

Agenda

Mole Valley
Local Committee

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

Discussion

Community Youth Work
Deepdene Station project
Highways update



Venue

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

Date: Wednesday, 9
September 2015

Time: 2.00 pm

You can get involved in the following ways

Get involved

Ask a question

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

Write a question

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

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

Sign a petition

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

Thank you for coming to the Local Committee meeting

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

Email: sarah.smith@surreycc.gov.uk

Tel: 01372 371662 or 07813 006544

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



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SURREY



Surrey County Council Appointed Members

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

District Council Appointed Members

Cllr Rosemary Dickson, Leatherhead South
Cllr Paul Elderton, Dorking North
Cllr Raj Haque, Fetcham West
Cllr Mary Huggins, Capel, Leigh and Newdigate
Cllr Sarah Seed, Fetcham East
Cllr Peter Stanyard, Ashtead Park

District Council Appointed Substitutes

Cllr Paul Potter, Brockham, Betchworth and Buckland
Cllr Simon Ling, Ashtead Village
Cllr Osborne-Patterson, Capel, Leigh and Newdigate
Cllr James Friend, Mole Valley District Council
Cllr John Northcott, Ashtead Common
Cllr Philippa Shimmin, Leatherhead North
Cllr Charles Yarwood, Charlwood

Chief Executive
David McNulty

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

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

		
Cllr Rosemary Dickson Leatherhead South	Cllr Paul Elderton Dorking North	Cllr Raj Haque Fetcham West
		
Cllr Mary Huggins Capel, Leigh & Newdigate	Cllr Sarah Seed Fetcham East	Cllr Peter Stanyard Ashtead Park
 Local Committee (MOLE VALLEY) District Council Co-optees 2014-15		

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

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

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

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 10)

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

3 DECLARATIONS OF INTEREST

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

Notes:

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

4a PUBLIC QUESTIONS

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

4b MEMBER QUESTIONS

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

5 PETITIONS

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

6 DORKING DEEPDENE STATION IMPROVEMENT PROJECT [EXECUTIVE FUNCTIONS]

(Pages 11 - 44)

This report is to brief members on the Dorking Transport Package (Phase 1) project that was the subject of a consultation for six weeks between 19 June and 31 July 2015.

- 7 HIGHWAYS UPDATE [SERVICE MONITORING AND ISSUES OF LOCAL CONCERN]** (Pages 45 - 62)
- This report sets out the recent progress made on the agreed programme of revenue and capital highway works in Mole Valley and provides an update on the number of enquiries received from customers.
- 8 WOODFIELD LANE PROJECT [EXECUTIVE FUNCTIONS]** (Pages 63 - 72)
- This report seeks approval for construction of the parking lay-by and authority to advertise and make Traffic Regulation Orders to introduce a No Right Turn restriction and waiting restrictions as part of the scheme.
- 9 PREPARATION OF NEIGHBOURHOOD DEVELOPMENT PLANS - PROGRESS UPDATE [FOR INFORMATION]** (Pages 73 - 78)
- Neighbourhood Development Plans are being prepared by community groups in Ashted, Bookham, Capel, Ockley and Westcott. This report explains how the preparation of the Neighbourhood Development Plans for these areas is progressing.
- 10 COMMUNITY YOUTH WORK CONSULTATION RESULTS [EXECUTIVE FUNCTIONS]** (Pages 79 - 88)
- This paper seeks the agreement of the Local Committee to approve changes to how Community Youth Work is delivered in Mole Valley.
- 11 SURREY YOUTH PREVENTION ANNUAL PERFORMANCE [SERVICE MONITORING AND ISSUES OF LOCAL CONCERN]** (Pages 89 - 106)
- The purpose of this report is to update the Local Committee on how Services for Young People has supported young people to develop their employability during 2014/15, which is the overall goal of Services for Young People.
- 12 RECOMMENDATIONS TRACKER [FOR INFORMATION]** (Pages 107 - 110)
- 13 LOCAL COMMITTEE AND MEMBERS' ALLOCATIONS [FOR INFORMATION]** (Pages 111 - 116)
- Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This report provides an update on the projects that have been funded since April 2015 to date.

DRAFT

Minutes of the meeting of the
Mole VALLEY LOCAL COMMITTEE
 held at 2.00 pm on 17 June 2015
 at Council Chamber, Pippbrook, Reigate Road, Dorking, Surrey, RH4 1SJ.

Surrey County Council Members:

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

Borough / District Members:

- * Cllr Rosemary Dickson
- * Cllr Paul Elderton
- * Cllr Raj Haque
- * Cllr Mary Huggins
- * Cllr Sarah Seed
- Cllr Peter Stanyard

* In attendance

1/15 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies for absence were received from Clare Curran and Cllr Peter Stanyard. The Chairman welcomed the new co-optee members from Mole Valley District Council and acknowledged the attendance of Richard Walsh, the new SCC cabinet member for Localities and Wellbeing.

2/15 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes of the meeting held on 04 March 2015 were agreed as a true record.

3/15 DECLARATIONS OF INTEREST [Item 3]

No declarations of interest were received.

a PUBLIC QUESTIONS [Item 4a]

The tabled public questions and responses are set out in the attached document.

Question from Mr Richard Banks

Mr Banks received a written response to his question in advance of the meeting but felt that it had been 'unsatisfactory'. As his supplementary he

ITEM 2

wanted to know whether it would have been more appropriate for the safety audits to have been carried out by an independent party. Duncan Knox – SCC Road Safety Team Manager (DK) explained that the safety audit had been carried out by officers from another team and with the police.

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Questions from Mr Peter Seaward (on behalf of the Bookham Residents Association)

Mr Seaward was satisfied with the responses received in advance of the meeting and was pleased with progress being made and that SCC had prioritised the areas of concern.

He will contact Stephen Clavey and Clare Curran directly to organise a meeting with regard to parking in the High Street, Bookham.

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Question from Mr Clayton Wellman (on behalf of Chart Downs' residents, users of the No.22 Saturday service and the local Liberal Democrat team

Mr Wellman had submitted a written question and received a written response in advance of the meeting. He was not present but Claire Malcolmson asked a supplementary on his behalf. She explained that the feedback they had received indicates a wider use of the service asked whether the proposal could be reconsidered.

In response the Chairman announced that the Mole Valley Demand Responsive Service (DRT) will be extended to operate on Saturdays with effect from Saturday 5th September 2015.

Residents who currently use Metrobus service 22, from areas not served by conventional bus services such as Newdigate, Leigh, Chart Downs, Sutton Abinger, Holmbury St Mary and Abinger Common, will be able to book journeys in advance on the DRT service by phoning the call centre. The service will be operated by East Surrey Rural Transport Partnership who operate the Monday to Friday DRT service in Mole Valley. The service will be open to all Mole Valley residents who don't have access to other bus services and will provide an alternative for the Metrobus service 22 while also providing new transport opportunities to many Mole Valley residents. TH added that he thought some action should be taken to link the services 32 and 22.

b **MEMBER QUESTIONS [Item 4b]** Questions from Mrs Helyn Clack (Dorking Rural):

The tabled questions and written responses are set out in the attached document.

Q1. HC referred to the question submitted by Richard Banks and the response received (item 4a). She asked whether the new development in Horley might provide funds to finance a roundabout. John Lawlor (SCC Highways) said a bid to fund a feasibility study would have to come back to the local committee for approval.

Q2. HC wanted to know whether the 526/527 would connect early enough to make a connection to Gatwick for shift workers to get to work. The Chairman suggested arranging a meeting with the Transport Team and the Parish Council.

Q3. HC wanted reassurance that the work would be done without further delay.
Zena Curry (SCC – Area Highways Manager) confirmed that all the permits were in place and that the work is programmed to take place during the schools’ summer break.

Q4. HC wanted to know how residents would be informed of the road closures
ZC confirmed there would be a full engagement plan to go out to the parish councils.

Q5. No supplementary

Q6. HC wanted to check that Traffic Management was just replacing what had been there before. ZC confirmed this was the case and that the A29 would reopen on 30 June.

Q7. No supplementary

Q8. HC wanted to know whether it was possible to investigate further as there had been an increase in traffic. ZC explained noise barriers were expensive and therefore normally only installed when a new road is built but could check on the cost of a feasibility study.

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Questions from Mr Stephen Cooksey (Dorking South and the Holmwoods)

Q1. SC wanted to know why he had not seen any publicity for work programmed for the first week of July and wanted assurances that the necessary enforcement measures were in place.

ITEM 2

Q2. SC wanted clearer news as to when the consultation would take place.

There were no officers present from the SCC Parking team so both supplementary questions were referred to David Curl for a written response.

Q3. No supplementary

Q4. No supplementary

Q5. SC stressed the need to have these dangerous manoeuvres monitored and JL agreed to set up some dates with the police.

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Question from Mrs Hazel Watson (Dorking Hills):

The Committee Officer agreed to contact officers for a time frame for a full response.

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Question from Cllr Rosemary Dickson (Leatherhead South)

As a supplementary she asked the Highways' officers how priority for the signage works would be decided and when residents could expect the sign to be erected. JL explained that he had asked for this to be given priority and it should be done within 1-2 months.

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Verbal Question from Chris Townsend (Ashted) –

He raised the issue that work on the Woodfield Lane project, previously agreed at LC (11/09/13) had been stopped due to the intervention of Cllr Chris Hunt in preventing the transfer of land from MVDC. He felt that this undermined the decision-making process of the LC. JL was not aware of the problem and Tim Hall said he would take it up with the Leader and Chief Executive of MVDC

5/15 PETITIONS [Item 5]

No declarations of interest were received.

6/15 REVIEW OF COLD WEATHER PLAN AND WINTER SERVICE ARRANGEMENTS (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 7]

Declarations of Interest:
None

Officers attending: John Lawlor - SCC Highways (JL)

Petitions, Public Questions and Statements:
None

Member discussion – key points

It was highlighted by Hazel Watson that the winter arrangements had not been tested due to last winter being mild.

Cllr Seed raised concerns about the gritting of some of the roads around the schools in Fetcham. JL confirmed that The Street, Bell Lane and Cobham Road were definitely on the list to be treated but he would have to check about School Lane. Treatment depends on whether the road in question is on the primary or secondary network.

The Local Committee agreed to:

- i. Consider the current highways cold weather provision and operations in their area and provide feedback, via their Local Committee Chairman, on any change requests.

7/15 RECOMMENDATIONS TRACKER (FOR INFORMATION) [Item 6]

Declarations of Interest:
None

Officer attending:
Sarah J Smith, Community Partnership and Committee Officer (Mole Valley)

Petitions, Public Questions and Statements:
None

It was agreed that any items where actions were shown as being completed, should be removed from the tracker.

8/15 DORKING TRANSPORT PACKAGE (PHASE 1) DEEPDENE STATION IMPROVEMENTS (EXECUTIVE FUNCTION) [Item 8]

Declarations of Interest:
None

Officer attending: Paul Fishwick, Project Manager, Transport Policy (PF)

Petitions, Public Questions and Statements:
None

ITEM 2

Paul Fishwick confirmed that an exhibition would take place Friday and Saturday 25 and 26 June regarding the proposal. Feedback from the whole consultation would be fed back to the LC in September.

Member discussion – key points

Hazel Watson queried why the consultation only covered phase 1 and questioned the reasons for removing the vegetation. She would have preferred priority to be given to measures to improve accessibility by either a lift or ramp and was disappointed these were not included in the phase 1 proposals. She also questioned whether the pavements were wide enough for shared use and suggested that priority should be given to providing 'real time' information at Dorking main station and would like to have seen the cycle path between Deepdene roundabout and the station moved to the west side of A24.

Helyn Clack suggested that what residents needed most was more car parking as cycling was not an option for those living further out of Dorking.

PF explained that the aim was to encourage residents to walk or cycle and thereby free up spaces so that motorists would not park on the street. The benefits of removing the vegetation will be assessed as part of the consultation and that the trees were on Network Rail land. Ramps and lifts would be considered as part of any phase 2 although at the moment this and phase 3 are only aspirations and there are no funds currently available.

The 1m widening of Station Approach will be subject to a safety audit but there is sufficient room and the local highways team will be segregating the A24 cycle route using a small pot of money it has available. Moving it to the west side would cause difficulties for people having to cross the main road.

PE supported retaining the vegetation providing there were no security concerns at the station and it was well lit. This would likely to be of benefit to future residents of Federated House, once developed.

Cllr Huggins agreed with the comments on commuter parking and was disappointed that phase 1 did not include a ramp to make travelling easier for all passengers. Tim Hall conceded that commuter parking was a district wide issue that needed to be taken up with the rail companies. Stephen Cooksey agreed with these comments and asked whether there was evidence that the changes would increase cycling to the station. He did not feel that the proposals were clear and would have preferred to see a long-term plan; he was disappointed that there had been no progress towards making Deepdene DDA compliant and was concerned that funding could be wasted.

PF stressed that the focus was on joining the two stations and that there was evidence to support the fact that people do convert from using the car to cycling or walking. He is waiting for a response from the Passenger Transport Group with regard to RTP1.

Ron Billard (Mole Valley Cycling Forum) refuted that there was evidence of increased cycle use. He felt that the enhancements were a step forward but stressed the need for a joined up approach e.g. tying in with the development of the Meadowbank site in Dorking and asked whether the cycling officer and

representatives of the Access group had been consulted – PF confirmed that they had.

The Local Committee (Mole Valley) resolved:

- i. To note the project content
- ii. To agree that the project be the subject of consultation between 19 June and 31 July 2015.

And resolved to agree:

- iii. That the Area Highways Manager in consultation with the Chairman, Vice Chairman, Local Divisional Member and Project Manager (Transport Policy) view and agree the consultation material.
- iv. The feedback from the consultation is reported to a later meeting of this committee.

Reasons for decision:

The Local Committee is to be kept informed of the progress of the Dorking Transport Package (Phase 1).

It is a requirement of the C2C LEP to carry out a public consultation as a condition of the grant funding award however the county council also wishes to engage residents in the development of the project.

The timing for June/July is to enable the local contribution being provided by First Great Western to be spent before its available 'end' date (30 September 2015).

9/15 WESTHUMBLE BRIDGE (NETWORK RAIL) - WEIGHT RESTRICTIONS (EXECUTIVE FUNCTION - FOR INFORMATION) [Item 9]

Declarations of Interest:

None

Officers attending:

Maureen Robson – SCC Highways (MR)

Hazel Watson expressed concern that the time frame might be too short to identify the full extent of the issue and that it was expecting much of residents to ask them to monitor vehicles. She stressed that a long term solution was required and asked if reinforcement of the structure could be prioritised.

ITEM 2

Cllr Elderton pointed out the worst possible consequences of an incident but MR explained that such considerations were outside the remit of the report and that Network Rail was only concerned here with the weight restrictions.

The Local Committee agreed to note:

- i. A traffic count with both video (1 day) and automatic counting (7 days) has been commissioned to record all traffic using the bridge and determine the extent to which the weight restriction is being disregarded.
- ii. Structures Team will also request assistance from the local parish council/residents to safeguard the bridge by reporting any incidences of vehicles which appear to be overweight that are using the bridge.
- iii. The details of offending vehicles will be passed onto the police/SCC Trading Standards for enforcement action.

10/15 LIBRARY SERVICE REVIEW 2015 (EXECUTIVE FUNCTION) [Item 10]

The Chairman brought forward Item 10 of the agenda to accommodate questions from members of the public.

Declarations of Interest:

None

Officers attending: Simon Harding – SCC Library Service (SH)

Petitions, Public Questions and Statements:

Jean Bradley from the Ashted Residents' Association raised the issue of evening opening hours. If the proposals went ahead, the library would be losing both late evenings (Tuesday and Thursday) and questioned the survey of usage on which the proposals were based.

Cllr Northcott, queried the fact that there had been no consultation on the changes and challenged the premise for the standardisation of opening hours.

Peter Seaward (Bookham Residents' Association) also objected to the loss of evening opening hours at the Bookham library.

Members' discussion – key points

SH explained that the aim was to concentrate on the core opening hours and that both Dorking and Epsom libraries would be open during the evening.

Chris Townsend doubted that residents would travel to other locations in the evening and asked the Library Service to provide the evening visitor figures for Epsom and Dorking for comparison. An amended recommendation was proposed by Chris Townsend, seconded by the Chairman and subsequently agreed by Members.

The Local Committee (Mole Valley) resolved to agree:

- i. to change the opening hours for Ashtead and Bookham libraries as set out in Annex 2 and paragraphs 3 and 9 of this paper subject to review with further information being provided to the Chairman, Vice Chairman and Divisional Member for Ashtead, to finalise opening hours.

Reasons for decision:

Members were concerned about the loss of later opening hours on Tuesday and Thursday at both libraries. Information was requested regarding the number of evening visitors to those local libraries which still offer later opening hours.

11/15 DECISION ON LOCAL COMMITTEE SUBSTITUTIONS [Item 11]

The Local Committee (Mole Valley) resolved to agree:

- I. Under the County Council's constitution (Part 4, Standing Orders, Part 3 40 (f) to allow substitutes for district/borough council co-opted members for the municipal year 2015-2016.

Reason for decision:

Local Committee members wished to continue the practice of allowing substitutes for co-optees from the District Council.

12/15 LOCAL COMMITTEE AND MEMBERS' ALLOCATION FUNDING - UPDATE (EXECUTIVE FUNCTION - FOR INFORMATION) [Item 12]

The Local Committee agreed to note:

- i. The amounts that have been spent from the Members' Allocation budget, as set out in Annex 1 of the report.

13/15 REPRESENTATION ON OUTSIDE BODIES AND TASK GROUPS AND COMMUNITY SAFETY BUDGET (EXECUTIVE FUNCTION) [Item 13]

The Local Committee (Mole Valley) resolved to agree:

- i. The amended terms of reference for the Youth Task Group as set out in Annex 1
- ii. The terms of reference for the Property Task Group and the Parking Task Group as set out in Annexes 2 and 3 respectively.
- iii. Membership of the Youth Task Group as Chris Townsend, Helyn Clack, Cllr Mary Huggins and Cllr Sarah Seed.

ITEM 2

- iv. Membership of the Parking Task Group as Hazel Watson, Tim Hall, Cllr Raj Haque and Cllr Rosemary Dickson.
- v. Membership of the Property Task Group as Tim Hall, Stephen Cooksey, Hazel Watson and Cllr Paul Elderton.
- vi. Representative and deputy for the East Surrey Community and Safety Partnership as Tim Hall and Stephen Cooksey respectively.
- vii. That the community safety budget of £3.337 that has been delegated to the Local Committee be transferred to the East Surrey Community Safety Partnership.

Reasons for Decisions:

The Local Committee's three task groups make a valuable contribution to its work and should therefore continue in 2015-16.

The revised Terms of Reference for the Youth Task Group will ensure a broader engagement of key stakeholders.

The representative (and deputy) will ensure that the Local Committee is represented on the East Surrey Community Partnership board and that Mole Valley priorities are taken into account.

Transfer of the small budget to the East Surrey Community Partnership will contribute to the funding of local projects in line with its set priorities.

Meeting ended at: 3.54 pm

Chairman

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (MOLE VALLEY)

DATE: 9 September 2015

LEAD OFFICER: Paul Fishwick, Programme Manager (LTS & Major schemes), Transport Policy

SUBJECT: Dorking Transport Package (Phase 1) – public engagement analysis

DIVISION: Dorking Hills

**SUMMARY OF ISSUES:**

This paper is to brief members on the Dorking Transport Package (Phase 1) project that was the subject of a consultation for six weeks between 19 June and 31 July 2015.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to agree :

- (i) To note the results of the high level analysis of the public engagement (Annex 1).
- (ii) That the outline project as set out in Annex 5 for 'on highway' improvements is approved and progresses to detailed design.
- (iii) To note that the Local Committee will be updated on a regular basis during the life of the project.
- (iv) To the advertisement of a legal notice and traffic order for the introduction of a road table at the junction of Lincoln Road with Station Approach (Annex 6).
- (v) That if objections are received to advertisement of the legal notices and traffic orders, the Area Team Manager is authorised to try to resolve them in consultation with the chairman, vice chairman, divisional members and project manager, and decide whether or not they should be acceded to and therefore whether the orders should be made, with or without modification

REASONS FOR RECOMMENDATIONS:

To ensure that the Local Committee is kept informed of the scheme development, the Local Committee is asked to note the results of the analysis of the public engagement event on the Dorking Sustainable Transport Package (Phase 1) proposals, included in Annex 1, together with supporting information of Annex 2 the exhibition panels and Annex 3 the questionnaire.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The Dorking Transport Package was included within the Local Transport Strategy and Forward Programme for Mole Valley that was approved by the Local Committee on 10 September 2014 (minute 27/14 refers).
- 1.2 A Business Case submission was made to the C2C LEP on 15 December 2014 in partnership with Mole Valley District Council and First Great Western.
- 1.3 The project has been awarded £600,000 of Grant Funding (subject to a consultation) from the C2C LEP (75%) with £200,000 (25%) coming from Train Operating Company First Great Western.
- 1.4 The Local Committee agreed on the 17 June 2015 (minute 8/15 refers) that officers undertake a public engagement event for this project.

2. ANALYSIS:

Dorking Transport Package (Phase 1) – public engagement headline summary

- 2.1 The Dorking Transport Package (Phase 1) was the subject of a 6-week public engagement between 19 June and 31 July 2015.
- 2.2 An exhibition was held on Friday 26 June and Saturday 27 June 2015 at the Lincoln Arms Station Approach.
- 2.3 Annex 1 provides a more detailed report on the public engagement event but the headline findings have been set out below.
- 2.4 The event was advertised repeatedly via social media channels, including Facebook and Twitter using the county council's Surrey Matters platforms. Advertising banners on the Surrey homepage were posted at regular intervals that directed users to the web pages, and the project was also advertised on the District Council web site.
- 2.5 Posters and leaflets were displayed at Dorking Library, Dorking Leisure Centre, the Esso Garage on the A24, in Dorking Main and Dorking Deepdene stations Lincoln Arms and in the district council offices.
- 2.6 Approximately 350 leaflets were distributed to commuters entering/exiting Dorking Main and Dorking Deepdene stations during the AM peak travel period on Wednesday 25 June.
- 2.7 The Divisional Member for Dorking Hills arranged to deliver **2,500** leaflets within her division.
- 2.8 The dedicated county council webpage for this project received **908** views during the 6 week engagement period.
- 2.9 In addition to this, some special briefing sessions were set up with interested groups including Dorking Town Centre Forum, Dorking Access Forum and Mole Valley Cycle Forum.

- 2.10 The two-day exhibition at the Lincoln Arms welcomed **65** visitors and **130** questionnaires responses were received, 80% online and 20% handwritten.
- 2.11 These responses have been analysed and are provided in more detail in Annex 1.
- 2.12 The responses to the questionnaire have been compared with recent similar Major schemes and STP public engagement events and these are indicated in Annex 4.
- 2.13 Overall there were no elements of the proposals 'on highway' (or on station) where respondents provided a majority disagreement. In the majority of cases the percentage that disagreed with the proposal was in single figures.
- 2.14 The Local Committee is asked to approve the 'on highway' proposals as indicated in Annex 5, to enable the project to progress to detailed design.
- 2.15 First Great Western will approve their 'on station' scheme proposals separately.
- 2.16 Some residents were concerned about the extent of the vegetation removal at Dorking Deepdene station and have raised a petition that is the subject of a separate paper at this meeting.
- 2.17 Paul Fishwick (Programme Manager LTS and Major Schemes) and Tom Pierpoint (First Great Western) met with the lead petitioner on Thursday 20 August, and the outcome of this meeting has been included within the separate report relating to the petition.
- 2.18 The County Council recently carried out a cycle monitoring survey and attached as Annex 7 are the draft results for the county and Mole Valley District. Please note that these are draft figures from a forthcoming report that will be published at a later date.
- 2.19 However, the feedback indicates that the proposed having cycle paths separate from traffic is a key factor in getting people to start cycling again, and this forms part of the proposals here.

Lincoln Road – proposed road table

- 2.20 The project includes installing a road table at the junction of Lincoln Road with Station Approach (Annex 6). This will require the advertisement of a traffic order Notice and the Local Committee are asked to agree to the advertisement to allow the legal process to commence.

3. OPTIONS:

- 3.1 The main focus of the 'on highway' section of the bid was improving walking and cycling connectivity on the highway between the two railway stations, Dorking Deepdene and Dorking Main and improving onward travel at the bus stops A and E located either side of Dorking Deepdene station on the A24, with improvements to the facilities and information.

ITEM 6

- 3.2 The two stations are close together and there is only one direct route via the highway between the stations, and there are only two key bus stops on the A24 (A and E) either side of Dorking Deepdene station. Therefore, route options are limited.
- 3.3 However, options on the treatment of the route between the two stations and bus stops A and E will be considered during the design process.
- 3.4 Southern Rail have been successful in being awarded funding for improved and expanded cycle parking facilities and the County Council are working with Southern on access options to the new facility.

4. CONSULTATIONS:

- 4.1 Although the C2C LEP has carried out a consultation earlier this year, it was always the intention of the County Council to carry out a public engagement event during the summer over a 6-week period.
- 4.2 The exhibition on Friday 26 and Saturday 26 June at the Lincoln Arms was open between 12 noon and 7pm on the Friday and 10am and 4pm on the Saturday.
- 4.3 Officers from the County Council and First Great Western were available to answer questions regarding the proposals.
- 4.4 A specific public web page was created for this project that gave details of the exhibition and the questionnaire. It should be noted that what was on display at the exhibition was also available on the web site.
- 4.5 Notification of the public engagement event was also sent to various interested groups through the Local Transport Plan stakeholder engagement consultee schedule.
- 4.6 The proposed road table in Lincoln Road will be the subject of a separate statutory consultation as part of the legal order process.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The detailed business case for the scheme has been submitted which included a value for money section.
- 5.2 The estimated cost for this project is £800,000 with First Great Western providing the local contribution of £200,000.
- 5.3 The local contribution funding is now in place for these projects and the County Council is working in partnership with First Great Western to deliver these improvements.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 It is the objective of Surrey Highways to treat all users of the public highway equally and with understanding. An Equalities Impact Assessment (EqIA's) will be carried out for each Major / Sustainable Transport scheme.

7. LOCALISM:

7.1 The headline benefits arising from the Dorking Transport Package (phase 1) are as follows:

- The project is a package of sustainable transport measures centred on Dorking Deepdene station. It will improve access to the station, interconnectivity between this station and Dorking main station, improve road safety and support modal shift away from the private car and improved connectivity from business areas to railway stations.
- Dorking Deepdene (serving approximately **636,500 passengers per annum**) is a key station on the North Downs line (Reading via Guildford to Redhill/Gatwick Airport), but currently offers a poor customer proposition, being accessed only by steps, creating major difficulties for certain people, and lacking what passengers now expect to be the norm, such as CCTV and good cycle and waiting facilities.
- The Dorking Transport package (phase 1) scheme is seen as a **'gateway'** to facilitate interconnectivity between two key rail lines, the Horsham to London via Dorking main station (approximately **1,346,700 passengers per annum**) and the Reading to Redhill/Gatwick line via Dorking Deepdene station. This scheme will provide a seamless rail to rail connection between the two stations in a similar way to changing platforms at a large station, and with different destinations, will open up new destination opportunities.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	The proposed on station improvements for lighting and the CCTV system should improve safety and reduce the fear of crime.
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 walking and cycling, 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 Surrey LTP. Passenger transport and modal shift from the car to buses/rail are a further key objective of the Surrey LTP.

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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 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 is available through Surrey County Council to those less confident of cycling to encourage take up and to maximise the benefits of the new infrastructure.

It could be that increased levels of walking and cycling to and around the town centre will have a positive effect on the local retail economy as some recent studies suggesting that pedestrians and cyclists actually spend more on a trip into a town than a motorist.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The business case for this project has been approved by the C2C LEP and the bid has been the subject of independent scrutiny by the LEP's consultants.
- 9.2 The County Council in partnership with First Great Western have carried out a public engagement for 6-weeks between the 19 June and 31 July, with a generally positive outcome from the responses received, and the Local Committee are asked to note the consultation report (Annex 1) and approve the 'on highway' works as indicated in Annex 5 to progress to detailed design.
- 9.3 A road table is proposed for Lincoln Road. This will require a traffic order and the committee are asked to agree to the advertisement of the legal notice.

10. WHAT HAPPENS NEXT:

- 10.1 First Great Western will commence detailed design of the 'on station' improvements and plan to carry out the improvements during the December 2015 to March 2016 period, taking into account the feedback from the engagement event
- 10.2 The County Council will develop the 'on highway' designs during the 'winter period' with works planned to take place during the spring and summer of 2016, taking into account the feedback from the engagement event.
- 10.3 The proposed traffic order for the road table will be advertised during the autumn 2015.
- 10.4 The County Council will enter into legal agreements with the C2C LEP and First Great Western over this project.

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Contact number 03456 009 009

Consulted

Surrey County Council officers: Lyndon Mendes, David Stempfer, Caroline Tuttle,
Zena Curry, David Ligertwood, Marc Woodall
First Great Western representative; Tom Pierpoint
Mole Valley Council officer: Jack Straw

Annexes:

Annex 1 – Public Engagement Analysis
Annex 2 – Exhibition Panels
Annex 3 – Questionnaire
Annex 4 – Public engagement comparison
Annex 5 – ‘On highway’ proposals
Annex 6 – Lincoln Road proposed road table location
Annex 7 – Cycle monitoring survey (draft extract)

Sources/background papers:

Business case submission to C2C LEP 15 December 2014
C2C LEP Independent scrutiny Feb/March 2015
C2C LEP Meeting 25 March 2015

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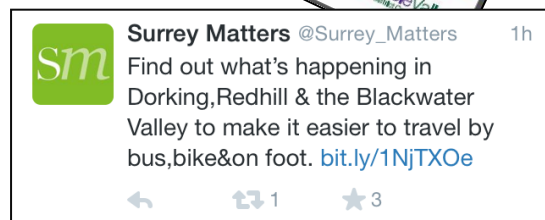
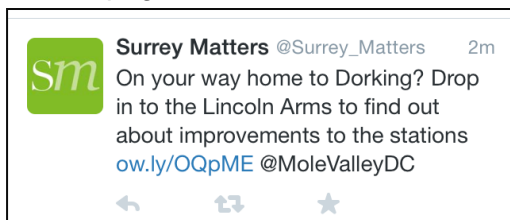
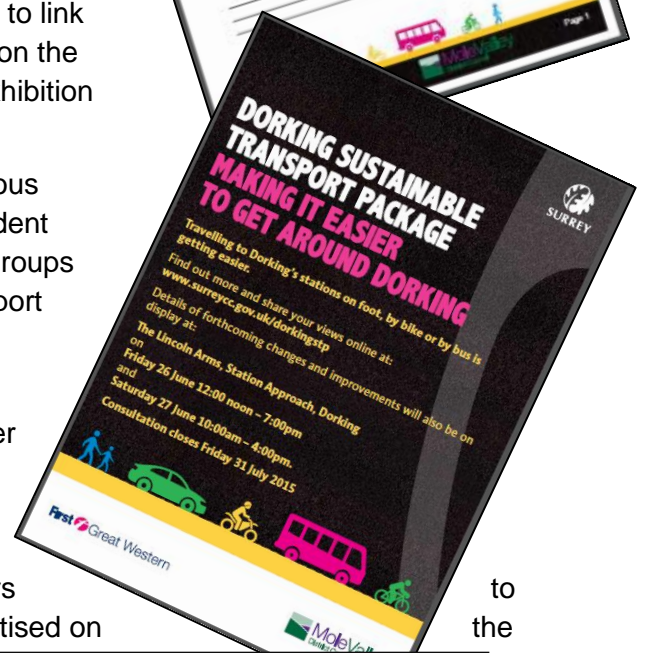
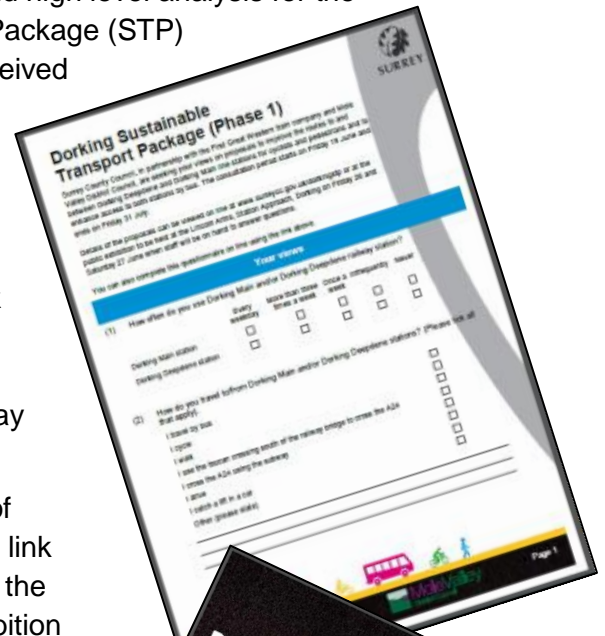
Dorking Sustainable Transport Package (Phase 1) Public engagement analysis report

1 Executive Summary

1.1 This report describes the engagement process and high level analysis for the first phase of the Dorking Sustainable Transport Package (STP) undertaken in June/July 2015. The responses received during the engagement period will help inform the detailed design stage of the scheme's development.

2 Approach to engagement

- 2.1 Public engagement was carried out for a six week period between 19 June and 31 July 2015. An exhibition was held at the Lincoln Arms, Station Approach, Dorking on Friday 26 June and Saturday 27 June 2015.
- 2.2 A webpage was created as a centralised source of information to give details of the exhibition, and to link users to a questionnaire to give their feedback on the scheme. Information panels displayed at the exhibition were also published on the website.
- 2.3 Notification of the consultation was sent to various interest groups including business forums, resident associations, environmental bodies and cycle groups based on Surrey County Council's Local Transport Plan consultee list.
- 2.4 The event was advertised repeatedly via social media channels, including Facebook and Twitter using the council's Surrey Matters platforms. Advertising banners on the Surrey homepage that were posted at regular intervals throughout the consultation period pointed users to the webpages, and the scheme was also advertised on



to
the

district website. Posters and leaflets were displayed at The Lincoln Arms, Dorking Library, Dorking Leisure Centre, the Esso Garage on the A24 opposite the location of the scheme, in both Dorking and Dorking Deepdene mainline stations, and in the district offices at Pippbrook.

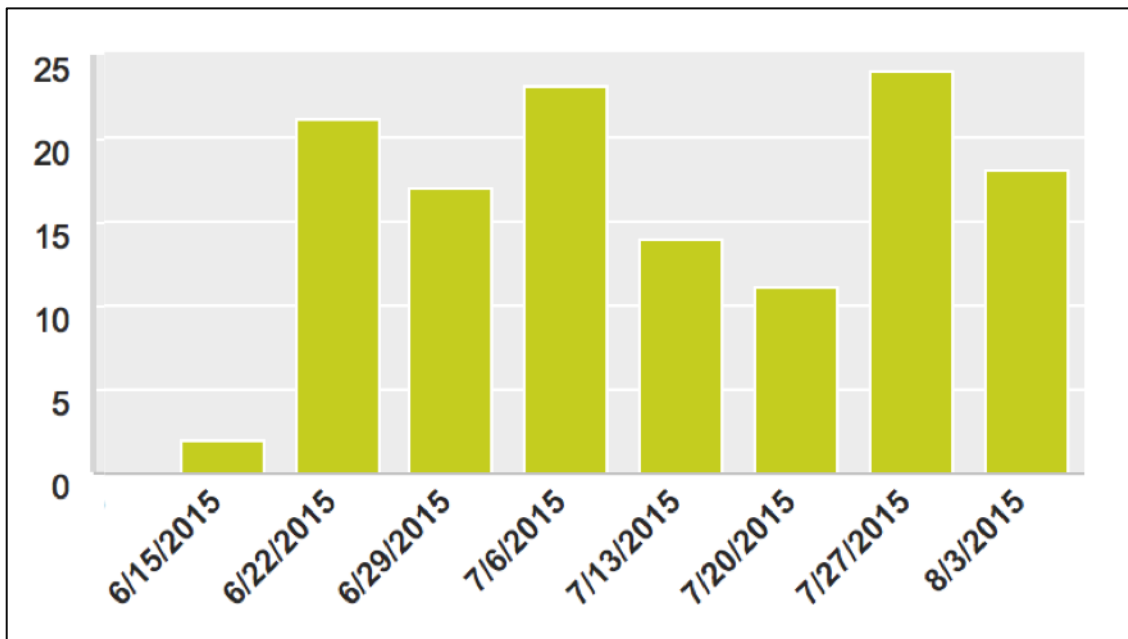
2.5 Approximately 350 leaflets were distributed to commuters entering/exiting Dorking Main and Dorking Deepdene stations during the AM peak travel period on Wednesday 25 June to raise awareness of the scheme amongst users of the stations and the route between the two.

2.6 The dedicated county council [webpage](#) received **908 views** during the 6 week consultation period.

2.7 Reminders for the public consultation were emailed out on 20 and 21 July 2015. This helped raise awareness of the consultation again and encouraged a 'spike' in responses coming in from the survey towards the end of the period. The graph below illustrates the volume and distribution of responses received online to the survey.



An additional 20 surveys were manually inputted after the close of the survey; these were surveys completed by hand and received either at the exhibition or in the post.



2.8 Much of the feedback we received was provided online, with respondents directed to a Survey Monkey page to complete the questionnaire. Any handwritten questionnaires received have been inputted into Survey Monkey so that they can be included in the final analysis.

2.9 Responses to the questionnaire will be considered further under detailed design.

3 Wider engagement activities

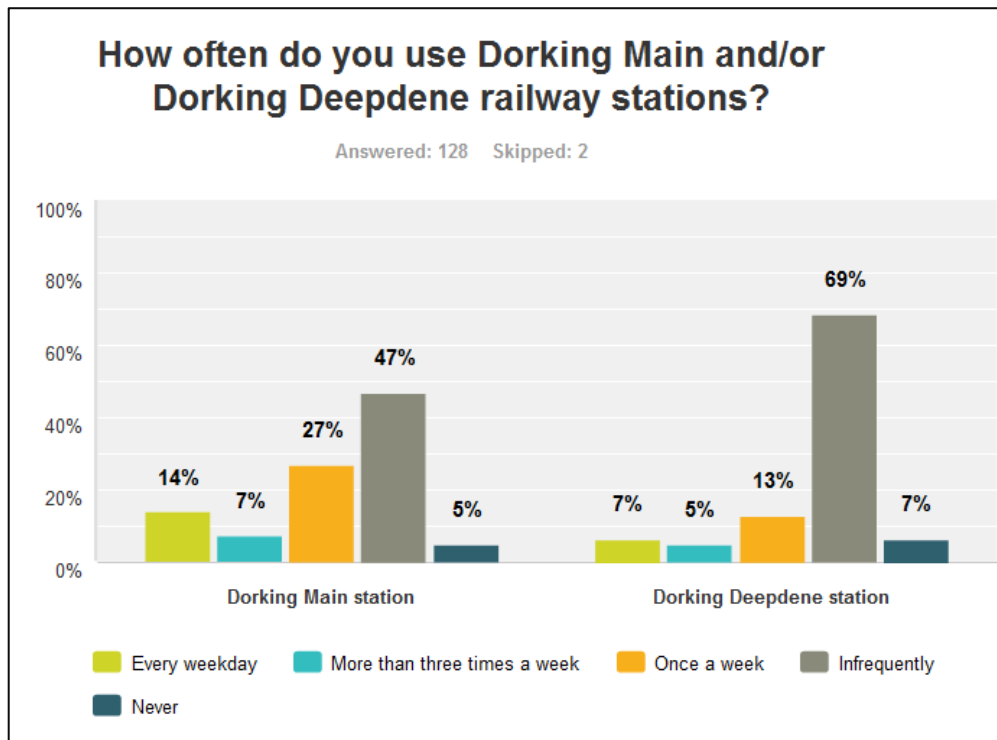
- 3.1 Wider engagement activities were undertaken to raise awareness of the scheme and ensure that it reached as many potentially interested parties as possible.
- 3.2 Members of the project team met with the local councillor, Hazel Watson, and the Chairman of the Local Committee, Tim Hall on site on 20 April 2015. Other meetings, in partnership with First Great Western, have included meeting Southern Railway on site; the Mole Valley Cycle Forum; Dorking Town Centre Forum; the Dorking Access Forum; and the Executive Member for Planning Sarah Seed.
- 3.3 A briefing was given to the Mid Surrey Disability Alliance Network at their meeting in Leatherhead on the 12 July 2015.

4 Consultation response analysis

- 4.1 Much of the feedback we received was provided online, with respondents directed to a Survey Monkey webpage to complete the questionnaire (80%). Any handwritten responses received have been inputted into Survey Monkey so that they could be included in the final analysis (20%).
- 4.2 A number of residents wrote in separately to the online survey, most to register their concern over the potential removal of vegetation from the embankments on either side of Dorking Deepdene station.
- 4.3 We are also aware of a petition which has been started by local residents to ask that the vegetation is not totally removed from the station surrounds.
- 4.4 The two-day exhibition at the Lincoln Arms welcomed 65 visitors over the two days, and we received a total of 130 questionnaire responses.
- 4.5 There were a total of 130 individual responses via the questionnaire (online and during the public exhibition or submitted later by post).
- 4.6 This section describes the results received for each of the questions asked.

Question 1: How often do you use Dorking Main and/or Dorking Deepdene railway stations?

4.7 **128 (98%)** out of a total 130 respondents answered this question; the following graph provides an indication of their answers.



4.8 Dorking Main was the most frequently used of the two stations, with 48% stating they used the station at least once a week.

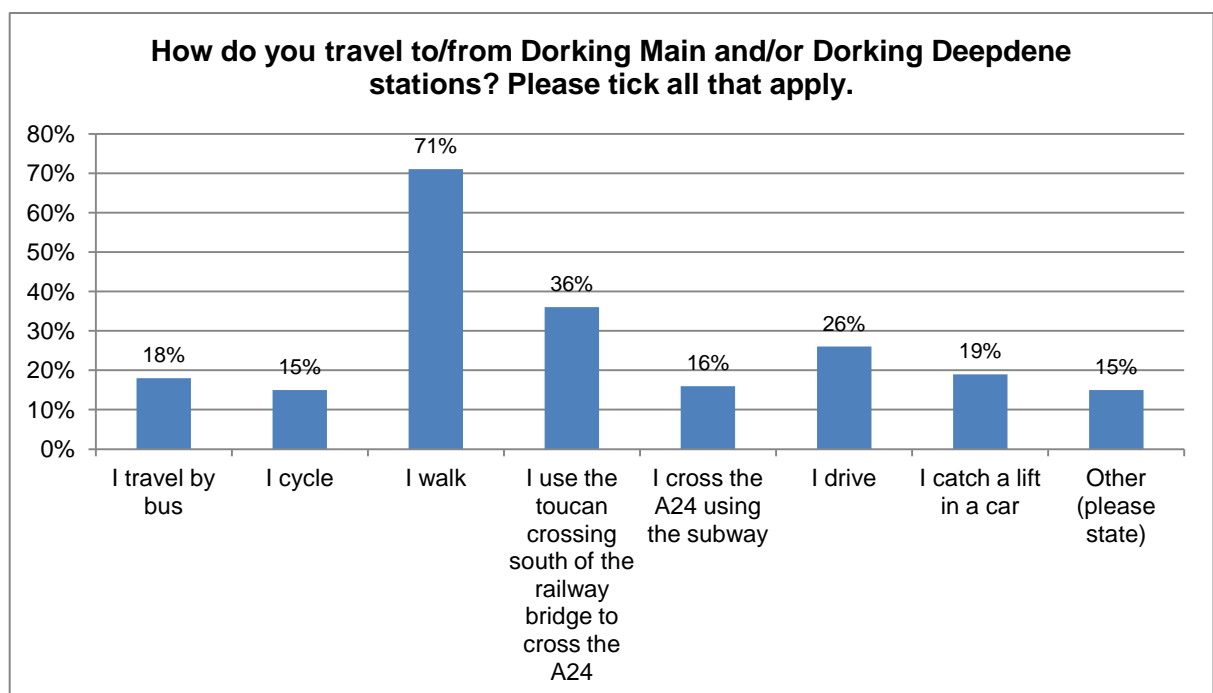
Question 2: How do you travel to/from Dorking Main and/or Dorking Deepdene stations? Please tick all that apply.

4.9 **129 (99%)** out of a total 130 respondents answered this question.

4.10 The options to this question were:

- I travel by bus
- I cycle
- I walk
- I use the toucan crossing south of the railway bridge to cross the A24
- I cross the A24 using the subway
- I drive
- I catch a lift in a car
- Other (please state)

4.11 The majority of respondents stated that they accessed the stations on foot, with 36% making use of the toucan crossing on the A24.



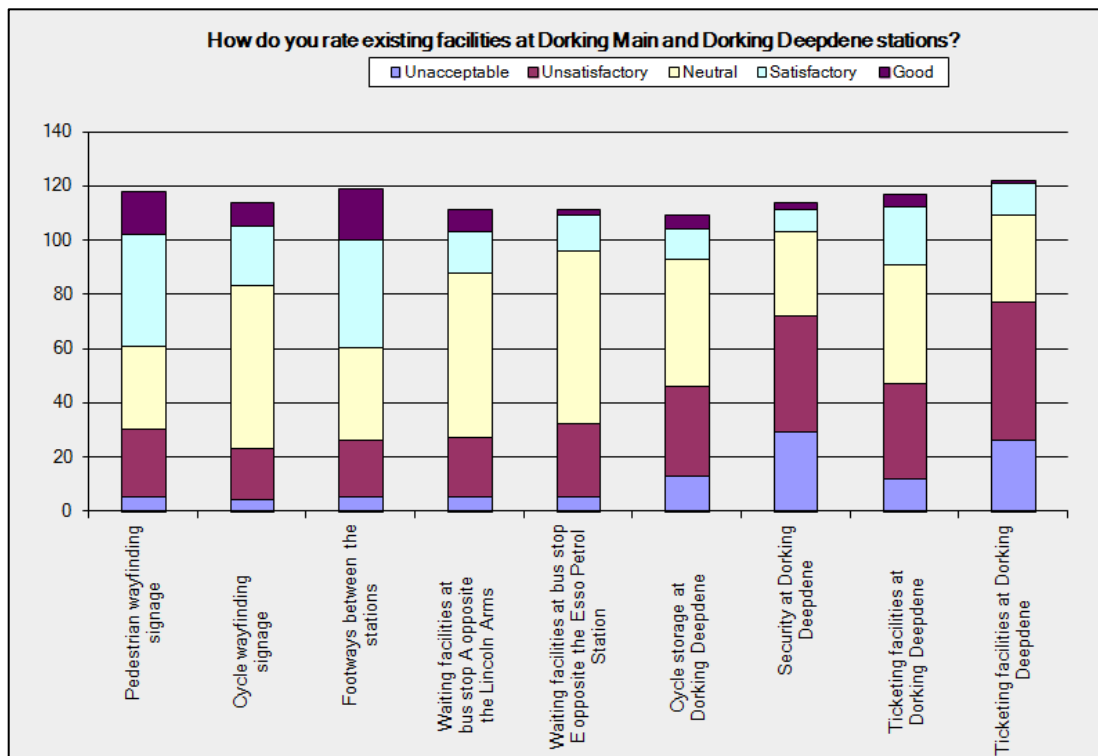
Note: this question allowed respondents to tick multiple options, the percentages show in the chart therefore relate to the total number of people who answered this question.

Question 3: How do you rate existing facilities at Dorking Main and Dorking Deepdene stations? Please explain your reasons for your response to this question.

4.12 **127 respondents (98% of all respondents)** answered this question. The survey asked about the following facilities:

- Pedestrian wayfinding signage
- Cycle wayfinding signage
- Footways between the stations
- Waiting facilities at bus stop A opposite the Lincoln Arms
- Waiting facilities at bus stop E opposite the Esso Petrol Station
- Waiting shelters at Dorking Deepdene station
- Cycle storage at Dorking Deepdene
- Security at Dorking Deepdene
- Existing lighting at Dorking Deepdene
- Ticketing facilities at Dorking Deepdene

4.13 The graph below illustrates the responses we received. The answers to the question help us ensure that we are addressing the issues that are most keenly felt by local people and those travelling to or between and using the stations.



4.14 The least satisfactory of the facilities we asked about were the **ticketing facilities at Dorking Deepdene**. This question provided an opportunity for people to give feedback on why they had specific views about some of the facilities. Reasons given for the dissatisfaction with ticketing facilities at Dorking Deepdene included:

- One machine is not enough for the amount of people who use the station: “Only having a ticket machine means queues, people missing trains and railcards/ discounts not being applied”
- The machine is positioned such that seeing the screen can be difficult when the sun is shining: “considerable difficulty in reading ticket machine screen in bright sunlight”
- It can be very slow to process card payments.
- “Ticket machine often out of use”
- “The machine rarely works well. It should be made clearer that you can buy a ticket on the train from the guard at the back”
- “Ticket machine should be both sides. Cycle storage should be more secure with CCTV. Footway from Dorking station is too narrow”

4.15 **Security at Dorking Deepdene** was a concern for many respondents too, and reasons given for this included:

- “too many cycles get damaged at Deepdene”
- “feels unsafe”
- “I would not like to leave my bike or be alone on the platform”
- “You don’t feel safe on the platform or getting to the platform especially on winter months very dark and sometime there are drunks sitting there which is unsettling”

4.16 In total, 78 respondents to the question provided additional comments, and these will be considered under detailed design. In addition to those relating to ticketing and security (examples above), additional comments included:

The current state of facilities at Deepdene - other than no ramp access - are not a significant issue for me. I buy tickets at Dorking Main or online - on senior railcard.

Bus shelters should have comfortable seats, be properly weatherproof and show real time bus information. The lighting at Deepdene is great - the lights brighten when there are people there: very good use of energy. A second ticket machine at Deepdene would be helpful.

As a wheelchair user Dorking main is fine to use, but Deepdene is a complete non-starter.

The problem with Deepdene is the lack of disabled access. The problem with Dorking main is the lack of sufficient parking and the way taxi drivers are taking the "waiting" spaces intended for other users of Dorking Main station

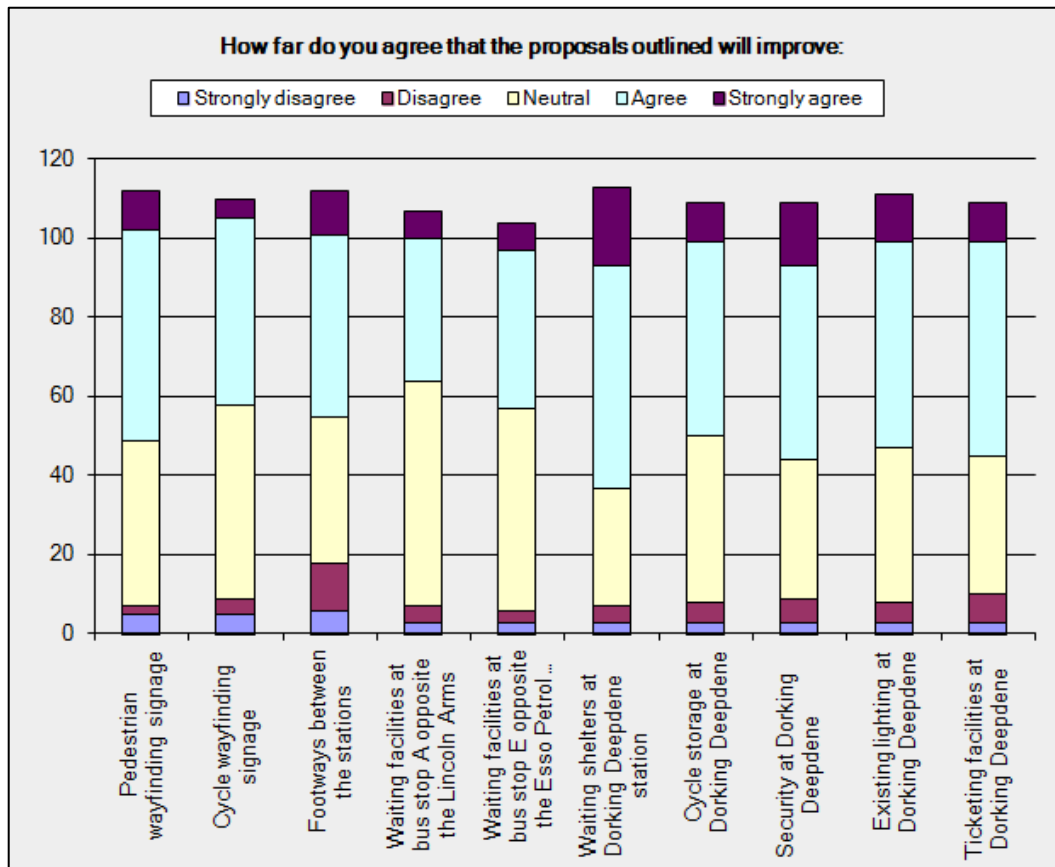
Deepdene Station needs maintenance/improvements and a LIFT or ramp.

Steps at Deepdene too steep. Should be level access. Prefer Dorking West

Question 4: How far do you agree that the proposals outlined will improve:

- **Pedestrian wayfinding signage** (56% agree; 6% disagree)
- **Cycle wayfinding signage** (48% agree; 9% disagree)
- **Footways between the stations** (51% agree; 16% disagree)
- **Waiting facilities at bus stop A opposite the Lincoln Arms** (41% agree; 7% disagree)
- **Waiting facilities at bus stop E opposite the Esso petrol station** (45% agree; 6% disagree)
- **Waiting shelters at Dorking Deepdene station** (68% agree; 7% disagree)
- **Cycle storage at Dorking Deepdene** (54% agree; 8% disagree)
- **Security at Dorking Deepdene** (60% agree; 9% disagree)
- **Existing lighting at Dorking Deepdene** (58% agree; 8% disagree)
- **Ticketing facilities at Dorking Deepdene** (59% agree; 9% disagree)

4.17 **115 respondents (88%)** answered this question. How they responded is illustrated in the graph below, and the proportions of agree and disagree are listed above.



4.18 The results suggest that there is a difference in how the improvements to Dorking Deepdene station and the pedestrian, cycle and bus improvements are viewed. There is a clear bias towards a recognition that the facilities at Deepdene will be improved by the scheme, particularly the waiting shelters and the ticketing facilities.

4.19 In relation to the improvements to the pedestrian, cycle and bus improvements, there is still a positive view that the scheme will provide benefits, but there are more respondents indicating a neutral view, suggesting that more people see the current facilities as adequate or functional as they are.

4.20 **57 comments** were made in response to this question. They included:

Current signage is not clear, shelters are not large enough, and need seating.

A major essential improvement would be to replace the staircases with ramps to the advantage of all users not just those with a disability.

These changes are long overdue

The improvements are marginal but helpful.

A complete makeover at Dorking Deepdene is required, not tinkering at the periphery. It needs to be fully fit for use by passengers travelling to/from Gatwick, for example. As matters stand, it could not be more unsuitable and the unfortunate fact needs to be faced.

Dubious about sharing footpath with riding cyclists.

I cycle from Brockham to Dorking Station and so come down the A24 footpath/cycle way which runs past deepdene and onto the Lincoln Arms pub. The footpath is not adequately marked or wide enough for a combined cycle/footpath. It is difficult for bikes as it is particularly congested in rush hour from pedestrians crossing the A24 at the lights by deepdene station - a proper marked cycle path between here and the Lincoln arms would really help. Also it is very difficult and dangerous at the entrance of the station road by the Lincoln Arms to leave the cycle path and get across to the left side of the road to then cycle into the station. This is due to cars/buses entering/exiting here, the side road behind the pub and cars u-turning on the A24 to get into the few car parking spaces by deepdene station. Please add markings/right of way here to aid cyclists cross a very dangerous junction. Alternatively could the cycle path into the station?

Footway widened near Lincoln Arms would be good.

To improve security at the station CCTV should be installed - cutting back trees and shrub cover will not protect residents.

Any money spent on it will be a bonus but I still think there should be a lift installed for disabled people and mothers with pushchairs as there is a lot of steps

Question 5: If the bus facilities along this stretch of the A24 (including bus stops “A” opposite the Lincoln Arms, and “E” opposite the Esso Petrol Station, as shown on the panels) were improved in some or all of the following ways, would this encourage you to use the bus service for certain journeys? Please tick all that apply.

4.21 **108 respondents (83%)** answered this question.

	Yes (%)	No (%)	I don't know (%)
Availability of free wi-fi	38	49	13
Real Time Information	79	21	0
Bus stop improvements – new bus shelter	57	35	8
Bus stop improvements – improved access to enable wheelchair/mobility impaired users to get on/off the bus	41	46	14
Bus priority at traffic signals to reduce journey times (in the Dorking area)	42	44	14
On board audible and visual next stop announcements	61	32	7
Smart ticketing (e.g. an Oyster car style system)	57	33	10
More information about available bus services, times and fares	72	25	4
Improved customer services (e.g. provision of better disability awareness training for drivers on the needs of disabled and frail older people)	47	40	13
Safety enhancements	41	45	14
More reliable bus journey times	76	17	7
Extended hours/days for bus services	67	23	11
None of these	11	65	24

4.22 The answers to this question suggest that the most popular improvements to bus travel and which would encourage greater bus use, are:

- Real Time Passenger Information;
- more reliable bus journey times;
- more information about services, times and fares; and
- extended hours/days for bus services.

Question 6: Do you require changes to your place of work to encourage you to take the bus or cycle to work? E.g. cycle parking, showers

Yes	5%
No	87%
I don't know	8%

4.23 A high proportion of our respondents were retired or no longer worked, according to comments received to a number of the questions, the high number of people answering no to this question is therefore not unexpected, however it does mean that it is unlikely to be representative of the wider population.

4.24 Suggestions received from those who said they would require changes to their place of work to encourage them to take the bus or cycle to work include:

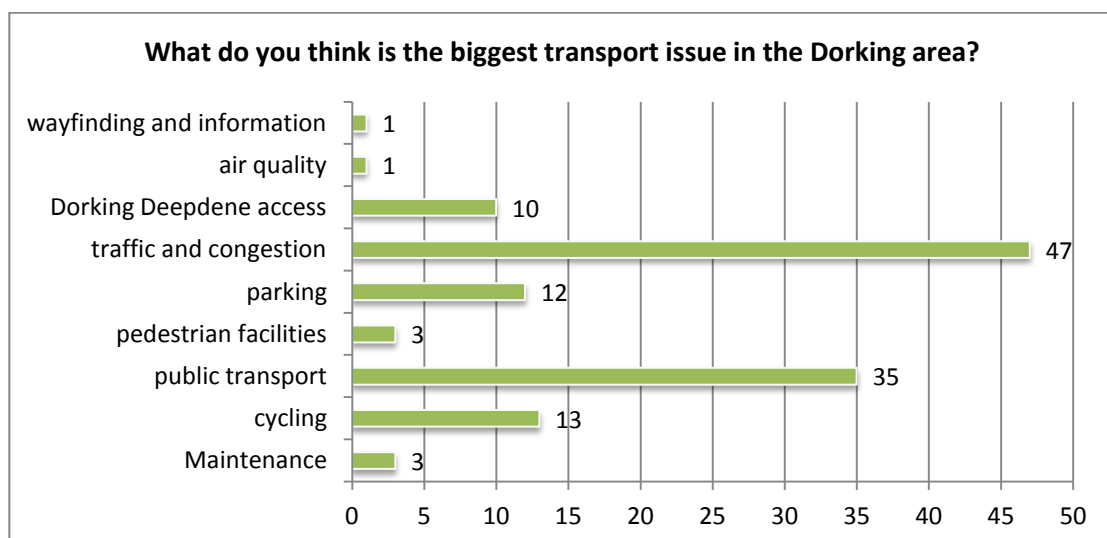
- Not allowing bicycles on trains during peak hours is prohibitive to cycling to work
- Work destination specific bus services
- More regular bus services
- Showers, lockers, changing room, hairdryer (example of Fairmount House given)

Question 7: What do you think is the biggest transport issue in the Dorking area?

4.25 We received **104 comments (80%)** in answer to this question.

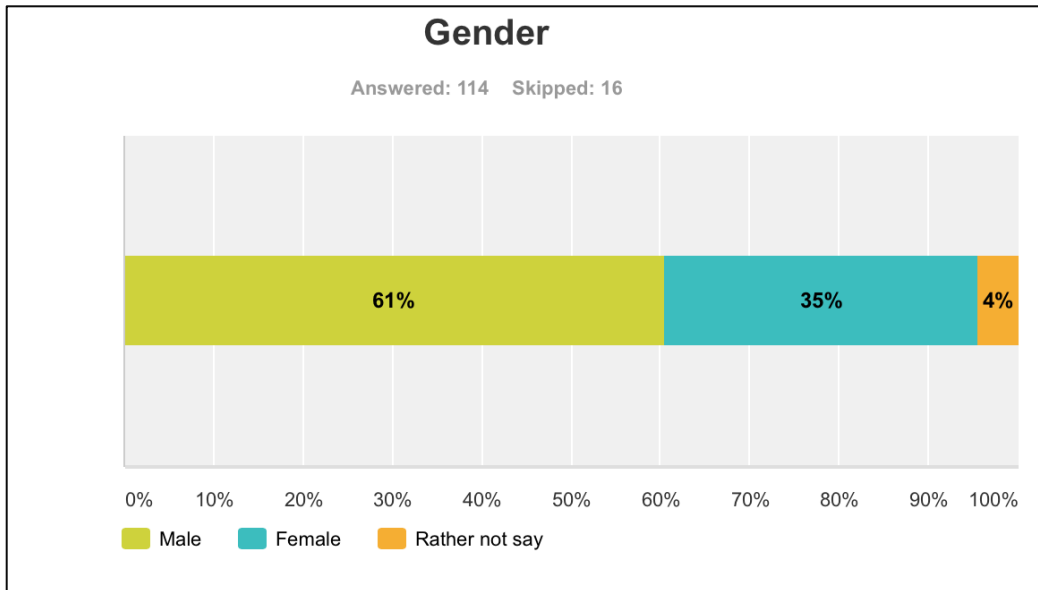
4.26 The responses have been analysed and the key themes drawn out. Some answers covered more than one topic, for example the response “1. Fast train service to London. 2. Congestion due to parking on the High Street” has been put into both the ‘public transport’ theme and the ‘traffic and congestion’ theme.

4.27 The graph below illustrates the themes of the biggest transport issues that were raised in this question.



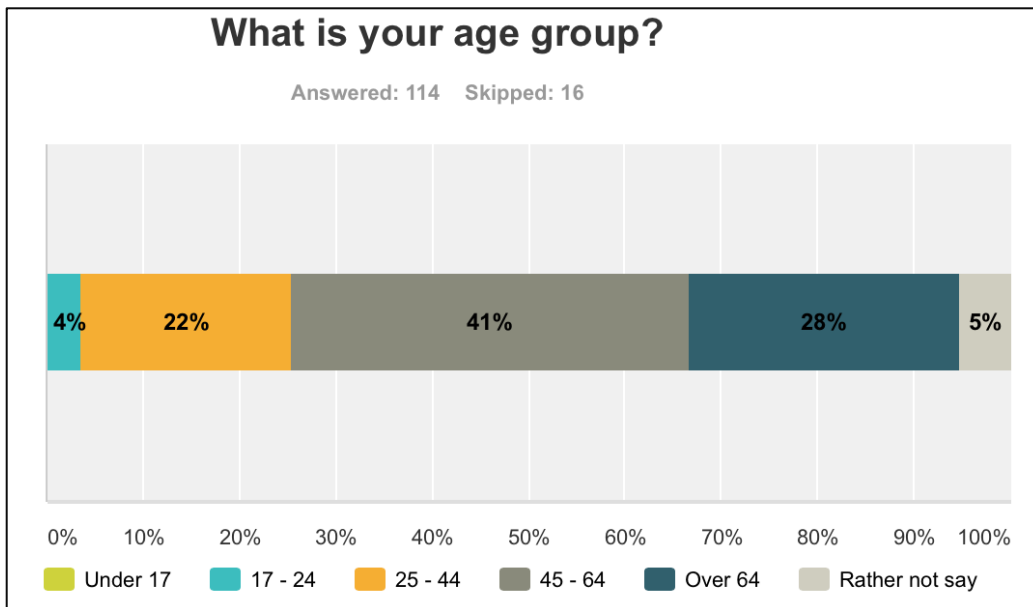
Question 8: Gender

4.28 **114 respondents (88%)** responded. Of these 61% stated male, 35% stated female, and 4% preferred not to say.



Question 9: What is your age group?

4.29 **114 respondents (88%)** responded. More than half were aged 45 or older. The graph below illustrates their answers.

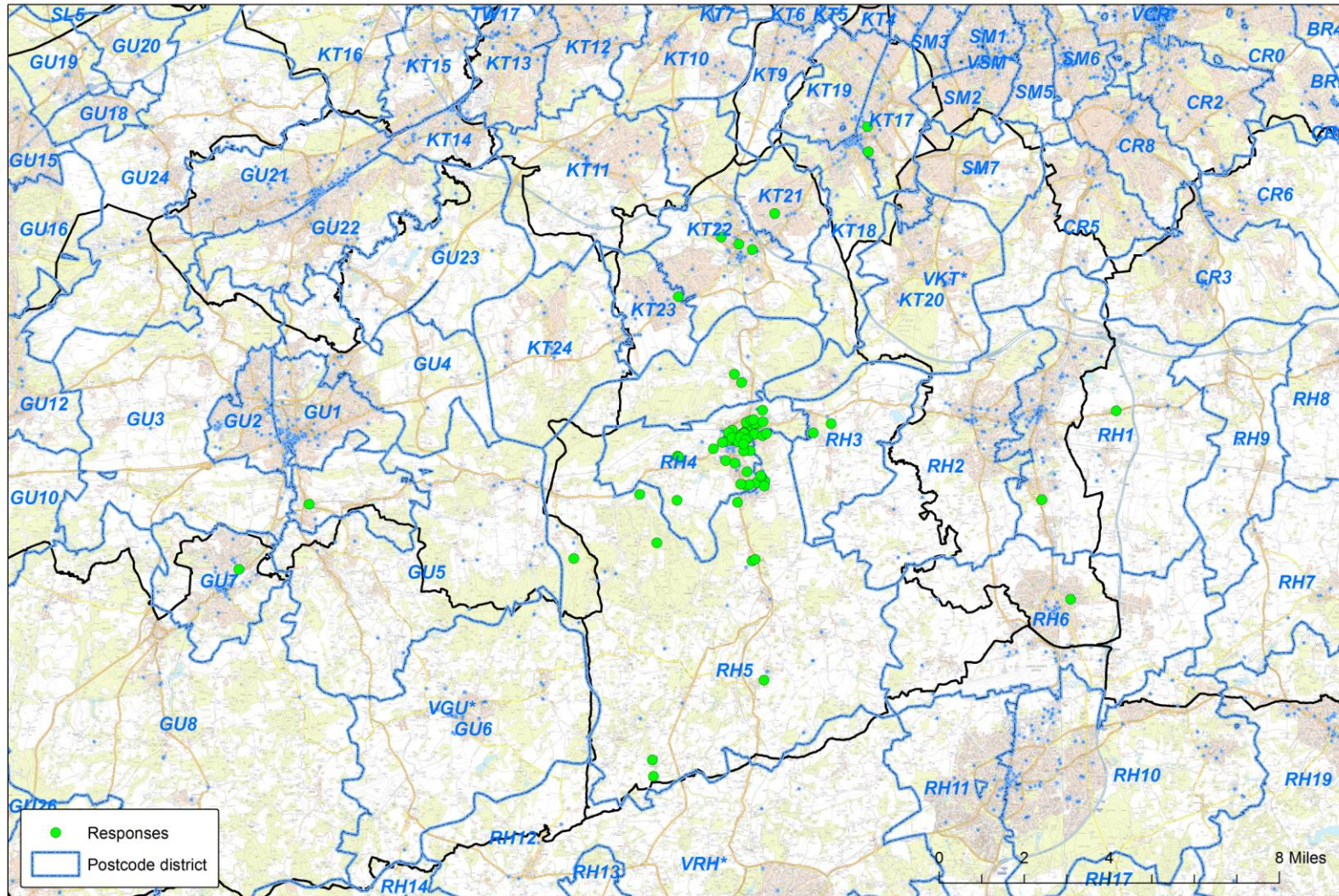


Question 10: Please provide your postcode?

4.30 **104 respondents (80%)** provided their postcode, providing us with a picture of the geographical spread of our respondents.

4.31 The postcodes provided have been plotted, see image overleaf.

Postcodes of respondents to Dorking STP consultation



Question 11: Do you consider yourself to have a disability?

4.32 **113 respondents (87%)** answered this question. Of these, 16 (14%) considered themselves to have a disability, 93 (82%) did not consider themselves to have a disability. 4% preferred not to say.

5 Email and postal responses

5.1 During the consultation period some responses were sent to the County Council via email or post, which were not in the questionnaire format. Around **25 responses** were received in total from individuals and from groups such as Metrobus and the Mole Valley Green Party. Many of the individual responses were largely concerned with the proposed **removal of vegetation** from the embankments at Dorking Deepdene station.

Alighting at leafy Deepdene station is a wonderful way to start such a visit and to replace this with a barren wasteland would not do Dorking any favours. The trees act as a welcome barrier from the sight and noise of the dual carriageway, as well as being a home to wildlife.

5.2 **Metrobus** voiced strong support for the scheme and suggested further improvements for consideration:

We would also suggest that the information provided at the main station bus stops is improved, to include 'Where to Catch Your Bus' maps, route maps, network maps, PLUSBUS ticket information and summary timetables of buses to Dorking town centre (with similar posted in the town centre for buses to the station). At present there is space for this information at these stops but it is not provided.

5.3 Other individual responses voiced the need for **improved access** to Dorking Deepdene station:

My husband and I are elderly but not disabled but can no longer climb the steps with or without luggage to Deepdene station to visit our son via Reading in Devon.

I also need to pick up visitors from Deepdene but there are no facilities to park to pick them up in the road. If there was a passage to Dorking station for them to take, they could be picked up in safety there.

These steps are totally impractical for elderly people, those with suitcases and push chairs.

We feel that lifts at Deepdene should be a priority.

5.4 Further emails supported the need for real time passenger information, critiqued the scheme, and asked questions about specific aspects of the improvements. All comments will be considered as part of the consultation process and we will respond to all questions that we have received.

6 Conclusions

- 6.1 This report describes the consultation process for the Dorking Sustainable Transport Package (Phase 1), which was undertaken in June/July 2015. All responses received during the consultation period will be considered and will help inform the detailed design stage of the scheme's development.
- 6.2 Sixty-eight people visited the exhibition held on Friday 26 and Saturday 27 June. 130 questionnaires were completed either at the exhibition or received on-line. The county council webpage hosting the exhibition panels and on-line questionnaire received 908 views during the 6 week consultation period.
- 6.3 From the feedback we have received either through the questionnaire, on-site engagement or emails, the majority of respondents have largely been in favour of the proposals outlined. Some respondents have said, however, that the scheme does not go far enough. This is particularly true of the improvements at Dorking Deepdene. The installation of ramps or lifts at this station has been raised time and again throughout the feedback we have received.
- 6.4 Indeed, the most significant theme to come out of the consultation, in addition to the elements included within Phase 1 of the scheme, was the need for improved, step-free, access to Dorking Deepdene station. Currently, there are flights of steep steps up to each platform from the A24, providing no disabled access. The station is on the North Downs Line which provides a key link to Gatwick Airport, however the steps mean that travelling with any luggage is extremely difficult from Deepdene.
- 6.5 First Great Western operates and manages Dorking Deepdene station, and the need for step-free access is well recognised. An aspiration for the installation of ramps or lifts at Deepdene is included in Phase 2 of the project at the station and is a key element to progress Deepdene to becoming a staffed station. However, at this time, funding constraints mean that there are no timescales attached to Phase 2.
- 6.6 Another element of the scheme that has provoked a significant reaction is the potential for vegetation removal at Dorking Deepdene station. A high number of responses have been submitted which have asked for this to be reconsidered as many people feel that the vegetation adds character to the station, and provides a home for wildlife and privacy from the station for local residents. These concerns have been passed onto First Great Western. A **petition** has been started to "stop the removal of trees and vegetation at Dorking Deepdene station". The petition is due to close on 31 August, and this will form a separate report to this Local Committee.

DORKING SUSTAINABLE TRANSPORT PACKAGE MAKING IT EASIER TO GET AROUND DORKING

WE WANT TO LET YOU KNOW ABOUT CHANGES TO DORKING DEEPDENE STATION AND IMPROVEMENTS TO THE CONNECTIONS BETWEEN DORKING DEEPDENE AND DORKING MAIN RAILWAY STATIONS.

Getting between Dorking Deepdene and Dorking Main

Dorking Deepdene is an important station on the North Downs Line between Gatwick Airport/Redhill and Guildford/Reading. It serves around 637,000 passengers each year. However it currently offers poor facilities for passengers. Its only access is by steep steps and it has very few of the facilities that are now considered 'the norm', such as CCTV and good cycle and passenger waiting facilities.

Options for passengers travelling on from Dorking Deepdene are not always obvious. Dorking Deepdene is not far from Dorking Main station, but poor signage and little information about getting between the two makes it difficult for passengers to go from one to the other.

The existing bus stops opposite Station Approach/Lincoln Road and opposite the Esso service station are important for passengers travelling to and from Dorking stations. However, it's difficult to find your way between the bus stops and the stations and the stops themselves are very basic.

Dorking has been earmarked to receive funding to improve connectivity between the two stations and to improve the station facilities and the immediate surroundings at Dorking Deepdene.

The improvements will mean better and more accurate travel information and more space for pedestrians and cyclists on the route between the two stations.



www.surreycc.gov.uk/dorkingstp

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Dorking Sustainable Transport Package (Phase 1)

Surrey County Council, in partnership with the First Great Western train company and Mole Valley District Council, are seeking your views on proposals to improve the routes to and between Dorking Deepdene and Dorking Main line stations for cyclists and pedestrians and to enhance access to both stations by bus. The consultation period starts on Friday 19 June and ends on Friday 31 July.

Details of the proposals can be viewed on line at www.surreycc.gov.uk/dorkingstp or at the public exhibition to be held at the Lincoln Arms, Station Approach, Dorking on Friday 26 and Saturday 27 June when staff will be on hand to answer questions.

You can also complete this questionnaire on line using the link above.

Your views

(1) How often do you use Dorking Main and/or Dorking Deepdene railway station?

	Every weekday	More than three times a week	Once a week	Infrequently	Never
Dorking Main station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dorking Deepdene station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(2) How do you travel to/from Dorking Main and/or Dorking Deepdene stations? (Please tick all that apply).

- I travel by bus
- I cycle
- I walk
- I use the toucan crossing south of the railway bridge to cross the A24
- I cross the A24 using the subway
- I drive
- I catch a lift in a car
- Other (please state)



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(3) How do you rate existing facilities at Dorking Main and Dorking Deepdene station?

	Good	Satisfactory	Neutral	Unsatisfactory	Unacceptable
Pedestrian wayfinding signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cycle wayfinding signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Footways between the stations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting facilities at bus stop A opposite the Lincoln Arms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting facilities at bus stop E opposite the Esso Petrol Station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting shelters at Dorking Deepdene station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cycle storage at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Existing lighting at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ticketing facilities at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain your reasons for your response to this question:

(4) How far do you agree that the proposals outlined will improve:

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Pedestrian wayfinding signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cycle wayfinding signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Footways between the stations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting facilities at bus stop A opposite the Lincoln Arms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting facilities at bus stop E opposite the Esso Petrol Station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waiting shelters at Dorking Deepdene station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cycle storage at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Existing lighting at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ticketing facilities at Dorking Deepdene	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain your reasons for your response to this question:



(5) If the bus facilities along this stretch of the A24 (including bus stops “A” opposite the Lincoln Arms, and “E” opposite the Esso Petrol Station, as shown on the panels) were improved in some or all of the following ways, would this encourage you to use the bus service for certain journeys? Please tick all that apply.

	Yes	No	I don't know
Availability of free WiFi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Real Time Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bus stop improvements - new bus shelter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bus stop improvements - improved access to enable wheelchair/mobility impaired users to get on/off the bus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bus priority at traffic signals to reduce journey times (in the Dorking area)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On board audible and visual next stop announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smart ticketing (e.g. an oyster card style system)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More information about available bus services, times and fares	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improved customer services (e.g. provision of better disability awareness training for drivers on the needs of disabled and frail older people)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety enhancements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More reliable bus journey times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extended hours/days for bus services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
None of these	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain your reasons for your response to this question

(6) Do you require changes to your place of work to encourage you to take the bus or cycle to work? E.g. cycle parking, showers

Yes No I don't know

If yes, please specify what changes you would like to see:

(7) What do you think is the biggest transport issue in the Dorking area?

Please turn over



About you

It would help us analyse this questionnaire if you could let us know about you. Any information you provide will be treated in strictest confidence in accordance with the Data Protection Act (1998) and the Market Research Code of Conduct. It will not be passed to third parties or used for other purposes. Individual respondents will not be identifiable.

(8) Gender:

Male Female Rather not say

(9) What is your age group?

Under 17 17–24 25–44 45–64 Over 64 Rather not say

(10) Please provide your postcode: Postcode: _____

(11) Do you consider yourself to have a disability

Yes No Rather not say

If yes, please provide details

(12) How did you view the exhibition panels?

I visited the exhibition at the Lincoln Arms I viewed online

(13) To help us improve our service to you, please rate the exhibition in terms of...

	very good	good	adequate	poor	very poor
Providing the information you needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helpfulness of staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(14) Do you have any other comments about the public exhibition? For example, at future public exhibitions, what could be improved?

Thank you for completing this questionnaire.

All information presented at the exhibition can be found on our website:

www.surreycc.gov.uk/dorkingstp

Or alternatively return to Surrey County Council Transport Policy Team, Room 420 County Hall, Penrhyn Road, Kingston, KT1 2DY **by Friday 31 July 2015**

Email us: majorschemes@surreycc.gov.uk



Annex 4

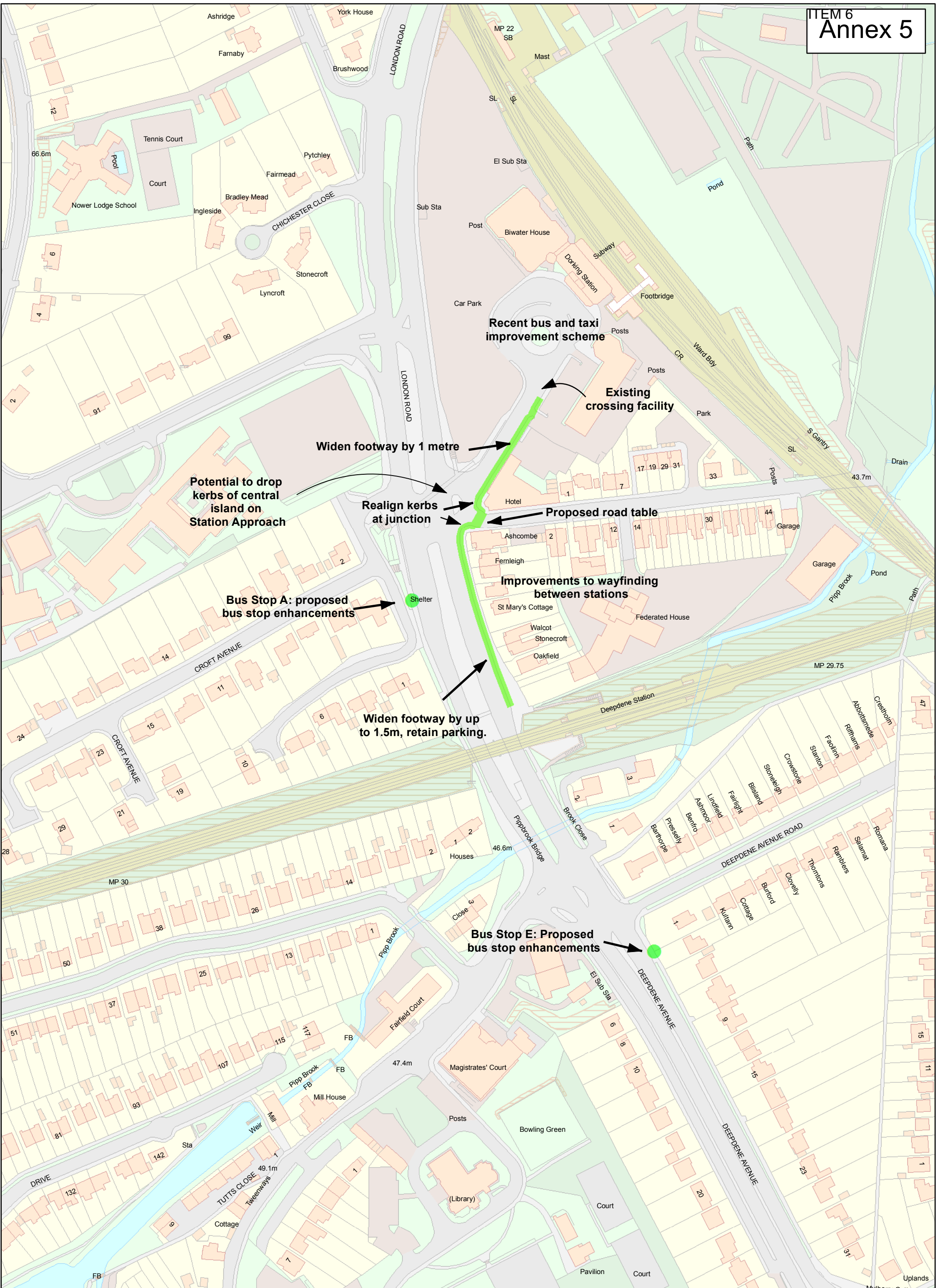
Public Engagement comparison

Project	Location	Date	Web page 'hits'	Exhibition visitors	Questionnaire responses
Redhill Balanced Network	Redhill, Reigate & Banstead	Nov/Dec 2012	N/A	500	127
Runnymede Roundabout	Egham, Runnymede	Oct/Nov 2013	N/A	80	332
Egham Sustainable Transport Package	Egham, Runnymede	Oct/Nov 2013			
Epsom Plan E	Epsom, Epsom & Ewell	March/April 2015	1047	500	245
Dorking Transport Package (Phase 1)	Dorking, Mole Valley	June/July 2015	908	65	130
Greater Redhill Sustainable Transport Package	Reigate/Redhill/Horley Reigate & Banstead	June/July 2015	1228	350*	59
Blackwater Valley Sustainable Transport Package (Phase 1)	Cross border Surrey Heath and Rushmore	June/July 2015	1252	29	102

Runnymede Roundabout and Egham Sustainable Transport Package, joint project exhibition and questionnaire.

* as difficult to be accurate due to large numbers of people passing exhibition in corridor at East Surrey Hospital

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

DATE: 9th SEPTEMBER 2015
LEAD OFFICER: ZENA CURRY, AREA HIGHWAY MANAGER
SUBJECT: HIGHWAY SCHEMES UPDATE
DIVISION: ALL

**SUMMARY OF ISSUE:**

At the 3rd December 2014 Local Committee, Members agreed a programme of revenue and capital highway works in Mole Valley. An amended programme of works was agreed on 4th March 2015 to take account of the reduced revenue budget. Delegated authority was given to enable the forward programme to be progressed without the need to bring further reports to the Local Committee for decision. This report sets out recent progress. The report also updates Members on the number of enquiries received from customers.

RECOMMENDATIONS:

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

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

- 1.1 In December 2014, Local Committee agreed its forward programme for both Integrated Transport Schemes (ITS) Capital Improvement Schemes and ITS Capital Maintenance Schemes. Local Committee also agreed the allocation of its revenue budget for maintenance works. A revised works programme was agreed in March 2015 to take account of the reduced revenue budget devolved to the Local Committee.
- 1.2 To allow flexibility in the delivery of the Local Committee's highways work programme, delegated authority was given so that works could be progressed without the need to bring further reports to the Local Committee for decision.
- 1.3 In addition to the Local Committee's devolved highways budget, developer contributions are used to fund, either wholly or in part, highway improvement schemes to mitigate the impact of developments on the highway network.

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The Road Safety Team also has a small countywide budget which is used, on a priority basis, to address sites with an identified collision problem.

2. ANALYSIS:

- 2.1 Capital Highway Schemes:** Progress on the approved Local Committee funded capital programme of highway works in Mole Valley is set out in **Annex 1**. It also provides an update on schemes being progressed using developer contributions and the Road Safety Team's schemes for Mole Valley.
- 2.2 Drainage Investigations/Repairs:** Progress made to date on drainage investigations and repairs carried out by the South East Area in Mole Valley Team is summarised in **Annex 2**.
- 2.3 Winter Service:** The Winter Service Report will be presented to the Economic Prosperity, Environment and Highways Board and to Cabinet on 9 September and 22 September 2015 respectively. The report will include an update on the funding and management costs for grit bins. Currently, the rate for the supply and servicing of a new grit bin for a 4 year period is £1,009. Subject to Cabinet approval, the cost will be reduced to £947 for this winter, with an extension charge of £639 to cover the next 4 year period where a grit bin has not been transferred to the core winter service. These costs reflect the current actual costs to the County. In October, Members will receive an information pack on the winter service which will include any agreed changes to the salting network, as discussed in the spring round of local committees, and costs relating to grit bin funding.
- 2.4 Customer Enquiries:** The number of enquiries received in the second quarter of the year is consistent with the number received during the first quarter, but lower than the corresponding period in 2014 due when flooding generated a high level of correspondence.
- 2.5 All enquiries are categorised at the point of logging, either automatically through the website or by officers. Safety defects are directed to Kier with the remainder passed to the SCC local office for further investigation. During 2014 the average split was 44% SCC and 56 % Kier; for the year to date this split has shifted to 35% and 65% respectively. Improvements to the online reporting, and general information available to the public through the website and through the SCC Contact Centre have contributed to this change.
- 2.6 **Table 1** shows the number of enquiries received during the first six months of 2015.

Period (2015)	Surrey Highways: Total enquiries (no.)	Mole Valley: Total enquiries (no.)	Local Area Office: Total enquiries (no.)
Jan-March	35,467	3,562	1,185
April- June	30,254	3,579	904
Total	65,721	7,141	2,089

1: Customer Enquiries

Of the enquiries received by the local area office, 96% have been resolved, a rate slightly above the countywide average of 95%. The County continues to work with its contractors to improve this response rate.

The number of complaints received is shown in **Table 2**.

Period (2015)	Surrey Highways: Complaints (no.)	South East Area: Stage 1 Complaints (no.)
Jan-March	110	28
April- June	178	24
Total	288	52

Table 2: Complaints

The two main reasons for complaints were lack of contact and issues regarding resurfacing works. Officers continue to work closely with the corporate customer relations team to improve performance. In addition, new systems have been introduced to track agreed actions arising from complaints to ensure these actions are delivered, so reducing the likelihood of further escalation.

- 2.7 A new Works Communication Team is being put in place, the purpose of which is to improve the availability of work programmes, increase information available to the public to allow them to self-serve and deliver significant improvements to the advance notification of planned works.
- 2.8 Members should be aware that a dedicated online National Highways & Transport survey for Members is being carried out during September. This survey has not been carried out for several years and the Service is keen to receive as much feedback as possible to help influence future business planning. The Service is reviewing its customer service Key Performance Indicators, with particular focus on advance notification of works on the highway through our Customer Stakeholder Engagement Plan.

3. OPTIONS:

- 3.1 Not applicable.

4. CONSULTATIONS:

- 4.1 Not applicable

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 Budgets are closely monitored throughout the financial year and monthly updates are provided to the Local Committee Chairman and Vice-Chairman. The Local Committee has put in place arrangements whereby monies can be vired between different schemes and budget headings.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

7. LOCALISM:

7.1 Funding has been allocated from the revenue maintenance budget to fund the Highways Localism Initiative.

8. OTHER IMPLICATIONS:

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

8.1 Crime and Disorder implications

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

8.2 Sustainability implications

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 Progress on the programme of revenue and capital highway works in Mole Valley is set out in section 2 and Annex 1 of this report. Local Committee is asked to note the contents of the report.

10. WHAT HAPPENS NEXT:

10.1 Delivery of the highway works programme will continue and an end of year update report will be presented to the March meeting of the Local Committee.

Contact Officer:

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

Consulted:

Not applicable

Annexes:

Annex 1: Summary of Progress

Sources/background papers:

- Report to Mole Valley Local Committee, 3th December 2014, Highways Forward Programme 2015/16 – 2016 /17

- Report to Mole Valley Local Committee, 4th March 2015, Revised Highways Forward Programme 2015/16 – 2016 /17
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CAPITAL ITS IMPROVEMENT SCHEMES			
Project: High Street/East Street, Bookham			
Detail:	Measures to address speed, congestion and HGVs	Division: Bookham and Fetcham West	Allocation: £10,000
Progress: Proposals developed in consultation with the Bookham Residents' Association and divisional Member. Following consultation on the provision of three road tables in the High Street, it is now proposed to provide one road table and kerb build-out in the vicinity of 29-33 High Street. It has not proved feasible to provide a table near the pedestrian access to the Lower Road car park due to footway levels and the table at the junction with Guildford Road was rejected during the consultation. The proposed table is to be advertised early in September 2015.			
Project: A24 Deepdene Avenue, Dorking (Phase 2)			
Detail:	Safety measures	Division: Dorking South and the Holmwoods	Allocation: £30,000
Progress: Implementation of Phase 2 of measures to improve safety on the A24 Deepdene Avenue. It is proposed to extend the existing street lighting southwards to Chart Lane. Costs are being finalised. Developer funding has been identified to top up the Local Committee allocation, if required.			
Project: A24 Horsham Road (Spook Hill to Beare Green), Dorking (Phase 4)			
Detail:	Shared pedestrian/cycle path	Division: Dorking South & the Holmwoods Dorking Rural	Allocation: £20,000
Progress: Design and implementation of next phase of works to convert the existing footway to a shared cycle/pedestrian path. Work to be implemented in 2015/16 includes the provision of guard railing at the approaches to the subway at South Holmwood.			

CAPITAL ITS IMPROVEMENT SCHEMES			
Project: Approaches to Therfield School			
Detail: Safety improvements/cycle facilities	Division: Leatherhead & Fetcham East	Allocation: £25,000	
Progress: Option to provide a shared cycle path on Kingston Road to link with existing cycle facilities being progressed. A pinch point has been identified at the bus shelter by the entrance to the recreation ground which will need to be resolved. A Stage 1 Road Safety Audit to be carried out.			
Project: Garlands Road, Leatherhead			
Detail: Measures to reduce speed/improved pedestrian signing	Division: Leatherhead & Fetcham East	Allocation: £10,000	
Progress: Proposal to provide a raised table at the junction of Garlands Road and Linden Gardens rejected following statutory consultation. A revised scheme to include a zebra crossing and a kerb build-out/priority give way was developed. A meeting was held with St John's School and local residents where it was agreed to look at an alternative location for the zebra crossing. A pedestrian survey is to be carried out to identify the optimal location for a zebra which caters for all pedestrian crossing movements rather than only those of children walking to school.			
Project: Dene Street, Dorking			
Detail: One-way working	Division: Dorking South & the Holmwoods	Allocation: £20,000	
Progress: Proposed one-way working in Dene Street between Heath Hill and the A25 High Street. Scheme to be introduced using an experimental Traffic Regulation Order. This will give local residents/businesses the opportunity to comment during the first six months of the trial on the actual rather than the perceived impacts of the scheme. A decision on whether or not to make the scheme permanent would then be made based on the results of this consultation.			

CAPITAL ITS IMPROVEMENT SCHEMES

Project: 20 mph Speed Limits Outside Schools			
Detail:	20mph speed limits outside: <ul style="list-style-type: none"> ▪ City of London Freemans School and St Giles C of E Infant School, Ashtead ▪ Fetcham Village Infant School and Oakfield Junior School, Fetcham ▪ Newdigate C of E Infant School, Newdigate 	Division: Ashtead, Bookham & Fetcham West, Dorking Rural	Allocation: £10,000
Progress: Design of measures to support mandatory 20mph speed limits outside schools where advisory 20mph speed limits were introduced as a pilot scheme. Design only 2015/16 so work likely to be carried out towards the end of the financial year.			
Project: Pixham Lane			
Detail:	Measures to influence driver behaviour	Division: Dorking Hills	Allocation: £5,000
Progress: Design of measures (eg. signs, road markings, kerb build-outs) to influence driver behaviour. Design only 2015/16 so work likely to be carried out towards the end of the financial year.			
Project: Brockham, Capel & Charlwood			
Detail:	Measures to improve road safety in villages	Division: Dorking Rural	Allocation: £5,000
Progress: Design of road safety measures in villages, including consideration of walking to school, pedestrian crossing facilities, speed issues etc. Design only 2015/16 so work likely to be carried out towards the end of the financial year.			

CAPITAL ITS IMPROVEMENT SCHEMES		
Project: Stage 3 Road Safety Audits		
Detail: To be carried out as appropriate	Division:	Allocation: £5,000
Progress: Stage 3 Road Safety Audits to be carried out as appropriate.		
Project: Decluttering		
Detail: Further locations for decluttering to be agreed	Division:	Allocation: £5,000
Progress: Sites to be taken forward for decluttering to be agreed with Local Committee Chairman and Vice-Chairman.		
Project: Small Safety Schemes		
Detail: As set out below	Division: See below	Allocation: £34,333
<p>Fortyfoot Road, Leatherhead – One-Way Working Leatherhead and Fetcham East In December 2013, Local Committee agreed to make the section of Fortyfoot Road that provides access to Woodlands School one-way once the road had been adopted. The road was formally adopted in January 2015. Funding has been allocated from the small safety to schemes to progress this proposal. Consultation is to be carried out with residents directly affected in September 2015.</p> <p>Reigate Road, Leatherhead – Bus Stop Improvements Leatherhead and Fetcham East A request was made by Seeability for improvements to the existing bus stop on the north-east side of Reigate Road. There is no footway on this side of Reigate Road and there is only a limited waiting area at the bus stop. It was suggested that the area of hardstanding at the bus stop be increased, and a kerb build out be provided on the south-west side of Reigate Road to assist pedestrian crossing movements to the bus stop. Once confirmation of land ownership has been received, detailed design will be carried out in 2015/6, with implementation in 2016/17, subject to the allocation of funding.</p>		

CAPITAL ITS IMPROVEMENT SCHEMES

Small Safety Schemes (cont.)

Punchbowl Lane, Dorking - Measures to influence driver behaviour Dorking South & The Holmwoods

Design of measures to encourage vehicle speed reduction in Punchbowl Lane through the use of road markings and signing, as currently provided in Pixham Lane. Design only so work likely to be carried out towards the end of the financial year.

A25 Reigate Road, Buckland – Traffic Islands Dorking Rural

Design of traffic islands on the A25 Reigate Road on both approaches to the junction with Lawrence Lane, within the existing area of central hatching, to protect vehicles turning right into Lawrence Lane and to prevent overtaking. Design only so work likely to be carried out towards the end of the financial year.

A24 Horsham Road, Beare Green – Central Reservation Bund Dorking Rural

Design and implementation of a bund on the A24 Horsham Road central reservation opposite Henfold Drive where the gap was recently closed, to prevent vehicles crossing to access the petrol garage. This issue was identified as part of the Stage 3 Road Safety Audit. Design on-going.

Project: Signs and Road Markings

Detail: To fund new signs and road markings, as and when identified

Division: All

Allocation: £5,000

Progress:

Road Markings: Provision of various new road markings in Dorking Hills division. Works ordered.

Provision of Give Way markings on Holmwood Park Estate as referred to in public question from Holmwood Park Residents' Association. Works ordered.

Vincent Road, Dorking: Advance warning signs of No Motor Vehicle restriction on South Street to be placed on a cantilever arm to maximise available footway for pedestrians. Waiting for confirmation of price from contractor.

CAPITAL ITS MAINTENANCE SCHEMES (LSR)			
Project	Division	Treatment	Update
The Street, Fetcham - bellmouth to Lodge Road	Bookham and Fetcham West	Patch	Site walkthrough to be carried out, works priced and ordered
Milton Court Lane, Dorking - A25 to Hanover Court	Dorking Hills	Inlay	Site walkthrough to be carried out, works priced and ordered
Taleworth Road, Ashtead - part length from Ottways Lane	Ashtead	Micro Asphalt	Micro asphalt schemes to be delivered by the central Pavement Surfacing Team on behalf of the Local Committee
Durleston Park Drive, Bookham - entire length	Bookham and Fetcham West	Micro Asphalt	
Ridgeway Close, Dorking - entire length	Dorking South and the Holmwoods	Micro Asphalt	
Brympton Close, Dorking - entire length	Dorking South and the Holmwoods	Micro Asphalt	
Firs Close, Dorking - entire length	Dorking South and the Holmwood	Micro Asphalt	
Clements Mead, Leatherhead - entire length	Leatherhead and Fetcham East	Micro Asphalt plus joint repairs	
The Fairway, Leatherhead - part length from Kingston Road	Leatherhead and Fetcham East	Micro Asphalt	

CAPITAL ITS MAINTENANCE SCHEMES (LSR)

Badingham Drive Estate, Fetcham (Badingham Drive, Dell Close, Churchill Close, Drayton Close, Fetcham Park Drive, Cedar Drive) - entire lengths	Leatherhead and Fetcham East	Micro Asphalt	
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Note: Number of schemes to be delivered subject to final cost estimates from contractor

CAPITAL ITS MAINTENANCE SCHEMES (DRAINAGE)

Project	Division	Treatment	Update
Lower Road, Fetcham - by nos. 10-18	Bookham and Fetcham West	Kerb, footway and drainage works	Completed
Henhurst Cross Lane - at junction with A29	Dorking Rural	New culvert and ditch	Completed
Vicarage Lane, Capel	Dorking Rural	To be agreed	Investigation and design on-going

DEVELOPER FUNDED SCHEMES		
Project: Woodfield Lane, Ashtead		
Detail: Parking lay-by/localised road widening	Division: Ashtead	
Progress: Subject of a separate report to this meeting of Mole Valley Local Committee.		
Project: Leatherhead Town Centre		
Detail: Town centre improvements	Division: Leatherhead and Fetcham East	
Progress: Proposals developed for Church Street subject to change due to development works in the area. Surrey working with Mole Valley District Council to deliver decluttering and street furniture improvements.		
Project: West Street, Dorking		
Detail: Footway improvements	Division: Dorking South & the Holmwoods	
Progress: New footway surfacing, localised footway widening, upgrading street furniture and provision of dropped kerbs/tactile paving. Part funded from Mole Valley District Council s106 contributions. Works completed. Stage 3 Road Safety Audit has been carried out, with minor remedial works and dropped kerb alterations programmed for the first week of September.		
Project: Dene Street, Dorking		
Detail: One-way working	Division: Dorking South & the Holmwoods	
Progress: See capital ITS improvement schemes.		
Project: Pebble Hill Road, Betchworth		
Detail: Safety scheme	Division: Dorking Rural	
Progress: Improvements to signs completed. Additional road markings to be provided in conjunction with Operation Horizon works in Pebble Hill Road. Scheme delayed due to utility works.		

DEVELOPER FUNDED SCHEMES

Project: A245 Randall Road/Cleeve Road, Leatherhead

Detail: Pedestrian and cycle measures

Division: Leatherhead and Fetcham East

Progress:

Provision of a pedestrian phase at the existing traffic signals. Cycle facilities to improve link between Leatherhead and River Lane. Stage 1/2 Road Safety Audit completed. Scheme to be priced.

Project: Kiln Lane, Brockham

Detail: Pedestrian safety scheme

Division: Dorking Rural

Progress:

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

Project: Woodfield Lane, Ashtead

Detail: Footway improvements

Division: Ashtead

Progress:

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

ROAD SAFETY TEAM SCHEMES

Project: A24 Dorking Road, Leatherhead

Detail: Signing improvements

Division: Dorking Hills

Progress:

Removal of existing lane indication signs immediately south of Givons Grove roundabout, and relocation of existing direction sign on central reservation. Works ordered.

ROAD SAFETY TEAM SCHEMES

Project: Headley Common Road, Headley

Detail: Speed Limit Reduction and Signing Improvements

Division: Dorking Hills

Progress:

Reduce speed limit from de-restricted to 40mph on short sections of Headley Common Road and Boxhill Road, to match surrounding roads. Improve signing. The majority of this scheme is in Reigate and Banstead, but there is a short section of Headley Common Road in Mole Valley that would be affected. Speed Limit Order to be advertised in the Autumn.

Project: A243 Leatherhead By-Pass/M25 J9A, Leatherhead

Detail: Road Markings at roundabout

Division: Leatherhead and Fetcham East

Progress:

Provision of spiral road markings on the A243/M25 J9A circulatory carriageway together with associated changes to the road markings on the approaches to the roundabout. Will require consultation with Highways England and possible modelling. With the design team to progress.

PARKING

Progress:

The 2014/15 review proposals notice and text based amendment TRO was advertised on 6 August with a closing date for objections of 10 September. There are a number of permit schemes being advertised and the residents in these roads have been sent a letter, plan and set of FAQs.

Note: Information correct at time of writing (25/08/15)

ANNEX 2

Drainage Investigations and Repairs

The area team is responsible for managing a centrally funded drainage repair budget in addition to the revenue funding allocated by Local Committee. Details of the work carried out using Local Committee's capital ITS maintenance funding for drainage is given in Annex 1.

Four small drainage schemes have been completed to date from the drainage repair budget:

- Farm Lane, Ashtead,
- Horley Road, Charlwood,
- Leslie Road, Dorking
- Rothes Road/Ansell Road Dorking

Two weeks of work using the centrally funded jetting resource has been undertaken to investigate blockages and carry out drainage investigations, including asset data collection. Approximately 40 sites have been attended to date. Two further visits are planned during the remainder of this financial year.

Three weeks of additional jetter work, funded from the Local Committee's revenue budget, has also been undertaken to progress drainage investigations throughout the district where flooding has occurred. Focus has also been placed on Operation Horizon resurfacing sites to deal with drainage issues prior to the resurfacing being carried out by the central project team. Drainage investigations have been carried out in Bookham, Leigh and Newdigate in particular.

The drainage repair budget has enabled the area team to engage an additional drainage investigation and repair gang to carry out the follow up repairs arising from the jetter work. This provides approximately ten gang weeks. Since April four weeks of repair work has been carried out on a range of sites throughout the district. Twenty one sites have been attended and many drainage issues repaired and/or drainage improvements made.

In addition to vegetation issues, the Local Committee funded revenue maintenance gang have been employed to clean off gully tops and re open grips, helping to maintain our drainage assets.

The area team continues to work in conjunction with the various flood forum groups throughout the district to resolve the issues highlighted as a result of the flooding experienced during 2014 following the exceptional winter weather which exposed many drainage issues.

Working with colleagues from Thames Water (and other utility companies) has enabled a long standing flooding issue in Middle Street, Brockham (at the junction of Tweed Lane) to be resolved by reinstating the damaged culverts.

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

DATE: 9th SEPTEMBER 2015
LEAD OFFICER: ZENA CURRY, AREA HIGHWAY MANAGER
SUBJECT: WOODFIELD LANE LAY-BY, ASHTEAD
DIVISION: ASHTEAD

**SUMMARY OF ISSUE:**

Parking alongside the common in Woodfield Lane prevents two-way traffic flow, which causes congestion and is a safety concern due to the potential for drivers coming over the level crossing from the north to get trapped on the crossing.

Following extensive consultation with the residents and businesses of Ashtead, Local Committee agreed in September 2013 to progress to detailed design the option to provide a parking lay-by in Woodfield Lane. A successful application to the Secretary of State for consent to carry out works on common land has been made. Land has also been identified in consultation with Mole Valley District Council to compensate for the loss of common land in Woodfield Lane.

Detailed design of the parking lay-by option has been carried out. This includes the resurfacing of a section of Woodfield Lane and the introduction of a No Right Turn restriction from the northern end of the service road. The No Right Turn together with the proposed waiting restrictions in the lay-by will require the advertising and making of Traffic Regulation Orders.

This report seeks approval for construction of the parking lay-by and authority to advertise and make Traffic Regulation Orders to introduce a No Right Turn restriction and waiting restrictions as part of the scheme, with any objections being considered under delegated authority.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to agree that :

- (i) The proposal for a parking lay-by in Woodfield Lane, Ashtead, as shown in Annex 2 to this report, is approved for construction;
- (ii) The intention of the County Council to make a Traffic Regulation Order under the relevant part of the Traffic Regulation Act 1984 is advertised, the effect of which will be to implement a No Right Turn from the northern end of the Woodfield Lane service road into the main carriageway of Woodfield Lane, and that if no objections are maintained, the Order is made;

- (iii) The intention of the County Council to make a Traffic Regulation Order under the relevant part of the Traffic Regulation Act 1984 is advertised, the effect of which will be to implement no waiting restrictions in the parking lay-by to operate Mondays to Saturdays between the hours of 8am and 6pm, restricting parking to 1 hour with no return within 1 hour, and to revoke any existing traffic orders as necessary, and that if no objections are maintained, the Order is made; and
- (iv) Authority be delegated to the Area Highway Manager in consultation with the Chairman and Vice-Chairman of the Local Committee and the relevant local Divisional Member to resolve any objections received in connection with the proposals.

REASONS FOR RECOMMENDATIONS:

To enable construction of the parking lay-by proposal in Woodfield Lane, Ashted to proceed.

1. INTRODUCTION AND BACKGROUND:

- 1.1 Parking alongside the common in Woodfield Lane prevents two-way traffic flow, which causes congestion and is a safety concern due to the potential for drivers coming over the level crossing from the north to get trapped on the crossing. The right turn movement from the service road into Woodfield Lane near the level crossing has also been identified as causing safety issues. Vehicles turning right can block southbound traffic in Woodfield Lane when northbound traffic is queuing, resulting in the potential for vehicles to block the level crossing.
- 1.2 Three options were developed which were the subject of extensive public consultation in October 2012. A consultation letter and plans were delivered to all residents and businesses in the Ashted division, with approximately 5,500 letters delivered in total. A well attended public exhibition was held at the Ashted Peace Memorial Hall on Friday 19 October between 4pm and 9pm. This gave residents the opportunity to view large scale copies of the proposals and discuss the options with Officers and the divisional Member who were in attendance. Responses were invited via a questionnaire, which could be returned either at the exhibition, by e-mail, post or handed in at Ashted Public Library
- 1.3 As reported to Mole Valley Local Committee in September 2013, a total of 988 responses were received to the consultation, giving a response rate of 18%. The Ashted division was divided into four zones for the purpose of analysis of the responses, to reflect the impact of the proposals on residents. A breakdown of the results by road was also provided to the Local Committee. A summary of the results is given in **Annex 1**.
- 1.4 Option 3 which proposed the provision of a parking lay-by alongside the common received the highest level of support from respondents to the public consultation (44.3%) and was also the preferred option of the Police. Local Committee were made aware that there were common land issues that would need to be resolved if this option were to proceed, and that there were local concerns regarding the potential impact of the works on the avenue of trees lining Woodfield Lane.

1.5 Local Committee agreed that:

- (i) Option 3 (Parking Lay-by) is taken forward for detailed design;
- (ii) Officers enter in discussion with the appropriate authorities to resolve the common land issues associated with Option 3 (Parking Lay-by);
- (iii) Detailed design be progressed in consultation with the Local Committee Chairman, Vice-Chairman and divisional Member; and
- (iv) A report be presented to a future meeting of the Local Committee to seek approval of the detailed design.

2. ANALYSIS:

2.1 A site meeting was held in July 2014 to discuss the land ownership and tree issues with officers from Mole Valley District Council and the local divisional Member. It was agreed at this meeting that an application to the Secretary of State would be required to seek consent to carry out restricted works on common land. A method of working in the vicinity of the avenue of trees was agreed which would minimise the risk of damage to the trees. It was further agreed that Surrey County Council would replace any trees with mature specimens of the same species if future damage to them could be attributed to the works.

2.2 There have been on-going discussions with Mole Valley's Tree and Countryside Officer during detailed design regarding safeguarding the trees. The following measures have been agreed and would be included in the job pack to be issued to the contractor:

- Maximum crossfall of 1 in 40 for the new lay-by and footway in order to raise the level as much as possible in the vicinity of the trees. It is expected that this will result in only around 20mm of soil needing to be carefully scraped off to remove the grass and to provide a level formation layer on which to build up the new footway
- Footway to be constructed in permeable material, including a tree protection cellweb grid, to minimise impact on the tree root system
- Use of timber edgings which can be cut around tree roots as required
- 25% crown reduction
- Any tree roots over 5cm that have to be cut to facilitate the works to be logged and raised with Mole Valley, to ensure there are no tree stability issues

2.3 An application was made to the Planning Inspectorate, the Secretary of State's representative, on 20 October 2014 for consent to carry out restricted works on common land. The proposal was advertised in the Surrey Advertiser and Notices erected on site. In addition, the application documents were placed on deposit at Ashted Library and letters sent to interested parties.

2.4 Four representations were made to the Planning Inspector by the closing date of 28 November 2014. Natural England and the Open Spaces Society offered no objection to the proposed lay-by, with the latter commenting that 'the works are to the public benefit and will serve people enjoying the common for recreation'. The City of London requested that consideration be

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given to identifying an area of land of at least equivalent size that could be added to the common land stock in recompense. One objection was received from a local resident, whose main concern was damage to the trees, viewing double yellow lines as a more suitable solution.

- 2.5 Surrey County Council provided the Planning Inspectorate with a statement in response to the representations received. Those who had made representations were then given the opportunity to make further comment, an option that was only taken up by the local resident. Following Surrey's response to the resident's additional comments, the Planning Inspectorate considered its decision.
- 2.6 On 10 April 2015, the Planning Inspectorate wrote to Surrey to advise that consent had been granted for the works. The application decision concluded that 'by providing safer parking arrangements and protecting common land from further vehicular damage, the works will benefit the local community'.
- 2.7 The common land for which consent for works has been granted by the Planning Inspectorate is in the ownership of Mole Valley District Council. In order to proceed with the scheme, County needs to acquire the land from the District Council. A meeting between the relevant Surrey and Mole Valley officers was held in April 2015 to discuss the acquisition of this land and subsequently it was agreed, that in order to allow works to proceed as quickly as possible, a licence be issued to allow work to proceed whilst the legal transfer of the land is concluded.
- 2.1 The detailed design of the parking lay-by option has been completed and a Stage 2 (Detailed Design) Road Safety Audit carried out. The detailed design drawing is attached as **Annex 2**. In addition to the lay-by, it is proposed to introduce a 'No Right Turn' restriction from the northern end of the service road into Woodfield Lane. This will require the advertisement and making of a Traffic Regulation Order. As part of the scheme, it is proposed to resurface the section of Woodfield Lane between the level crossing and just north of the junction with Craddocks Avenue in order to tie in the levels of the new lay-by to the existing carriageway.
- 2.2 It is proposed to introduce waiting restrictions in the lay-by to prevent its use by all day commuter parking. The consultation suggested that on Mondays to Saturdays between the hours of 8am and 7pm, 1 hour parking be permitted, with no return within 4 hours. Following further consideration, it is now proposed to introduce a restriction to operate Mondays to Saturdays between the hours of 8am and 6pm, with 1 hour parking permitted and no return within 1 hour. This restriction would correspond with other time limited waiting restrictions in the area, for example in St Stephen's Avenue and at Craddocks Parade, making it easier for drivers to understand and for Mole Valley to enforce. This will require the advertisement and making of a Traffic Regulation Order.

3. OPTIONS:

- 3.1 Local Committee agreed in September 2013 that the option to provide a parking lay-by in Woodfield Lane be progressed to detailed design. This report seeks Local Committee approval of the detailed design and authority to advertise the necessary Traffic Regulation Orders for elements of the proposal.

4. CONSULTATIONS:

4.1 The decision to proceed with a parking lay-by in Woodfield Lane followed extensive public consultation, as reported in section 1 of this report. The proposed No Right Turn and waiting restrictions will be the subject of statutory consultation as part of the Traffic Regulation Order making process.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 Initial estimates were reported to Local Committee in September 2013, with the cost of the parking lay-by option being estimated at £105,000.

5.2 Following detailed design, the cost of the parking lay-by has priced at £75,000. The cost of resurfacing the carriageway is an additional £82,000, which brings the total cost of the scheme to £157,000.

5.3 Funding has been identified from developments in the Ashted area which will be sufficient to cover the cost of construction.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

6.1 The Highway Service is mindful of its responsibilities in this area. It is an objective of Surrey Highways to treat all users of the public highway equally and with understanding.

7. LOCALISM:

7.1 Extensive consultation has been carried out with the local community to seek their views on the options being considered for Woodfield Lane, with the parking lay-by being the local community's preferred option.

7.2 Communities are represented by County Councillors and Local Committee members who are involved in the decision making process for the progression of highway improvement schemes.

8. OTHER IMPLICATIONS:

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

8.1 Crime and Disorder implications

A well managed highway network can reduce fear of crime and allow the Police greater opportunity to carry out effective enforcement of traffic restrictions.

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8.2 Sustainability implications

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 Following extensive consultation with the residents and businesses of Ashtead, Local Committee agreed in September 2013 to progress to detailed design the local community's preferred option of a parking lay-by in Woodfield Lane. A successful application to the Secretary of State for consent to carry out works on common land has been made. Land has also been identified in consultation with Mole Valley District Council to compensate for the loss of common land in Woodfield Lane.

9.2 Detailed design of the parking lay-by option has been carried out. This includes the resurfacing of a section of Woodfield Lane and the introduction of a No Right Turn restriction from the northern end of the service road. The No Right Turn together with the proposed waiting restrictions in the lay-by will require the advertising and making of Traffic Regulation Orders.

9.3 Local Committee is recommended to approve the detailed design of the parking lay-by as shown in Annex 2 for construction. It is further recommended that the Traffic Regulation Orders are advertised and made, with any objections being considered under delegated authority.

10. WHAT HAPPENS NEXT:

10.1 Subject to Local Committee approval, the parking lay-by option will be taken forward for construction. It is likely that work could commence by the end of September 2015. The Traffic Regulation Orders will be advertised and made, subject to there being no objections that are upheld under delegated authority.

Contact Officer:

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

Consulted:

Public consultation October 2012
Mole Valley District Council

Annexes:

Annex 1: Summary of Consultation Responses, October 2012
Annex 2: Detailed Design drawing

Sources/background papers:

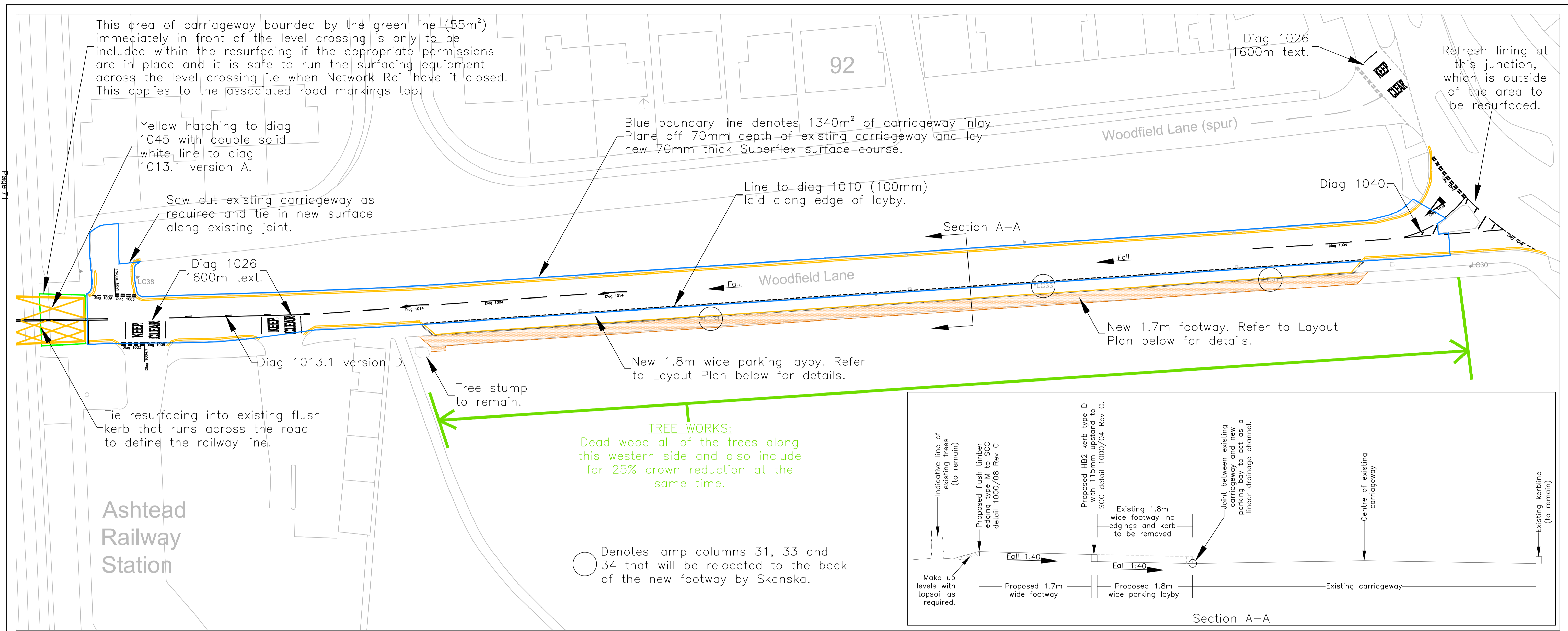
Report to Mole Valley Local Committee, 11 September 2013: Woodfield Lane, Ashtead – Results of Public Consultation
Application to Secretary of State/Planning Inspectorate for Common Land Consent dated 20 October 2014
Representations to Planning Inspectorate re. application for Common Land Consent Application Decision dated 10 April 2015

ANNEX 1

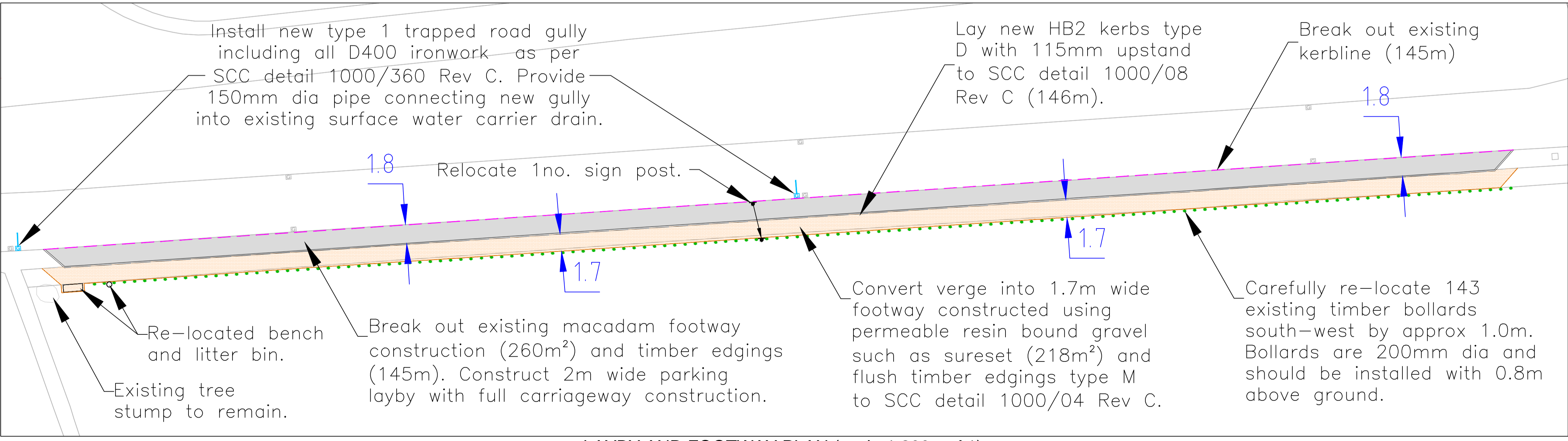
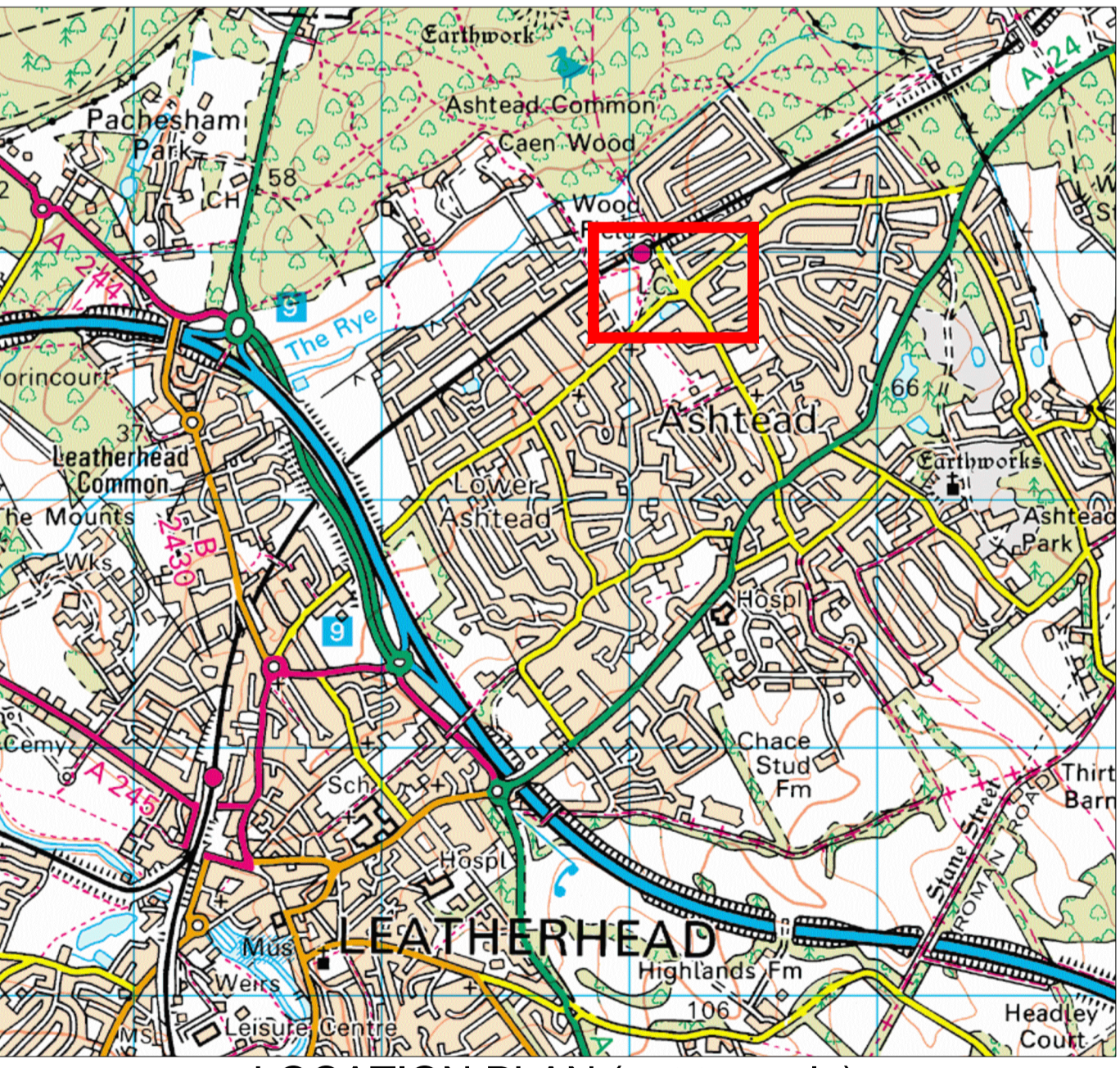
Summary of Consultation Responses, October 2012

			Option 1 (One-way Boulevard)	Option 2 (Waiting Restrictions)	Option 3 (Parking Lay-by)	None	Options 1 & 3	Options 2 & 3	Options 1 & 2	Options 1, 2 & 3
All Roads	Total	988	144	320	438	23	28	26	5	4
	% Response		14.6%	32.4%	44.3%	2.3%	2.8%	2.6%	0.5%	0.4%
Zone 1 (Immediate vicinity of site)	Total	69	13	22	30	1	1	2	0	0
	% Response		18.8%	31.9%	43.5%	1.4%	1.4%	2.9%	0.0%	0.0%
Zone 2 (North of level crossing)	Total	267	35	98	115	3	7	5	2	2
	% Response		13.1%	36.7%	43.1%	1.1%	2.6%	1.9%	0.7%	0.7%
Zone 3 (Other roads north of A24)	Total	461	70	147	202	11	14	12	3	2
	% Response		15.2%	31.9%	43.8%	2.4%	3.0%	2.6%	0.7%	0.4%
Zone 4 (A24 and roads to the south)	Total	164	19	44	84	5	5	7	0	0
	% Response		11.6%	26.8%	51.2%	3.0%	3.0%	4.3%	0.0%	0.0%
No Address Given	Total	27	7	9	7	3	1	0	0	0
	% Response		25.9%	33.3%	25.9%	11.1%	3.7%	0.0%	0.0%	0.0%

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GENERAL LAYOUT AND RESURFACING (not to scale)



Notes

1. Permeable footway construction to be as follows (total depth 168mm):
18mm depth layer of Sureset using 6mm aggregate - colour to be Chestnut.
50mm depth layer of AC14 open surf asphalt concrete.
25mm depth layer of Type 3 granular sub base for regulating.
75mm depth layer of Type 3 granular sub base laid inside Sureset 'Cellweb' cellular root protection grid.
Sureset 'Cellweb Fibretex' geotextile to prevent upward migration of fine soil particles.

CUTTING OF TREE ROOTS TO BE AVOIDED. IF HOWEVER IT IS CRITICAL TO COMPLETING THE WORKS, ROOTS UP TO 25MM CAN BE CUT. NO TREE ROOTS OVER 25MM TO BE CUT WITHOUT SCC ENGINEER APPROVAL.

Rev.	Description	Drwn	Sig.	Date	Chkd	Sig.	Date	Appr	Sig.	Date
A	Surfacing material and tree works added.	JD	JD	17.6.15	-	-	-	-	-	-
B	Tree works description changed and note regarding tree routes added.	JD	JD	18.6.15	-	-	-	-	-	-
C	Layby width reduced to 1.8m and footway increased to 1.7m.	JD	JD	22.6.15	-	-	-	-	-	-
D	Minor spelling errors corrected.	JD	JD	30.6.15	NK	NK	30.6.15	-	-	-
-	-	-	-	-	-	-	-	-	-	-

North Point

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Drawn by	Sig.	Date
JD	JD	Sept 14
Checked by	Sig.	Date
NK	NK	30.6.15
Approved by	Sig.	Date

Project: WOODFIELD LANE ASHTEAD, SURREY

Drawing: GENERAL ARRANGEMENTS FOR PARKING LAYBY ON WEST SIDE OF MAIN CARRIAGEWAY

Project No. PC0207

Contract Sheet No. 0207_11

Drawing No. D

Classification: CONSTRUCTION

Page 7 of 8

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (MOLE VALLEY)

DATE: 9th September 2015

LEAD OFFICER: Jack Straw (MVDC)

SUBJECT: Preparation of Neighbourhood Development Plans in Mole Valley – Progress Report.

DIVISION: Ashtead; Bookham & Fetcham West; Dorking Hills; Dorking Rural.



SUMMARY OF ISSUE:
Neighbourhood Development Plans are being prepared by community groups in Ashtead, Bookham, Capel, Ockley and Westcott. This report explains how the preparation of the Neighbourhood Development Plans for these areas is progressing.
RECOMMENDATIONS:
The Local Committee (Mole Valley) is asked to note the content of the report.
REASONS FOR RECOMMENDATIONS:
To update the Local Committee on the progress of Neighbourhood Development Plan preparation in Mole Valley.

1. INTRODUCTION AND BACKGROUND:
--

- 1.1 The Localism Act 2011 provides communities with an opportunity to prepare Neighbourhood Development Plans (NDPs) for their area.
- 1.2 NDPs allow local people to plan for the type of development that is needed for their community. They can be detailed or general depending on the needs and wishes of the community. For example, an NDP can set out policies about where and what type of new development should be built or what it should look like. They should only cover land use planning issues and not broader local concerns for example crime or health. The scope of a NDP is for those who are preparing it to decide.
- 1.3 NDPs are prepared by Parish Councils or in unparished areas by Neighbourhood Forums. Before work can get fully underway on a NDP, the area it is to cover has to be agreed by the local planning authority (i.e. MVDC) and where a Neighbourhood Forum has to be established to prepare

ITEM 9

the NDP, its make up and constitution also has to be agreed by the local planning authority.

- 1.4 An NDP has to be in general conformity with the Local Plan for the area and the Government's National Planning Policy Framework. For example, if a local planning authority identifies an area for development, the community cannot use the NDP to block development or undermine other planning policies such as the provision of affordable housing.
- 1.5 NDPs are required to be independently examined and subject to a local referendum before they can be adopted by the local authority.
- 1.6 Once an NDP is adopted it will form part of the Development Plan for the local planning authority's area and must be taken into account in the determination of planning applications in the area covered by the Plan.
- 1.7 In Mole Valley, NDPs are being prepared by community groups in Ashtead, Bookham, Capel, Ockley and Westcott. They are all at different stages of preparation.

2. NDP PROGRESS IN MOLE VALLEY:

2.1 The progress that has been made on each NDP is as follows:

(a) Ashtead.

The Ashtead NDP is being prepared by the Ashtead Village Forum /Ashtead Community Vision (ACV) which was designated in July 2013 by MVDC for the purpose of preparing an NDP. The Ashtead Neighbourhood Area which was designated at the same time comprises the three Ashtead Wards. There is a website providing information about the NDP and those preparing it. <http://ashteadcommunityvision.org.uk/>

ACV has been gathering evidence about Ashtead to support the preparation of the NDP. A detailed analysis of the current housing stock in the village and future needs has been followed up with reports on the Environment; Economy; and Transport which have been shared with the community. ACV is now working on the development of planning policies for inclusion in the NDP.

ACV envisages adoption of the NDP in 2017.

(b) Bookham

The Bookham Forum – or Bookham Vanguard as it is also known – and the Bookham Neighbourhood Area comprising the two Bookham Wards were designated by MVDC for the purposes of preparing a NDP in September 2012. Since then it has carried out surveys, prepared reports and promoted its work extensively in the local community, holding public meetings and other community events. It has an extensive website providing information about the NDP and those preparing it. <http://bookhamvanguard.co.uk/>

In June 2015, Bookham Vanguard published its draft NDP for consultation. It contains a raft of policies covering open spaces, trees and design; housing; infrastructure and retail and employment polices. The comments on the draft policies are being analysed by Forum members and responses are being considered which might lead to revisions to the draft NDP.

Bookham Vanguard is likely to submit the draft NDP to MVDC during September. MVDC will then carry out a further round of consultation, arrange for the draft plan to be independently examined and if found sound organise a referendum.

It is hoped that the NDP can be adopted by the middle of 2016.

(c) Capel.

Capel is the latest community to decide to prepare an NDP. In July 2015, MVDC agreed to designate Capel Parish as a Neighbourhood Area for the purpose of preparing a NDP. The plan's preparation will be undertaken under the auspices of the Parish Council. It will cover all the parish including the three communities of Capel, Beare Green and Coldharbour.

The NDP is in the very early stages of preparation and the emphasis at this stage is on explaining the purpose, benefit and remit of a NDP to the local community. A web site has been created <http://parishplan.co.uk/> but a timetable for the plan's preparation has yet to be established.

(d) Ockley

In March 2013 MVDC agreed to designate the Parish of Ockley as a Neighbourhood Area for the purpose of preparing an NDP. The Parish Council is leading the work and has an NDP page on the parish website <http://ockley-parishcouncil.co.uk/neighbourhoodplan>

So far, work has been focussing on how to enable the provision of more affordable housing in the village and considering site options. Transport issues are another priority for the NDP to address, including car parking at Ockley station and the need for improved bus services.

At present, there is no timetable for completion of the NDP.

(e) Westcott.

The Westcott Village Forum and Westcott Neighbourhood Area were designated by MVDC for the purposes of preparing an NDP in March 2013. Since then, the Forum has canvassed views of the local community about their village and surveyed the village in terms of its character, facilities and infrastructure. The Forum has a website which provides information about the preparation of the NDP. <http://westcottvillageforum.com/>

A draft NDP was published for consultation at the end of 2014 and work is on-going to enable it to be submitted to MVDC for the next stages.

3. NEXT STEPS

- 3.1 Once the Neighbourhood Forums/Parish Councils have prepared a draft NDP and consulted their communities, the Plan and related supporting information is submitted to MVDC.
- 3.2 MVDC will then check that the submitted NDP has followed the legal processes and that the plan has met the legal requirements for consultation and publicity

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- 3.3 MVDC is also responsible for publicising the proposed NDP, making it available for inspection and inviting anyone interested to comment on it by a specified date which has to be not less than six weeks from the date of it being publicised.
- 3.4 At the end of this period, MVDC will appoint an appropriately qualified and experienced person to carry out the independent examination of the NDP. This appointment is agreed with the Parish Council/Neighbourhood Forum responsible for the NDP.
- 3.5 Following the examination, the examiner will issue a report to MVDC and the Parish Council/Neighbourhood Forum. If the NDP meets the basic conditions, the examiner will recommend that the NDP proceeds to the referendum stage or may suggest modifications are needed to the NDP so that it can proceed to referendum. It is MVDC's responsibility to make such modifications.
- 3.6 If the examiner concludes that the NDP does not meet the basic conditions and should not proceed to the referendum stage, it will be necessary to consider the reasons behind the examiner's conclusions and whether the NDP can be changed to address those reasons.
- 3.7 If an NDP is found to meet the basic conditions and proceeds to the referendum stage, MVDC will have to give 25 working days notice of the referendum. The referendum question will be "Do you want MVDC to use the NDP to help it decide planning applications in the neighbourhood area?"
- 3.8 If more than 50% of those voting in the referendum vote "yes" then MVDC will bring the NDP into force. Planning applications for development within the Neighbourhood Area will need to be made in accordance with the NDP unless material considerations indicate otherwise.
- 3.9 Neighbourhood Forums exist to prepare NDPs and have a designation of 5 years only. They do not have a formal role in the implementation of the NDP. The members of a neighbourhood forum may want to consider how they can stay involved and support implementation of the NDP they have prepared. Parish Councils who prepare an NDP will continue to be consulted about planning applications by MVDC.

4. OPTIONS:

- 4.1 The Local Committee is being asked to note the progress that has been made by those local communities who are preparing NDPs in Mole Valley.

5. CONSULTATIONS:

- 5.1 District and County Council members whose wards include areas covered by NDPs will be consulted at the key stages in the preparation of the NDPs.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 N/A

7. LOCALISM:

- 7.1 Although it will be those communities within the Neighbourhood Area who will be most affected by an NDP, (currently Ashted, Bookham, Capel, Ockley and Westcott) adjoining areas will be consulted at the key stages of an NDPs preparation and will have an opportunity to feed in their views to the Plan's preparation.

8. OTHER IMPLICATIONS:

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

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 Preparation of NDPs involves significant commitment by those involved. MVDC has been and will continue to provide technical advice and support to those communities preparing NDPs. It is hoped that the Bookham NDP which is the most advanced of the five plans will be submitted within the next month and that it can reach the adoption stage by the summer of 2016. The other NDPs will follow thereafter.
- 9.2 The Local Committee will be kept up to date with progress on the preparation of these NDPs and will be advised of any additional requests by local communities to prepare one.

10. WHAT HAPPENS NEXT:

- 10.1 See Section 3 above.

Contact Officer:

Jack Straw, Planning Policy Manager Mole Valley DC. (tel. 01306 879246)

Consulted:

N/A

Annexes:

N/A

Sources/background papers:

N/A

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SURREY COUNTY COUNCIL
LOCAL COMMITTEE (MOLE VALLEY)



DATE: 9th September 2015

LEAD OFFICER: Garath Symonds

SUBJECT: Changes to the Community Youth Work Service in Mole Valley District

DIVISION: ALL

SUMMARY OF ISSUE:

Services for Young People is proposing changes to how Community Youth Work is delivered in Mole Valley. These changes are designed to so that the Community Youth Work Service (CYWS) are able to deliver youth work in areas where there is the greatest need of supporting young people into employability.

This paper seeks the decision of the Local Committee to approve these proposals as formal guidance for the CYWS from October 2015.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to agree:

- (i) The below proposals set out in 3.1 as formal guidance for the Community Youth Work Service.

REASONS FOR RECOMMENDATIONS:

These changes are designed to: enable the Community Youth Work Service (CYWS) to better support the Council's strategic goal of employability for young people; implement a County Council Cabinet steer to allocate more of our resources to the areas of greatest need; and respond positively to an overall funding reduction of 11% for Community Youth Work across Surrey.

The proposals presented in this report have been developed in discussion with the local Youth Task Group and informed by a public consultation.

1. INTRODUCTION AND BACKGROUND:

- 1.1 This item is for Local Committee decision, in line with the Local Committee's role to advise the Community Youth Work on the allocation of its resources.
- 1.2 Between 2012-15 Surrey County Council has delivered youth work through its Centre Based Youth Work Commission. This involved contracting the

management of Surrey County Council youth workers to voluntary, community and faith sector organisations. The commission engaged around 7,000 young people in 16,000 hours of quality youth work provision each year, delivered from 31 main and 10 satellite youth centres across the county. The Commission also implemented the Surrey National Youth Agency Quality Mark for youth work, leading to a step-change in quality across the county.

1.3 In September 2014 the Cabinet approved the commissioning of a new Surrey County Council Community Youth Work Service (CYWS) to build on the strong foundations laid by Centre Based Youth Work, which launched on 1 April 2015.

1.4 The CYWS will develop the delivery of youth work in Surrey to better support young people's employability. This means:

- focussing resources on the areas of greatest need through the Resource Allocation System and 'hub and spoke' approach (explained in section 2);
- delivering in higher need communities that do not currently have youth centres and being more responsive to changing needs over time;
- building partnerships with local voluntary, community and faith sector (VCFS) organisations to develop youth work in areas of lower need;
- supporting the delivery of the Ready for Work Programme, in partnership with the Youth Support Service;
- delivering more one-to-one early help for young people, in support of the Council's Early Help Strategy and strengthening links with other early help services such as the Family Support Programme;
- increasing partnership working to improve health and wellbeing outcomes for young people, in particular those at risk of child sexual exploitation (CSE); and
- strengthening local accountability through Youth Task Groups and Local Committees, who set local priorities for youth work in each borough and district.

1.5 The model includes four different delivery approaches for youth work that allow the level of resources to be varied in response to need. These are:

- **Youth Work Hub** – One hub in each borough and district, typically where the Senior Practitioner will be based, supported by the most staffing resources, located in the area of highest need, and linked to all the spokes in the borough or district
- **SCC Spokes** – resourced by full-time or part-time JNC qualified SCC youth workers, supported by a part-time staff team and targeted in areas of higher need in the borough or district
- **Partnership Spokes** – SCC staff working in partnership with the VCFS to provide a quality youth offer
- **Community Spokes** – SCC support for VCFS groups to run provision, for example through the use of SCC buildings. Generally, no SCC staff would be allocated to work from these spokes

1.6 Whilst these changes are in the best interests of young people, they do mean the service that will look different on the ground in some areas. Open-access

youth work will remain at the heart of the service's vision, but resources will rightly need to be refocused on the vital new developments listed above.

- 1.7 Alongside these changes, Community Youth Work continues to explore new models of delivery, such as a mutual or charitable trust. The aim will be to deliver improved outcomes for the same or less resource, accessing new opportunities for income generation like grant funding or trading services. External consultants, funded through the Cabinet Office, have produced a report evaluating the different delivery models available for youth work in Surrey and development is also being supported by the Council's own New Model Delivery Programme.
- 1.8 Surrey County Council has launched a Youth Work Commission to explore the role of Youth Work in the 21st century, which has a growing national profile. This commission is engaging leading thinkers from across the youth work sector in the UK, as well as local Surrey practitioners and young people. This commission will advise on the future delivery model for youth work in Surrey, with a subsequent report to Cabinet planned for between January and March 2016.

2. ANALYSIS:

- 2.1 There are two policies that underpin how resources are being allocated to need that the Local Committee needs to be aware of: a **Resource Allocation System**, to objectively divide resources at a strategic level between boroughs and districts; and a **'hub & spoke'** model that allows local flexibility to allocate resources in response to need between communities within boroughs and districts. These two policies have meant that changes are needed to youth work delivery in some Surrey communities.
- 2.2 The **Resource Allocation System (RAS)** is designed to make the best possible use of funding available for Community Youth Work to support Surrey's young people to be employable. It draws together the key data about young people and uses this to allocate funding to districts and boroughs in proportion to the level of need.
- 2.3 The RAS has been developed with the Services for Young People Re-commissioning Project Board. The Board was chaired by Clare Curran, Cabinet Member for Children and Families Wellbeing, and included cross-party member representation, alongside representative young people. They have considered a range of options since the September Cabinet meeting, where the exploration of approaches to allocate resources to need was approved, and on 11 March 2015 they recommended a preferred RAS approach. This approach closely aligns the level of resources with the level of need in boroughs and districts, but also means the biggest changes. The impact of the RAS on funding in each borough and district, within the overall budget, is summarised in the table below.

Table 1 - Impact of RAS on funding available to Boroughs and Districts

Borough	Funding for delivery in 2014/15	Funding for delivery in 2015/16	% Change
Elmbridge	£185,000	£194,000	5
Epsom & Ewell	£124,000	£114,000	-8
Guildford	£195,000	£246,000	26
Mole Valley	£191,000	£111,000	-42
Reigate & Banstead	£268,000	£255,000	-4
Runnymede	£247,000	£175,000	-29
Spelthorne	£309,000	£265,000	-14
Surrey Heath	£186,000	£128,000	-31
Tandridge	£124,000	£129,000	4
Waverley	£140,000	£143,000	1
Woking	£186,000	£197,000	6
Total	£2,155,000	£1,960,000	-9

- 2.4 Since the RAS recommendation was made by Project Board, the proposals have been explained to Local Committee and Youth Task Group Chairmen, with focussed discussions in the areas that are most affected. Proposals were also scrutinised by the Children and Education Select Committee on 26 March 2015, where there was robust discussion, but ultimately majority support for the proposed approach.
- 2.5 The RAS, which divides resources between boroughs and districts, works hand-in-hand with the **'hub & spoke' model**, which enables resources to be divided between communities within borough and district boundaries in response to need. This model moves away from all 31 main youth centres receiving the same allocation of staffing to locally determined levels of staffing in communities.
- 2.6 The locations of the hub and spokes in each borough and district have been proposed by Community Youth Work Managers in partnership with Youth Task Groups. These locations have also been subject to a public consultation.

Example of hub and spoke in a borough

Community A has been identified as having the highest level of need in the borough. It is proposed that the **hub** would be based at the local SCC youth centre here, managed by the Senior Practitioner, with a full SCC staff team. Communities B and C are also areas of high need, requiring **SCC spokes**. A full-time youth worker and part-time team will be allocated to the youth centre in Community B whilst in Community C, where there is currently no SCC youth centre, the service will establish a detached project three nights a week, exploring the use of other community venues in the future. Community D was identified as an area of moderate need so a **partnership spoke** is proposed, partnering with a local youth charity. They will work alongside Community Youth Work to deliver a joint programme at the SCC youth centre, with part-time SCC staff working with youth workers and volunteers from the charity. Over time, SCC has agreed to explore with the charity whether they can take on full delivery at the centre in the future, once alternative funding is secured, leading to it becoming a full **community spoke**.

3. OPTIONS:

- 3.1 **Option 1 (recommended)** is for the Local Committee to approve the proposals as they are presented below as formal guidance to the CYWS. These have been through three stages of development including: local needs assessment and delivery planning by the CYWS; discussion and agreement of proposals with the local Youth Task Group; and a public consultation with young people and their communities.

Table 2 - Proposals for CYWS delivery in Borough/District

Area	Hours of open access	Hours of targeted projects	Hours of 1-2-1 work	Hours of detached work	Is it a hub or spoke?	Total sessions per week
Leatherhead	6 (5)*	5 (4.5)*	2		Hub	
Dorking	9 (7.5)*		4		SCC Spoke	
Ashted	6 (5)*	3 (2.5)*			Partnership Spoke	
Bookham			3		Community Spoke	
Borough/District-wide		4 (3)*		As need requires		

*Figure in brackets relates to face to face hours other figure relates to staffing hours.

- 3.2 **Option 2** is to authorise CYWS, in consultation with the Chairman and Chairman of the Youth Task Group, to make minor changes to enable the service to respond flexibly to the needs of the communities.
- 3.3 **Option 3** is not to approve the proposals, because the Local Committee feels that significant changes are required to those presented in this report. This would include changes that require re-distribution of hours of delivery between

different communities, changing the locations of hubs and spokes and/or introducing new areas where provision should be delivered. These changes would all require further Member and community engagement. It should be noted that this option is likely to have a significant impact for the CYWS and local communities. For staff this is likely to cause greater uncertainty about the future of their roles, for communities across the county this may mean ongoing uncertainty about the future of local services and for the CYWS as a whole it may mean it is unable to deliver the in-year budget savings that are being asked of it in 2015/16.

4. CONSULTATIONS:

- 4.1 The initial proposals for changes to Community Youth Work in Mole Valley District were developed in consultation with the local Youth Task Group, which met on 2nd June 2015. It should be noted that there was not a legislative requirement to consult on these changes, but it does represent best practice and the CYWS felt it was vital to engage with communities in developing the proposals.
- 4.2 These initial proposals were then put out for an open public consultation, which ran from 6th July to 23rd August. The main target audience for the consultation was local young people, in particular those who currently attend youth centres and projects, but the Service also provided a range of opportunities for members of the community to have their say on the proposed changes. Five public consultation events were held across District during the consultation window and were attended by 32 members of the public. 9 additional consultation responses were received from the public to the online consultation via the Surrey Says service.
- 4.3 The key findings from the consultation were:
- A number of concerns were raised about the potential discontinuation of the Go Karting project at Ashtead.
 - It was perceived that the document did not accurately reflect the number of face to face hours that would be delivered in the centres.
 - It was identified that a large proportion of young people access the Leatherhead centre from the Ashtead wards and vice versa.
- 4.4 This CYWS is proposing to respond to this feedback in the following ways:
- The Go Karting session which was initially recommended to be disbanded will now continue as a partnership project. SCC will provide the equipment, buildings, insurance and lead member of staff and partnership funding will be sought for running costs and additional members of staff/volunteers expenses. This project will also be expanded to a district offer.
 - The delivery table now reflects both face to face hours and the number of actual hours paid to staff for clarity purposes.
 - A concern was expressed over the loss of specific targeted/issue based sessions within some centres. CYWS will retain a focus on these issues

within our core offer and look to external organisations to enhance delivery within the open access sessions.

- Clarification was requested as to how many staff would work within each session. Whilst this is dependent on the session the expectation for an open access session would be a minimum of one leader in charge and two assistant youth workers.

4.5 Advice from Legal Services was sought in relation to the need for a public consultation and how best this should be handled.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 There is £110,795.00 available to fund the front-line delivery of the Community Youth Work Service in Mole Valley. This fits within the agreed revenue budget for the service in 2015/16.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 A full Equality Impact Assessment (EIA) has been completed on the RAS and 'Hub & Spoke' changes. The key findings from this assessment are:
- On balance, the EIA highlights that the impact of these changes will be positive in supporting young people's employability in Surrey.
 - Young people and communities in areas that have been identified as having high levels of need will benefit from the more effective targeting of resources.
 - Young people who live in areas that are identified as lower need may experience a negative impact if resources are allocated elsewhere, although efforts are being made to engage local communities in responding to any changes.
 - Some young people with protected characteristics may feel that services available are inaccessible for them if the location is changed; there is a lack of understanding of particular needs amongst staff or partner organisations have a particular set of values or beliefs.
 - Staff who work part time, those with disabilities or medical conditions that limit their ability to travel and those with caring responsibilities are likely to experience greater impact on their time and finances should provision be moved from their current base.
 - The EIA sets out the range of responses that the CYWS and Services for Young People as a whole will undertake to mitigate as far as possible any negative impacts and maximise the positive impacts on young people and staff with protected characteristics.

7. LOCALISM:

7.1 All communities across Mole Valley will be impacted by these proposals in the following ways:

- A change in number of hours of youth work being provided as set out in 3.1
- Incorporating a District wide offer to enable targeting of some resource to specific communities according to changing need.

7.2 This decision encourages local self-reliance by allowing greater opportunities for community involvement in the delivery of positive activities to young people, through Partnership and Community Spokes, but also through volunteering and encouraging local income generation to support services.

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below.
Sustainability (including Climate Change and Carbon Emissions)	Set out below.
Corporate Parenting/Looked After Children	Set out below.
Safeguarding responsibilities for vulnerable children and adults	Set out below.
Public Health	Set out below.

8.1 Crime and Disorder implications

A key outcome of quality youth work is reducing offending and anti-social behaviour amongst young people. One of the key factors that has been considered in re-allocating the resources available for youth work is the number of young people who are involved in offending. By allocating more resources to the areas of greatest need the impact of the resources available should be increased.

8.2 Sustainability implications

The CYWS will be delivering more locally from communities of greatest need, even where there is not a youth centre available in that community. By delivering in these new areas the need for young people living there to travel to services is reduced. As no centres are being closed through these proposals and we are looking to maximise the use of our buildings through working in partnership with communities we anticipate that the overall impact of the changes across the county will be positive.

8.3 Corporate Parenting/Looked After Children implications

Another key factor that has been considered in re-allocating the resources available for youth work is the number of young people who have been open referrals to Children's Services. This includes young people who are Looked

After Children. By allocating more resources to the areas where there are more young people who are Looked After, the CYWS can have a greater impact in supporting these young people, but also hopefully preventing some young people from becoming Looked After in the first place.

8.4 Safeguarding responsibilities for vulnerable children and adults implications

As in 8.3, a key factor that has been considered in re-allocating the resources available for youth work is the number of young people who have been open referrals to Children's Services. These are some of the young people for whom there are the greatest safeguarding concerns. By allocating more resources to the areas where there are more vulnerable young people the CYWS can have a greater impact on these groups.

As part of these overall changes the CYWS is also putting more of its resources to supporting the Council's Early Help Strategy. This means working with vulnerable young people who are stepping down from specialist services, such as Children's Services and the Family Support programme, as well as preventing young people who are at risk of needing specialist support from stepping up to these services, by building their resilience and addressing the barriers they face.

8.5 Public Health implications

Engagement in professional youth work in particular, but also positive activities more generally, has a positive impact on young people's mental, emotional and physical health. By targeting the resources that are available for youth work in the areas of greatest need the positive impact of these resources on a range of public health outcomes for young people is increased.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The proposals presented in this report are designed to enable the Community Youth Work Service (CYWS) to better support the Council's strategic goal of employability for young people; implement a Cabinet steer to allocate more of our resources to the areas of greatest need; and respond positively to an overall funding reduction of 11% for Community Youth Work across Surrey.
- 9.2 They have been developed based on: local needs assessment and delivery planning by the CYWS; discussion and agreement of proposals with the local Youth Task Group; and a public consultation with young people and their communities.
- 9.3 The recommendation of this report is that the Local Committee approves the proposals set out in 3.1 as formal advice for the Community Youth Work Service following this meeting:

10. WHAT HAPPENS NEXT:

- 10.1 If the Local Committee approves the proposals, the CYWS will begin implementing the proposed changes as soon as possible, working alongside staff, young people and communities.

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- 10.2 The final Local Committee decision will be shared with staff in the Community Youth Work Service, young people accessing Youth Centres and their communities.
- 10.3 The decision of the Local Committee will be shared through the Surrey Says, as part of the outcome of the public consultation.

Contact Officer:

Jeremy Crouch (Practice Lead East) 07968 832437 jeremy.crouch@surreycc.gov.uk
Stephen Tait (Senior practitioner Mole Valley) 07967 382268
stephen.tait@surreycc.gov.uk

Consulted:

Young people across Borough/District
A wide range of stakeholders including members of communities, schools and local partners
Youth Task Groups
Services for Young People Re-commissioning Project Board

Annexes:

N/A

Sources/background papers:

- Report to Cabinet on Creating Opportunities for Young People 2015-20 on 22 April 2014.
- Report to Cabinet on Creating Opportunities for Young People 2015-20 on 23 September 2014
- Report to Cabinet on Revenue and Capital Budget 2015/16 to 2019/20 and Treasury Management Strategy on 3 February 2015
- Report to Council on Revenue and Capital Budget 2015/16 to 2019/20 and Treasury Management Strategy on 10 February 2015
- Report to Children and Education Select Committee on Creating opportunities for Young People: Commissioning for 2015 – 2020 and implications of budget reductions on 26 March 2015

SURREY COUNTY COUNCIL**LOCAL COMMITTEE (MOLE VALLEY)****DATE:** 9th September 2015**LEAD OFFICER:** GARATH SYMONDS, Assistant Director for Young People**SUBJECT:** ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE**DIVISION:** ALL**SUMMARY OF ISSUE:**

The purpose of this report is to update the Local Committee on how Services for Young People has supported young people to develop their employability during 2014/15, which is the overall goal of Services for Young People.

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

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

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to note:

- (i) How Services for Young People has supported young people to be employable during 2014/15, as set out in the appendix to this report

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

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

2. ANALYSIS:

2.1 A detailed analysis of performance is provide in the appendix to this report.

3. OPTIONS:

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

4. CONSULTATIONS:

4.1 During 2014-15 there has been wide ranging consultation with young people, staff, and partner agencies. This has helped us to review our performance and re-commission our services for 2015-16.

Members have been consulted through the Local Committee Youth Task Group, Youth Steering Groups at some of our Youth Centres and through the different re-commissioning engagement events held during 2014-15.

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

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

7. LOCALISM:

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

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below
Sustainability (including Climate Change and Carbon Emissions)	Set out below
Corporate Parenting/Looked After Children	Set out below
Safeguarding responsibilities for vulnerable children and adults	Set out below

Public Health	Set out below
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8.1 Crime and Disorder implications

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

8.2 Sustainability implications

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

8.3 Corporate Parenting/Looked After Children implications

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

8.4 Safeguarding responsibilities for vulnerable children and adults implications

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

8.5 Public Health implications

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

9. CONCLUSION AND RECOMMENDATIONS:

9.1 This report and the information included in the appendix have provided an overview of the performance of Services for Young People in Mole Valley and highlighted the significant progress made during 2014/15 to improve outcomes for young people.

10. WHAT HAPPENS NEXT:

10.1 To keep the Local Committee informed about the progress of the Service during 2015/16, Services for Young People attend up to two Youth Task Groups per year and circulate bi-annual progress reports electronically to each Task Group Member.

Contact Officer:

Kevin Martin, YSS Team Manager, Mole Valley – 07968 833716

Consulted:

As set out in the main report

Annexes:

Services for Young People in Mole Valley Performance Summary 2014/15

Sources/background papers:

- Report to Cabinet on Creating Opportunities for Young People 2015-20 on 23 September 2014
 - Report to Cabinet on Revenue and Capital Budget 2015/16 to 2019/20 and Treasury Management Strategy on 3 February 2015
 - Report to Council on Revenue and Capital Budget 2015/16 to 2019/20 and Treasury Management Strategy on 10 February 2015
 - Report to Children and Education Select Committee on Creating opportunities for Young People: Commissioning for 2015 – 2020 and implications of budget reductions on 26 March 2015
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Services for Young People in Mole Valley Performance Summary 2014/15

Countywide overview

In 2014-15 Surrey had the second lowest proportion of young people who were not in education, employment or training (NEET) of all local authorities in the country and the lowest of any large authority, with only 1.7% of young people NEET compared to 1.8% in 2013/14.

Local performance story in Mole Valley and looking ahead

The reason for this report is to tell the local story of how Services for Young people (SYP), working with our partners, has been making a difference to young people in Mole Valley in 2014/15, but also to give the Local Committee some insight into what is planned for 2015/16.

SYP supports Surrey young people to be employable through a wide range of open-access positive activities and targeted interventions to support more vulnerable young people. In Mole Valley, we have developed a culture of working together, creating partnerships that offer young people integrated programmes of development and support. The Community Youth Work team, Leatherhead Youth Project, YMCA East Surrey and Youth Support Service have created a Mole Valley wide practitioners forum, which has met regularly to integrate and synchronise local services. The forum of practitioners will grow over the coming year and forge increasingly strong links with our community through the Mole Valley's Youth Task Group.

Building on this work into 2015-16, keeping the principles of participation, early help and targeted Support firmly in mind, members of the practitioners forum have integrated their 2015 summer activity programme, creating a full six week coverage of positive activity, open to all young people in Mole Valley. The programme has also been used to engage those in difficulty, giving them experiences and relationships that really help, as well as supporting young people at risk of not settling into their new secondary schools this September. Much of this work is supported by community partners who really get what we do. Early intervention and positive activities have been funded by ProjX and Ashted Churches Community Trust, to name but two, and their ongoing endorsement is most encouraging.

Our Local Prevention work continues and the commission in Mole Valley is again shared between YMCA East Surrey and Leatherhead Youth Project. Effective prevention work is intelligence led and to assist, the Youth Support Service will improve the sharing of information with Local Prevention and Community Youth Work teams. As an example, there is an increase in young people's unhealthy involvement with social media, both as victims and perpetrators. Improved sharing of non-case specific information from the Youth Support Service can be used to guide the content of our informal education offered through youth centres and LP activities. With closer liaison, prevention activity will continue to improve, targeting those issues of greatest concern in Mole Valley long before intense involvement becomes necessary.

New for 2015/16 is an offer for young people who need one-to-one input. The offer combines positive activity open to all, one-to-one mentoring and professional counselling. Leatherhead Youth Project are delivering this on behalf of SCC, working closely with Youth Support Service. Between these teams, they will ensure referrals are appropriate and that any ongoing needs, opportunities or legacies are well managed for those young people.

ITEM 11

Appendix 1

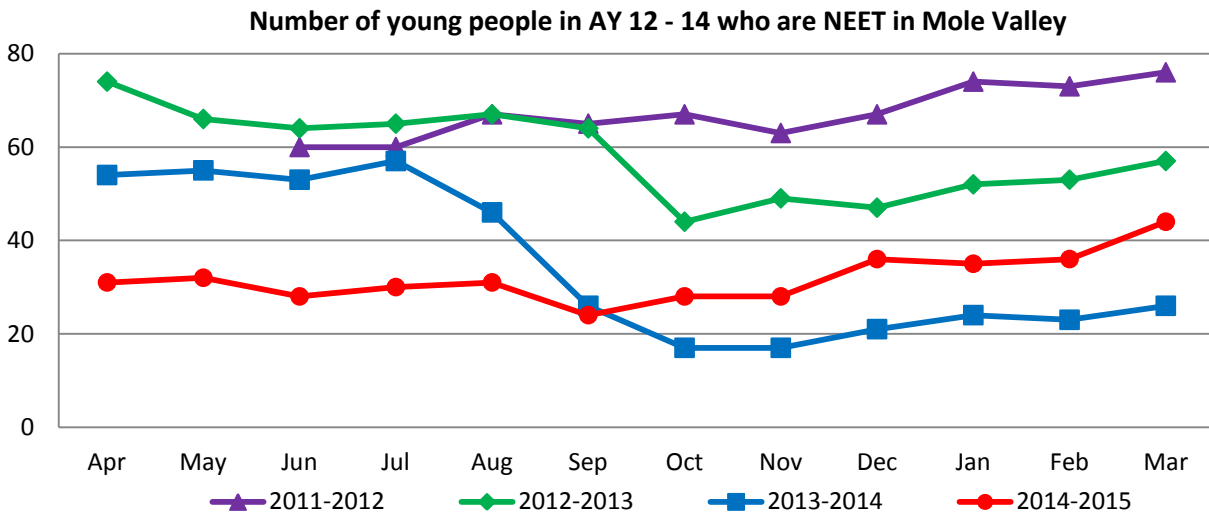
We also understand that some incidences involving young people need to be worked with in the context of the wider community. To further our reach, we aim to create a quick response team, made up from a range of organisations. The team will come together to deal with one off or short lived situations. The team will do joint training and learn from each other as we grow. The method will be to bring together community work, youth work and Restorative Practice. The team has been likened to a lifeboat crew, working for their respective organisations until called upon to help. Our Community Youth Work team will drive this initiative forward for us over the coming year and we look forward to sharing stories of success in 2016.

If we continue to offer integrated programmes of youth work; if we continue to quickly pick up young people in difficulty or distress, Mole valley will be manifestly successful in providing the best services we can for the resources available. We have much to do over the coming year and we are keen to get on with the endeavour.

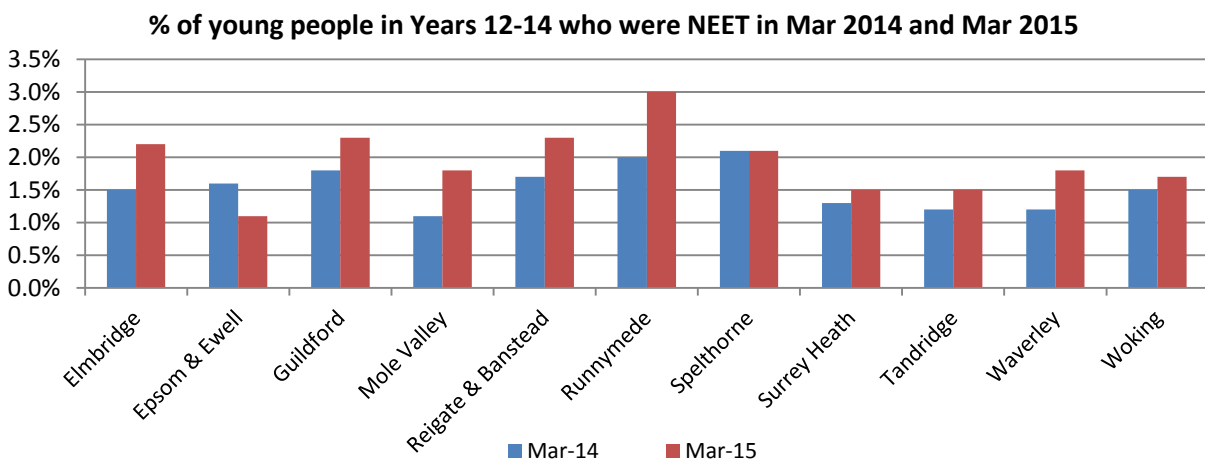
On behalf of the Mole Valley Practitioners Forum,

Kevin Martin, Team manager, Youth Support Service.

Mole Valley performance headlines



- In March 2015 43 young people were NEET compared to 26 in March 2014 and 57 in March 2013.
- 98.2% of young people were participating in education, training, employment or re-engagement at the end of March 2015, compared to 98.8% in March 2014 and 97.4% in March 2013.



Youth Support Service

The Youth Support Service works with young people in difficulty or distress across six interconnected contexts, namely: education and training; employability; social and family problems; homelessness; mental health; and offending behaviour. Youth Support Service involvement currently sits between the “high need” Child Protection type work of Children's Services and the Early Help of other targeted services, such as those commissioned under Local Prevention strategy.

With a responsibility for Local Leadership, the Mole Valley's Youth Support Service team are increasingly linking their work to relevant partners. Examples of this are numerous and the effective working relationships have been established between professionals which will be built on in 2015-16.

YSS performance headlines

- 1.8% of young people in years 12-14 were NEET in March 2015 compared to 1.1% in March 2014 and 2.5% in March 2013
- Only one of the young people who are looked after by Surrey County Council and placed in Mole Valley were NEET in March 2015
- Young people who were NEET had been out of education or work for an average of 123 days compared to 143 in the previous year
- 44 young people moved from NEET to PETE during the year compared 77 in the previous year
- 14.0% of young people who were NEET had been NEET before compared to 23.1% in the previous year
- 3.9% of young people were unknown in March 2015 compared to 4.2% in March 2014
- 5 first-time entrants to the youth justice system in 2014/15 compared to 12 in 2013/14 and 22 in 2012/13
- Only 8 young people sentenced to custody in Surrey during 2014/15
- 11 disposals given to young people as a result of offending in 2014/15, compared to 24 in 2013/14
- 61 Youth Restorative Interventions (YRIs) employed with young people involved in low-level offending this year, compared to 85 last year
- 7 young people at risk of homelessness supported in 2014/15
- 23 Children in Need case managed by the YSS in 2014/15

Performance narrative

This year, YSS' achievements have been impressive, with some key markers of success. The team is outcomes focused, with what actually happens with young people being more important than any process. This is captured in the case studies below.

Case study 1

For the last year, the YSS worked with a young boy whose behaviour has been regularly anti social at best. Since 2012, when he was 9yrs old, he has attracted negative police attention. More latterly, this has resulted in a range of youth justice inputs. He went on to commit offences until he received a Court action. The historical and family context of this boy's life has put him much more at risk than most, having seen and been subject to domestic abuse, and he has a recognised learning disability. To put things right, the Youth Support Service have liaised with Children's Services, who made the boy subject to a Child Protection

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Plan, which led to intensive support for his mother. The YSS worked closely with the police and together created a Priority Young Person plan, which intensifies the work between YSS, young person, family and police. The YSS called a professionals meeting that led to a youth work intervention, using peer support to keep this boy from offending and to engage him in positive activity. Our colleagues from the Leatherhead Youth Project and Community Youth Work are at the forefront of this work, funded by the community group ProjX. The intervention is overseen by a Youth Support Officer, who brings this diverse intervention together, while also being the officer managing the Court Order process. Since the insertion of this wrap around programme and at the time of writing, the boy has not come to the attention of the police, let alone offended. Feedback from his desperate mother in mid August was simple – she said “It's working”.

Case study 2

In the last 18 months we have worked with another boy on a Court Order for violence towards a wholly innocent victim. During the boy's infancy he was abused. Living his first 13 years in another county, his care arrangements were difficult and at times traumatic. Shortly after moving to Surrey, the boy was placed in care. Before a Court Outcome was established for his offence, a YSS officer met the boy every other Sunday and built a relationship that was used to better engage him in the work ahead. Working closely with his psychologist, care home managers, keyworker and social worker, the YSS created a nine month programme to reduce his risk of re-offending and put right the harm done to his victim. Using prisoner led programmes, Duke of Edinburgh's Award and bespoke activities, the YSS managed to greatly reduce his risk of harming others. This was noted by “Panel” members during the process of his Court Order. The boy has not re-offended since and the victim said that she felt glad that such a robust but positive approach was taken. She said that the process had also helped her move on.

Case study 3

For a Youth Support Officer the work can be intense. They deal with multiple issues, affecting our most vulnerable young people. This summer, a YSO working with three of the four most worrisome young people in Mole Valley, made a commitment to a residential week with young people. A method that is widely recognised as effective but traditionally relies on voluntary time from staff. The activity was also aimed at young people most at risk of disengaging from us. Her work and commitment enabled two young women to experience that sense of success and achievement through positive activity. The two girls have since engaged with us further and that has enabled more intense developmental work to improve.

Without engagement through young people's own free choice, a Youth Support Officer rarely achieves a fully successful intervention. Our work is practical and inclusive of the young person, helping them take control of their life. Our approach is to encourage young people's sense of responsibility towards themselves and others. Our YSO's mirror this through their own behaviour and professionalism, acting as effective educators as well as supportive adults.

The Youth Support Service will continue to improve and focus on the outcomes that matter. Workloads will ebb and flow, as will statistics that pinpoint our success. Regardless, our Youth Support Officers will continue to respond to young people without losing sight of our key aims; to keep young people safe; to see communities free from youth offending; to help families to be strong and to see healthy young people that are socially competent.

Early help commission RAG ratings explained

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

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

Centre Based Youth Work (£31,200 and 4.8 full-time equivalents)

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

Ashtead Youth Centre (The Youth Consortium – YMCA East Surrey)

In 2014/15 Ashtead youth centre has achieved 85% or more of its agreed performance levels for 5 of its 6 key performance measures. In particular the hours of youth work delivered from the centre was one of the highest in the county. The one area of lower performance has been the number of young people who have been identified as having achieved distance travelled as a result of provision delivered from the centre.

Performance indicator	2015/15 performance					
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel	RAG
Hours of youth work delivered from the Centre	775	916	118.2%	1,032	↓	Green
Young people engaged in one or more hours of youth work	300	270	90.0%	307	↓	Green
Average hours of engagement per young person	50	56.5	113.0%	48.2	↑	Green
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	150	52	34.7%	109	↓	Amber
Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 2	On Track	Yes	↑	Green
Young people who have been identified as at risk of becoming NEET who have attended the centre	60	55	91.7%	57	↔	Green

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

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The Bridge (The Youth Consortium – YMCA East Surrey)

The performance data shows that slightly less hours of youth work have been delivered from the Bridge Youth Centre in 2014/15 compared to the previous year. The centre has however achieved Level 2 of the Surrey National Youth Agency quality mark for youth work, reinforcing our confidence in the quality of provision delivered from the centre.

Performance indicator	2014/15 performance					
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel	RAG
Hours of youth work delivered from the Centre	775	324	41.8%	389	↓	Yellow
Young people engaged in one or more hours of youth work	300	205	68.3%	252	↓	Yellow
Average hours of engagement per young person	50	23.8	47.6%	23.2	↔	Yellow
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	150	20	13.3%	60	↓	Yellow
Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 2	On track	Yes	↑	Green
Young people who have been identified as at risk of becoming NEET who have attended the centre	60	29	48.3%	24	↑	Yellow



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

Malthouse (The Youth Consortium – YMCA East Surrey)

The number of young people engaged at the Malthouse Youth Centre has increased in 2014/15 and the Centre has also achieved Level 2 of the Surrey NYA Quality Mark. A real success this year has been increased engagement with young people who have been identified as at risk of becoming NEET.






Performance indicator	2014/15 performance					
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel	RAG
Hours of youth work delivered from the Centre	775	346	44.6%	527	↓	Yellow
Young people engaged in one or more hours of youth work	300	194	64.7%	180	↑	Yellow
Average hours of engagement per young person	50	24.8	49.6%	43.5	↓	Yellow
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	150	36	24.0%	29	↑	Yellow
Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 2	On track	Yes	↑	Green

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Young people who have been identified as at risk of becoming NEET who have attended the centre	50	62	124.0%	58		
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*Distance travelled: clear and tangible development for a young person



Bookham - Satellite (The Youth Consortium – YMCA East Surrey)

Performance indicator	2014/15 performance		
	Performance in period 2014/15	Performance in period 2013/14	Direction of travel
Hours of youth work delivered from the Centre	11	63	
Young people engaged in one or more hours of youth work	18	54	
Average hours of engagement per young person	3.5	20.0	
Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.	4	16	
Number of young people who have been identified as at risk of becoming NEET who have attended the centre	1	1	

Local Prevention Framework (*£66,000 during 2014/15*)

Priorities for the Local Prevention Framework are set locally by Youth Task Groups, which involve Members, young people, partners and stakeholders. Activities commissioned often include youth work, mentoring or counselling, although a wide range of solutions have been developed across the county.

September 2014 – August 2015 (Leatherhead Youth Project - £25,828)

Performance indicator	2014/15 performance			
	Agreed performance for period September 2014 to 2015	Actual performance September 2014 to August 2015	Achievement against agreed performance	RAG
Number of young people engaged in one or more hours of preventative activity	149	141	94.6%	
Average hours of engagement* per young person		89.9		

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

Case Study – Leatherhead Youth Project

I started attending Miss Bliss in September, I knew the youth workers through Bfree Youth Café and my friends had told me how much they enjoyed Miss Bliss, so I decided to try it out.

I was very shy and sensitive at first, being in large groups of girls intimidated me, so I stuck by my friend's side for the first couple of sessions. The youth workers noticed and encouraged me to talk more to the other girls.

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I really loved Miss Bliss and was thrilled when I was asked what I wanted to do during the sessions. I thought it would be a good idea to learn about sexual health, as it was all girls. I met with the nurse beforehand and explained the type of questions my friends and I had. I really enjoyed the sexual health session, it was really interesting and allowed us to ask loads of questions we hadn't been confident to ask before. The session helped me feel closer to the group too.

Another session that I enjoyed was when we each were asked to pick adjectives to describe one another. I was really nervous about what others would say but the youth workers encouraged me to join in. This was a really big breakthrough for me, I would never have done this when I first started coming to Miss Bliss. The girls all said really nice things about me and it helped me look at positives about myself that I had previously ignored. We then wrote down all those adjectives and I currently have the list on my mirror at home, each day I am reminded of the things I am good at.

I feel Miss Bliss is like a family to me and I have learnt loads as well as become a more rounded person. I really like helping plan the sessions and feel so proud after each session.

September 2014 – August 2015 (YMCA East Surrey - £40,172)

Performance indicator	2014/15 performance**			
	Agreed performance for period September 2014 to 2015	Actual performance September 2014 to August 2015	Achievement against agreed performance	RAG
Number of young people engaged in one or more hours of preventative activity	56	165	298.2%	
Average hours of engagement* per young person		8.2		

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

**Please note that a technical problem means that performance is currently being under reported for this provider.

Case Study – YMCA East Surrey and Learning Space

Background

- Chan was initially referred by his special school for mentoring support
- School was worried about how he would cope with the move to college and asked Learning Space to help him cope with this transition
- Chan's communication skills were quite poor as English was his second language; his parents were unable to help him steer their way through the education system
- Consequently his levels of self-esteem and confidence were both very low

Space4You

- A mentor introduced herself to Chan at the end of the summer term – this meant a familiar face for him in September!
- She then met with Chan every week during his first term and the solution focused sessions gave him the opportunity to talk about how he felt he was settling in and any worries and concerns as they occurred
- the focus was on early identification of transition difficulties, building self-esteem / confidence and improving his communication skills
- the mentor also met twice with Chan's tutor and established ongoing email communication

What worked well?

- Meeting with Chan prior to the beginning of college – this built up a level of trust so that he felt comfortable and could speak openly about the challenges facing him in a new environment
- Liaison with key college staff – after a couple of weeks Chan told Learning Space that he was felt uncomfortable around another student who was loud and aggressive; Chan was adamant that he couldn't approach the tutor so, on his behalf, the mentor contacted relevant staff members who could then manage this relationship – this helped enormously and stopped the problem from escalating
- 1:1 sessions – these gave Chan time and space to talk through any problems he was facing and at the same time supported the development of his communication and social skills

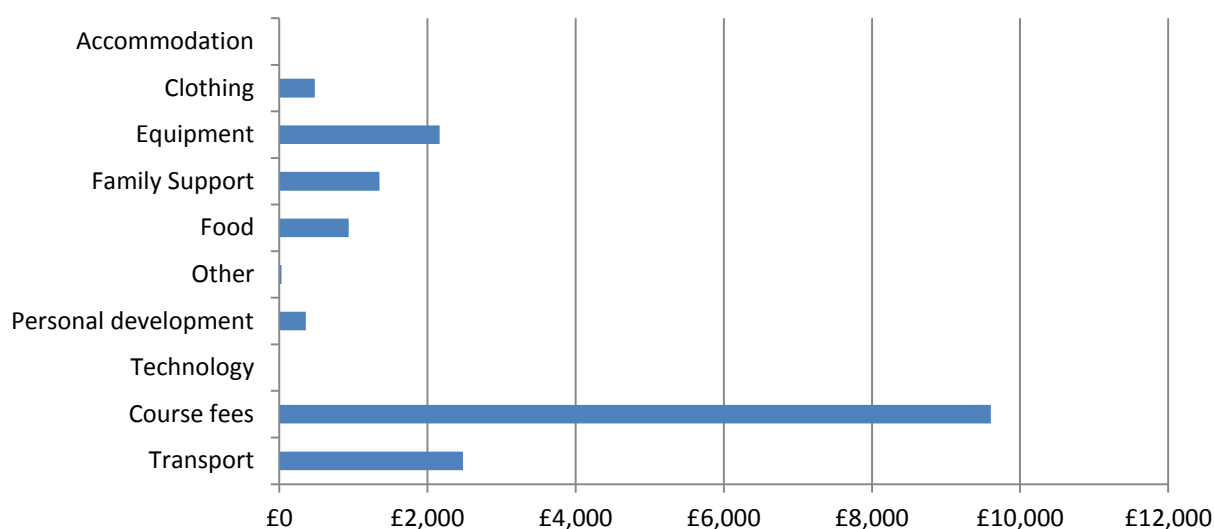
Outcomes

- A very successful transition to college; on a scale of 0 – 10 where 10 stands for “very happy in school” Chan recently put himself at 8; Chan’s teachers reported how well he had settled in; his attendance record is good
- Increased levels of self-confidence and self-esteem – Chan is more prepared to ask for help and he has built positive relationships with a small group of students
- Clear goals for his future – at the end of the Space4You programme Chan had applied for this next course at college – a level one in art and design which will place him in mainstream education for the first time

Individual Prevention Grants (£15,000)

Individual Prevention Grants (IPGs) were available in 2014/15 to remove barriers to participation for young people who are NEET or at risk of becoming NEET. Each local YSS Team had an allocated budget, set in consultation with Local Committees, to be used flexibly to respond the changing needs of young people.

IPG expenditure by type of need - Mole Valley



- £17,411 of £17,000 (102%) of IPG funding was used to remove barriers to participation
- A total of 82 grants were given to young people with an average value of £212
- The main barriers addressed were ‘Course fees’ 55% and ‘Transport’ 14%, “Equipment” 12%.

Youth Small Grants (£17,000)

Youth Small Grants were available to small voluntary, community or faith sector organisations across Surrey during 2014/15 to enable: more quality youth work to be delivered locally; more young people to participate in education, training and employment; and more young people to be kept safe from crime and anti-social behaviour. The grants were administered by Surrey Youth Focus.

The £17,000 allocated to Mole Valley Local Committee for Youth Small Grants was allocated across 10 projects to support work with young people across Mole Valley as follows:

Name of the organisation carrying out the project	Project title	Grant
Allsaints Leatherhead	Allsaints Coffee Shop & Sandwich Company	£5,000
CAMHS Youth Advisors (CYA)	CYA Awards 2014	£250
Capel Cricket Club	Increasing Youth Engagement in Sport	£3,000
FamilyLine	I Need Help – additional volunteer training	£100
Girlguiding Surrey East – Faurefold Holiday and Campsite	Outdoor equipment	£600
LEATHERHEAD ALL STARS FC	New Football team in under privileged area	£995
Mole Valley Girls FC	Goodwyns, Chart Downs and North Holmwood Development	£2,000
Newdigate Cricket Club	Junior Cricket Coaching	£850
Studio ADHD	Reflections project - complex needs	£3,505
Surrey Volleyball Association	Junior Development	£700
	Grants	£17,000
	Allocation	£ 17,000
	Underspend	£0

Case Study Mole Valley Girls Community Football Club

Mole Valley Girls Community Football Club have delivered a community football programme at St John's Community School since September 2014. The programme has engaged with over 50 young people



primarily from North Holmwood and the surrounding estates. The Youth Small Grant supported the cost of coaching and subsidized membership for disadvantaged girls.

The Club have enough under 11 players in their community programme to form a new under 11 team playing in the Surrey County Women's & Girls' League next season. Trials for the team will take place in April 2015, in conjunction with the Surrey Youth Games girls' football trials, which the club run on behalf of Mole Valley District Council.

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The Club have filled five subsidised places for players from disadvantaged backgrounds. It is high likely that we will require more subsidised places when we form our new under 11s in April 2015, however, these will be paid for through Club funds.

The Club have trained up one additional Level 1 coach to support the community football programme. There are still three funded places remaining and it is likely these will be allocated after the under 11s trials in April 2015, once we know who the new coaches/manager will be.

No formal qualification has been delivered but a number of senior players have helped at our Development Squad sessions.

Leader's Ready for Work Programme (*£750,000 countywide*)

During 2014/15 SYP received additional funding from David Hodge (Leader of SCC), to generate more individually tailored education, training and employment opportunities for young people that develop their employability. Achieving this has involved developing and embedding a range of new approaches, with three main examples below.

Re-engagement

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

- During 2014/15 this programme has engaged 950 young people across the county
- At the end of March 2015, 10 young people were in re-engagement provision in Mole Valley

Apprenticeships

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

- 492 grants have been given to employers who are now offering apprenticeship opportunities to Surrey young people
- 24 new employers in Mole Valley have taken on apprentices as a result

Employment Development Officers (EDOs)

EDOs are now embedded in the YSS to develop meaningful employment and work experience opportunities for young people who would otherwise be NEET. During 2014/15 EDOs secured 81 placements for young people between April 2014 and March 2015. They have also contributed to wider progression pathways for young people supported by the YSS, into things like paid employment and apprenticeships.

Skills Centres (*East Surrey College – No cost to SCC in 2014/15*)

In 2014/15 Skills Centres provided foundation learning opportunities, delivered locally from some of our youth centres, to young people who would otherwise be NEET. Contracts were awarded in 2012-13, with projects pump primed with funding provided by Surrey County Council for the first year of delivery and then delivering for the next two years, drawing down funding from the Education Funding Agency (EFA). This report covers the period April 2014 to March 2015, where all programmes delivered were funded through the providers' EFA contracts, at no cost to Surrey County Council.

The introduction of study programmes, which restrict the flexibility of programmes providers are able to offer under EFA funding guidelines, had a significant impact on Skills Centres. The development of re-

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engagement programmes (both internal and external) which were able to offer the required flexible learning and development opportunities locally were better able to meet the needs of the NEET cohort than the more structured Skills Centre programmes.

- 1 programme was delivered for young people through the Mole Valley Skills Centre in 2014/15. The programme achieved a successful progression into sustained participation for one young person who would otherwise have been NEET.

Year 11/12 Transition (*East Surrey College - £18,005*)

The Year 11/12 Transition commission focuses on providing intensive support to young people in year 11 who have been identified as being at risk of becoming NEET through Surrey's partnership owned Risk of NEET Indicator (RONI). This approach identifies young people who exhibit NEET risk factors. Examples include being a looked-after child, having previously offended, participating in alternative learning programmes, having school attendance of less than 60% and being permanently excluded from school.

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

- Supported 28 Mole Valley young people in Year 11 who were identified, in partnership with local schools, as at risk of becoming NEET
- 71% success rate – 20 young people were in positive destinations at the end of January 2015

SEND (Post-16) Team

The SEND (Post 16) Team's role is to support young people with special education needs and/or disabilities (SEND) who are in education to prepare them for a successful transition to adulthood. The SEND (Post 16) Caseworkers work in schools and colleges and offer young people and their parents/carers information, advice and guidance on post 16 options in Surrey. They work with professionals from Schools and Learning, Health, Social Care, Education Providers and the Youth Support Service to ensure inclusion and participation for young people with SEND.

This year the Team have been focusing on transferring SEN Statements to the new Education, Health and Care Plans (EHCPs) for over 650 students Year 11 and Year 14 students and students in Years 13, 15 and 16 who are changing educational placement in September 2015. EHCPs are holistic, young person centred assessments, focussed on identifying the young person's current special educational needs and their current and future support requirements at colleges and sixth forms post 16. Caseworkers are trained to support young people and ensure their voice is heard at their Transfer Review Meetings and recorded in their EHCP. The young person's story, their vocational aims, aspirations, skills and achievements are all included. Outcomes are discussed with the young person and their parent/carer to ensure that the provision needed can be put in place to support them to achieve those outcomes and prepare successfully for transition to education, training or employment.

Surrey Outdoor Learning and Development (SOLD) (£7,300 countywide)

SOLD offer outdoor learning opportunities to young people across Surrey and neighbouring areas. Many of their services are traded with other external organisations and they generated income of almost £1.41M in 2014/15. As well as these wider services, SOLD has been commissioned to offer local opportunities to young people who are NEET or at risk of becoming NEET in each of Surrey's districts and boroughs, relying on the YSS to engage young people.

- 2.4% increase in total visitors to SOLD countywide from 32,420 in 2013/14 to 33,185 in 2014/15
- 16% increase in income generated by SOLD during 2014/15
- 49% of organisations made 2 or more bookings up 7% on 2013/14
- 3% increase in the number of activity sessions
- 72 young people engaged in local SOLD sessions, referred from the YSS, meaning expenditure of £15,370 against a budget of £7,312

Performance comments

SOLD has had another year of growth, realising new developments in both products and customer base have enabled the aspirations for the year to be achieved and yet again against a back drop of challenging public finances and increasing customer demands. The work towards a self sufficient future continued, although it was agreed to defer a formal proposal to the following year once the SOLD Development Board had been established to focus and bring the work to its natural conclusion with the agreement of all the interested parties.

Some of the performance highlights from the year are summarised below:

- SOLD secured a significant National Citizenship Service programme (NCS) contract from "The Challenge", this saw young people aged 16-19 from across the south east take part in an intensive residential programme at High Ashurst and for the first time at Henley Fort.
- The Rotary Youth Leadership Award (RYLA) has continued to grow since SOLD first delivered a bespoke programme four years ago. The programme is commissioned by the Surrey/Sussex Rotary and this numbers rose to 64 young people aged 16 – 18 years, in addition this year included a cohort of international young people.
- School sports funding continues to be a good source of business from the primary sector, seeing a second year of increased work supporting Surrey schools with an increasing number of these schools buying into other SOLD products throughout the year.
- Demand for TAZ holiday programmes continued to increase, particularly those run at Thames Young Mariners (TYM). This year additional programmes were put on due to extra late demand and made a significant contribution to the income target of £123K a 23% increase on the previous year.
- SOLD employed 5 apprentices during the year both on the outdoor delivery and support services, this programme cost Sold circa £50K, all the apprentices secured employment upon completion.

Youth Engagement Contract (*U-Explore / The Eleven*)

The Youth Engagement Contract is a countywide service, largely delivered online and is designed to ensure young people are able to access the information, advice and guidance (IAG) that they need to make good

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decisions at key points in their lives. The offer comprises two main elements. The first is U-Explore, an online careers and education IAG service, whilst the second is 'wearesurge.co.uk', a co-produced online platform to engage young people and provide young people information in a way that is right for them.

- 69,052 young people age 13-19 in Surrey accessed information on Surge to help inform key decisions in their lives

Local Committee Decision Tracker

This Tracker monitors progress against the decisions that the local committee has made. It is updated after each committee using the 'RAG' (red, amber, green) ratings below.

Green: Actions are on track and progressing as expected towards the agreed deadline.

Amber: Action is off track but corrective measures are in place to meet the original or updated deadline.

Red: Action has not been progressed and is off track. Deadline will not be met.

NB. Once actions have been reported to the committee as complete, they are removed from the tracker.

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Meeting	Item	Decision	Due By	RAG	Officer	Comment or Update
11/09/13	10 – Woodfield Lane, Ashtead	Officers to work up Option 3 into a detailed design.			Anita Guy	Design of preferred Option is being brought to September LC for approval.
05/03/14	10- Access to Vincent Road, Dorking	Concerns were raised Regarding signs stating Vincent Road was 'Access only' were being ignored.			Anita Guy	Consultation with local residents is ongoing. The closing date for comments is 11/09/15.
10/09/14	4b Members' Questions	Concern that KEEP CLEAR signs cannot be painted on A25/ Milton Court Lane Junction.			Anita Guy/ Zena Curry	The request was Reviewed onsite in April 2015. No undue delay to vehicles turning in or out of Milton Court Lane due to traffic Queuing on A25 was

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						observed. Decision not to provide a Keep Clear road marking at this junction upheld. Divisional Member informed accordingly. Action complete
03/12/14	4a Public Questions	Letter to be written from LC to MVDC, with idea of s.106 funding to be used for adopting Chalkpit Lane if depot is developed.			LC Chairman	Letter has been sent. Action complete
04/03/15	4a Public Questions	To monitor effect of new lighting on Leatherhead Road by installing shrouds/ shields and report back on results to LC.			Zena Curry	Skanska were unable to collect 'before' data prior to the fitting of the shields to enable a comparison to be made. There has been no further contact from residents subsequent to the fitting of the shields. Action complete
17/06/15	4b Members' Questions Mrs Clack	To check cost of feasibility study of building a roundabout at Mill Lane junction.			Zena Curry	Officer to advise
17/06/15	4b Members'	To have a meeting with the Transport			LC Chairman	Chairman and Mrs Clack to meet with officers

	Questions Mrs Clack	Team to further discuss changes to 526/527 service				from the Transport Team on 15 September 2015.
17/06/15	10 – Library Review	Library Service to provide additional information to support proposal to lose evening opening hours at Bookham and Ashted libraries.				Library Service provided additional data and it was agreed to move forward with the proposed changes in opening hours. Action complete

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (MOLE VALLEY)



DATE: 9 SEPTEMBER 2015

LEAD

OFFICER: SANDRA BROWN

SUBJECT: LOCAL COMMITTEE & MEMBERS' ALLOCATION FUNDING -
UPDATE

DIVISION: ALL

SUMMARY OF ISSUE:

Surrey County Council Councillors receive funding to spend on local projects that help to promote social, economic or environmental well-being in the neighbourhoods and communities of Surrey. This funding is known as Members' Allocation.

For the financial year 2015/16 the County Council has allocated £10,296 revenue funding to each County Councillor. This report provides an update on the projects that have been funded since April 2015 to date.

RECOMMENDATIONS:

The Local Committee (Mole Valley) is asked to note:

- (i) The Members' Allocation applications received and amounts spent, where indicated, as set out in Annex 1 of this report.

REASONS FOR RECOMMENDATIONS:

The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Greater transparency in the use of public funds is achieved with the publication of what Members' Allocation funding has been spent on.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The County Council's Constitution sets out the overall Financial Framework for managing the Local Committee's delegated budgets and directs that this funding should be spent on local projects that promote the social, environmental and economic well-being of the area.
- 1.2 In allocating funds councillors are asked to have regard to Surrey County Council's Corporate Strategy 2015-20 Confident in Surrey's Future that highlights three themes which make Surrey special and which it seeks to maintain:
 - Wellbeing;
 - Economic prosperity;
 - Resident experience

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1.3 As with all expenditure by the Council, spending of members' allocations should:

- Be directed to activities for which the County Council has legal powers;
- Meet demonstrable local needs;
- Deliver value for money, so that there is evidence of the outcomes achieved;
- Be consistent with County Council policies;
- Be approved through a process that is open and transparent, consultative, accountable, and auditable;
- Where appropriate, allow opportunities to be taken to pool funds with partner organisations.

1.4 Member Allocation funding is made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose. It may not be used to benefit individuals, or to fund schools for direct delivery of the National Curriculum, or to support a political party.

2. RECENT PROJECTS:

2.1 Two examples of projects that have received funding:

Leigh Drainage Project

£1,000 was given to Leigh Parish Council by County Councillor Helyn Clack. Many of the drains, ditches and culverts in the Parish are either blocked or not able to cope with the volume of water at certain times. The purpose of the project is to identify the main problem spots, advise parishioners if necessary, and support them in clearing the build up of silt and debris. The problem has increased since the floods during the winter of 2013, when Flanchford Bridge was damaged, and this has highlighted the need to review the drainage within the parish which is being done in consultation with Surrey Highways.

RideLondon Leatherhead Leaflet

County Councillor Tim Hall gave £400 towards the Ride London Leatherhead leaflet. This leaflet was created for local residents and visitors regarding the Prudential Ride London event which took place on 2 August 2015. The leaflet had detailed information about how users can access Leatherhead town centre, where they can park, what businesses will be open, where they can watch the action, and what roads will be accessible and when.

3. ANALYSIS:

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

4. OPTIONS:

- 4.1 The Committee is being asked to note the applications that have already been received.

5. CONSULTATIONS:

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

6. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 6.1 Each project detailed in this report has completed a standard application form giving details of timescales, purpose and other funding applications made. The county councillor proposing each project has assessed its merits prior to the project's approval. All bids are received and scrutinised by officers in the County's Community Partnership Team. We also contact officers from other services and departments for advice if we require additional information or specialist knowledge to assess the suitability of projects. We ensure that bids comply with the Council's Financial Framework which contains the financial rules and regulations governing how Members' Allocations funding can be spent.
- 6.2 The current financial position statements detailing the funding by each member of the Committee are attached at **Annex 1**. Please note these figures will not include any applications that were received after the deadline for this report.

7. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 7.1 The allocation of the Members' Allocation and Local Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Funding is available to all residents, community groups or organisations based in, or serving, the area. The success of the bid depends entirely upon its ability to meet the agreed criteria, which is the same for all projects.

8. LOCALISM:

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

9. OTHER IMPLICATIONS:

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

10. CONCLUSION AND RECOMMENDATIONS:

- 10.1 The spending proposals put forward for this meeting have been assessed by officers in the Community Partnerships Team, against the County standards for appropriateness and value for money within the agreed Financial Framework.

11. WHAT HAPPENS NEXT:

- 11.1 Payments to the organisations have, or will be paid to the applicants, and organisations are requested to provide publicity of the funding e.g. posters, leaflets, articles in newsletters. We also require evidence that the funding has been spent within 6 months e.g. receipts, photos, invoices.

Contact : Sue O’Gorman, Local Support Assistant, sue.ogorman@surreycc.gov.uk

Consulted:

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

Annexes:

Annex 1 – The breakdown of spend to date per County Councillor.

Sources/background papers:

- All application forms are retained by the Community Partnerships Team
-

Mole Valley Members Allocations Expenditure - Balance Remaining 2015-2016

County Councillors have £10,296 to spend on projects to benefit the local community

				REVENUE	DATE PAID
Helyn Clack	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,296.00	
	EF800266722	Charlwood Village Fete	Charlwood Village Fete events and Fun Dog Show	£1,000.00	30/04/2015
	EF700283744	Ockley Parish Council	Mowing of bank - Ockley Village Green	£740.00	21/07/2015
	EF700285078	Leigh Parish Council	Leigh Drainage Project	£1,000.00	31/07/2015
BALANCE REMAINING				£7,556.00	

				REVENUE	DATE PAID
Stephen Cooksey	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,296.00	
	EF800273196	Holmwood Park RA	Notice Board	£400.00	10/06/2015
	EF800274684	St John's C of E Primary Sch	The People's Pool-phase 2-provide an automated, complete chemical dosing system	£1,000.00	19/06/2015
	EF700288501	Carers Support Mole Valley	Updating marketing materials and stationery with new logo	£612.00	
BALANCE REMAINING				£8,284.00	

				REVENUE	DATE PAID
Clare Curran	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	£10,296.00	
	EF700279688	SATRO	Teen Tech 2015 - A one day interactive science fair for over 450 Surrey students	£750.00	17/06/2015
	EF700279322	Celebrate Cycling Bookham	Free childrens cycling event run annually on Bookham Commom	£450.00	17/06/2015
BALANCE REMAINING				£9,096.00	
Clare Curran	REFERENCE	ORGANISATION	RETURNED FUNDING	CAPITAL	DATE PAID
	MV1213035	Encore Youth Orchestra	Equipment - Part Returned Funding - CAPITAL	-£789.00	
BALANCE REMAINING				£789.00	

Mole Valley Members Allocations Expenditure - Balance Remaining 2015-2016

County Councillors have £10,296 to spend on projects to benefit the local community

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Tim Hall				£10,296.00	
	EF700273530	L'head Drama Festival	L'head Drama Festival	£1,500.00	24/04/2015
	EF700276699	L'head Youth Project	L'head Youth Summer Scheme	£2,000.00	15/05/2015
	EF800273383	MV Arts Alive Festival	Mole Valley Arts Alive Festival	£680.00	12/06/2015
	EF800276975	Leatherhead Youth Project	KIC (Kids in Community) Youth Club - REJECTED		
	EF700284743	L'head Town Management	Ride London Leatherhead leaflet	£400.00	21/07/2015
BALANCE REMAINING				£5,716.00	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Chris Townsend				£10,296.00	
	EF700273530	L'head Drama Festival	L'head Drama Festival	£2,000.00	24/04/2015
BALANCE REMAINING				£8,296.00	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Hazel Watson				£10,296.00	
	EF700272869	Pixham Residents Ass	Old Pixham School Renovation Project - replace carpet	£3,400.00	17/04/2015
	EF700278450	L'Art	Run specific art sessions-themed of 'A Room with a View'-Yr 2 children	£232.00	30/06/2015
	EF800271874	Forest Green Village Hall	Restoration of Village Hall Dedication Plaques	£832.80	04/06/2015
BALANCE REMAINING				£5,831.20	