

# Agenda

Elmbridge  
Local Committee

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

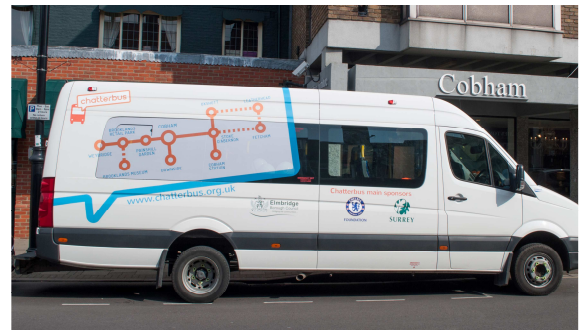
## Discussion

Changes to library opening hours

Bus stop clearway Stoke D'Abernon

Responses to Long Ditton petitions

Surrey CC Services	Elmbridge BC Services
Education & Children's Services	Environmental Health
Highways & Parking	Housing
Libraries	Leisure & Recreation
Adult Social Care	Off-Street Parking
Trading Standards	Planning Applications
Waste Disposal	Revenue Collection
Youth Services	Street Cleaning
Countryside	Waste Collection
Passenger Transport	
Strategic & Transport Planning	
Fire & Rescue	
Public Health	



## Venue

**Location:** Council Chamber,  
Elmbridge Civic Centre,  
High Street, Esher, KT10  
9SD

**Date:** Monday, 8 June 2015

**Time:** 4.00 pm

# You can get involved in the following ways

# Get involved

## ***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: [cheryl.poole@surreycc.gov.uk](mailto:cheryl.poole@surreycc.gov.uk)

Tel: 01372 832606

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



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# **SURREY**



### **Surrey County Council Appointed Members**

Mrs Margaret Hicks, Hersham (Chairman)  
Mr Mike Bennison, Hinchley Wood, Claygate & Oxshott (Vice-Chairman)  
Mr Ramon Gray, Weybridge  
Mr Peter Hickman, The Dittons  
Rachael I. Lake, Walton  
Mrs Mary Lewis, Cobham  
Mr Ernest Mallett MBE, West Molesey  
Mr Tony Samuels, Walton South and Oatlands  
Mr Stuart Selleck, East Molesey & Esher

### **Borough Council Appointed Members**

Cllr Nigel Cooper, Molesey East  
Cllr Andrew Davis, Weybridge North  
Cllr Chris Elmer, Walton South  
Cllr Brian Fairclough, St George's Hill  
Cllr Jan Fuller, Oxshott and Stoke D'Abernon  
Cllr Neil J Luxton, Walton Central  
Cllr Dorothy Mitchell, Cobham and Downside  
Cllr John O'Reilly, Hersham South  
Cllr Peter Szanto, Molesey East

Chief Executive  
**David McNulty**

			
Mrs Margaret Hicks (Chairman)  Hersham	Mr Michael Bennison (Vice-Chairman)  Hinchley Wood, Claygate & Oxshott	Mr Ramon Gray  Weybridge	Mr Peter Hickman  The Dittons
			
Rachael I Lake  Walton	Mrs Mary Lewis  Cobham	Mr Ernest Mallett MBE West Molesey	Mr Tony Samuels  Walton South & Oatlands
		 <b>SURREY</b> <small>COUNTY COUNCIL</small>  <b>Local Committee (ELMBRIDGE)</b>  <b>County Councillors 2013-17</b>	
Mr Stuart Selleck  East Molesey & Esher			

For councillor contact details, please contact Cheryl Poole, Community Partnership and Committee Officer ([cheryl.poole@surreycc.gov.uk](mailto:cheryl.poole@surreycc.gov.uk)/ 01372 832606) or visit [www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

			
Cllr Nigel Cooper Molesey East	Cllr Andrew Davis Weybridge North	Cllr Chris J Elmer Walton South	Cllr Brian Fairclough St George's Hill
			
Cllr Jan Fuller Oxshott & Stoke D'Abernon	Cllr Neil J Luxton Walton Central	Cllr Dorothy Mitchell Cobham & Downside	Cllr John O'Reilly Hersham South
	 <p><b>Elmbridge</b> Borough Council <i>... bridging the communities ...</i></p> <p><b>Local Committee (ELMBRIDGE)</b></p> <p><b>Borough Council Co-optees 2015-16</b></p>		
Cllr Peter Szanto Molesey East			

For councillor contact details, please contact Cheryl Poole, Community Partnership and Committee Officer ([cheryl.poole@surreycc.gov.uk](mailto:cheryl.poole@surreycc.gov.uk)/ 01372 832606) or visit [www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

**If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please either call Cheryl Poole, Community Partnership & Committee Officer on 01372 832606 or write to the Community Partnerships Team at Elmbridge Civic Centre, High Street, Esher, KT10 9SD or [cheryl.poole@surreycc.gov.uk](mailto:cheryl.poole@surreycc.gov.uk)**

**This is a meeting in public. If you would like to attend and you have any special requirements, please contact us using the above contact details.**

#### **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

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

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

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

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

*Thank you for your co-operation*

***Note: This meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The images and sound recording may be used for training purposes within the Council.***

***Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.***

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

**1 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN TO ELMBRIDGE LOCAL COMMITTEE**

To note that Council has appointed Mrs Margaret Hicks as the Chairman and Mr Mike Bennison as the Vice Chairman of the Elmbridge Local Committee.

**2 APPOINTMENT OF ELMBRIDGE BOROUGH COUNCIL CO-OPTED MEMBERS**

To note that Elmbridge Borough Council has nominated nine Borough Councillors, giving equal representation to the Surrey County Councillors, to serve on the Local Committee for the municipal year 2015/16.

**3 APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**4 MINUTES OF PREVIOUS MEETING**

(Pages 1 - 24)

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

**5 DECLARATIONS OF INTEREST**

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

Notes:

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

**6 CHAIRMAN'S ANNOUNCEMENTS WITH ANNUAL REPORT (FOR INFORMATION)**

(Pages 25 - 28)

The Chairman will make any announcements and the annual report, which provides a short summary of the work of the Elmbridge Local Committee for the year 2014/15, will be presented.

**7 PUBLIC QUESTION TIME**

To answer any questions from residents or businesses within the Elmbridge Borough area in accordance with Standing Order 69. Notice should be given in writing or by email to the Community Partnership and Committee Officer by 12 noon four working days before the meeting.

## **8 MEMBER QUESTION TIME**

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

## **9 PETITIONS**

To receive any petitions in accordance with Standing Order 68. Notice should be given in writing or by e-mail to the Community Partnership and Committee Officer at least 14 days before the meeting. Alternatively, the petition can be submitted on-line through Surrey County Council's e-petitions website as long as the minimum number of signatures (30) has been reached 14 days before the meeting.

No petitions were received.

### **9a PETITION RESPONSE: JOLLY BOATMAN DEVELOPMENT (EXECUTIVE FUNCTION)** (Pages 29 - 32)

This report updates Members following a petition by Mr Tony Nockles requesting that the safety audit approved at the February 2014 meeting of this Committee, be carried out again, and be more far reaching.

### **9b PETITION RESPONSE: TRAFFIC CALMING MEASURES EWELL ROAD, LONG DITTON (EXECUTIVE FUNCTION)** (Pages 33 - 36)

This report updates Members following the petition by Sarah Spence at the February Committee meeting highlighting safety concerns generally along Ewell Road, in the vicinity of Rushett Road.

### **9c PETITION RESPONSE: TREES IN PROSPECT ROAD, LONG DITTON (EXECUTIVE FUNCTION)** (Pages 37 - 40)

This report provides a response to a petition received by the Local Committee in February 2015 calling for new trees to be planted in Prospect Rd to replace those that were removed.

## **10 HIGHWAYS UPDATE (EXECUTIVE FUNCTION)** (Pages 41 - 48)

This report summarises progress with the Local Committee's programme of Highways works for the current Financial Year 2015-16. It also asks for the approval for a new bus stop clearway.

## **11 REVIEW OF COLD WEATHER PLAN AND WINTER SERVICE ARRANGEMENTS (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)** (Pages 49 - 54)

This report seeks the views of the Local Committee on the delivery of



the Winter Service operations in the 2014/15 season, to feedback into the annual review.

**12 LIBRARY SERVICE REVIEW 2015 (EXECUTIVE FUNCTION)** (Pages 55 - 66)

This report looks at the recently completed Library Service Review focussing on changes to opening hours at Hershams and Cobham libraries.

**13 REPRESENTATION ON OUTSIDE BODIES & TASK GROUPS & COMMUNITY SAFETY BUDGET (EXECUTIVE FUNCTION)** (Pages 67 - 76)

This report seeks to appoint Local Committee Members to outside bodies and task groups for the 2015/16 municipal year and seeks approval for terms of reference for the task groups. It also requests the Local Committee to agree the transfer of the Community Safety budget to the Elmbridge Community and Safety Partnership.

**14 LOCAL COMMITTEE BUDGETS (EXECUTIVE FUNCTION - FOR INFORMATION)** (Pages 77 - 82)

This report provides an update on the projects that have been funded from the Members' Allocation since April 2015 to date.

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**DRAFT**

Minutes of the meeting of the  
**Elmbridge LOCAL COMMITTEE**  
 held at 4.00 pm on 23 February 2015  
 at Council Chamber, Elmbridge Civic Centre, High Street, Esher, KT10 9SD.

**Surrey County Council Members:**

- \* Mrs Margaret Hicks (Chairman)
- \* Mrs Mary Lewis (Vice-Chairman)
- \* Mr Mike Bennison
- \* Mr Peter Hickman
- \* Rachael I. Lake
- Mr Christian Mahne
- \* Mr Ernest Mallett MBE
- Mr Tony Samuels
- \* Mr Stuart Selleck

**Borough / District Members:**

- \* Cllr Steve Bax
- \* Cllr Nigel Cooper
- \* Cllr Andrew Davis
- \* Cllr Jan Fuller
- \* Cllr Peter Harman
- Cllr Stuart Hawkins
- \* Cllr Neil J Luxton
- \* Cllr Dorothy Mitchell
- \* Cllr John O'Reilly

\* In attendance

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

Apologies for absence were received from Tony Samuels and Cllr Stuart Hawkins.

**2/15 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes were agreed as an accurate record.

**3/15 DECLARATIONS OF INTEREST [Item 3]**

No declarations of interest were received.

**4/15 CHAIRMAN'S ANNOUNCEMENTS [Item 4]**

The Chairman asked for the presentation showing some of the projects funded by Members' Allocations to be shown on the screen.

**5/15 PETITIONS [Item 5]**

## ITEM 4

Four petitions were received and the details are attached as Annex A.

1. A petition containing 91 signatures was received from Tony Nockles requesting: 'Surrey County Council to immediately commission a revised Road Safety Audit (Stage 1) using published drawings available in 2008 and in 2012'.

Tony Nockles spoke for 3 minutes in support of the petition. He showed a plan which identified the land owned by Surrey County Council explaining that it contained two public roads which are used as footpaths by pedestrians and cyclists. He added that 1000s of people cross these roads each year.

He explained the purpose of the petition was to ensure that the safety audit previously agreed by the Local Committee in February 2014 will address both present and future risks to pedestrians and cyclists crossing Hampton Court Station's forecourt, SCC owned frontage and Cigarette Island Lane. Tony Nockles said that after the February 2014 meeting the SCC officer agreed with the Councillor Stuart Selleck that a revised road safety report would be produced and the resulting Road Safety Comments were based on assumptions and focussed on the entrance to Cigarette Island Lane, ignoring the construction phase of the development, the bus stops and the station forecourt. He asked that SCC, as both the highways authority and the landowner, ensured that the revised safety audit was carried out without delay and that it should take into account the 2008 site drawing and the information in the 2012 Method of Construction Statement.

Stuart Selleck, the divisional Member, expressed his support for Tony Nockles. He added that Tony Nockles and some Councillors had met with South West Trains who had expressed concern for the safety of pedestrians on the forecourt of the station. In addition he knew that the one of the bus services of Transport for London (TfL) was no longer scheduled to stop at the station as they deemed the forecourt unsafe. He requested that SCC officers talk to the other agencies involved with the site and look at the safety audit. In support Cllr Steve Bax urged SCC to look into this issue.

3. A petition containing a total of 454 signatures was received from Sarah Spence requesting 'SCC to implement traffic calming measures on Ewell Rd.' Sarah spoke in support of the petition giving a number of examples of 'near misses', adding that 100s of other people had had similar experiences, explaining that this dangerous junction was the route used by many residents to access the local schools, nursery and recreation ground. She said that approximately 20% of the Long Ditton population had signed the petition and she had been overwhelmed by the response. She requested either a controlled crossing or speed restrictions as it is the most popular place to cross but on coming vehicles cannot be seen.

Peter Hickman, the divisional Member, said he had asked SCC officers to investigate as to whether the location could be included in the, already scheduled, Long Ditton schools safety measures work.

2. An e- petition containing 83 signatures was received from Sue Kittelsen stating 'travelling from Byfleet Road to the Painshill junction with the A3 and

the other way towards West Byfleet along Parvis Road has become a nightmare on a regular basis due to road works. We ask Surrey County Council to restrict all non emergency work to between 10 pm and 5 am on this very busy route'.

The response to the petition is attached as Annex B. The officer Kevin Orledge summarised his response explaining that each application for roadworks is considered and a number of factors need to be taken into account.

4. A petition with 38 signatures was received from Mr Alfred Manly stating 'we the undersigned residents hereby request that all six trees that have been removed by Surrey County Council be replaced and replanted as soon as possible.'

Mr Manly spoke in support of the petition explaining that originally 10 trees were planted in 1980's, partly funded by the residents, and six have since been cut down by SCC without the residents receiving any consultation or notification. The residents do not agree that the trees were dead and think that they probably only needed pruning. He explained that the residents are all angry at the loss of the trees which enhanced the Victorian street of charm and gave much pleasure.

Peter Hickman, the divisional Member, suggested that the trees which were valued by the residents were replaced with the same or another variety.

**6/15 PETITION RESPONSE: REQUEST FOR PEDESTRIAN CROSSING AT DITTON REACH, PORTSMOUTH RD (EXECUTIVE FUNCTION) [Item 5a]**

Frank Apicella, the SCC Highways Engineer, introduced the report explaining that due to the location, particularly the bus stops close by; the best option would be to carry out a feasibility study to find the most appropriate solution.

Peter Hickman added it was a dangerous road, which was difficult to cross and the issue was also complicated by the fact that Kingston Council are looking at introducing a Mini Holland scheme, but that some action does need to be taken.

The officer assured the Committee that a feasibility study would take into account all road users including the elderly and the vulnerable.

The Local Committee resolved to:

(i) agree to include a feasibility study scheme on ITS schedule of works, which is to be programmed by this committee and the Divisional Member, in due course.

Reason for decision: a feasibility study will determine the most appropriate location and solution to be introduced, along the section of road, and enable a more holistic balance with other highway users.

## ITEM 4

### **7/15 PETITION RESPONSE UPDATE: ESHER ROAD SAFETY MEASURES REQUEST (EXECUTIVE FUNCTION) [Item 5b]**

Frank Apicella introduced the report by saying that this decision had been deferred from the meeting on 8<sup>th</sup> December 2014. Any short term solution would be difficult, expensive and the timescales would be lengthy so it was sensible to wait for the new bridge to be built, which will resolve the issues.

Stuart Selleck, the divisional Member, agreed that any short term solution would not be cost effective. Cllr Steve Bax also agreed it was the best solution, but expressed concern for the disruption when the bridge is built and also if there was any delay.

The officers explained the disruption was inevitable when the bridge is replaced, even though a lot of the construction will take place adjacent to the site. As regards the timetable, it is difficult to confirm until the budget is guaranteed.

The Local Committee resolved to agree:

(i) to wait the construction of the new bridge over the River Mole which will be designed to accommodate a wider carriageway and pedestrian footways on either side of the carriageway, subject to successful land purchase negotiations, thus negating the need for pedestrians to cross the road.

Reason for decision: The new bridge will be designed to provide a new footway on the west side, hence removing the need for pedestrians to cross the road. A feasibility study to look at short term measures, before the bridge can be built, would not be a good use of highways budgets.

### **8/15 PUBLIC QUESTION TIME [Item 6]**

One public question was received from Ken Huddart of Claygate Parish Council.

What reassurances can the Local Committee give that after considerable input from Claygate residents to a recent parking survey and to SCC's own current consultation on specific local proposals, identifying on street commuter parking as a major issue, that Claygate residents will not have to wait years for a review that leads to action to address this matter?

The response is attached as Annex C.

Ken Huddart asked in a supplementary question when the four solutions already recognised in Claygate would be completed. The Parking Team Manager explained Claygate is in the 2<sup>nd</sup> year of the new Parking Strategy cycle.

### **9/15 MEMBER QUESTION TIME [Item 7]**

There were no Member questions received.

**10/15 MANAGEMENT OF COMMUNITY INFRASTRUCTURE LEVY (CIL) LOCAL SPENDING BOARD APPLICATIONS (FOR INFORMATION) [Item 8]**

Judith Jenkins (Elmbridge Borough Council Infrastructure Delivery Co-ordinator) gave a powerpoint presentation to explain to the Local Committee how the Community Infrastructure Levy local spending boards operate. The presentation is attached as Annex D. The amount that is in the pot for each settlement area is dependent on how much development has taken place in the area. If the area did not receive any bids last year then the funding will have been carried forward so a larger pot will have built up.

Members' comments included how well the fund had been used last year, how the publicity this year had been good and how important it was for the Councillors to be involved.

**11/15 SOUTH EAST PERMIT SCHEME (FOR INFORMATION) [Item 9]**

Kevin Orledge, the SCC Streetworks Team Manager, introduced the report informing the Local Committee that the South East Permit Scheme had been operating for 12 months. Companies who want to carry out work on the highway now must pay a fee for a permit. The income that these have produced is as predicted and the team now consists of 32 full time staff. This added resource has led to an increase of 60% in the number of inspections of road works taking place. At the moment SCC set their own conditions on the permits, but the Department for Transport (DfT) is looking to standardise the conditions set across all operating authorities. SCC is working with the DfT to look at the implications of the standardisation.

Members' comments included:

- The new scheme is providing a more co-ordinated approach to road works
- Compliments regarding communication about recent road works in Oxshott
- Questions about the fees charged and signs not being removed

The officer responded that the team generate income through other means including inspections, overrun charges and re-inspections. He also requested that any signs left behind by contractors be reported.

The Local Committee resolved to

(i) note the contents of the report.

**12/15 ELMBRIDGE PARKING STRATEGY (EXECUTIVE FUNCTION) [Item 10]**

Rikki Hill, the SCC Parking Team Manager, introduced the report, explaining how the previous parking reviews had taken a reactive approach, but the new Strategy will take a broader more comprehensive view.

Members' comments included:

- Positivity with the proposal

## ITEM 4

- How the public's mindset also needs to be changed as we must protect our local high streets and the public are only willing to walk a limited distance to shops
- The need to encourage businesses to look at new ways of getting their employees to work
- We must also treat residents with care when looking at the parking restrictions. Some are concerned by the idea of possibly removing yellow lines.

Rikki Hill followed up by adding that the aim is to focus on what restrictions are appropriate, not at removing or installing restrictions. If the lines are for safety reasons then they would not be removed. Consultants will be used, but it will be a closely controlled project and will include looking at parking patterns. After the planned 3 year period then the areas will be reconsidered.

The Local Committee resolved to agree:

- (i) to adopt a new more strategic approach to reviewing parking provision in Elmbridge.
- (ii) to use the surplus from the on street parking account to fund the reviews.

Reason for decision: In the past reviews have tended to be reactive in nature and concentrated on where parking was not desirable and so should be controlled or restricted. A more strategic approach would allow us to also consider where parking is needed and how those parking needs may be met.

### **13/15 ELMBRIDGE CYCLING PLAN (EXECUTIVE FUNCTION) [Item 11]**

Dave Sharpington, the SCC Cycling Programme Manager, introduced the report explaining this was a suggested approach for the development of a Local Cycling Plan for Elmbridge.

It was proposed that a Task Group be set up to develop the plan in full.

The Local Committee resolved to:

- (i) approve the methodology for developing the Elmbridge Cycling Plan
- (ii) agree to develop the Cycling Plan jointly between the County Council and the Borough Council
- (iii) agree to set up a task group to develop a full Plan
- (iv) agree the Terms of Reference (TOR) for the Cycling Group (annex A)
- (v) nominate and agree the County Council and the Borough Council members of the Task Group (paragraph 3.1) **Margaret Hicks, Rachael I Lake, Peter Hickman, Cllr Andrew Davis, Cllr Jan Turner, Cllr Ian Donaldson**



Reason for decision: An Elmbridge Cycling Plan will support the Elmbridge Local Transport Strategy. A long-term, consistent approach to provision, that supports other programmes, will help its effectiveness.

#### **14/15 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 12]**

Nick Healey, the Area Highways Manager, introduced the report and the tabled addendum, attached as Annex E, and updated the Local Committee that Elmbridge had received £250,000 from the Project 400 flooding and winter damage repair programme.

Members asked a few questions in relation to the highway schemes funded this financial year. Cllr Peter Harman queried an issue in Cavendish Rd, about which Nick Healey promised to provide a response outside the meeting.

In relation to the tabled addendum to this item Nick Healey explained that following the recent Full Council meeting, changes had been made to the Local Committee highways budget for 2015-16. Firstly 25% of the capital maintenance budget must be used to assist with 'drainage' issues and secondly there was a reduction of £105,550 in the highways revenue budget. There was a discussion about the type of drainage work which could be classified as capital. It was agreed that Local Committee Members would notify the Highways service of drainage projects in their divisions by 13<sup>th</sup> March 2015. Nick Healey assured Members that once the drainage priorities were received he would try to split the £50,500 'drainage' budget as equitably as possible between the 9 divisions.

Moving on to the revenue budget, the Committee then agreed that they wanted to allocate £40,000 of the Local Committee Highways Allocation for 2015-16 to StreetSmart, which eliminated Options B & C from the list of 6 options proposed as possible ways of allocating the Local Committee highways budgets for 2015-6.

Members were not happy with the reduction in the budgets.

Members discussed the other options and Nick Healey provided further detail on how the 'Pooled Revenue' had been used in previous years. Members agreed to eliminate Option A then voted on the remaining options. 9 Members voted for Option D, and 3 each for Options E and F. The Chairman also agreed to write to the Full Council to express the Local Committee's concern with the reduction in the budgets.

The Local Committee resolved to:

**(i) agree that Members identify drainage projects in their division in which to invest the £50,500 capital drainage allocation**

**(ii) agree to allocate £40,000 from the Local Committee Highways Allocation for 2015-16 to StreetSmart, as in previous financial years 2013/14 and 2014/15**

**(iii) agree option D for the allocation of the 2015-16 Local Committee Highways budgets**

## ITEM 4

**(iv) agree to extend the divisional programme in table 5 from 2015-16 to 2015-17**

(v) authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

Reason for decision: to take into account the recently announced changes to the Local Committees highways budgets.

### **15/15 INFRASTRUCTURE PRIORITIES FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING (SERVICE MONITORING & ISSUES OF LOCAL CONCERN) [Item 13]**

This report, and the tabled additional recommendation attached as Annex F, with the proposed bids to the Community Infrastructure Levy (CIL) Strategic Board was presented by Nick Healey (Area Team Manager NE), Melanie Harris (School Commissioning Officer) and David Ligertwood (Transport Projects Team Manager).

Members posed questions relating to:

- The nursery provision at Hurst Park
- The relative cost of the Real Time Passenger Information(RTPI) and how it operates with multiple bus companies

David Ligertwood explained that the recent Local Transport Review showed support for the RTPI and that as SCC is the provider of the bus stop infrastructure then we are the only agency who can provide the system. He confirmed that all bus service providers will be able to use the technology.

The Local Committee resolved to:

(i) approve the submission of one bid for transport scheme detailed in Table 1 and Annex 2 below

(ii) approve the submission of five bids for education schemes detailed in Table 1

(iii) engage with the Area Team Manager and the School Commissioning Officer in the development of the approved bids, to ensure that Divisional and Ward Members are fully apprised of the proposed schemes (paragraph 4.1 refers)

**(iv) authorise the Head of School Commissioning in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) and Ward Member(s) to agree a final list of CIL applications for education schemes for the April 2015 deadline.**

Reason for decision: Before bids are submitted to Elmbridge Borough Council they should be approved by the Local Committee.

Cllrs Peter Harman and Dorothy Mitchell left the meeting.

**16/15 RECOMMENDATIONS FOR AWARD OF LOCAL PREVENTION WORK FUNDING (EXECUTIVE FUNCTION) [Item 14]**

Jeremy Crouch, SCC Contract Performance Officer – Youth Work, introduced the report.

The Local Committee resolved to:

(i) approve the Youth Task Group recommendation to award a contract for a 36 month period for One to One Work from 01 September 2015 to Surrey Care Trust for the value of £65,000 per annum (subject to future changes in SYP budgets). Within the contract there is the opportunity to extend the service for further two years, subject to budget changes, provider performance and any changes in the needs of the young people.

(ii) approve the Youth Task Group recommendation to award a grant for a 36 month period for Neighbourhood Work from 01 September 2015 to the following providers:

(i) The Lifetrain Trust for 50% of the grant value

(ii) Eikon for 50% of the grant value

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

Reason for decision: The recommendations will support the Council's priority to ensure that all young people in Surrey are employable.

**17/15 LOCAL COMMITTEE BUDGETS (EXECUTIVE FUNCTION - FOR INFORMATION) [Item 15]**

The Local Committee resolved to note:

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

Meeting ended at: 7.00 pm

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**Chairman**

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**SURREY**

**SCC LOCAL COMMITTEE IN ELMBRIDGE – 23 February 2015**

**AGENDA ITEM 5**

**PETITIONS**

1. To receive a petition, in relation to the Jolly Boatman/Hampton Court Station site, with 91 signatures from Tony Nockles requesting:

‘Surrey County Council to immediately commission a revised Road Safety Audit (Stage 1) using published drawings available in 2008 and in 2012’.

.....

2. To receive a petition with 83 signatures from Sue Kittelsen stating ‘travelling from Byfleet Road to the Painshill junction with the A3 and the other way towards West Byfleet along Parvis Road has become a nightmare on a regular basis due to road works. We ask Surrey County Council to restrict all non emergency work to between 10 pm and 5 am on this very busy route’.

**Response attached**

.....

3. To receive a petition with 454 signatures, in relation to the junction of Ewell Rd and Rushett Rd, Long Ditton, from Sarah Spence requesting ‘SCC to implement traffic calming measures on Ewell Road’ stating that the junction is a dangerous blind corner, but a busy crossing place particularly for adults taking young children to nursery and school and that there is no alternative safe crossing along Ewell Rd from Long Ditton roundabout to Thorhill Rd.
- .....

4. To receive a petition with 38 signatures from the residents of Prospect Rd., Long Ditton requesting ‘the replacement of the ‘flowering’ cherry trees in Prospect Road, Long Ditton. It states ‘we the undersigned residents hereby request that all six trees that have been removed by Surrey County Council be replaced and replanted as soon as possible.’
- .....

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (ELMBRIDGE)**



**DATE:**

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

**SUBJECT:** RESPONSE TO PETITION: PARVIS ROAD/BYFLEET RD  
**DIVISION:** ELMBRIDGE /WOKING

**SUMMARY OF ISSUE:**

- 1.1 A petition containing 83 signatures has been submitted for consideration at both the Elmbridge Local Committee and the Woking Joint Committee.

**Wording of the petition:**

- 1.2 Travelling from Byfleet Road to the Painshill junction with the A3 and the other way towards West Byfleet along Parvis Road has become a nightmare on a regular basis due to road works. We ask Surrey County Council to restrict all non emergency work to between 10pm and 5am on this very busy route.

**BACKGROUND**

- 2.1 The A245 Parvis Road extends from its junction in the centre of West Byfleet with the Old Woking Road to the roundabout junction with the Byfleet Road and Brooklands Road, a distance of approximately 1.4 miles.

The A245 Byfleet Road extends from the junction with the Parvis Road through to the Painshill Roundabout junction with the A3 trunk road. A distance of approximately 1.6 miles.

Both roads are defined as Traffic Sensitive' under the Department for Transport (DfT) classification between the hours of 06:30 to 09:30 and 16:00 to 18:30. These are periods when works that disrupt traffic flows will have the greatest adverse effect.

The roads have high significance in the Surrey road network being prime routes servicing the A3 and M25 and also the commerce area of Brooklands as well as being through routes connecting the towns of Woking, Weybridge Cobham and Esher and locations further afield.

Residential areas, whilst in most cases not considered dense, exist at various locations along the length of the road.

- 2.2 Works on the highway take many forms from general street cleansing to works requiring excavations and major changes to road layouts. The type of works will dictate the type of traffic management necessary and the ability to confine activities to less busy or “off peak” periods.

The necessity for any traffic management and the layout of the traffic management is defined in the New Roads and Street Works Act 1991. Works on streets of 50 mph restriction and below being covered by the publication “Safety at Street Works and Road Works”.

Legislation dictates that it is compulsory that this document is followed for all works defined as Street Works (generally understood to be works by utility companies such as gas, water electric or telecom) and Works for Road Purposes (road repairs and improvement by the highway authority).

The type of traffic management (portable traffic signals, stop and go boards, road closure, give and take, priority working, etc.) dictates the effect on traffic movements and combined with traffic flows, the disruption levels.

## **RESPONSE**

- 3.1 No advantage would be gained by limiting the time periods in which works that do not require any traffic management and hence do not interfere with vehicle movements, could be undertaken.

- 3.2 In limiting works that do have an effect on traffic flows to off peak periods, such as over night, consideration has to be given to the ability of the works and the associated traffic management to be cleared from the carriageway during other hours to restore the road to full use.

In the case of excavation works by utility companies, this is generally not practicable with most services (pipes, ducts, cables, etc,) being 1 metre or more sub surface.

- 3.3 Works on the highway are by their nature hazardous. Safety of both site operatives and the general public is paramount at all times. To be able to undertake works during periods of darkness artificial lighting is necessary. This creates issues with both shadows and moving between lit and non lit areas particularly when working in excavations. Surrey County Council would not instruct works to be undertaken using a methodology that puts operatives at a higher level of risk to personal injury.

Environmental issues of both noise and light pollution from night works require specific approval from the local Environmental Health (EH) authority. Experience indicates the EH authority will bias any decision in favour of residents over the travelling public.

- 3.4 Surrey County Council welcomes the use of innovative techniques and other methods by which the road can be fully available to traffic at peak periods.

On occasions plating of excavations can be considered however road plates have a maximum speed over of 10mph which if exceeded can create a



hazardous situation. Road plates would not be suitable for a road such as the Parvis Road or the Byfleet Road.

Techniques such as insertion, pipe bursting and directional drilling are encouraged where ground conditions and existing services allow.

- 3.5 Wherever works type and safety factors allow, Surrey County Council will instruct works on any street defined as traffic sensitive in the Surrey highway network that uses positive stop traffic management such as temporary traffic signals to be undertaken outside of the Traffic Sensitive' times.

An example of this being recent works in Copsem Lane, Oxshott, ( a main M25 A3 link) where Sutton and East Surrey Water were instructed to only work between the hours of 09:30 and 15:30 Monday to Friday with the road returned to full use outside of these hours.

- 3.6 Where works that have the potential of creating significant traffic disruption are unavoidable, Surrey County Council will instruct the works promoter to work extended hours, most usually 07:00 to 19:00 (light permitting) and also to work the weekend period provided EH authority approval is gained.
- 3.7 In summary, it is not possible to limit non emergency works to take place between the hours of 10pm and 5am. Officers do carefully consider each application for works, taking into account various factors including type of works and environmental and safety issues, and place conditions on the times at which they can be undertaken as described in 3.5 and 3.6 above.

#### **COMMENT ON RECENT WORKS**

- 4.1 Major works were undertaken on the A245 Parvis Road last summer as part of the West Hall Care Home Development.

These works included widening of the footways, realignment of the carriageway and the installation of a pedestrian refuge area in the centre of the carriageway. It is acknowledged that these works caused significant traffic disruption in and around the area.

The timing of these works was coordinated to avoid the closure of the adjacent Newark Lane whilst meeting the planning requirement dictating completion by mid September and used part of the school summer vacation period. These works had an overall duration of seven weeks.

Due to the nature of the works, particularly the widening of the footway on the northern side and the necessity to provide an alternative pedestrian walkway in the carriageway, it was not possible to limit these works to off peak periods only.

**Contact Officer:**  
Kevin Orledge, Street Works Manager  
0300 200 1003

[www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

**Consulted:**  
N/A

**Sources:**

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/321056/safety-at-streetworks.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/321056/safety-at-streetworks.pdf)

**SCC LOCAL COMMITTEE IN ELMBRIDGE – 23 February 2015****AGENDA ITEM 6****PUBLIC QUESTIONS****Question 1: Ken Huddart (Claygate Parish Council)**

Claygate Parish Council recognises the desirability of a more strategic, holistic approach to parking across Elmbridge.

What reassurances can the Local Committee give that after considerable input from Claygate residents to a recent parking survey and to SCC's own current consultation on specific local proposals, identifying on street commuter parking as a major issue, that Claygate residents will not have to wait years for a review that leads to action to address this matter?

**Response from SCC Parking team:**

Unfortunately Claygate is not alone in feeling the effects of parking by commuters; it is a common and often increasing issue for residents across many parts of borough of Elmbridge, not to mention elsewhere in the county. Indeed it is an issue commonly highlighted in all the locations mentioned in the Elmbridge Parking Strategy report, at item 10 of today's agenda. However, as mentioned in that report, if the new approach is adopted, we aim to have completed a review of the whole borough, and implemented any appropriate changes to parking controls, within three years.

Although it is to be expected that each town and village would like to be subject to a review as early as possible, it is not realistic to look at the whole borough at the same time. As mentioned in the report, we considered the number of requests for changes to parking controls that had been made in each of the areas that we will be looking at, as an aid to deciding the order for the reviews. On the current programme we expect issues in Claygate to be addressed in the second year of the three year cycle.

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (ELMBRIDGE)**



**DATE:** 23<sup>rd</sup> FEBRUARY 2015  
**LEAD OFFICER:** NICK HEALEY, AREA TEAM MANAGER (NE)

**SUBJECT:** HIGHWAYS UPDATE

**DIVISION:** ALL

**SUMMARY OF ISSUE:**

This report summarises progress with the Local Committee's programme of Highways works for the current Financial Year 2014-15. Preparations are well advanced to deliver the Local Committee's programme of Highways works for the Financial Year 2015-16.

**RECOMMENDATIONS:**

**The Local Committee (Elmbridge) is asked to:**

- (i) agree that members identify drainage projects in their division in which to invest the £50,500 capital drainage allocation;
- (ii) agree whether or not to allocate £40,000 from the Local Committee Highways Allocation for 2015-16 to StreetSmart, as in previous financial years 2013/14 and 2014/15;
- (iii) agree an option for the allocation of the 2015-16 Local Committee Highways budgets;
- (iv) agree to extend the divisional Programme in table 5 from 2015-16 to 2015-17;
- (v) authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

**REASONS FOR RECOMMENDATIONS:**

Programmes of work for each Division have been agreed with Divisional Members. Committee is asked to provide the necessary authorisation to deliver those programmes of work in consultation with the Chairman, Vice Chairman and relevant Divisional Member without the need to revert to the Committee as a whole.

### **2015-16 Budget Allocations**

At Full Council on 10<sup>th</sup> February 2015 it was decided to make the following allocations to the Local Committees for 2015-16:

- £2.15m revenue, including the £5,000 per Member Community Enhancement fund;
- £2.0m capital maintenance;
- £2.0m capital integrated transport.

This represents a reduction in the revenue allocation of £1m compared to 2014-15. As in previous years, it is for the Local Committee to determine how they choose to allocate their funds and they continue to have the flexibility to move capital between the two headings of maintenance and integrated transport. However, this year in view of the flooding challenges that have tested Surrey, the Political Leadership have determined that 25% of the capital maintenance budget under the control of the Local Committees must be used to assist with “drainage” issues such as gullies and drains. For example, Local Committees may wish to use the capital to provide additional drainage assets (new gullies / soakaways / drains etc) or perhaps the allocation will be used as part of a wider scheme to improve maintenance in an area which will have a direct positive benefit on the local drainage network – again, for example the Local Committees may wish to undertake local resurfacing works and as part of that improve the drainage channels in the carriageway, improve gully capacity and renew the drains.

The Highways Update report for the meeting of the Elmbridge Local Committee on 23rd February was drafted before Full Council, and so carries the assumption that the 2015-16 Highways budgets would be the same as the 2014-15 Highways budgets. The Area Team Manager apologises for any confusion that this may cause.

The Local Committee must now decide how to manage the impact of the changes decided and announced at Full Council.

The split of the £1m revenue reduction is not even, as the different Boroughs / Districts are not evenly sized. The Elmbridge Local Committee ordinarily receives a higher level of Highways funding, as it is one of the larger Boroughs. For Elmbridge the decision at Full Council will mean a total Highways Revenue budget reduction of £105,550. Taking into account the decisions and announcements at Full Council, the Local Committee in Elmbridge has been delegated Highway budgets in the current Financial Year 2015-16 as follows:

- Local Revenue: £161,050
- Community Enhancement: £45,000
- Capital Integrated Transport Schemes: £202,000
- Capital Maintenance (drainage): £50,500
- Capital Maintenance (general): £151,500
- **Total: £610,050**

Six options are presented below, for different possible allocations of the Local Committee's Highways budgets.

**Options for next FY 2015-16 allocations:**

<b>Option A</b>		
Pooled Revenue	£ 166,050.00	
Street Smart	£ 40,000.00	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 353,500.00	( £ 39,277.78 per Division )

<b>Option B</b>		
Pooled Revenue	£ 175,000.00	
Street Smart	£ 20,000.00	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 364,550.00	( £ 40,505.56 per Division )

<b>Option C</b>		
Pooled Revenue	£ 175,000.00	
Street Smart	£ -	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 384,550.00	( £ 42,727.78 per Division )

<b>Option D</b>		
Pooled Revenue	£ 150,000.00	
Street Smart	£ 40,000.00	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 369,550.00	( £ 41,061.11 per Division )

<b>Option E</b>		
Pooled Revenue	£ 125,000.00	
Street Smart	£ 40,000.00	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 394,550.00	( £ 43,838.89 per Division )

<b>Option F</b>		
Pooled Revenue	£ 100,000.00	
Street Smart	£ 40,000.00	
Capital to be used for drainage	£ 50,500.00	
Divisional Allocations	£ 419,550.00	( £ 46,616.67 per Division )

The Pooled Revenue is used to cover various revenue concerns across the Borough for example: drainage and ditching, patching and kerb works, parking, minor safety schemes, extra vegetation. The Community Gang would be funded from this allocation. A significant

reduction in the Pooled Revenue would have a significant impact on officers' ability to be able to respond to day to day maintenance concerns raised by Members and residents. The Street Smart allocation is a grant to Elmbridge Borough Council to support their ad hoc environmental maintenance gang. The Street Smart gang spend approximately 2.5 days per week attending to vegetation on the Public Highway.

The Divisional Allocations are the monies prioritised by individual Divisional Members for schemes within their respective Divisions. In 2014-15 these Divisional Allocations were approximately £55,000 per Division. A modest reduction in the Divisional Allocations could be absorbed without a significant impact on officers' ability to deliver Members' priorities. A significant reduction would result in a significant risk that officers' would be unable to deliver Members' priorities in their respective Divisions. Members' priorities for their Divisions have been reported to Committee on the main agenda for its meeting of 23<sup>rd</sup> February – detailed in Table 5 of the Highways Update report.

Committee must now decide how to manage the impact of the decisions and announcements at Full Council on 10<sup>th</sup> February 2015.

Ref.2.9

### **Customer Services Update**

The continued mild weather in the last quarter has meant the downward trend has continued since the extremely high volume in the first part of the year. Overall volumes remain high with over 149,000 received for the 2014 calendar year, giving an average of approximately 12,400 per month, down from 13,100 in the third quarter.

For Elmbridge specifically, 15,991 enquiries have been received since January of which 7,321 were directed to the local area office for action, 96% of these have been resolved. This response rate is slightly above the countywide average of 95%. Although the response rate remains high, we are working hard in conjunction with our contractors to improve the service we provide. The new Works Management System has allowed greater visibility throughout the life of a customer enquiry and officers are able to view better information and works schedules.

Although there have been a reduction in customer contacts, complaints have remained high with 524 at Stage 1 compared to 487 for 2013. The North East have received 121. The main reasons for these being communication and the failure to carry out works to either the required standard or timescale. In addition 18 complaints have been escalated to Stage 2 of which we were found to be at fault in ten. Seven complaints have been made to the Local Government Ombudsman about the Service, none of which have been upheld.

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



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

**DATE:** 23<sup>RD</sup> FEBRUARY 2015  
**LEAD OFFICER:** NICK HEALEY, AREA TEAM MANAGER (NE)  
 MELANIE HARRIS, SCHOOL COMMISSIONING OFFICER (NE)

**SUBJECT:** INFRASTRUCTURE PRIORITIES FOR COMMUNITY  
 INFRASTRUCTURE LEVY (CIL) FUNDING

**DIVISION:** ALL

**SUMMARY OF ISSUE:**

In Autumn 2014 Elmbridge Borough Council awarded CIL funding to six transport schemes and one education scheme promoted by Surrey County Council.

The deadline for the next opportunity to bid to Elmbridge Borough Council for CIL funding is April 2015, with Elmbridge Borough Council's Strategic Spending Board anticipated to meet in Summer 2015. This report summarises the successful bids and proposes new bids for the April 2015 deadline.

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

- (i) Approve the submission of one bid for transport scheme detailed in Table 1 and Annex 2 below;
- (ii) Approve the submission of five bids for education schemes detailed in Table 1;
- (iii) Engage with the Area Team Manager and School Commissioning Officer in the development of the approved bids, to ensure that Divisional and Ward Members are fully apprised of the proposed schemes (paragraph 4.1 refers);
- (iv) Authorise the Head of School Commissioning in consultation with the Chairman, Vice Chairman and relevant Divisional Member(s) to agree a final list of CIL applications for education schemes for the April 2015 deadline.

**REASONS FOR RECOMMENDATIONS:**

Before bids are submitted to Elmbridge Borough Council they should be approved by the Local Committee.

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (ELMBRIDGE)**

**DATE: 8 June 2015**



**LEAD OFFICER: Cheryl Poole, Community Partnership & Committee Officer**

**SUBJECT: Local Committee Annual Report**

**DIVISION: All Elmbridge divisions**

**SUMMARY OF ISSUE:**

This report provides a short summary of the work of the Elmbridge Local Committee for the year 2014/15.

**RECOMMENDATIONS:**

**The Local Committee (Elmbridge) is asked to note this for information only report.**

**1. INTRODUCTION AND BACKGROUND:**

1.1 There were 4 formal meetings held during the year, taking place in June, September, December 2014 and February 2015. In addition 7 Informal meetings were held. These varied in format from workshop type sessions to training meetings to widen Members' knowledge on particular services, to meetings to give Members greater opportunities to learn about issues on which they were to make decisions.

**2. ANALYSIS:**

2.1 Over the 4 formal meetings 12 petitions, 4 public questions and 1 Member question were received. All, but one of these were highways related. More specifically they covered parking, speeding traffic and resurfacing of roads.

2.2 The majority of the decisions made at the formal meetings were on highways projects including the introduction of 30 mph on a section of Stoke Rd in Cobham and also decisions on a new Parking Strategy and a new Cycling Plan for the borough. The Committee agreed to award funding for youth work to new providers, approved the applications to be put forward to the Elmbridge BC Community Infrastructure Levy (CIL) Strategic Spending Board and commented on the Local Transport Strategy and the Local Transport Review.

2.3 The Local Committee was represented throughout the year by Members on the Elmbridge Community & Safety Partnership and the Elmbridge Business Network.

## ITEM 6

2.4 Members, agreed by the Local Committee, sit on three task groups, which make recommendations to the Local Committee. They are for Youth, Parking and Cycling. The Cycling Task Group is recently established and will meet for the first time in June 2015.

2.5 The content of the seven informal meetings, which were held in 2014/15, varied considerably and included:

- Surrey Fire & Rescue
- Highways session which included budget setting and an update on the Speed Limit Policy and the Road Safety Outside Schools policy.
- Cycling Plan Workshop
- A presentation on the Local Transport Review was given, which subsequently went out to public consultation. The results of which fed into the current second consultation.
- A training session on Rights of Way issues
- Presentation on a proposed new Parking Strategy
- Early Years & Childcare and Education session including attainment in schools and school place planning.

### **2.6 Parking Strategy**

At the meeting of the Local Committee in February 2015 it was agreed to develop an Elmbridge Parking Strategy. The idea of a different approach to parking in the borough came from the Parking Task group. Following discussions at two meetings of the task group, a meeting to present the proposal was held in January 2015, to which all Members of the Local Committee and additionally the relevant Elmbridge Borough Council Portfolio holders and Elmbridge Borough Council officers were invited.

### **2.7 Cycling Plan**

It was agreed at the February 2015 Local Committee to develop a Cycling Plan for Elmbridge. As part of the Surrey Transport Plan, a Surrey Cycling Strategy was approved by Cabinet in December 2013. The Strategy set out a role for Local Committees to oversee the development of Local Cycling Plans. A workshop to explore ideas was held in September 2014, at which all Local Committee Members, relevant portfolio holders from Elmbridge BC and officers from Surrey CC, Elmbridge BC and Active Surrey were present. The draft proposal was then presented to an Informal meeting of the Local Committee in January 2015 before its formal approval in February.

### **2.8 Community Infrastructure Levy (CIL)**

The Community Infrastructure Levy was introduced at Elmbridge BC in April 2013 and the first funds for allocation were available a year later. The CIL Strategic board sat for the first time in September 2014. The SCC applications which went to this first board were initially discussed at a private meeting of the Local Committee, before being considered at the public meeting in June 2014.

## 2.9 Youth Work

The Youth Task Group along with some invited young people met in June to discuss the youth priorities for the borough, which scope the local specification. The local specification details the areas and the type of service which is required in Elmbridge from the providers who wish to apply to carry out 'prevention' work. The short listed organisations which had applied to carry out prevention youth work in the borough from September 2015 presented their proposals to the Youth Task Group in January 2015. The Task Group's recommendations to the Local Committee were agreed in February 2015 and the agreements with the new providers start from September 2015.

## 2.10 Funding

In 2014-15 each of the nine SCC Members had £10,300 Member allocation to spend on community projects plus £35,000 Local Committee capital budget.

The revenue funding was spent on a wide range of projects varying in value from £200 to £6,000. Many funding applications can fall into more than one category, but approximately two thirds went directly to community groups, of which over £9,000 was to sports clubs or for sporting activities. Community events in Molesey, Walton and Thames Ditton benefited from £4,800 and £6,000 was provided towards set up costs for the new Chatterbus. Some Surrey CC services also benefited with £3,500 been given to the 'Looked after Children' fund, £5,000 provided for school projects, £18,000 for Highways and £4,600 for the Youth Service bike project.

The Local Committee capital budget was split equally among the nine SCC Members so each had £3,888 available. The majority of the capital budget was spent on Highways projects, but almost £8,000, in addition to over £2,000 revenue, funded the refurbishment of the organ console at St Paul's Church in Molesey.

## 2.11 Community Improvements Fund

The Community Partnership and Committee Officer, who supports the Local Committee, as part of her role, advises organisations and community groups who wish to apply for the SCC Community Improvements Fund. In 2014 two local groups were successful with their applications. Cobham Village Hall was awarded £19,000 to replace old heating boilers and carry out remedial acoustic works. Sunbury and Walton Sea cadets received £30,000 towards a £175,000 project to build a new boating facility on the Thames.

## 9. CONCLUSION AND RECOMMENDATIONS:

9.1 The Committee is asked to note the content of the report.

[www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

ITEM 6

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**Contact Officer:**

Cheryl Poole  
Community Partnership and Committee Officer  
01372 832606

**Consulted: n/a**

## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (ELMBRIDGE)

DATE: 8<sup>th</sup> JUNE 2015  
 LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER



SUBJECT: PETITION RESPONSE: JOLLY BOATMAN DEVELOPMENT

DIVISION: EAST MOLESEY

<b><u>SUMMARY OF ISSUE:</u></b>
This report updates Members following a further petition by Mr Tony Nockles requesting that the safety audit approved at the February 2014 meeting of this Committee, be carried out again, and be more far reaching.
<b><u>RECOMMENDATIONS:</u></b>
For information only.
<b><u>REASONS FOR RECOMMENDATIONS:</u></b>
A site visit was undertaken by the Safety Audit team and a report was carried out, following the 24 <sup>th</sup> February 2014 meeting. The report was presented to the 16 <sup>th</sup> June Committee where the recommendations were approved.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 A petition was received by the Committee on the 18<sup>th</sup> November 2013, requesting to immediately construct an unmanned crossing at the top of Cigarette Island Lane, by Hampton Court railway station. A response was agreed to be presented at the 24<sup>th</sup> February 2014 meeting.
- 1.2 A response was given to the 24<sup>th</sup> February 2014 Committee, where it was resolved that Cllr Selleck would fund a Safety Audit report of the top of Cigarette Island Lane, from his 2014/15 allocation.
- 1.3 A question was asked by Mr Nockles at the 16<sup>th</sup> June 2014 Committee 'I would like to know the status of the audit and whether, indeed, it will be conducted in accordance with the Society of Road Safety Auditors' (SoRSA) guidelines?'
- 1.4 A response was given to this meeting, complete with a copy of the report from the Safety Audit Team, which also highlighted some recommendations for improvements to pedestrian accessibility. These recommendations were approved by the committee.

- 1.5 A further petition was received by this Committee in February 2015. Mr Nockles presented the petition to ask that the Committee expand the audit report and consider further aspects of the site.

## **2. ANALYSIS:**

- 2.1 At the meeting of 24 February 2014, the Committee resolved that a Safety Audit was to be funded from the Divisional Member's allocation for 2014/15 to specifically address the petitioners concerns relating to an unmanned crossing on Cigarette Island Lane. The reason for the decision was to provide an updated Safety Audit for the location where the petitioners are requesting the installation of a pedestrian crossing.
- 2.2 A site visit was carried out by the Safety Audit team in May 2014 and a report was produced. It should be noted that the Road Safety team that produced the report have between them over 26 year's road safety audit experience and have conducted over 300 Road Safety Audits.
- 2.3 The Department for Transport definition of a Road Safety Audit, as shown in the Design Manual for Roads & Bridges (DMRB) HD19/04, states that a Road Safety Audit is 'The evaluation of Highway Improvement Schemes during design and at the end of construction.'
- 2.4 The Chartered Institute of Highways & Transportation defines road safety audits as 'a formal, systematic, independent assessment of the potential road safety problems associated with a new road scheme or road improvement scheme.
- 2.5 All the changes proposed so far as part of the Jolly Boatman development, have been subject to a Road Safety Audit already. If the approved Jolly Boatman proposals were to be modified, then these would be subject to further Road Safety Audits. Even if they are not modified, they would still be subject to the next stage of the Road Safety Audit process as and when the detailed design is taken forward by the developer. At the present time, the latest design iteration of the Jolly Boatman related changes has already been subject to a Road Safety Audit.

## **3. OPTIONS:**

- 3.1 There is a small parcel of land to the north of the site which is currently in highway ownership, and encompasses Cigarette Island Lane and part of the Bus stop entry area. The remainder, and much larger area, does not form part of the public highway, and it is for the owner/ lease holder South West Trains (SWT) to carry out any necessary safety and/or modifications required to this area.
- 3.2 To this end, a site meeting has recently been held with SWT and Surrey Police, but also attended by officers from Surrey County Council, Highways, Transportation Development Planning, and the Passenger Transport Group.
- 3.3 Whilst this was a good initial meeting, any outcomes will be directly influenced by SWT and any development alterations, now that the site has been sold and acquired by a further developer.



**4. CONSULTATIONS:**

4.1 None.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 None at this stage.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

**7. LOCALISM:**

7.1 The Local Committee is able to prioritise its budgets according to local priorities.

**8. OTHER IMPLICATIONS:**

8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve people's perception of crime.

**9. CONCLUSION AND RECOMMENDATIONS:**

9.1 The Safety Audit team report, resolved at the February 2014 meeting was carried out and this was reported to the Committee in June of that same year. The recommendations were approved and the scheme is currently in design for construction later this year.

9.2 Any further changes will be wholly dependent on the development proposals, SWT and any agreed methodology for the Bus operation.

**10. WHAT HAPPENS NEXT:**

10.1 It is anticipated that the development of the Jolly Boatman site will proceed according to the planning permission granted by Elmbridge Borough Council.

10.2 The Council will work with the developer to ensure that their obligations in respect of the Public Highway are discharged as the development progresses.

- **Contact Officer:** Nick Healey, Area Team Manager (NE)
- **Consulted:** N / A.
- **Annexes:** None
- **Sources/background papers:** None.

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

**DATE:** 8<sup>th</sup> JUNE 2015  
**LEAD OFFICER:** NICK HEALEY, AREA TEAM MANAGER



**SUBJECT:** PETITION RESPONSE: EWELL ROAD

**DIVISION:** THE DITTONS

**SUMMARY OF ISSUE:**

This report updates members following the petition by Sarah Spence at the February Committee meeting highlighting safety concerns generally along Ewell Road, in the vicinity of Rushett Road.

**RECOMMENDATIONS:**

**For Information only**

**REASONS FOR RECOMMENDATIONS:**

This Committee have already resolved to carry out a feasibility study, and detailed design and construction of a traffic management scheme for part of Long Ditton, which can very easily be extended to encompass the area of concern. The Divisional Member, Mr Hickman, at the February Committee expressed his acceptance to the extension of the scheme boundary.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 A Petition was received by the Committee at the February 2015 meeting of the Local Committee, signed by 454 residents, concerning pedestrian safety in Ewell Road, in the vicinity of Rushett Road.
- 1.2 Sarah Spence spoke in support of the petition, giving a number of examples of 'near misses', adding that this was the route used by many residents to access the local schools, nursery and recreation ground.
- 1.3 She requested either a controlled crossing or speed restrictions as it is the most popular place to cross but on coming vehicles cannot be seen.

**2. ANALYSIS:**

- 2.1 A previous petition was submitted to the November 2012 meeting of the Local Committee, signed by 197 residents, concerning safety, speed and volume of vehicular traffic in the vicinity of Long Ditton Infants School and St Mary's Junior School.

2.2 Committee approved that a feasibility study be carried out to determine, the most appropriate solution, to the petitioner's requests, with funding for the feasibility being provided by the Divisional Member's allocation 2013/14.

### **3. OPTIONS:**

- 3.1 The feasibility has been completed and identified a package of options.
- 3.2 The Committee have already approved elements of the feasibility for design and construction, funded predominantly by way of Community Infrastructure Levy.
- 3.3 The scheme is currently in the detailed design stage.
- 3.4 As the location identified by the petitioner is very close to the scheme boundary, this can easily be extended.

### **4. CONSULTATIONS:**

- 4.1 In the event that objections are received in relation to any proposed raised tables, speed cushions, or reduced speed limit, then the Area Team Manager in consultation with the Chairman, Vice Chairman and Divisional Member will look to resolve any objections received.
- 4.2 If a resolution cannot be found then this will need to be brought back to the local committee for resolution.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 It is currently proposed to fund the scheme from funding secured by way of Community Infrastructure Levy from Elmbridge Borough Council.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

### **7. LOCALISM:**

- 7.1 The measures identified in the feasibility study are in response to perceived concerns raised by the local community. The Divisional Member has already prioritised funding to implement part of the measures identified, as these are considered to be local priorities.

### **8. OTHER IMPLICATIONS:**

- 8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve people's perception of crime.

### **9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 A package of various measures has been identified to address the perceived concerns raised by the local community in Long Ditton. Funding has now been identified to implement the measures identified.

9.2 It is hoped that as the various measures are implemented, the perceived concerns within the local community will diminish.

#### **10. WHAT HAPPENS NEXT:**

10.1 Once the design is complete, the Divisional Member will be consulted on the scheme design and will determine how the subsequent consultation will be structured locally.

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- **Contact Officer:** Nick Healey, Area Team Manager (NE)
  - **Consulted:** Divisional Member.
  - **Annexes:** None
  - **Sources/background papers:** None.
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## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (ELMBRIDGE)



DATE: 8<sup>TH</sup> JUNE 2015  
 LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)

SUBJECT: PETITION RESPONSE – PROSPECT ROAD TREES

DIVISION: THE DITTONS

<b><u>SUMMARY OF ISSUE:</u></b>
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<p>A number of dead trees were removed from Prospect Road, Thames Ditton, approximately one year ago.</p> <p>A petition was received by Committee in February 2015 calling for new trees to be planted to replace those that were removed.</p>
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<b><u>RECOMMENDATIONS:</u></b>
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For information only.
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<b><u>REASONS FOR RECOMMENDATIONS:</u></b>
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Not applicable.
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<b><u>1. INTRODUCTION AND BACKGROUND:</u></b>
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- 1.1 Approximately one year ago a number of dead trees were removed from Prospect Road, Thames Ditton.
- 1.2 In February 2015 Committee received a petition from residents of Prospect Rd, Long Ditton requesting 'that all six trees that have been removed by Surrey County Council be replaced and replanted as soon as possible'.
- 1.3 Prospect Road is a residential cul de sac in Thames Ditton. It has footways on both sides of the road, but no grass verges. On the northeast side of the road the footway is approximately 2.2m wide. On the southwest side of the road the footway is approximately 1.9m wide. The previous trees had been located directly in the asphalt footway surface.
- 1.4 General guidance for tree planting is available on Surrey County Council's website under: *Roads and transport* → *Road permits and licences* → *Planting trees on the highway*

<b><u>2. ANALYSIS:</u></b>
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- 2.1 Surrey County Council welcomes tree planting in appropriate locations. Normally planting of new trees is restricted to grass verges, which are wide enough to accommodate the tree without risk of damage to the adjacent footway. A grass verge must be wider than 1m to be considered.

2.2 If there is no grass verge available, as is the case in Prospect Road, there must be space for a tree pit of approximately 1m by 1m for any planting of new trees. The footway must be wide enough to accommodate the new tree pit without creating an obstruction for pedestrians.

2.3 For two double buggies or two wheel chairs to pass comfortably, a width of 1.6m is needed. A kerb is 0.1m wide. What this means in practice is that any footway narrower than 2.7m (1m + 1.6m + 0.1m) is too narrow to accommodate new tree pits for planting of new trees.

2.4 The footways in Prospect Road are too narrow to accommodate the necessary tree pits for new tree planting.

**3. OPTIONS:**

3.1 Not applicable.

**4. CONSULTATIONS:**

4.1 Not applicable.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

5.1 Not applicable.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

**7. LOCALISM:**

7.1 Not applicable.

**8. OTHER IMPLICATIONS:**

8.1 None.

**9. CONCLUSION:**

9.1 The footways in Prospect Road are too narrow to accommodate necessary tree pits for new tree planting.

**10. WHAT HAPPENS NEXT:**

10.1 Not applicable.

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**Contact Officer:** Nick Healey, Area Team Manager (NE)

**Consulted:** Not applicable

**Annexes:** None



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**Sources/background papers:** None.

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## SURREY COUNTY COUNCIL

## LOCAL COMMITTEE (ELMBRIDGE)

DATE: 8<sup>TH</sup> JUNE 2015  
 LEAD OFFICER: NICK HEALEY, AREA TEAM MANAGER (NE)



SUBJECT: HIGHWAYS UPDATE

DIVISION: ALL

**SUMMARY OF ISSUE:**

This report summarises progress with the Local Committee's programme of Highways works for the current Financial Year 2015-16. Members are encouraged to start considering the strategy and priorities for next Financial Year, 2016-17.

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

- (i) Approve the introduction of a Bus Stop Clearway in Station Road, Stoke D'Abernon (paragraph 2.8 refers);
- (ii) Authorise the Area Team Manager in consultation with the Chairman, Vice Chairman, and relevant Divisional Member(s) to undertake all necessary procedures to deliver the agreed programmes.

**REASONS FOR RECOMMENDATIONS:**

The recommendation is intended to facilitate delivery of the 2015-16 Highways programmes funded by the Local Committee, while at the same time ensuring that the Chairman, Vice Chairman and relevant Divisional Members are fully and appropriately involved in any detailed considerations.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 Surrey County Council's Local Transport Plan (LTP) aims to improve the highway network for all users. In general terms it aims to reduce congestion, improve accessibility, reduce the frequency and severity of road casualties, improve the environment, and maintain the network so that it is safe for public use.
- 1.2 Outturn figures from 2014-15 are shown in Table 1 below. Cabinet has agreed to carry forward the capital under/overspends into the new Financial Year 2015-16. Revenue under/overspends will not be carried forward.

**Table 1 Revenue outturn from 2014-15 (rounded figures)**

	Budget	Expenditure	Outturn
Revenue	£215,000	£259,000	<b>£44,000 overspend</b>
Capital	£608,000 (including £60,000 external funding)	£576,000	<b>£32,000 underspend</b>

1.3 The Local Committee in Elmbridge has been delegated Highway budgets in the current Financial Year 2015-16 as follows:

- Local Revenue: £161,050
- Community Enhancement: £45,000
- Capital Integrated Transport Schemes: £202,000
- Capital Maintenance (drainage): £50,500
- Capital Maintenance (general): £151,500
- Capital underspend carried forward from 2014-15: £32,000
- **Total: £642,050**  
(2015-16 budget £610,050 plus 2014-15 carry forward £32,000)

1.4 The funds delegated to the Local Committee are in addition to funds allocated at a County level to cover various Highways maintenance and improvement activities, including inspection and repair of safety defects, resurfacing, structures, vegetation maintenance, and drainage.

## **2. ANALYSIS:**

### **Annual Local Revenue and Capital Programmes**

2.1 In February 2015 Committee approved the 2015-16 budget allocations shown in Table 2 below:

**Table 2 Approved allocation of budgets for 2015-16**

Approved allocation	Amount
Pooled Revenue To cover various revenue concerns across the Borough for example: patching and kerb works, minor safety schemes, extra vegetation. The Community Gang would be funded from this allocation.	£150,000
Street Smart	£40,000
Capital to be used for drainage	£50,500
Divisional Allocations	£369,550 (£41,061 per Division)
<b>Total</b>	<b>£610,050</b>

### **2014-15 Divisional Programmes – carried forwards into 2015-16**

2.2 Table 3 below details those schemes from the 2014-15 Divisional Programmes that were carried forwards into 2015-16.

**Table 3 2014-15 schemes carried forwards into 2015-16**

Location	Proposed works	Cost	Status
Long Ditton Schools	School safety measures	£90,500	In detailed design. CIL funded.
Stoke Road, Cobham	Reduce speed limit to 30mph	£4,000	Monitoring on hold due to utility works. Divisional Member has agreed to provide funding for VAS.
Fairmile Park Road, Cobham	Speed Limit Review	£2,400	Works order raised; awaiting programming.
<b>Total carried forward cost</b>		<b>£96,900</b> <i>Including £90,500 CIL funding and £4,000 Member funding</i>	

**2015-17 Divisional Programmes**

2.3 The Divisional Programmes have been developed in consultation with Members to invest the nine Divisional Allocations (£41,061 per Division for 2015-16) in maintenance and improvement schemes across the Borough. It is not possible to spend exactly the same in each Division. The Divisional Programmes have been designed to provide as even a share in each Division as is reasonably practical.

2.4 Table 4 details progress with the 2015-17 Divisional Programmes, and highlights schemes recommended for implementation in 2015-16.

**Table 4 2015-17 Divisional Programmes**

Location	Proposed works	Cost	Status ( <i>at the time of writing</i> )
Walton Road near new Day Centre / Mole hall in Bishop Fox Way	New Pedestrian Crossing – feasibility study.	£5,000	Feasibility study in progress.
Walton Road at War Memorial - feasibility only	New Pedestrian Crossing – feasibility study.	£5,000	Feasibility study in progress.
Third Close, West Molesey	Local Structural Repair (LSR)	£tbc	Walk through complete, in pricing. <b>Recommended for construction in 2015-16.</b>
Buckingham Avenue (side roads), West Molesey	LSR	£13,000	Walk through complete, in pricing. <b>Recommended for construction in 2015-16.</b>
Spring Gardens, West Molesey	LSR	£27,000	Walk through complete, in pricing. <b>Recommended for construction in 2015-16.</b>

## ITEM 10

Location	Proposed works	Cost	Status <i>(at the time of writing)</i>
Heath Road, Weybridge	Complete feasibility and obtain permissions for footway / cycleway improvement	-	Need to consult Elmbridge Borough Council.
Hangar Hill, Weybridge	LSR	£19,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Cost.</b>
Curzon Road, Weybridge	LSR	£58,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Tar, cost.</b>
Stoke Road, Cobham	LSR	£55,000	Deferred due to utility works.
Vincent Road, Cobham	Repair decorative arches	£tbc	Reviewing specification and cost with Structures Team.
Pleasant Place, Hersham	Pedestrian crossing improvements	Up to £125,000	Feasibility study in progress. £85,000 CIL funding available for pedestrian improvements in the centre of Hersham.
Molesey Road near Thrupps Lane	Pedestrian crossing improvements	Up to £125,000	Feasibility study in progress. £85,000 CIL funding available for pedestrian improvements in the centre of Hersham.
St Leonard's Road, Claygate	LSR	£44,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Cost.</b>
High Street, Claygate	LSR	£10,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Cost.</b>
Cigarette Island Lane	Realignment of uncontrolled pedestrian crossing	£5,000	Detailed design in progress. <b>Recommended for construction in 2015-16.</b>
High Street, Esher (Slip road outside Boots)	LSR	£15,000 to £20,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b>

Location	Proposed works	Cost	Status <i>(at the time of writing)</i>
High Street, Esher (Main road leading up to The Bear)	LSR	£tbc	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Cost.</b>
Park Road, East Molesey	LSR	£35,000 to £40,000	Walk through complete. Awaiting pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Tar, cost.</b>
Lammas Lane, Esher	Speed Management (reserve scheme)	£5,000	Speed assessment in progress.
High Street, Thames Ditton	Remodel fountain junction – feasibility study only.	£5,000	Feasibility study in progress.
Footpath 22 – between Ditton Hill Road and Rectory Lane	Footway slurry	£1,600	Walk through complete, in pricing. <b>Recommended for construction in 2015-16.</b>
Rectory Road	LSR	£53,500	Walk through complete, in pricing. <b>Recommended for construction in 2015-16.</b> <b>Risks: Tar.</b>
Basingfield Road	Footway widening on railway side (reserve scheme)	£35,000	Walk through complete. <b>Need to review timing once cost is confirmed.</b>
Rydens Road	New pedestrian Crossing	£110,000	Further public consultation being prepared. Subject to consultation and Committee approval, this scheme could be constructed in 2016-17.
Sidney Road	Footway slurry (reserve scheme)	£45,000	On hold at the present time.
Stuart Avenue	Footway slurry (reserve scheme)	-	Complete. <i>Centrally funded.</i>
Braycourt Avenue	Footway slurry (reserve scheme)	£15,000	Walk through complete. <b>Need to review timing once cost is confirmed.</b>
<b>Total value of 2015-17 Divisional Programmes</b>		<b>Approximately £646,000</b> Notes: 1) Expenditure of approx £311,000 in 2015-16. 2) For two schemes the cost is to be confirmed.	

- 2.5 The total value of the capital programme, including the carried forward costs and the 2014-15 Divisional Programmes, is estimated to be approximately **£743,000**. This includes £175,500 CIL funding, and £4,000 from Members' non-Highways funding. For two schemes the costs are yet to be confirmed. The cost of the schemes recommended for construction in 2015-16, together with the cost of feasibility studies currently in progress, is estimated to be approximately £311,000, although this cost estimate will rise as prices for schemes are confirmed. The total programme value will also shift as costs of individual schemes are confirmed.
- 2.6 Officers will keep the Chairman, Vice Chairman and appropriate Divisional Member updated as the remaining schemes are delivered, taking decisions as necessary to ensure the programmes are delivered, and cost variations managed.

#### **Programme Monitoring and Reporting**

- 2.7 Officers will update Committee with progress in the delivery of its works programmes at each Committee meeting. In addition Committee Chairmen are provided with detailed monthly finance updates, which detail all the orders raised against the various budgets, as well as the works planned for each of the budgets.

#### **Bus Stop Clearway in Station Road, Stoke D'Abernon**

- 2.8 It is recommended to introduce a new Bus Stop Clearway in Station Road, Stoke D'Abernon, adjacent to the *Cooper* car dealership, to give buses uninterrupted access to the boarding area. At the present time buses are frequently obstructed and unable to pull in to the kerb due to inconsiderate parking. The times of the restriction would be *no stopping between 7am to 7pm Monday to Saturday*, which is appropriate to the operating times of the bus service. This follows Department of Transport guidance for introducing clearways.

#### **Customer Services update**

- 2.9 The mild weather in the first quarter of 2015 has meant the slight downward trend has continued since 2014. For January to March, 35,467 enquiries were received at an average of 11,822 per month this compares to 12,400 for 2014.
- 2.10 For Elmbridge specifically, 3,700 enquiries have been received since January of which 1,394 were directed to the local area office for action, 90% of these have been resolved. This response rate is slightly below the countywide average of 93%.
- 2.11 For the first quarter, 110 stage 1 complaints were received of which 34 were for the North East Area, including Elmbridge. The main reasons for these complaints were staff conduct and service delivery.
- 2.12 The Service has recently undergone its annual Customer Service Excellence (CSE) review. This recognised the improvements that have been made and has recommended retention of the award. We recognise that there is still long way to go but CSE is a continuous improvement tool and we are using this to drive up performance and the customer experience.
- 2.13 Examples of improvements made over the last year include the introduction of the new Works Manager System and changes to the



Roadworks web page. An improvement project for communication of Operation Horizon schemes is ongoing.

- 2.14 To increase our understanding of customer satisfaction we have arranged for customer service questions to be included in the annual National Highways & Transport survey. This will provide a new opportunity for benchmarking the service we provide and input to future business planning. A Member survey will run in parallel to this, giving councillors the opportunity to have their say, more information will be provided through the CSE Member Reference Group.

#### **Parking update**

- 2.15 The 2014 Parking Review objections have been considered and decisions made. It is anticipated that changes will be implemented during May and June 2015.

#### **Operation Horizon update**

- 2.16 The Operation Horizon programme of major resurfacing is available on the Surrey County Council website here:  
<http://new.surreycc.gov.uk/roads-and-transport/highways-information-online/horizon>.

#### **Priorities for 2016-17**

- 2.17 Members are encouraged to start considering their priorities for investing the Local Committee's Highways budgets in 2016-17, noting that Committee has already identified schemes for delivery in 2016-17 as part of the Divisional Programmes. It is suggested that the strategy for allocation of Committee's 2016-17 Highways budgets should be agreed in September 2015, and that the 2016-17 programme of works should be agreed in December 2015. This timetable would facilitate efficient planning and delivery of the 2016-17 programmes.

### **3. OPTIONS:**

- 3.1 None at this stage. Officers will revert to the Chairman, Vice Chairman and Divisional Member, or indeed the Committee as appropriate, whenever preferred options need to be identified.

### **4. CONSULTATIONS:**

- 4.1 None at this stage. Officers will consult the Chairman, Vice Chairman and Divisional Members as appropriate in the delivery of the programmes detailed above.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The financial implications of this paper are detailed in section 2 above.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

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

**7. LOCALISM:**

7.1 The Local Committee prioritises its expenditure according to local priorities.

**8. OTHER IMPLICATIONS:**

8.1 A well-managed highway network can contribute to reduction in crime and disorder as well as improve people's perception of crime.

**9. CONCLUSION:**

9.1 This Financial Year's programmes are being delivered.

9.2 Members are encouraged to start considering the strategy and priorities for next Financial Year.

**10. WHAT HAPPENS NEXT:**

10.1 The Area Team Manager will work with Divisional Members, the Chairman and Vice-Chairman to deliver this Financial Year's Divisional Programmes.

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**Contact Officer:** Nick Healey, Area Team Manager (NE)

**Consulted:** Divisional Members, in the identification of schemes for their respective Divisional Programmes.

**Annexes:** 0

**Sources/background papers:** None.

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

**DATE:** 8<sup>th</sup> JUNE 2015  
**LEAD OFFICER:** SIMON MITCHELL,  
 MAINTENANCE PLAN TEAM LEADER

**SUBJECT:** REVIEW OF COLD WEATHER PLAN AND WINTER SERVICE ARRANGEMENTS

**DIVISION:** ALL

**SUMMARY OF ISSUE:**

Surrey undertakes an annual review of the Highways Cold Weather Plan and winter service at the end of each winter season, including the effectiveness of network coverage, operational improvements, organisational changes and partnership working arrangements. This report seeks the views of the (Elmbridge) Local Committee on the delivery of the Winter Service operations in the 2014/15 season, to feedback into the annual review.

**RECOMMENDATIONS:**

**The Local Committee (Elmbridge) is asked 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.

**REASONS FOR RECOMMENDATIONS:**

To give the (Elmbridge) Local Committee the opportunity to provide feedback into the annual review of winter service operations.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 At the meeting on 23 September 2014 Cabinet recommended that each Local Committee should be consulted on the delivery of Highways Cold Weather operations following the 2014/15 season. In order to do this an item should be included on the spring agenda for members to provide feedback into the annual review.

**2. ANALYSIS:**

- 2.1 The trend of relatively mild winters continued with only one short period of snow with no significant accumulations, the winter service has been effectively managed.
- 2.2 By the end of the season Kier had completed 58/65 precautionary salting runs in the west/east of the county respectively with a further 23 runs on the cold routes which is comparable with an "average" (56 runs per season)

Surrey winter. The priority 2 salting network was also treated on 4 occasions during the cold snap from 28 January which brought in a number of snow flurries but no significant accumulations. Salt supplies have regularly been replaced throughout the winter period in accordance with Cabinet's agreed recommendations.

- 2.3 Throughout their fourth year as the Council's contractor, Kier worked with officers and members on all elements of the winter service to maximise efficiency and reduce costs. This also included the operation to be fully in line with the new Appendix H guidelines with continuous dynamic checks of the spreaders throughout the season resulting in ability to target spread rates more effectively leading to savings on salt usage.
- 2.4 The footway priority snow clearing schedules have been updated and aligned with new Surrey Priority Network (SPN) maintenance hierarchy.
- 2.5 Kier have addressed last year's shortfall in the provision of grit bins and had sufficient resilience in 2014/15 to provide a timely response to member requests.

### **3. DISCUSSION:**

- 3.1 With the approach to Winter Service now well established no major changes are proposed, the annual review nevertheless provides the opportunity for Local Committees to inform this year's review:
- The precautionary salting network will generally remain the same as in 2014/15 with only minor alterations resulting from the implementation of the new Surrey Priority Network (SPN) and subject to any comments from local members, residents and officers.
  - The opportunities for partnership working arrangements with Parish and Town Councils will again be available on enquiry, providing a wider network of volunteers for pavement clearance in towns and villages not currently covered by the District and Borough arrangements. Parishes participating in the scheme currently cover Tandridge, Mole Valley, Waverley and Surrey Heath.

### **4. CONSULTATIONS:**

#### **Gritting Routes**

The annual review provides the opportunity for Local Committee to raise change requests to the priority salting network. Where the need for further minor changes is identified the Local Committee is able to accommodate this on a 'like for like' basis provided it does not impact on the strategic gritting network.

#### **Grit Bins**

- 4.1 The trend towards milder winters has seen a reduction in restocking frequencies. As a result it is proposed that the cost of a grit bin, including annual refurbishment and filling in line with county standards, is now £947 for a 4 year period. At the end of this period where a Member or community

continue to support a grit bin an extension charge of £639 would be applied to cover the next 4 year period.

- 4.2 Grit bins that are not supported at the end of the four year maintenance period will be redistributed to other locations on the network as part of annual refurbishment programme.

### **Farmers**

- 4.3 In order to support the Council's snow clearance and gritting response during times of severe winter weather, we maintain a schedule of 52 local farmers who provide additional assistance and resilience.

- 4.4 In much of the county, especially the rural south, adequate farmer support is currently identified. There remains scope to expand coverage in Surrey Heath, Woking, Runnymede, Elmbridge and Epsom and Ewell so it is hoped the Local Committees in these areas may be able to assist with recommendations for addition resources. (Note - No responses received in 2014/15).

## **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

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

## **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 An equalities and diversity impact assessment is in place for the winter service. The winter service priority is, as far as is reasonably practicable, to safeguard the movement and well-being of all Highway users, both the residents of Surrey and those passing through the County.
- 6.2 The recommendations in this report will have no material impact on existing equality policy so the need to complete a full assessment was not considered necessary.

## **7. LOCALISM:**

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

## **8. OTHER IMPLICATIONS:**

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 The Local Committee (Elmbridge) is asked to provide feedback on the 2014/15 winter service, and any proposed changes to the salting network locally. Change request and comments will be taken into account prior to the annual winter service plan being submitted to the County Council's Cabinet for approval in September.

### **10. WHAT HAPPENS NEXT:**

10.1 The annual review will consider opportunities for continuous improvement following the 2014/15 winter season and reflect feedback received from members through their Local Committee Chairman. The proposed engagement timetable is as follows:

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

#### **Contact Officer:**

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

**Consulted:** David Harmer Chairman E&TSC  
E&TSC Winter Service Task Group Members  
Local Highway Services Team  
Kier

#### **Sources/background papers:**

Report of the Task Group to the Cabinet – 23<sup>rd</sup> September 2014  
Highway Cold Weather Plan for 2014/15



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



**DATE:** 8 June 2015

**LEAD OFFICER:** Kelly Saini Badwal, Senior Manager, Customer Network

**SUBJECT:** Library Service Review 2015

**DIVISION:** Elmbridge

**SUMMARY OF ISSUE:**

- (i) In its search for continuous improvement, and to reduce costs, the library service has recently completed a review which achieves a reduction in the library service's staffing budget of £227,000 for 2015-16 while seeking to retain and improve current levels of service.
- (ii) In addition to other elements, the review looked at the opening hours for all the community libraries, which included Cobham and Hersham.
- (iii) The opening hours of the Community Partnered Libraries (CPLs) are out of scope, as opening hours are set by local steering groups, within an agreed framework with local committees.

**RECOMMENDATIONS:**

**The Local Committee (Elmbridge) is asked to agree**

- (i) to change the opening hours for Hersham library as set out in Annexe 2 and paragraphs 3 and 9 of this paper.

**The Local Committee (Elmbridge) is asked to note:**

- (ii) the change of Cobham library from a group C to a group B library with the resulting increase in opening hours as set out in paragraph 9 and in Annex 2.

**REASONS FOR PROPOSALS:**

- Customer feedback, including from "lapsed user" surveys, shows that it is easier for residents to remember standardised hours across libraries. There was positive feedback after introducing standardisation at Group A and B libraries in 2008. (Please see Annex 1 for further details about Group A, B and C libraries).
- The library service review identified changes in the patterns of use in Group C community libraries. The recommended changes to opening hours reflect how local residents are now using these libraries.
- At the inception of the new Cobham library Surrey County Council (SCC) made a commitment to provide a new library with longer opening hours which has been delivered since the library opened on 5 May 2015.

## **1. INTRODUCTION AND BACKGROUND:**

The public library service in Surrey is part of the everyday lives of those living, working or studying in Surrey. The library service is a pivotal service for Surrey County Council – not least because of increasing demands due to changing demographics and diminishing resources. The library service will continue to support the council's priorities such as wellbeing, economic prosperity and resident experiences. The library service's overall objective continues to be to develop effective and cost efficient services with which increased numbers of residents will engage, and to increase the variety of ways in which it touches and supports their lives. To do this the library service is doing four things:

- a) Continuing to provide an excellent core library service with a strong emphasis on reading, literature and literacy in all its forms.
- b) Providing increasing opportunities for residents to access or participate in cultural experiences of all kinds, in and through the library service.
- c) Developing the service's role further in supporting wellbeing, ageing well and combating social and technological exclusion. Working more with the county council to provide cost effective services in or through libraries, which support the council's efforts to cope with rising social care and education costs. Increasingly the library service works collaboratively with partners, to face and manage these challenges.
- d) In the complex environment within which the library service needs to operate successfully in order to survive, the service needs to re-focus resources from a functional delivery model to one which emphasises place and locality, and become even more integrated and seamless with the wider agendas of Surrey.

Since the last library service restructure in 2008/9 much has changed within libraries and the county council. Savings and efficiencies are a part of the review, but not the main purpose.

A reduction in the staffing establishment has not been the main driver of the review although some roles are significantly affected. The main emphasis has been to look at what the library service is doing and see if it is fit for the future, to ensure the right arrangements are in place to develop an even stronger and better integrated service. While the recommendations of this report concentrate on the front line, the review also took the opportunity to look across the whole of the library service staffing, also implementing changes and efficiencies in other teams which deliver the work of the library service, including the stock and digital teams, and the team which delivers the council's priorities through the library service, for example: children's services, avoiding digital exclusion, and helping people live and age well. From the local perspective, the two key changes are a new way of managing and staffing libraries, and proposed new opening hours, in order to increase efficiencies in how the service staffs libraries on a daily basis.

## **2. ANALYSIS:**

### **2.1 Efficiencies and cost savings through standardisation of hours and an altered infrastructure.**

Libraries are currently divided into three levels of service offer:

[www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

- Group A – main town libraries
- Group B – town libraries
- Group C – community libraries

Across the 17 Group C community libraries there is a huge disparity of opening hours. The Library review identified patterns of use in the Group C community libraries and have retained the most well used opening periods as a core of the new proposed opening hours. There are 3 levels of standardisation in Group C community libraries due to the wide variation in current opening hours, size and location of building and use.

Libraries will be grouped into clusters of 6 - 8 geographically close libraries, under the management of a Cluster Manager. This will help ensure the service has sufficient frontline cover across libraries, with relevant staff in the right place at the right time. Please see Annex 3 for details of clusters.

For day to day management, and to support and provide continuity to close shared local relationships with users, partners and stakeholders, libraries are then managed in sub-cluster of 3-4 libraries by small teams of duty managers who will be the key contacts for those libraries, with stakeholders, partners and local organisations including schools, Friends groups and Local History groups having a named local contact. The Library Service will provide activities across the Cluster ensuring there is an activity running every day from Monday to Saturday.

## **2.2 Better customer care through standardised processes and new roles that focus on the customer experience, supported by training.**

In line with the library services' strategy, self-service terminals have been installed in Cobham library. Currently 38 libraries have had self-service terminals installed and the customer experience has proved to be positive especially when supported by proactive visible staff. Self service frees up more time for staff to directly help library users.

## **2.3 Retaining and developing good quality staff.**

In carrying out the staffing restructure the library service followed the council's managing change procedures closely, starting with a substantial staff engagement exercise in which staff were able to feed back their views on what they thought were the strengths and areas for development for the current service and its structure. Staff were given opportunities to express preferences for where they work, and the service also takes into account caring responsibilities and health issues. However it must be recognised that any period of major change can be stressful and every effort has been made to support staff through this.

## **2.4 A new Cobham library has been under development for some time, to become a "group B" library, when the project was completed. The new Cobham library opened on 5 May 2015 and offers a wider service to local users including other services being available in the same building and the "Cedar Centre and Library" will benefit from a support group of local volunteers. The library will close on Mondays in line with other Group B libraries but the number of hours open has increased overall, including opening on Wednesdays (when the**

## ITEM 12

library was previously closed). Please see attached Annex 2 for opening hours.

- 2.5 The number of hours Hersham library opens will increase and the opening times will be altered to include opening on Mondays and closure on Wednesdays. Please see attached Annex 2 for opening hours.
- 2.6 The overall change in hours in Cobham and Hersham libraries is an increase of 8 hours per week. The impact of the review on customers is expected to be very positive. The library service is developing in order to build resilience and flexibility, to deliver new services and provide a better customer experience. The alterations in opening hours – and the infrastructure behind them – is part of this change.

### **3. OPTIONS:**

- 3.1 Option 1: Make the proposed changes to the opening hours of Hersham library. The changes will enable the library service to manage local timetables and staffing across the service, within the budget, to ensure cover. This will also help residents with standardised hours which are easier to remember.

Efforts will be made to minimise inconvenience for users in the change period. This will be mitigated as much as possible by communicating widely to library users using all media available and making clear the availability of online renewals and requests, drop-boxes at libraries, and other ways of helping users settle into the new patterns of hours

- 3.2 Option 2: Leave the opening hours as they are currently. The impact of this is that the local community will not benefit from increased hours; the current confusion over opening hours will continue; the library service will not be able to make the necessary staffing changes across the board; and the target cost savings will not be achieved.

### **4. CONSULTATIONS:**

- 4.1 Staff, Unison and GMB were engaged in line with the council's 'Change Management' policy, and the library service is working closely with HR. A succession of staff engagement sessions and workshops has been held throughout the review period.
- 4.2 Library service "lapsed user" surveys, and our ongoing customer satisfaction surveys in libraries have also informed this work.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 Across the service the new structure and ways of working resulting from the library review will achieve annual staffing savings of £227,000.
- 5.2 The increase in opening hours recommended by this report, were costed into the library review funded by the overall savings achieved. There is therefore no financial pressure created by the recommended increase in opening hours.
- 5.3 The proposed staffing budget has been agreed with the Section 151 Officer and included within the 2015/20 Medium Term Financial Plan.

## **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 An Equality Impact Assessment (EIA) has been carried out. The change in pattern at Cobham will impact on users not being able to use the library on a Monday but other local libraries (Hersham, Walton, Dorking) are open. The additional opening hours at Cobham will improve ease of access overall.
- 6.2 The change in pattern at Hersham Library will impact on users not being able to use the library on a Wednesday but other local libraries (Dittons, Molesey, Walton, Weybridge and Esher) are open.
- 6.3 Library renewals, fines and fees will be revised in line with the new patterns of hours. There is also a wide range of digital transactions and information from within the libraries' digital services which can be accessed 24/7.
- 6.4 Cobham and Hersham libraries will not be open at exactly the same time as before but opening hours overall will increase (+8 hours).
- 6.5 Local consultation with current users will be undertaken to ascertain the best time to run activities. Each library will continue with a range of activities such as rhymetimes and computer skills sessions and a range of activities will be run every day across libraries within the borough. There may be an impact on staff whose individual timetables and location may need to change. The library service is consulting with individual staff to manage any change in hours or location of work. Clusters and sub-clusters have been set up to minimise travel and make use of public transport networks where possible.

## **7. LOCALISM:**

- 7.1 There will be impact on the local Cobham and Hersham communities, but research shows that library users tend to access more than one local library. Although Cobham library will be closed on Mondays, an increase of 6.5 hours per week will extend access for commuters, busy families, students and those users who want to use local community Group C community libraries on a Wednesday.
- 7.2 For Hersham, users will benefit from an increase in opening hours on Mondays and Thursdays. An earlier closure (reduction of two hours) on Tuesdays will have minimal impact on the community, as anecdotally and statistical data shows that libraries are less busy before 10am and after 5pm.
- 7.3 The library service has had a massive increase in digital use, and users will continue to benefit from a wide range of digital services including online renewals and online information.

## **8. OTHER IMPLICATIONS:**

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report.
Sustainability (including Climate Change and Carbon Emissions)	Continuing accessible provision of libraries locally will reduce possible travel to other libraries.
Corporate Parenting/Looked After Children	Continuing accessible provision of library services to children and

	carers locally will support the council's aim of giving every child a good start in life.
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report.
Public Health	Continuing accessible library provision locally will allow libraries to continue to contribute to health and well being as they do now.

### **9. CONCLUSION:**

- 9.1 Cobham library increases its hours from 35.5 hours per week to 42 hours per week. This means that Cobham library becomes a Group B library offering a wider service to local users. The library closes on Mondays in line with other Group B libraries but the number of hours open increase overall, including opening on Wednesdays (when the library was previously closed).
- 9.2 The number of hours open for Hersham library increases from 28.5 hours to 30 hours per week. The library will open on Mondays but close on Wednesdays.
- 9.3 The overall change in hours in Cobham and Hersham libraries is an increase of 8 hours per week.

### **10. WHAT HAPPENS NEXT:**

- 10.1 The new library staff structure is now in place. The proposed changes to opening hours will be implemented for September 2015.
- 10.2 The library service will give at least six weeks' notice to customers of amended opening hours. Staff will be briefed and notices will be put up locally and online. Emails and social media will be used to alert users to the change. All of the Council's communication channels will be used to positively communicate the recommended changes. Any concerns raised by residents will be addressed.

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#### **Contact Officer:**

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 M: 07968 832372

#### **Consulted:**

Library Service Staff  
 HR

#### **Annexes:**

Annex 1 – Group A, B and C libraries  
 Annex 2 – Current and Proposed opening hours  
 Annex 3 – Cluster models

#### **Sources/background papers:**

Library Service Review Consultation Report

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Group A, B and C Libraries

Borough	Library	Group A	Group B	Group C	CPL
Elmbridge	Cobham		✓	✓	
	Dittons		✓		
	Esher		✓		
	Hersham			✓	
	Molesey		✓		
	Walton	✓			
	Weybridge		✓		
Epsom & Ewell Borough	Epsom	✓			
	Ewell		✓		
	Ewell Court				✓
	Stoneleigh				✓
Guildford	Ash			✓	
	Guildford	✓			
	Horsley			✓	
Mole Valley	Ashtead			✓	
	Bookham			✓	
	Dorking	✓			
	Leatherhead		✓		
	Surrey Performing Arts Library	n/a	n/a	n/a	n/a
Reigate and Banstead	Banstead		✓		
	Horley		✓		
	Merstham			✓	
	Redhill	✓			
	Reigate		Proposed	✓	
	Tattenhams				✓

Borough	Library	Group A	Group B	Group C	CPL
Runnymede	Addlestone		✓		
	Chertsey			✓	
	Egham		✓		
	New Haw				✓
	Virginia Water				✓
Spelthorne	Ashford		✓		
	Shepperton			✓	
	Staines	✓			
	Stanwell			✓	
	Sunbury		Proposed	✓	
Surrey Heath	Bagshot				✓
	Camberley	✓			
	Frimley Green			✓	
	Lightwater			✓	
Tandridge	Caterham Hill			✓	
	Caterham Valley		✓		
	Lingfield				✓
	Oxted		✓		
	Warlingham				✓
Waverley	Bramley				✓
	Cranleigh		✓		
	Farnham	✓			
	Godalming	✓			
	Haslemere		✓		
Woking	Byfleet				✓
	Knaphill			✓	
	West Byfleet			✓	
	Woking	✓			



## Current and Proposed Opening Hours for Group C Community Library

<b>Hersham Library</b>							
It is proposed that the opening hours for Hersham Library are increased with closure on Wednesdays, but opening on Mondays.							
The hours on Tuesdays will be reduced but increased on Thursdays, Fridays and Saturdays.							
Hersham Library remains a Group C Community Library.							
	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	<b>Sat</b>	<b>Hours Open</b>
<b>Current</b>	Closed	10am to 7pm	2pm to 5pm	2pm to 5pm	10am to 5pm	9.30am to 4pm	<b>28.5</b>
<b>Proposed</b>	2pm to 5pm	10am to 5pm	Closed	10am to 5pm	10am to 5pm	10am to 4pm	<b>30</b>
<b>Daily change in hours</b>	<b>+ 3 hours</b>	<b>- 2 hours</b>	<b>- 3 hours</b>	<b>+ 4 hours</b>	<b>No change</b>	<b>- 0.5 hours</b>	<b>+ 1.5 hours</b>

## Opening Hours at Cobham Library

<b>Cobham Library</b>							
Cobham Library has opened as a Group B Library on 5 May 2015							
	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>	<b>Sat</b>	<b>Hours Open</b>
<b>Previous opening hours prior to 5 May 2015</b>	12:30pm to 5pm	9.30am to 7pm	Closed	9.30am to 5pm	9.30am to 5pm	9.30am to 4pm	<b>35.5</b>
<b>Current opening hours from 5 May 2015</b>	Closed	9am to 7pm	9am to 5pm	9am to 5pm	9am to 5pm	9am to 5pm	<b>42</b>
<b>Daily change in hours</b>	<b>- 4.5 hours</b>	<b>+ 0.5 hours</b>	<b>+ 8 hours</b>	<b>+ 0.5 hours</b>	<b>+ 0.5 hours</b>	<b>+ 1.5 hours</b>	<b>+ 6.5 hours</b>

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### Library Service Cluster Models

East 1		East 2	
Ashted (C)	Bookham (C)	Horley (B)	Caterham Valley (B)
Banstead (B)	Dorking (A)	Lingfield (C)	Caterham Hill (C)
Epsom (A)	Horsley (C)	Merstham (C)	Oxted (B)
Ewell (B)	Leatherhead (B)	Redhill (A)	Warlingham (CPL)
Ewell Court (CPL)		Reigate (B)	
Stoneleigh (CPL)			
Tattenhams (CPL)			

North 1		North 2	
Ashford (B)	Addlestone (B)	Cobham (B)	Dittons (B)
Staines (A)	Chertsey (C)	Weybridge (B)	Esher (B)
Stanwell (C)	Egham (B)	Walton (A)	Hersham (C)
Sunbury (C)	New Haw (CPL)		Molesey (B)
	Shepperton (C)		
	Virginia Water (CPL)		

West 1		West 2	
Bramley (CPL)	Ash (C)	Byfleet (CPL)	Camberley (A)
Cranleigh (B)	Farnham (A)	Knaphill (C)	Frimley Green (C)
Godalming (A)	Haslemere (B)	West Byfleet (C)	Lightwater (C)
Guildford (A)		Woking (A)	

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**SURREY COUNTY COUNCIL**

**LOCAL COMMITTEE (ELMBRIDGE)**

**DATE: 8 June 2015**



**LEAD OFFICER: Cheryl Poole, Community Partnership & Committee Officer**

**SUBJECT: REPRESENTATION ON OUTSIDE BODIES, TASK GROUPS and COMMUNITY SAFETY FUNDING**

**DIVISION: All**

**SUMMARY OF ISSUE:**

This report seeks to appoint Local Committee Members to outside bodies and task groups for the 2015/16 municipal year and seeks approval for terms of reference for the task groups. It also requests the Local Committee to agree the transfer of the Community Safety budget to the Elmbridge Community and Safety Partnership.

**RECOMMENDATIONS:**

**The Local Committee (Elmbridge) is asked to agree:**

- (i) that the terms of reference of the Elmbridge Parking Task group as set out in Annex A be approved
- (ii) that the amended terms of reference (as per 1.6) of the Elmbridge Youth Task group as set out in Annex B be approved
- (iii) that the terms of reference of the Elmbridge Cycling Task Group as set out in Annex C be approved
- (iv) the appointment of Members to outside bodies and task groups as detailed in sections 2.1 to 2.5.
- (v) that the community safety budget of £3294, that has been delegated to the Local Committee, be transferred to the Elmbridge Community and Safety Partnership for the purpose of addressing the criteria and monitoring requirements detailed in 2.7 and 2.8 of this report; and that the Community Partnership Manager authorize its expenditure in accordance with the Local Committee's decision.

**REASONS FOR RECOMMENDATIONS:**

The appointment of Members of the Local Committee to outside bodies enables the representation of the Local Committee on these bodies, which affect the lives of the residents of Elmbridge. The task groups meet to review, advise and make informed recommendations to the Local Committee.

## **1. INTRODUCTION AND BACKGROUND:**

- 1.1 The Surrey County Council Local Committee (Elmbridge) can make appointments to various outside bodies. The representatives appointed to these outside bodies will be representing Surrey County Council and will be expected to informally report on the work of these groups as and when necessary.
- 1.2 In September 2004, the Local Committee agreed to establish a Parking Task Group. The Parking task group meets as required to consider and advise on parking issues and parking restrictions in the borough.
- 1.3 The Youth Task Group was set up in 2011 to initially advise the full Committee on the appointment of a contractor to deliver the Local Prevention Framework in Elmbridge and on the priorities to be addressed. The contract went live in April 2012. Going forwards the role of task group will be to monitor and report on the progress of the Local Prevention commissions, including:
  - To review the local needs of young people
  - To monitor the performance of Local Prevention grants
  - To make commissioning recommendations to the Local Committee
- 1.4 The Cycling Task Group was set up in February 2015 to develop the Elmbridge Cycling Plan.
- 1.5 Due to the success of the Task groups it is recommended that they continue to operate in 2015/16.
- 1.6 Following corporate advice the Local Committee established terms of reference for the task groups. It is proposed that the terms of reference for the Youth Task Group be amended so that the three Borough Council Members no longer need to be Co-opted Local Committee Members and that the role of the task group is extended to include other strategic borough wide youth work. This report seeks Local Committee approval for the Terms of Reference for the Parking Task Group, the Youth Task Group and the Cycling Task Group in 2015/16. Please note that all task groups of the Local Committee have no formal decision-making powers, but make recommendations to the Local Committee.
- 1.7 The County Council has in the past made available to Local Committees a budget for use in conjunction with the Community Safety Partnerships. This year, the Local Committee has a delegated budget of £3,294 for general community safety purposes which it is proposed to allocate to the Elmbridge Community and Safety Partnership as its contribution towards projects and activities.

## **2. ANALYSIS:**

### **2.1 Elmbridge Community and Safety Partnership**

The Elmbridge Community and Safety Partnership sets and monitors work towards achieving the aims of the Elmbridge Community Safety Action Plan. It currently meets quarterly and has two working groups, JAG (Joint Action

[www.surreycc.gov.uk/elmbridge](http://www.surreycc.gov.uk/elmbridge)

Group), which meets six weekly and CIAG (Community Incident Action Group), which meets monthly. The Community Partnership & Committee Officer is also on the board and sits on the JAG. It is proposed that a SCC Local Committee Member is nominated and appointed to the Community and Safety Partnership.

## **2.2 Elmbridge Business Network**

The Elmbridge Business Network is a themed group of the Elmbridge Community and Safety Partnership and delivers the Local Economy strand of the Elmbridge Sustainable Community Strategy. The Elmbridge Business Network meets on a quarterly basis. It is proposed that a SCC Local Committee Member is nominated and appointed to the Elmbridge Business Network.

## **2.3 Parking Task Group**

It is proposed that two SCC Local Committee Members and two Co-opted Members from Elmbridge Borough Council are nominated and appointed to the Parking Task Group.

When agenda items at the Parking Task Group refer to one particular division, the relevant divisional Member will also be invited to the meeting.

## **2.4 Youth Task Group**

It is proposed that three SCC Local Committee Members and three Members of Elmbridge Borough Council are nominated and appointed to the Youth Task Group.

## **2.5 Cycling Task group**

It is proposed that three SCC Local Committee Members and three Members of Elmbridge Borough Council are nominated and appointed to the Cycling Task Group.

## **2.6 Community Safety Funding**

The Committee is asked to confirm that it wishes to transfer its budget of £3,294 to the Elmbridge Community and Safety Partnership and to delegate authority to the Community Partnership Manager to oversee the expenditure of this budget in accordance with the criteria below.

2.7 The Local Committee Community Safety Fund is designed to support projects and initiatives in Surrey that:

- are evidence based
- State aims and objectives clearly and concisely
- Clarify project outputs and outcomes
- Demonstrate wider benefits to the community
- Demonstrate how they support the delivery of local Community Safety Partnership plans
- Document proposed evaluation mechanisms
- Demonstrate value for money

2.8 Community Safety Partnerships will be asked to report back to the Local Committee on how the funding was used and will be asked to provide the following information:

- A description of the project
- What was done
- The issue or need the project addressed and how it was identified
- The outcomes that were expected and if they were achieved
- How the project benefitted the wider community
- The objectives in the local Community Safety Partnership Plan that the project supported
- How the outcomes were monitored and evaluated

**3. OPTIONS:**

- 3.1 The Committee can confirm the task groups (and corresponding terms of reference) set out within the report, consider new task groups, or not have any task groups. If a new task group is established a provisional terms of reference should be agreed.
- 3.2 The Committee can either make the appointments onto the outside bodies as set out within the report or amend the appointments.
- 3.3 The Committee may choose to approve or not approve the transfer of the budget of £3,294 to the Community and Safety Partnership

**4. CONSULTATIONS:**

- 4.1 The Local Committee is being asked its views on which Members should be nominated to represent the committee on the outside bodies and task groups.

**5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The representation of the Local Committee on the Community and Safety Partnership enables an oversight on the expenditure of the Community Safety funding.

**6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Equalities issues are considered within individual groups and specific considerations of high priority will be reported to the Local Committee.

**7. LOCALISM:**

- 7.1 The Members represent all Elmbridge divisions and hence all Elmbridge communities in their role on the outside bodies and task groups.
- 7.2 The Community Safety funding is used for projects, which benefit the local community.

**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	No significant implications arising from this report.

### 8.1 Crime and Disorder implications

The appointment of a County Councillor ensures Local Committee representation on the statutory body, the Elmbridge Community and Safety Partnership, which sets and monitors the Elmbridge Community Safety Action Plan.

## **9. CONCLUSION AND RECOMMENDATIONS:**

9.1 The purpose of this report is to enable the Local Committee to be represented on relevant outside bodies and for the appointed members of the task groups to be fully informed to enable them to make appropriate recommendations to the Local Committee. It is recommended that

- The terms of reference for the task groups as detailed in annexes A, B and C are agreed
- The appointment of the Members to the various outside bodies and task groups as per 2.1 to 2.5 is agreed
- It is agreed to transfer the £3,294 Community Safety budget to the Elmbridge Community and Safety Partnership

## **10. WHAT HAPPENS NEXT:**

10.1 The Members appointed to the various bodies and task groups will be invited to attend the upcoming meetings.

It will be arranged for the transfer of the Community Safety funding to the Elmbridge and Community Safety Partnership account.

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### **Contact Officer:**

Cheryl Poole, Community Partnership & Committee Officer  
Tel no.: 01372 832606

### **Consulted:**

N/a

### **Annexes: 3**

### **Sources/background papers: 0**

**SCC LOCAL COMMITTEE (Elmbridge)****Annex A****TASK GROUP PRINCIPLES**

1. The Local Committee will annually (at the first formal meeting after the beginning of the municipal year):
  - determine the role, appointees and lifespan of any Task Groups
  - review the operation of any Task Groups which have been in place over the previous year
  - agree which Task Groups to establish for the current year
  - agree the criteria for consideration by any Task Group and make that criteria available to all Members of the Committee.
  
2. A Task Group shall exist to advise the Local Committee and make recommendations to its parent Committee; it has no formal decision-making powers. A Task Group will:
  - unless otherwise agreed, meet in private
  - develop an annual work programme
  - formally record its actions
  - officers supporting a Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
  - A Task Group can, should they so wish, respond to an officer report and submit their own report to the Local Committee.

**PARKING TASK GROUP: DRAFT TERMS OF REFERENCE**

1. The Task Group will contain (four) appointees from the membership of the Local Committee: (two) County and (two) Borough Councillors identified in such a way as to ensure adequate geographical coverage of the Borough. It is practice in Elmbridge to appoint the Chairman and Vice-Chairman of the Local Committee. The Task Group may also consult with the relevant Divisional Member.
  
2. The Task Group will consider on-street parking matters and make recommendations to the Local Committee about periodic reviews of parking restrictions.
  
3. The Task Group will report to the Local Committee any surplus income arising from the operation of Civil Parking Enforcement (CPE).
  
4. The Task Group can make recommendations to the Local Committee for any surplus income to be used for projects within the task group's remit.

5. The Task Group will make recommendations on any issues with regard to waiting and loading restrictions to the Local Committee.
6. The Task Group will keep under review the agreement with the Borough Council as required.

**SCC LOCAL COMMITTEE (Elmbridge)****Annex B****YOUTH TASK GROUP: DRAFT TERMS OF REFERENCE****Objective:**

The Local Committee agreed on the 20 June 2011, that a Youth Task Group is established to assist and advise the local committee in relation to Youth Issues and the future delivery of Youth Provision locally.

**Membership**

The Task Group will be made up of three County Councillors and an equal number of Elmbridge Borough Councillors. In addition the Task Group can invite up to four local partners and up to four young people from the borough, all with equal status. The Task Group may also consult with other relevant members of the Committee.

**General**

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

**SCC LOCAL COMMITTEE (Elmbridge)****Annex C****CYCLING TASK GROUP: DRAFT TERMS OF REFERENCE****Objective**

The Cycling Task Group should be established to develop a Borough wide Cycling Plan and advise the Local Committee on cycling issues.

**Membership**

The Cycling Task Group will be made up of three County Councillors and an equal number of Borough Councillors, nominated by Elmbridge BC. A representative from the Elmbridge Cycling Forum will be invited to join. It may also consult with other relevant Local Committee Members, set up additional workshops and invite relevant stakeholders to participate as required.

**General**

The Cycling Task Group shall exist to advise the Local Committee and make recommendations to its parent Committee; it has no formal decision-making powers.

The Task Group:

- will oversee the production of a Cycling Plan
- develop a work programme
- unless otherwise agreed, meet in private
- formally record its actions
- officers supporting a Task Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee and other relevant committees.
- can, should it so wish, respond to an officer report and submit their own report to the Local Committee.
- the terms of reference and membership will be reviewed annually, at the first Local Committee meeting of the new municipal year

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



**DATE: 8 JUNE 2015**

**LEAD OFFICER: SANDRA BROWN, COMMUNITY PARTNERSHIPS TEAM  
 LEADER EAST**

**SUBJECT: 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 (Elmbridge) is asked to note:**

- (i) The amounts that have been spent from the Members' Allocation budget, 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
- 1.3 As with all expenditure by the Council, spending of members' allocations should:

## ITEM 14

- 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:

#### **The Magna Carta Embroidery**

A project to educate young people about the Magna Carta received £400 from the member's allocation of Mike Bennison.

Twelve illustrative panels will be taken on a tour of schools both in Surrey and the rest of the country.

#### **Replacement of wooden barrels around Hersham village green**

£450 from Margaret Hicks' member's allocation will be put towards the replacement of decorative wooden barrels around the village green in Hersham.

As well as replacing the existing life expired barrels, the new ones will feature new planting and compost to enhance the look of the area.



**3. ANALYSIS:**

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

**4. OPTIONS:**

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

**5. CONSULTATIONS:**

- 5.1 In relation to new bids the local councillor will have discussed the bid with the applicant, and the 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 Partnerships 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 approved after the deadline for this report had passed.

**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:** Georgie Lloyd ([georgie.lloyd@surreycc.gov.uk](mailto:georgie.lloyd@surreycc.gov.uk) or 01372 832605)

**Consulted:**

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

**Annexes:**

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

**Sources/background papers:**

- All bid forms are retained by the Community Partnerships Team

**Elmbridge 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
Mike Bennison	EF700273327	Peer Productions	Performance of Hidden at Hinchley Wood School	<b>£10,296.00</b>	
	EF800267421	Claygate Village Association	Claygate music festival	£650.00	
	EF800269975	The Magna Carta Embroidery	The Magna Carta Embroidery	£500.00	25.05.2015
				£400.00	14.05.2015
<b>BALANCE REMAINING</b>				<b>£8,746.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Peter Hickman				<b>£10,296.00</b>	
<b>BALANCE REMAINING</b>				<b>£10,296.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Margaret Hicks	EF800269422	Babcock 4S	Three Faiths Forum training in inter-faith dialogue	<b>£10,296.00</b>	
	EF700275837	Hersham in Bloom	Replacing wooden barrels around the village green	£700.00	
	EF800269112	The Counselling Partnership	Recruitment day and BACP membership	£450.00	01.05.2015
				£588.00	14.05.2015
<b>BALANCE REMAINING</b>				<b>£8,558.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Rachael Lake	EF700273717	The Counselling Partnership	Elmbridge community hub licence	<b>£10,296.00</b>	
	EF700277584	Walton Heritage Day Organising Committee	Financial support to Walton Heritage Day	£850.00	
				£574.00	
<b>BALANCE REMAINING</b>				<b>£8,872.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Mary Lewis	EF800271808	Oasis Children's Centre	Relocation to Cobham Cedar Centre	<b>£10,296.00</b>	
				£500.00	

**Elmbridge Members' Allocations Expenditure - Balance Remaining 2015-2016**  
 County Councillors have £10,296 to spend on projects to benefit the local community.

<b>BALANCE REMAINING</b>				<b>£9,796.00</b>
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	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Ramon Gray				<b>£10,296.00</b>	
<b>BALANCE REMAINING</b>				<b>£10,296.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Ernest Mallett				<b>£10,296.00</b>	
	EF800266932	Molehurst Women's Club	50th anniversary celebration meal and entertainment	£1,200.00	12.05.2015
	EF700277991	Saint Paul's Church	Organ pipes project	£3,500.00	
<b>BALANCE REMAINING</b>				<b>£5,596.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Tony Samuels				<b>£10,296.00</b>	
	EF700277399	1st Weston Green Scout Group	Replacement trailer	£3,229.00	
<b>BALANCE REMAINING</b>				<b>£7,067.00</b>	

	REFERENCE	ORGANISATION	PROJECT DESCRIPTION	REVENUE	DATE PAID
Stuart Selleck				<b>£10,296.00</b>	
	EF700277991	Saint Paul's Church	Organ pipes project	£3,500.00	
<b>BALANCE REMAINING</b>				<b>£6,796.00</b>	