high, we are working hard in conjunction with our contractors to improve the service we provide. A new Works Management System has given greater clarity to the enquiry management process, and officers are able to view better information and works schedules.

Work continues to improve performance and we are currently undertaking a Key Driver Analysis of the annual National Highways and Transport survey to better understand customer satisfaction. In addition, the Customer Service Excellence Member Reference Group is reviewing our response standards and Customer Charter.

ITEM 10

Although there has been a reduction in customer contacts, complaints have remained high, with 524 at Stage 1 compared to 487 for 2013. The North West area received 73. The main reasons for these have been recorded as communication, and/or the failure to carry out works to either the required standard or timescale. In addition, 13 complaints have been escalated to Stage 2 of which we were found to be at fault in four. Seven complaints have been made to the Local Government Ombudsman about the Service, none of which have been upheld.

2.6 Capital works programme for 2015/16

- 2.6.1 Following a request made in the previous Woking Joint Committee, the capital works programme, which was formally agreed in the Joint Committee meeting held on 3 December 2014, is now presented as a combined programme of ITS and capital maintenance works.
- 2.6.2 It has been assumed that the same level of capital funding will be available in the 2015/16 financial year as for 2014/15, and should there be any change to this capital allocation of £292,162, it is proposed that the works are funded in the order presented in Table 5.
- 2.6.3 All costs shown are estimated, and it is suggested that should scheme costs vary from the estimates shown, that Committee support a flexible approach that enable the matching of schemes as best as can be achieved to the available budget.

Scheme Name	Detail/Limits	Area	Estimated Cost (£)
A245 junction with Camphill Road reconfiguration assessment	Highest ranking scheme on our list of prioritised ITS improvements. Site has suffered from turning collisions and has been repeatedly raised as a road safety issue. Scheme is to assess options for reconfiguration and also consider improving pedestrian facilities. Design only.		15,000
Speed limit assessments/reductions	A320 Chertsey Road (Anthony's) – review of speed limit due to resident request and collision history (presently 10 th on list) A3046 Chobham Road near Common Close – raised in last formal Committee requesting review of speed limit (presently 18 th on list) Burdenshott Road – raised by residents and collision history – suggested review of speed limit (presently 3 rd on list) Lock Lane/Wisley Lane, Pyrford – resident requests but no collision history. Present 60mph limit is not considered appropriate for location		40-50,000

	<p>– need to review (presently 50th on list) Warbury Lane – to compliment revisions to width restrictions introduced in 2014/15 financial year. Review of speed limit (not ranked on list). Smartsheath Road – raised by local Member and Surrey Police. Review of speed limit.</p> <p>Design and construction as appropriate in 2015/16.</p>		
Signals review and crossing upgrades	Not yet ranked but anticipated to score highly. Programme of traffic signal timing reviews and pedestrian crossing upgrades led by Members to reduce congestion and support the local economy across the Borough. Programme size can be adjusted to available budget.		Up to £50,000
Oyster Lane, Byfleet – Re-sign railway bridge	This scheme is presently in 25 th place on our prioritised ITS list. Signs were replaced on Runnymede side and on bridge structure to show both metric and imperial units. Woking signs are not consistent with this and need revising.		10,000
Vale Farm Road – revoke part of 1 way system	This scheme is presently in 36 th place on our prioritised ITS list. Traffic from Wilbury Road often drives against the 1 way system. This is to regularise this situation and ease pressure on Vale Farm Road itself. NB: This could be funded from Parking surplus monies.		15,000
Vicarage Road, Old Woking – pedestrian crossing near junction with Loop Road	This scheme is presently in 19 th place on our prioritised ITS list. Subject to funds being released by WBC, this crossing could be funded from developer monies. There is no pedestrian crossing in this vicinity, and this improvement would link two bus stops, is close to a footpath running into the Balfour Avenue Estate and the new Moor Lane development.		120,000

ITEM 10

Weybarton	Capital maintenance (LSR)	Byfleet	21,000
Maitland Close	Capital maintenance (LSR)	West Byfleet	11,000
Cavenham Close	Capital maintenance (LSR)	Woking	9,324
Woodmancote Gardens	Capital maintenance (LSR)	West Byfleet	6,100
Knowle Gardens	Capital maintenance (LSR)	West Byfleet	11,100
Elveden Close	Capital maintenance (LSR)	Pyrford	20,500
Palmerston Close	Capital maintenance (LSR)	Horsell	10,000
Maybury Avenue	Capital maintenance (LSR)	Maybury	14,400
Total			411,000

2.6.4 The total estimated costs of the proposed programme is £411k. This is affordable subject to the release of developer funding from Woking Borough Council for the Vicarage Road pedestrian crossing.

2.6.5 **Contingency planning** - In the event of any of ITS schemes not being deliverable, or being unable to proceed for other reasons, it is proposed that a standby list of LSR works is used on a contingency basis to ensure that budgets are effectively utilised.

2.7 Parking surplus monies

2.7.1 The use of parking surplus monies totalling £73,546.90 was discussed in the 11 February 2015 Informal Woking Joint Committee meeting. It was agreed in principle that these monies should be used as follows:

- a) £15,000 allocated to the Woking Parking Review
- b) The remaining £58,546.90 to be added to the Woking Joint Committee 2015/16 Highways Revenue budget with the intention of setting aside £45k to support delivery of any remaining unfunded 2014/15 capital ITS schemes, and residual funds to be nominally earmarked for parking control measures to control verge damage.

2.8 Budgets for 2015/16

2.8.1 Capital funding for local Committee Highways works will remain the same in 2015/16, with £292,162 being made available to the Woking Joint Committee.

2.8.2 Community enhancement monies remain unchanged at £35,000.

- 2.8.3 Local Committee revenue monies have been reduced from £220,420 to £141,650. This is a significant reduction and may impact on our ability to deliver some revenue related service requests.

3. OPTIONS:

- 3.1 Options, where applicable, are presented in this report.

4. CONSULTATIONS:

- 4.1 Consultation is routinely carried out for highway-related schemes with relevant key parties, including residents, Local Members, Surrey Police and Safety Engineering. Specific details regarding consultation and any arising legal issues are included in individual scheme reports as appropriate.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. RISK MANAGEMENT:

- 6.1 Risks have been considered and managed through such measures as contingency planning.

7. LOCALISM:

- 7.1 Through the views and needs expressed by local communities, and accommodating where possible the involvement of local communities in looking after the public highway, localism is routinely considered as part of the consultation and bidding processes for highway-related works. Specific details regarding localism are included in individual reports as appropriate.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 8.1 It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding. Appropriate and proportionate consultation is carried out with residents, and bodies representing particular user groups, to ensure that the interests of all highway users are considered.

9. OTHER IMPLICATIONS:

- 9.1 Other implications, such as the contribution that a well-managed highway network can give to reducing crime and disorder, are considered in relation to individual schemes, and specific details are included in individual reports as appropriate.

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

10. CONCLUSION AND RECOMMENDATIONS:

- 10.1 The Committee is asked to note the progress with all schemes and budgets.
- 10.2 It is recommended that a further Highways Update report is presented at the next meeting of this Committee.
- 10.3 The Committee is asked to approve the use of parking surplus monies as laid out in section 2.7 of this report.

11. WHAT HAPPENS NEXT:

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

Contact Officer:

Andrew Milne, Area Highways Manager NW

Consulted:

As identified in report.

Borough Portfolio Holder

-

County Council Cabinet Member

John Furey

Annexes: None

-

Sources/background papers: None

-



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015

LEAD OFFICER: RAY MORGAN, CHIEF EXECUTIVE, WOKING BOROUGH COUNCIL

SUBJECT: A322 STUDY UPDATE

AREA: WOKING SOUTH WEST AND KNAPHILL AND GOLDSWORTH WEST

SUMMARY:

The proposed study into reducing congestion, particularly for local traffic, along the A322 corridor in the Borough of Woking has been delayed.

The team identified to undertake the work on developing options for the A322 were required to remain on the Woking town centre Victoria Way work, associated with the proposed Victoria Square development and the bids to Enterprise M3 during all of 2014 and during the first quarter of 2015.

During preliminary discussions for work on the A322 colleagues have formed the view that amelioration of existing congestion at peak times will have a limited economic benefit, a test required to secure major funding, but could improve outcome for local people and for local air quality. Focus has therefore been on what road features cause the most congestion. Brookwood Crossroads is an obvious point but it is exacerbated by the narrow railway bridge, the entrance to West Hill Golf Club and the Cemetery Pales junction.

It is now proposed to model the improvements in traffic flow that would be achieved by a number of modest changes to the highway network.

The first is to provide a left turn lane out of both Brookwood Lye Road and Connaught Road which would operate concurrently with the traffic light controlled right turn into the respective roads. It is observed that a similar approach at Redding Way has reduced congestion in Redding Way. It is considered that this is likely to be the most cost effective way of improving traffic flow at peak times, reducing queuing times for local people and improving local air quality.

The second is to consider the Cemetery Pales junction and whether enlarging that junction and adding a right turn out of it, together with making it the route of the A324 instead of Connaught Road, could reduce congestion in Brookwood Village without significant adverse impact upon Pirbright.

It is uncertain as to whether this option will make things better or worse and detailed modeling is required before a conclusion can be drawn.

The third area of consideration is to explore where additional stacking capacity at junctions , both in and out of them, is possible, as this could increase the speed flows together with exploring if at any of the minor junctions a right turn lane, albeit small, may reduce stacking traffic.

To enable this work to be undertaken up to date traffic surveys will be carried out and, as far as possible, likely additional local traffic from potential development sites taken into account.

I am sorry this work has been delayed but I will ensure that from April onwards it is given the utmost priority.

RECOMMENDATIONS:

Woking Joint Committee is asked to note the update

REASONS FOR RECOMMENDATIONS:

This report is for information.

Contact Officer:

Ray Morgan, Chief Executive, Woking Borough Council

Borough Portfolio Holder

Cllr John Kingsbury

County Council Cabinet Member

Mr John Furey

Annexes:

None

Sources/background papers:

None



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICER: GEOFF MCMANUS, NEIGHBOURHOOD SERVICES MANAGER, WOKING BOROUGH COUNCIL

SUBJECT: WOKING TOWN CENTRE MANAGEMENT AGREEMENT - UPDATE 2015

AREA: WOKING TOWN CENTRE / GOLDSWORTH EAST & HORSELL VILLAGE

SUMMARY OF ISSUE:

This report is to update the Joint Committee on the progress of the Woking Town Centre Management Agreement since the initial report in June 2014.

Phased transition of the respective highway powers was fully completed on 1 January 2015 and Woking Borough Council are now in a position to manage the defined area of the Town Centre proactively applying all the agreed powers. The Woking Borough Council website has been updated to reflect the changes and the necessary interfaces are in place with Surrey County Council.

The focus continues to be on safety first, enhanced reactive maintenance regimes and planned / enhanced maintenance / management arrangements to complement the larger scale development in the Town.

RECOMMENDATIONS:

Woking Joint Committee is asked to note the report.

REASONS FOR RECOMMENDATIONS:

Continued update on town centre management activity.

1. INTRODUCTION AND BACKGROUND:

1.1 Following the previous report in June 2014, Woking Borough Council and Surrey County Council officers have continued to work closely to ensure a seamless transition of highway powers for the town centre of Woking.

ITEM 12

- 1.2 A process that was fully completed on 1 January 2015 when Woking went live with the formal management, administration and coordination of street works activity in the Town Centre.
- 1.3 Websites have been updated to reflect the changes and the necessary interfaces are in place with Surrey County Council. Applicants for works in Woking Town Centre are now signposted to officers in Woking.
- 1.4 The focus continues to be on safety first with two weekly safety inspections, enhanced reactive maintenance regimes and planned / enhanced maintenance to complement the larger scale development in the Town. Examples are shown later in the report to illustrate some of the numerous workstreams associated with managing a busy and developing Town Centre.
- 1.5 This report is for information.

2. Making A Difference

2.1 Coordination and Works Promotion

All required permit's, licences and related training have been completed to allow Woking Borough Council Officers to manage all contractors working in the Town either by licence or permit utilising the Streetworks Management system.

2.2 Website

A new area on Woking Borough Council website is in place to signpost and process applications for works in the town centre.

2.3 Highway Safety Inspections

Over 400 repairs have been completed in reactive or planned programmes arising from the regular safety inspections. During the first 6 months, the works required have now changed from largely reactive to planned programmes of works aimed at aesthetic rather than safety improvements.

The targeted response times for dealing with different identified hazards during the safety inspection have been successfully achieved using one of the following categories:

- **Urgent**, within 2 hours
- **Dangerous** within 1 day after making safe.
- **Planned** within 28 days

2.4 Road Markings

All road markings within the town centre have now been refreshed.

In the future we propose to undertake this programme every 18 months.



2.5 Drainage and Gully Clearance

Approximately 150 gullies are located within the town centre and have been serviced twice this year to reduce and eliminate any surface water flooding.

Due to the scale of the task the initial clearance was very slow and incurred extra cost due to the excess amount of silt in the system as shown in the photos below.



2.6 Emergency response

As an example of the proactive work in the town centre there are pictures below of a void that appeared overnight in Chertsey Road.

The response time of the engineering team to make safe, investigate and re-instate the hole that appeared along Chertsey Road was very prompt assisted by the new arrangements. The hole appeared early morning of 29/10/14. An area was cordoned off immediately, investigated by officers and re-instated the same day using the Woking Borough Council term contractor without disruption to the traffic and businesses.



www.woking.gov.uk
www.surreycc.gov.uk/woking

ITEM 12

On a slightly different timescale the Engineering Team successfully managed to liaise with Virgin Media to take ownership of the emergency repair of one of its utility covers which is located along Chertsey Road. Further, the permit and related proposed traffic management plan was processed and agreed by the Engineering Team.

The ability to chase, facilitate and achieve long standing utility repairs is another positive outcome of the new arrangements. See below.

Sunken Virgin Media inspection chamber cover in Chertsey Road



2.7 Directional Signs

Due to the limited available budget this year, the process of changing the faded and damaged signs in the town centre has been slower than we would like. The aim of this task is to assist with clear direction, informing and controlling road user's behaviour in an effort to make the roads within the town centre a safe area and at the same time remove any redundant signs.



2.8 Licensing within the Town Centre

Licensing applications for the town centre are now entirely processed by the Engineering Team from checking insurance details, taking payment to issuing the licence as shown below and monitoring works closely thereafter.

Tel: 01483 758855
 Fax: 01483 774335
 Email: Town.Centre@woking.gov.uk
 Your ref: WBC-CH-200115

Engineering Team
 Woking Borough Council
 Civic Offices
 Gloucester Square
 Woking
 Surrey
 GU21 4LY

Date: 14th January 2015
 Payment Ref: WBC-CH-200115

Licence No: WBC-CH-200115

HIGHWAYS ACT 1980 – SECTION 169
ERECTION OF SCAFFOLDING/HOARDING

With reference to your application permission is hereby granted for you to erect Sc scaffolding at

51-57 Chertsey Road, GU21 5AJ

for a period from **26/01/2015** to **22/02/2015** (inclusive)
 In accordance with the Conditions of Permission scheduled overleaf.

Facult Staff
 Engineering Team
 Neighbourhood Services
 Woking Borough Council

LOCAL GOVERNMENT ACT 1972

WOKING **SURREY**

LICENCE TO USE A CRANE OR OTHER EQUIPMENT/MACHINERY ON THE HIGHWAY

Licence no: **WBC-CR-150115**

Surrey County Council the street authority under the above Act, **HEREBY GRANT LICENCE** (subject to the conditions set out in the Schedule hereto)

To
 McLaughlin & Harvey
 ("the licensee")
 or
 Trench Road, Northern Ireland

to use (list plant)
 60/34 Boomlift

for the purpose of
 installing bird control

in the street known as
 Commercial Way

Commencing (date)
 20/01/2015
 To
 20/01/15

No. days
 1

Conditions applying to the issuing of licence please see overleaf. In addition thereto:

1.

Business Support
 Local Highways Services
 Surrey County Council

Woking Borough Council – Engineering Team, Neighbourhood Services, Civic Offices, Gloucester Square,
 Woking, Surrey GU21 4LY
 Tel: 01483 743 728 | Email: town.centre@woking.gov.uk | Fax: 01483 776 335

2.9 Bicycle Tags

Suspected abandoned bicycles are being tagged with a Woking Borough Council designed tag for 7 days informing the owner that if the bicycle is not moved within the seven days it will be removed and stored for further 7 days before being disposed of. Practically any bicycles not claimed are being donated to the cycle project in the Borough.



2.10 A Boards in the Town Centre

Promoting and enforcing the Council's procedures relating to A-boards. Working with the shopping centre the Engineering team designed and distributed the attached leaflet.

ITEM 12

It is proposed to managed a phased improvement within the town centre to keep the street accessible to all, reducing trip hazards, reducing street clutter and improving the street scene generally

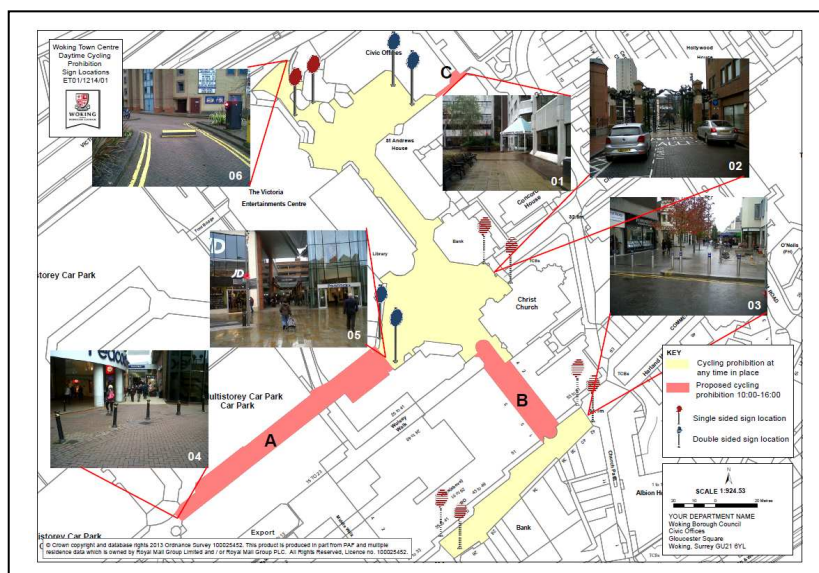


2.11 Cycling Prohibition within the Town Centre

Following the earlier report all related papers have been passed from Surrey County Council officers to the Woking Borough Council Engineering Team.

Officers have liaised directly with the Department for Transport (DfT) for consent in using town centre specific signs to enforce the traffic regulation order. A formal response was received at the end of January and subject to minor clarifications it is anticipated that the signage issued should be resolved at the time the committee report is received.

This leaves the formal processing of the traffic regulation order and supply and installation of the necessary signage during April and May 2015. See plan below.



2.12 Emergency Assistance and Accident Repair Claims

Similar to paragraph 2.6 the Engineering Team has been able to assist the police in securing the accident area below and obtaining the necessary details to claim back related repair expenses.

The accident resulted in damaging two bollards and adjacent footway. The Council's term contractor carried out the works with the cost reclaimed from the insurer.



2.13 Future Improvements

As budgets allow the intention is to look at the following areas in order to upgrade and improve the street scene.

- Chertsey Road (discussions ongoing with Gas Board and Thames Water to complete planned repairs ahead of any proposed improvement).
- Crown Square
- Addison Road Car Park and adjacent Access Road.
- Chapel Street. New Barrier to High Street.
- Church Street East. Town Gate to Church Path.
- High Street and Broadway.

3. OPTIONS:

3.1 Through the tabled report members are able to directly influence the priorities and programme associated with the Town Centre Agreement.

3.2 The programme for further planned improvements will seek to complement wider town centre development and be approved separately in consultation with the Portfolio Holder and the Leader of the Council.

4. CONSULTATIONS:

4.1 The contents of this report has been considered by the Leader of Woking Borough Council, respective Portfolio holders, officers of both authorities and Woking Access Group.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 The agreed revenue budget for 2014/15 of £99,947 has been fully spent in the following areas.

Percentage Budget Spend	Work Area
64%	Reactive day-to-day repairs
5%	Road Markings
5%	Drainage Maintenance
5%	Street Furniture repairs
21%	Planned Improvements

5.2 For 2015/16 the total revenue budget available is made up of the annual maintenance budget of £50,000 per annum jointly funded by Woking Borough Council and Surrey County Council.

5.3 In addition, we have the parking surplus of £89,890.64 confirmed for the financial year 2013/14 making a total revenue budget of £139,890.64 in the new financial year to support the Town Centre Management Agreement.

6. RISK MANAGEMENT:

6.1 All risks are properly managed through the agreed resources and finances of the Town Centre Agreement.

7. LOCALISM:

7.1 The main impact of the Town Centre Management Agreement continues to be upon businesses, residents and visitors to Woking Town Centre.

7.2 Maintenance and improvement works continue to receive a lot of positive comments.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

8.1 Resolution of safety defects and prompt attention to new issues ensures that all town centre users benefit from the new arrangements.

9. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report – however, improved street scene may impact upon individuals behaviour.
Sustainability (including Climate Change and Carbon Emissions)	No significant implications arising from this report.
Corporate Parenting/Looked After Children	No significant implications arising from this report.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report.
Public Health	Reduction in public insurance claims for potholes and trips.
Human Resource/Training and Development	Training ongoing for Woking Borough Council officers in a variety of disciplines (where possible training opportunities shared with Surrey County Council).

10. CONCLUSION AND RECOMMENDATIONS:

10.1 The Joint Committee are asked to support the works proposed through the continued operation of the Woking Town Centre Agreement.

10.2 The continuing aim will be to maintain and enhance the Town Centre street scene through the operating of agency powers as outlined in the agreement.

11. WHAT HAPPENS NEXT:

11.1 Woking Borough Council officers will continue proactive management of the town centre as outlined in this report.

Contact Officer:

Geoff McManus, Neighbourhood Services Manager 01483 743707

Consulted:

Respective portfolio holders, Leader of the Council and Council Officers

Borough Portfolio Holder

Councillor Beryl Hunwicks

County Council Cabinet Member

County Councillor John Furey

Annexes:

None

Sources/background papers:

None



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICER: PAUL FISHWICK PROJECT MANAGER, TRANSPORT POLICY
SUBJECT: LOCAL SUSTAINABLE TRANSPORT FUND (WOKING AREA)
AREA: WOKING

SUMMARY OF ISSUE:

This paper is in two parts, a) providing an update for members on the remaining capital programme of the LSTF (Woking) as indicated in Annex A and b) The outcome from the additional recommendation from the Joint Committee on 3 December 2014, for delegating the decision on the remaining funding from the Business Forum to the Area Highways Manager in consultation with the Project Officer and the LSTF Task Group as indicated in Annexes B to F.

At the time of writing this report, there are some uncertainties with the LSTF programme and the delivery of further schemes by the end of March 2015. However, members of the committee will be updated verbally at the meeting.

This paper is for information.

RECOMMENDATIONS:

Woking Joint Committee is asked to:

- (i) To NOTE the LSTF (Woking) capital programme for the remainder of 2014/15 (annex A).
- (ii) To NOTE the projects presented to the member LSTF Task Group and agreed under delegated authority (annexes B to F).

REASONS FOR RECOMMENDATIONS:

The remaining funding from the Business Forum that had not been approved at the 3 December 2014 Joint Committee meeting (minute 65/14 refers) was delegated to the Area Highways Manager in consultation with the Project Officer and the LSTF Task Group to ensure a full spend of the budget by end March 2015. The report sets out the decisions agreed under this delegation.

1. INTRODUCTION AND BACKGROUND:

1.1 The Department for Transport (DfT) awarded Surrey County Council £3.93 million in July 2011 for the Local Sustainable Transport Fund (Key Component) and a further £14.304 million in June 2012 for the Local Sustainable Transport Fund (Large Bid). Both of these projects are branded Surrey Travel SMART and cover the financial years up to 2014/15.

1.2 For the purposes of ease in reporting, both the Key Component and Large Bid have been combined as one project for this report,

LSTF (Woking) capital programme

1.3 Annex A provides an update on the remaining schemes to be delivered by 31 March 2015.

Business Travel Forum Funding

1.4 The Forum has been allocated £50,000 each year from the Woking LSTF budget, split evenly between capital and revenue. An under spend in 2013/14 has rolled over to 2014/15 giving a total budget of £91,000.

1.5 At the Joint Committee on 3 December 2014 (minute 65/14 refers), £8,000 was approved in capital for the cycle maintenance stations and £3,000 in revenue for the Dr Bike and cycle maintenance classes.

1.6 However, members did not approve £12,000 of capital and £3,600 of revenue, and members delegated the decision on the remaining funding to the Area Highways Manager in consultation with the Project Officer and the LSTF Task Group, to ensure a full spend of the budget by end March 2015.

1.7 On the 13 January 2015, the member LSTF and Future Transport Task Group met and were presented with a schedule of suggested schemes that could be delivered by 31 March 2015. These are detailed in Annexes B to F, but summarised below, with their estimated costs.

- Active Travel Information for GP's (up to £750 revenue) – a supplier has been identified to provide this information for £250.
- Redding Way (Knaphill) footway improvement (£6,000 capital)
- Bus stop improvements West Byfleet and Albert Drive (up to £10,000 capital + £3,750 revenue)
- Cycle parking Guildford Road near Tesco (£750 capital)
- Earth Trail completion at Wych Hill junction with Claremont Road (£10,000 capital)

1.8 It should be noted that the Woking Station proposed cycle parking on the north side has been abandoned as it is highly unlikely that the scheme could be delivered by 31 March 2015 due to land agreement issues with Network Rail and it was proposed at the Task Group meeting to 'pool' this funding (£12,000 capital) to go towards the schemes scheduled above, together with any under spends from previously allocated schemes.

1.9 Under delegated authority, it was agreed to proceed with the schedule indicated in 1.7 above. However, at the time of writing these decisions have not been implemented due to uncertainties with the LSTF programme.

2. ANALYSIS:

LSTF (Woking) capital programme

2.1 The capital works programme set out in Annex A provides details of the schemes to be completed by the end of March 2015.

Business Travel Forum

2.2 At the time of writing this report, there are some uncertainties with the LSTF programme and the delivery of further schemes by the end of March 2015. However, members of the committee will be updated verbally at the meeting.

3. CONSULTATIONS:

3.1 Woking Joint Committee LSTF and Future Transport Task Group has been consulted throughout the development of the LSTF programme.

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

4.1 The need to ensure value for money was central to developing the Local Sustainable Transport Fund submission which included a Financial Case as part of the overall Business Case which is a requirement of the guidance. The LSTF programme is being developed so that future funding is sustainable within existing and projected budgets allowing for savings of self-financing in the longer-term.

Business travel forum

4.2 The total cost of the schemes scheduled in 1.7 above, falls within the agreed funding for the Business Travel Forum.

5. RISK MANAGEMENT:

5.1 There is a Risk Log associated with the 2014/15 programme and at the time of writing this report, there are some uncertainties with the LSTF programme and the delivery of further schemes by the end of March 2015. However, members of the committee will be updated verbally at the meeting.

6. LOCALISM:

6.1 The headline benefits for Woking will be reducing carbon and promoting economic growth by encouraging alternative modes of transport to the private car through;

- Tackling congestion
- Improved journey time reliability (including buses)
- Reduced journey times
- Reduced vehicle operating costs
- Increased walking and cycling
- Reduced severance
- Community engagement

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

7.1 Equality Impact Assessments have been developed for the Travel SMART project and individual schemes will be assessed against these during 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 and public health implications

Increased sustainable modes of transport, where it replaces motorised forms of transport such as the car, will improve air quality and reduce carbon emission levels, which is a key objective of the LSTF.

Transport is responsible for one third of carbon emission in Surrey. Surrey’s Local Transport Plan has a target to reduce carbon emissions from (non-motorway) transport by 10% (absolute emissions) by 2020, increasing to 25% reduction by 2035 from 2007 baseline of 2,114k tonnes.

Increased walking and cycling has a positive impact on the health of a person. The NHS identifies cycling as an activity which provides significant health benefits. The

www.woking.gov.uk
www.surreycc.gov.uk/woking

emerging Surrey Health and Well-being Strategy has identified obesity as one of the priority public health challenges.

The whole project including the improved walking and cycling facilities will be marketed to residents and businesses and cycle training will be offered to those less confident of cycling to encourage take up and to maximise the benefits of the new infrastructure.

9. CONCLUSION AND RECOMMENDATIONS:

9.1 The proposed projects align closely with the LSTF programme objective and will provide health and environmental benefits for the employees and residents of Woking.

10. WHAT HAPPENS NEXT:

10.1 The Travel SMART programme will continue to be delivered during the final financial year and a final "End of Project Report is planned to be presented to the LSTF Task Group and this Joint Committee later this year.

10.2 The approval of the schemes set out in 1.7 above under delegated authority allows officers to proceed introducing these works. However, at the time of writing this report, there are some uncertainties with the LSTF programme and the delivery of further schemes by the end of March 2015. However, members of the committee will be updated verbally at the meeting.

Contact Officer:

Paul Fishwick, Project Manager, Transport Policy Contact number 03456 009 009

Consulted:

Andrew Milne, Paul Millin, Harris Valliantos, David Ligertwood, Chris Parry, Alison Houghton, Neil McClure, Nick Meadows, Ernest Amoako and Matt Peachey (Woking Borough Council)

County Council Cabinet Member

John Furey

Annexes:

Annex A - Capital programme update

Annex B - Active Travel Information for GP's (up to £750 revenue)

Annex C - Redding Way (Knaphill) footway improvement (£6,000 capital)

Annex D - Bus stop improvements West Byfleet and Albert Drive (up to £10,000 capital and £3,750 revenue)

Annex E - Cycle parking Guildford Road near Tesco (£750 capital)

Annex F - Earth Trail completion at Wych Hill j/w Claremont Road (£10,000 capital)

Sources/background papers:

- Local Sustainable Transport Fund bids Key Component and Large Bid.
- LSTF and Future Transport Member Task Group 13 January 2015.

www.woking.gov.uk
www.surreycc.gov.uk/woking

Annex A

**Local Sustainable Transport Fund (Woking) – capital update
(excluding Business Forum funding).**

Quality Bus corridor improvements

Corridor	Status	Comments
Route 91	'civils' completed	Bus stop clearways to be introduced
St Johns	'civils' completed	Bus stop clearways to be introduced
Mayford and Westfield	'civils' grant funding completed	Bus stop clearways to be introduced
Maybury-Sheerwater-Byfleet	'civils' granted funding completed	Bus stop clearways to be introduced
5 additional real time information displays	Planning stage	Planned introduction winter 2014/15
Media screens town centre – Mercy Walk (4 no)	Completed.	Screens show live bus information. Live rail information should be connected?.

Cycling

Route/trail	Status	Comments
Earth Trail (Mayford to Hillview Road (Woking))	Completed, except for Wych Hill j/w Claremount Road.	Completion of Wych Hill j/w Claremount Road currently 'on hold'.
Mercury Trail (across West Byfleet Recreation Ground)	Detailed design completed.	Woking Borough Council now given 'go ahead'. Works to be programmed later in 2015.
A318 Barnes Wallis Drive/Oyster Lane	Works in progress on site.	
A3046 Chobham Road	Works in progress on site	
Woking railway station Cycle Hub	Completed	Officially opened 11 September. Partnership works between Department for Transport, Cycle Rail Working Group, Woking Borough Council, Surrey County Council and South West Trains.
Media screen	Kit all ready for install.	Awaiting final install date.
Lining and signing		All signs and lines to be completed at end of programme (March 2015)

This page is intentionally left blank

Local Sustainable Transport Fund

Business Travel Forum (BTF) Proposal Application 2014/15

1. Summary

Location: Surgeries and NHS walk-in centres in Woking
Scheme Name: Active Travel Information for GPs
Capital / Revenue: Revenue
Approximate cost: £750

2. Scheme Overview

Active travel includes walking, cycling, scooting and other more exotic forms of self-propelled travel and can be an easy and accessible way of including exercise in a daily routine. Just 150 minutes of moderate exercise a week can lower your risk of heart disease by 35%.

Travel SMART already produces promotional literature concerning the health benefits of walking and this proposal is to update this literature to include cycling, alter messages where necessary to bring them in-line with the latest research, re-print and distribute to GP surgeries and NHS walk-in centres in Woking. The literature will also be offered to Woking businesses but not schools as there are other projects already underway.

£750 will allow the production of approximately 1500 flyers.

3. Locations

GP surgeries and NHS walk-in centres in Woking

4. Alignment with LSTF Objectives

The scheme will meet the following LSTF and LTP objectives:

Criteria	Alignment	Comment
Support local economy	Positive impact	Healthier happier employees perform better at work. Fewer sick days and GP visits will result.
Increase cycling	Positive impact	
Increase walking	Positive impact	
Increase public transport	N/A	
Reduce carbon emissions	Positive impact	An increase in walking/cycling can reduce congestion and emissions.
Reduce single occupancy vehicle trips	Positive impact	As above.



5. Links to other projects

This project supports the work of the public health team at SCC.

6. Risks and Opportunities

N/A

7. Action required

The task group is asked to approve the request for up to £750 of revenue funding for the above project.

Local Sustainable Transport Fund

Business Travel Forum (BTF) Proposal Application 2014/15

1. Summary

Location: Redding Way, Knaphill, Woking
Scheme Name: Footway Improvements
Capital / Revenue: Capital
Approximate cost: £6,000

2. Scheme Overview



This proposal is to install a new footway in the place of the grass verge on the NE side of Redding Way running from Cavell Way roundabout to a bus stop, as pictured. Bus users currently have to walk on the grass verge, which isn't very appealing in wet weather. The stop serves a total of 7 routes and the new footway would create a direct route to the nearby recreational area as well as residential areas on Cavell Way.

Works required include removal of topsoil and laying of base and top courses at an estimated cost of £6,000 including a 15% contingency. The works would be undertaken by SCC's current highway

Surrey County Council working in partnership with other local organisations. Travel SMART funding is provided by the Department for Transport.

contractors Kier as part of the ongoing LSTF project and are estimated to last no longer than 1 week. It may be necessary to utilise temporary traffic lights for some of the period.

Technical plans have already been drawn up and the scheme is 'ready to run' once funding has been secured hence there is a good chance of completion by March 31st.

3. Locations

Redding Way, Knaphill, Woking

4. Alignment with LSTF Objectives

The scheme will meet the following LSTF and LTP objectives:

Criteria	Alignment	Comment
Support local economy	Positive impact	Increased bus use and walking will relieve local congestion, positively affecting businesses.
Increase cycling	No impact	
Increase walking	Positive Impact	Easier, more direct walking routes are more appealing and can lead to increased use of walking as a mode of travel.
Increase public transport	Small Positive Impact	Investment in bus infrastructure has a positive impact on bus use.
Reduce carbon emissions	Small Positive impact	As above
Reduce single occupancy vehicle trips	Small Positive impact	As above

5. Links to other projects

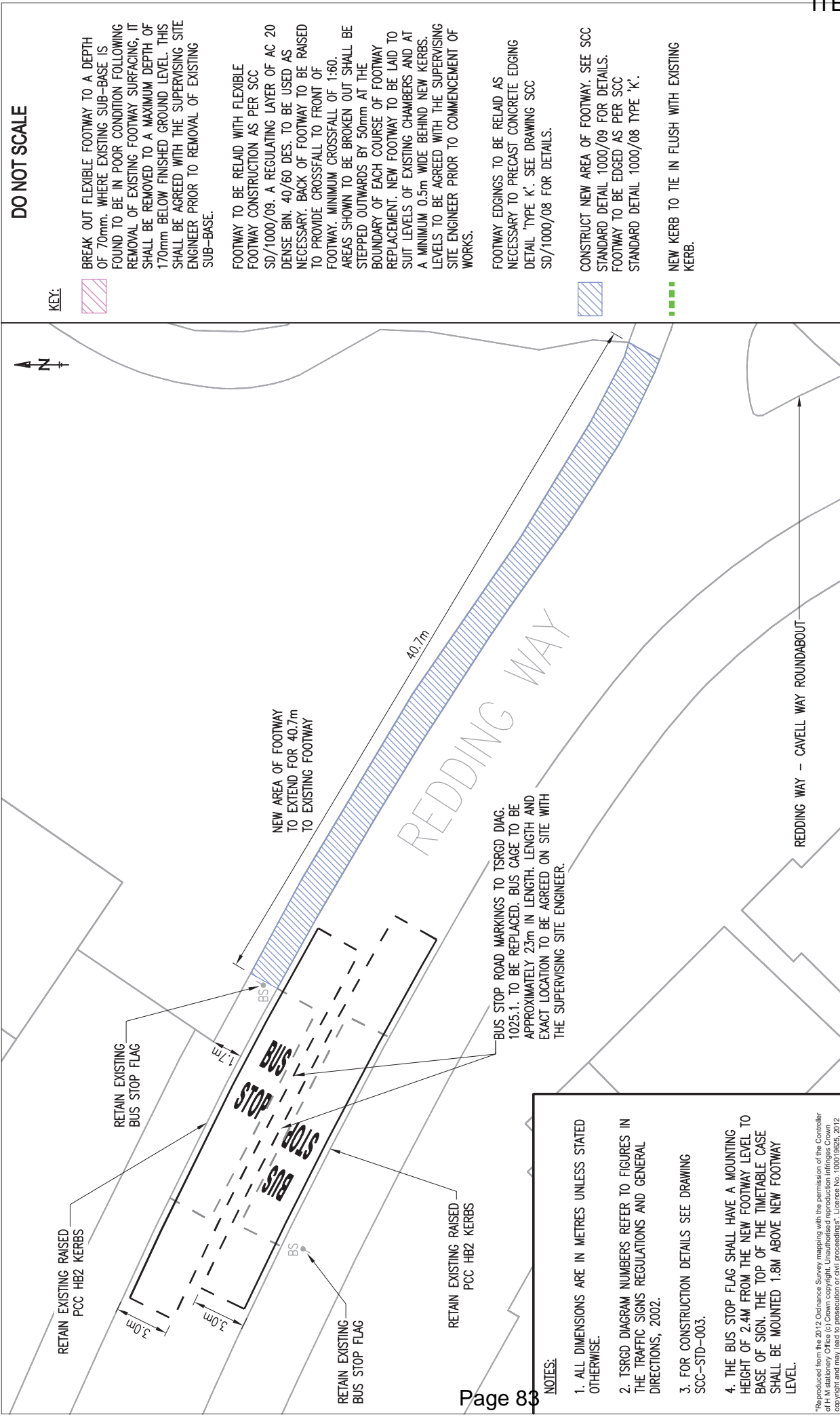
This project supports the bus infrastructure upgrades carried out in Woking as part of the LSTF programme.

6. Risks and Opportunities

N/A

7. Action required

The task group is asked to approve the request for £6,000 of capital funding for the above project.



DO NOT SCALE

KEY:



BREAK OUT FLEXIBLE FOOTWAY TO A DEPTH OF 70mm. WHERE EXISTING SUB-BASE IS FOUND TO BE IN POOR CONDITION FOLLOWING REMOVAL OF EXISTING FOOTWAY SURFACING, IT SHALL BE REMOVED TO A MAXIMUM DEPTH OF 170mm BELOW FINISHED GROUND LEVEL. THIS SHALL BE AGREED WITH THE SUPERVISING SITE ENGINEER PRIOR TO REMOVAL OF EXISTING SUB-BASE.

FOOTWAY TO BE RELAID WITH FLEXIBLE FOOTWAY CONSTRUCTION AS PER SCC SD/1000/09. A REGULATING LAYER OF AC 20 DENSE BIN. 40/60 DES. TO BE USED AS NECESSARY. BACK OF FOOTWAY TO BE RAISED TO PROVIDE CROSSFALL TO FRONT OF FOOTWAY. MINIMUM CROSSFALL OF 1:60. AREAS SHOWN TO BE BROKEN OUT SHALL BE STEPPED OUTWARDS BY 50mm AT THE BOUNDARY OF EACH COURSE OF FOOTWAY REPLACEMENT. NEW FOOTWAY TO BE LAID TO SUIT LEVELS OF EXISTING CHAMBERS AND AT A MINIMUM 0.5m WIDE BEHIND NEW KERBS. LEVELS TO BE AGREED WITH THE SUPERVISING SITE ENGINEER PRIOR TO COMMENCEMENT OF WORKS.

FOOTWAY EDGINGS TO BE RELAID AS NECESSARY TO PRECAST CONCRETE EDGING DETAIL 'TYPE K'. SEE DRAWING SCC SD/1000/08 FOR DETAILS.



CONSTRUCT NEW AREA OF FOOTWAY. SEE SCC STANDARD DETAIL 1000/09 FOR DETAILS. FOOTWAY TO BE EDGED AS PER SCC STANDARD DETAIL 1000/08 TYPE 'K'.



NEW KERB TO TIE IN FLUSH WITH EXISTING KERB.



SCALE @ AS	1:200	CHECKER:	WH	APPROVER:	WH
DATE FILE	KNSY-037 & 038 - REV B.DWG	DESIGN/DRAWN:	TS - AB	DATE	14.08.13
PROJECT No	10110072	DRAWING No	KNSY-037 & 038		REV: B

PROJECT:	ROUTE 91 BUS CORRIDOR
TITLE:	WOKING - KNAPHILL AND SYTHWOOD REDDING WAY BY CAVELL WAY BOTH DIRECTIONS

SURREY COUNTY COUNCIL
Sustainable Development
Unit 10, The Old Mill, Mill Lane, Woking, Surrey, GU24 0DF, UK
Tel: +44 (0)1256 318 800, Fax: +44 (0)1256 318 700
<http://www.surrey.gov.uk>

WSP
Mountbatten House, Basing View,
Basingstoke, Hampshire, RG21 4HJ
Tel: +44 (0)1256 318 800, Fax: +44 (0)1256 318 700
<http://www.wspgroup.com>

REV	DATE	BY	DESCRIPTION	CHK	APP
B	24/08/14	JT	MINOR AMENDMENTS DRAWING STATUS UPDATED TO FOR CONSTRUCTION	SC	SC
A	19/02/13	EH	MINOR AMENDMENTS	GN	GN

FOR CONSTRUCTION

- NOTES:
- ALL DIMENSIONS ARE IN METRES UNLESS STATED OTHERWISE.
 - TSRGD DIAGRAM NUMBERS REFER TO FIGURES IN THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS, 2002.
 - FOR CONSTRUCTION DETAILS SEE DRAWING SCC-STD-003.
 - THE BUS STOP FLAG SHALL HAVE A MOUNTING HEIGHT OF 2.4M FROM THE NEW FOOTWAY LEVEL TO BASE OF SIGN. THE TOP OF THE TIMETABLE CASE SHALL BE MOUNTED 1.8M ABOVE NEW FOOTWAY LEVEL.

*Re produced from the 2012 Ordnance Survey mapping with the permission of the Controller of H.M. Stationery Office (c) Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Licence No. 100019625, 2012

This page is intentionally left blank

ANNEX D

Local Sustainable Transport Fund

Business Travel Forum (BTF) Proposal Application 2014/15

1. Summary

Location: West Byfleet Station and Albert Drive, Woking
Scheme Name: Bus Stop Improvements
Capital / Revenue: Capital
Approximate cost: £3,400 per stop to a maximum of £10,000 capital and £3,750 revenue.

2. Scheme Overview

As part of the ongoing LSTF works to improve bus stop facilities, a number of stops have been identified in Woking as requiring refurbishment primarily to improve accessibility for low mobility passengers. These stops are not currently included in the LSTF programme but are considered high priority because of their levels of patronage and/or defects in the kerb or footway surface.

The two locations presented here for consideration are:

1. West Byfleet Station (1 stop)



CHOICES THAT HELP CUT CARBON, CALORIES AND COST

Surrey County Council working in partnership with other local organisations. Travel SMART funding is provided by the Department for Transport.

2. Albert Drive (between the new access road and Sheerwater Road – up to 4 stops)



The works will be carried out by SCC's existing contractors, Rockhopper and will include:

- Raising of the kerb height to allow step free access
- Resurfacing of uneven surfaces around the bus stop
- Re-modelling of lay by (if present) to allow bus to fully pull into kerb
- Extension and re-painting of bus cage if necessary

3. Locations

Various locations along Albert Drive, Woking and one location at West Byfleet station

4. Alignment with LSTF Objectives

The scheme will meet the following LSTF and LTP objectives:

Criteria	Alignment	Comment
----------	-----------	---------

CHOICES THAT HELP CUT CARBON, CALORIES AND COST

Surrey County Council working in partnership with other local organisations. Travel SMART funding is provided by the Department for Transport.

Support local economy	Positive impact	Increased bus use will relieve local congestion, positively affecting businesses.
Increase cycling	No impact	
Increase walking	No Impact	
Increase public transport	Positive Impact	Investment in bus infrastructure has a positive impact on bus use.
Reduce carbon emissions	Positive impact	As above
Reduce single occupancy vehicle trips	Positive impact	As above

5. Links to other projects

This project supports the bus infrastructure upgrades already carried out in Woking as part of the LSTF programme.

6. Risks and Opportunities

N/A

7. Action required

The task group is asked to approve the request for up to £16,000 of capital funding for the above project.

This page is intentionally left blank

ANNEX E

Local Sustainable Transport Fund

Business Travel Forum (BTF) Proposal Application 2014/15

1. Summary

Location: Tesco, Guildford Rd
Scheme Name: Cycle Parking
Capital / Revenue: Capital
Approximate cost: £750

2. Scheme Overview



This proposal is to install 3 – 5 Sheffield type cycle stands outside of the Tesco Express store on Guildford Rd. Whilst cycle parking does exist relatively close by at the coroners court, cyclists visiting Tesco or the residential properties at this site are unlikely to utilise it as two busy roads need to be crossed to access it. After a site survey, the best location for the cycle stands is to the right side of the entrance doors however the final position would need to be agreed with Tesco and the land owner. The finish of the Sheffield stands would be chosen to match other parking facilities used in and around the town centre.

The land is in private ownership and land owner’s permission will need to be sought. Experience with similar projects has shown that this can take considerable time, well beyond the lifespan of this


CHOICES THAT HELP CUT CARBON, CALORIES AND COST

Surrey County Council working in partnership with other local organisations. Travel SMART funding is provided by the Department for Transport.



project however that is not always the case and is dependent on the land owner's internal processes. The installation process will take no more than a day.

3. Locations

Guildford Rd, Woking

4. Alignment with LSTF Objectives

The scheme will meet the following LSTF and LTP objectives:

Criteria	Alignment	Comment
Support local economy	Small Positive impact	Increased cycle use will relieve local congestion, positively affecting businesses.
Increase cycling	Positive Impact	The provision of cycle parking facilities increases the
Increase walking	N/A	
Increase public transport	N/A	
Reduce carbon emissions	Small Positive impact	A reduction in congestion will reduce carbon emissions.
Reduce single occupancy vehicle trips	Small Positive impact	As above

5. Links to other projects

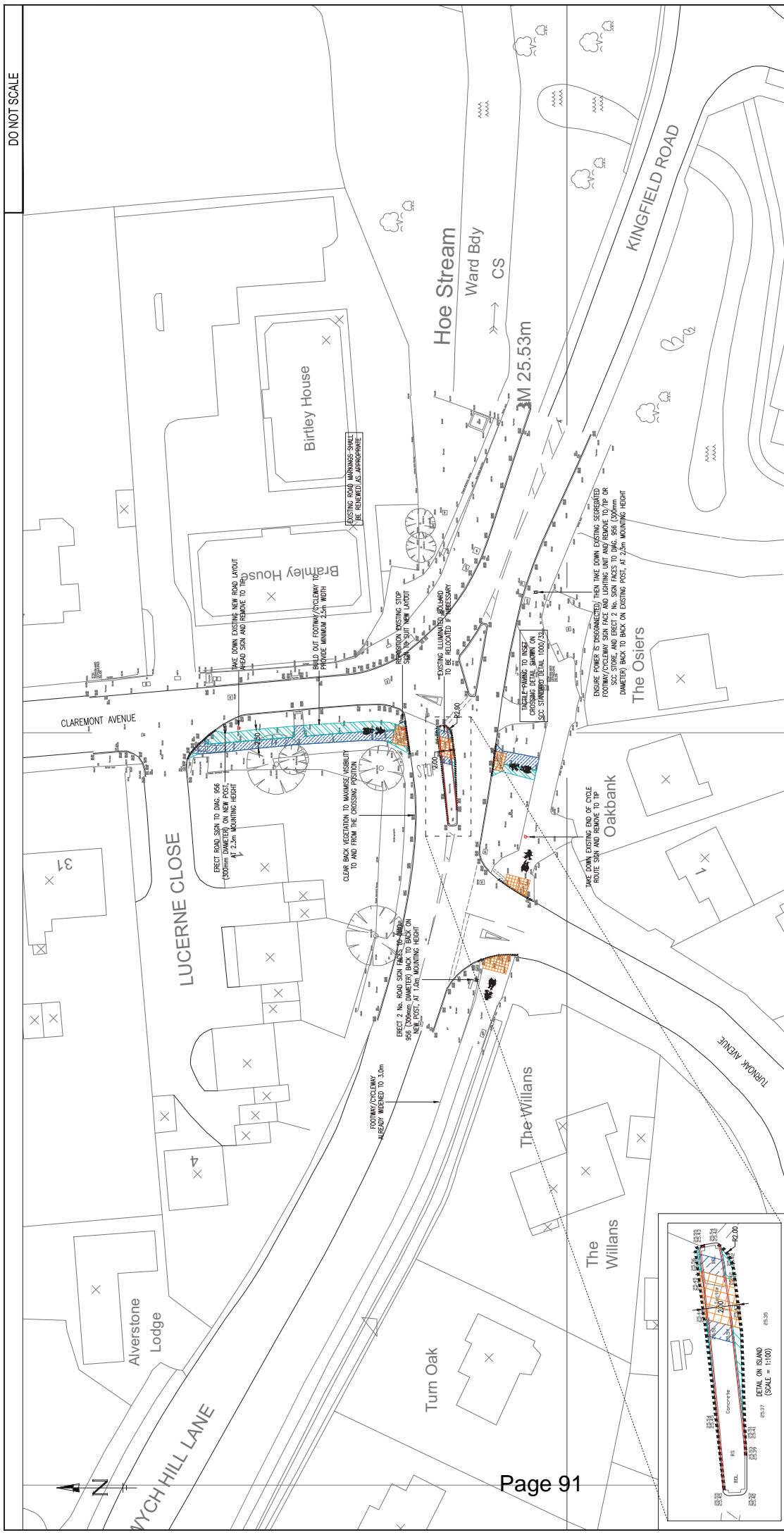
This project supports the cycle infrastructure upgrades carried out in Woking as part of the LSTF programme.

6. Risks and Opportunities

N/A

7. Action required

The task group is asked to approve the request for £750 of capital funding for the above project.



ITEM 13

- NOTES:**
- CHAMBERS, GULLIES AND OTHER FEATURES ARE IN INDICATIVE POSITIONS. LEVELS AND NUMBER OF CHAMBERS TO BE CONFIRMED WITH EMPLOYER'S SITE REPRESENTATIVE PRIOR TO COMMENCEMENT OF WORKS.
 - ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE STATED.
 - THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ALL OTHER DRAWINGS AND SPECIFICATIONS. ANY DISCREPANCIES SHALL BE RECORDED AND AGREED WITH THE EMPLOYER'S SITE REPRESENTATIVE PRIOR TO COMMENCEMENT OF THE WORKS.
 - ALL REFERENCES TO 'S.C.S.' OR 'X/A' REFER TO SURREY COUNTY COUNCIL STANDARD DETAIL DRAWINGS.
 - WORKS SHALL BE PROTECTED AND BE REFERRED OUTWARDS BY 50mm AT THE BOUNDARY OF EACH COURSE OF FOOTWAY REPLACEMENT.
 - FOOTWAY SHALL BE LAID TO SUIT THE LEVEL OF EXISTING CHAMBERS. LEVELS BE AGREED WITH THE EMPLOYER'S SITE REPRESENTATIVE PRIOR TO COMMENCEMENT OF WORKS.
 - THE CONTRACTOR SHALL CONFIRM THE EXACT LOCATION OF EXISTING CHAMBERS AND GULLIES. CHAMBERS SHALL BE RELOCATED AND BEING UNDERPACED IN THEIR VICINITY.
 - WHERE EXISTING SUB-BASE IS FOUND TO BE IN POOR CONDITION FOLLOWING REMOVAL OF EXISTING FOOTWAY SURFACING, IT SHALL BE REMOVED TO A MINIMUM DEPTH OF 175mm BELOW FINISHED GROUND LEVEL AND REPAVED WITH 100/0/25. REPAVING SHALL BE REPRESENTATIVE PRIOR TO REMOVAL OF EXISTING SUB-BASE.
 - DIMS. REFERS TO DIMENSION NUMBERS GIVEN IN THE LATEST VERSION OF THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS.
 - CYCLIST DIRECTION SIGNING TO BE INSTALLED AT A LATER DATE AS A SEPARATE SCHEME.

- KEY:**
- TREATMENT A: WHEN EXISTING FOOTWAY AS PER S.C.S. SD 1000/25 FOOTWAY EDGINGS TO BE REPAID AS NECESSARY TO PRECAST CONCRETE EXISTING DETAIL TYPE 'K'. SEE DRAWING S.C.S. SD 1000/08 FOR DETAILS.
 - TREATMENT B: TACTILE PAVING TO BE LAID AS PER S.C.S. SD 1000/22, SURROUNDED WITH REPAVEMENT FEASIBLE FOOTWAY CONSTRUCTION TO S.C.S. SD 1000/24, AS REQUIRED.
 - TREATMENT C: OUT BACK OVERHANGING TREES AND VEGETATION WHERE NECESSARY SIDE OUT FOOTWAY.
 - TREATMENT D: OUT BACK OVERHANGING TREES AND VEGETATION WHERE NECESSARY.
 - TREATMENT E: TAKE UP EXISTING FOOTWAY TO BOTTOM OF SUB-BASE LEVEL, JAY TOPSOIL AND GRASS SEED.
 - TREATMENT F: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/102.
 - TREATMENT G: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT H: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT I: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT J: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT K: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT L: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT M: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT N: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT O: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT P: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT Q: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT R: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT S: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT T: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT U: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT V: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT W: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT X: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT Y: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.
 - TREATMENT Z: TAKE UP EXISTING VERGE AND WHEN CARRIAGEWAY AS PER S.C.S. SD 1000/08.

SCALE: 1:500		DATE: 12/08/2013	PROJECT: A320/1100-18-3_C01VG	PROJ. NO: 10202210-801	ISSUE NO: A320/1100/29	REV: C								
DESIGNED BY: TS	CHECKED BY: SR	DATE: 12/08/2013	PROJECT: A320/1100-18-3_C01VG	PROJ. NO: 10202210-801	ISSUE NO: A320/1100/29	REV: C								
PROJECT: A320 EARTH TRAIL			PHASE 2 WORKS (SHEET 14 OF 16)			© WSP Group plc								
<p>SURREY COUNTY COUNCIL Surrey Highway Transport for Surrey</p>			<p>WSP Mountbatten House, Basing View, Basingstoke, Hampshire RG21 4JF Tel: +44 (0)1256 318 800 Fax: +44 (0)1256 318 700 http://www.wspgroup.com</p>			<p>FOR CONSTRUCTION</p> <table border="1"> <thead> <tr> <th>REV</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	REV	DATE	BY	DESCRIPTION				
REV	DATE	BY	DESCRIPTION											

This page is intentionally left blank



WOKING JOINT COMMITTEE

DATE: 4 MARCH 2015
LEAD OFFICER: SARAH GOODMAN, COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER (SCC)
 SUE BARHAM, STRATEGIC DIRECTOR (WBC)

SUBJECT: FORWARD PROGRAMME

AREA: WOKING

SUMMARY OF ISSUE:

This report has been produced so that members can review the forward programme. The reports that are currently anticipated to be received at future meetings are outlined within the report.

RECOMMENDATIONS:

Woking Joint Committee is asked to:

- (i) Note and comment on the forward programme contained in this report.

REASONS FOR RECOMMENDATIONS:

Having a list of items members would wish to have reported will enable a forward programme to be drawn up and for relevant officers to be invited to present to the committee.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The report sets out the forward programme for the formal meetings of the Joint Committee for the coming year.

2. ANALYSIS:

- 2.1 The items on the forward programme have been added at the request of either a members or officers to enable Surrey County Council and Woking Borough Council to carry out its business under the remit of Woking Joint Committee.

3. OPTIONS:

3.1

Wednesday 24 June 2015

1. Woking Locality Hub – presentation
2. Speed limits - presentation
3. Youth provision in Woking – Annual Performance Review 2014/15
4. Air Quality – Knaphill
5. Highways Update
6. Trading Standards Annual Report
7. LSTF – end of programme report
8. Members Allocation Annual Report
9. Joint Committee Sub-Committees and Task Groups - Appointments

Wednesday 23 September 2015

1. Highways Update
2. Sub-Committees update

Wednesday 2 December 2015

1. Highways Update
2. Woking Parking Review
3. Woking Infrastructure Delivery Plan

Wednesday 2 March 2016

1. Highways Update
2. Trading Standards Annual Report
3. Woking Town Centre Management Agreement
4. Community Infrastructure Levy - update

3.2 The dates for future meetings of the two sub-committees are set out below for information:

Woking Joint Committee Health and Wellbeing Sub-Committee:

- 5.30pm on Tuesday 16 June 2015

Woking Joint Committee Community Safety-Sub-Committee:

- 7.00pm on Wednesday 3 June 2015

4. CONSULTATIONS:

4.1 Surrey County Council and Woking Borough Council officers and members have been consulted.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 There are no financial implications of the forward programme.

6. RISK MANAGEMENT:

6.1 There are no significant risk management implications arising from this report.

7. LOCALISM:

7.1 The reports listed on the forward programme will include details about relevant impacts on local communities within them.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

8.1 There are no equalities and diversity implications of the forward programme.

9. OTHER IMPLICATIONS:

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

10. CONCLUSION AND RECOMMENDATIONS:

10.1 The Committee is asked to note the forward programme contained in this report.

11. WHAT HAPPENS NEXT:

11.1 The forward programme in this paper will be used in preparation for the next committee meeting. This is a flexible forward programme and all items are subject to change.

Contact Officer:

Sarah Goodman, Community Partnership and Committee Officer, 01483 518095

Consulted:

Joint Committee members and Surrey County Council and Woking Borough Council officers

Borough Portfolio Holder

Councillor John Kingsbury

ITEM 14

County Council Cabinet Member
Mrs Helyn Clack, Cabinet Member

Annexes:
None

Sources/background papers:
None
