



Woking Joint Committee

Together shaping our Borough

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

6.00pm – 9.30pm

Wednesday, 23 September 2015

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

Surrey County Council Appointed Members

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

Woking Borough Council Appointed Members

Cllr Ken Howard, Hermitage and Knaphill South
Cllr Beryl Hunwicks, Horsell West
Cllr John Kingsbury, St Johns and Hook Heath (Vice-Chairman)
Cllr Kevin Davis, Brookwood
Cllr Anne Roberts, Byfleet
Cllr Carl Thomson, Mount Hermon East
Cllr Graham Chrystie, Pyrford

Chief Executive
Ray Morgan
Woking Borough Council

Chief Executive
David McNulty
Surrey County Council

You can get involved in the following ways

Ask a question

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

Write a question

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

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

Get involved















Sign a petition

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

Thank you for coming to the Woking Joint Committee meeting

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

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

				
<p>Liz Bowes (Chairman) Liz.bowes@surreycc.gov.uk Woking South East</p>	<p>Cllr John Kingsbury (Vice Chairman) Cllrjohn.kingsbury@woking.gov.uk St John's and Hook Heath</p>	<p>Ben Carasco Ben.carasco@surreycc.gov.uk Woking North</p>	<p>Cllr Graham Chrystie Cllrgraham.chrystie@woking.gov.uk Pyrford</p>	<p>Cllr Kevin Davis Cllrkevin.davis@woking.gov.uk Brookwood</p>
				
<p>Will Forster Will.forster@surreycc.gov.uk Woking South</p>	<p>Cllr Ken Howard Cllrken.howard@woking.gov.uk Hermitage and Knaphill South</p>	<p>Cllr Beryl Hunwicks Cllrberyl.hunwicks@woking.gov.uk Horsell West</p>	<p>Saj Hussain Saj.hussain@surreycc.gov.uk Knaphill and Goldsworth West</p>	<p>Linda Kemeny Linda.kemeny@surreycc.gov.uk Woking South West</p>
				
<p>Colin Kemp Colin.kemp@surreycc.gov.uk Goldsworth East and Horsell Village</p>	<p>Anne Roberts Cllranne.roberts@woking.gov.uk Byfleet</p>	<p>Cllr Carl Thomson Cllrcarl.thomson@woking.gov.uk Mount Hermon West</p>	<p>Richard Wilson Richard.wilson@surreycc.gov.uk The Byfleets</p>	

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

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

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

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

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

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

Thank you for your co-operation

Broadcasting on the Web

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

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

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

The agenda for the meeting is set out below.

If you would like a copy of this agenda or the attached papers in another format, e.g. large print, Braille, or another language please call Sarah Goodman, Community Partnership and Committee Officer on 01483 518095 or write to the Community Partnerships Team at or sarah.goodman@surreycc.gov.uk

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

OPEN PUBLIC QUESTIONS

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

AGENDA

PART 1 - IN PUBLIC

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 10)

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

3 DECLARATIONS OF INTEREST

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

NOTES:

- Members are bound by the Code of Conduct of the authority which appointed them to the Woking Joint Committee.
- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living with as if they were civil partners and the member is aware they have the interest.
- SCC Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests. WBC Members need to disclose all disclosable pecuniary interests and non-pecuniary interests, whether or not they have previously been recorded in the Register of Members' Interests.
- SCC Members must notify SCC's Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register. WBC Members must notify WBC's Monitoring Officer of any interests disclosed at the meeting which are not already recorded in the Register of Members' Interests.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 PETITIONS

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

No petitions have been received.

5 WRITTEN PUBLIC QUESTIONS

To answer any questions from residents or businesses within the Woking Borough area in accordance with Standing Order 14.2. Notice should be given in writing or email to the Community Partnership and Committee Officer by 12 noon four working days before the meeting (Thursday 17 September).

6 WRITTEN MEMBER QUESTIONS

To receive any written questions from members under Standing Order 13. The deadline for member questions is 12 noon four working days before the meeting (Thursday 17 September).

7 YOUTH PROVISION IN WOKING - ANNUAL REPORT 2014/15 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) (Pages 11 - 32)

[Jeff Papworth/Sue Barham]
(Approximate starting time – 6.45pm)

To receive and comment on the annual report of youth provision within Woking during 2014/15

8 CHANGES TO THE COMMUNITY YOUTH WORK SERVICE LINKED TO THE INTEGRATED YOUTH STRATEGY IN WOKING (EXECUTIVE FUNCTION) (Pages 33 - 42)

[Leigh Middleton/Sue Barham]
(Approximate starting time – 7.00pm)

To agree the guidance for Community Youth Work Service in Woking

9 SPEED LIMITS IN WOKING BOROUGH (SERVICE MONITORING AND MATTERS OF LOCAL CONCERN) (Verbal Report)

[Graham Cannon]
(Approximate starting time – 7.20pm)

To receive a presentation from Graham Cannon, Surrey Police, on speed limits within the borough.

10 SPEED LIMIT ASSESSMENTS ON VARIOUS ROADS IN WOKING BOROUGH (EXECUTIVE FUNCTION) (Pages 43 - 52)

[Andrew Milne]
(Approximate starting time – 7.35pm)

To agree changes to various speed limits within the Borough

- 11 HIGHWAYS UPDATE (EXECUTIVE FUNCTION)** (Pages 53 - 60)
- [Andrew Milne]
(Approximate starting time – 7.55pm)
- To update the committee on highway schemes within the borough and agree proposed contingency schemes
- 12 B380 OLD WOKING ROAD - UTILITY WORKS - GOOD PRACTICE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)** (Pages 61 - 78)
- [Andrew Milne]
(Approximate starting time – 8.15pm)
- To inform members of the good practice associated with utility works on the B382 Old Woking Road
- 13 RESPONSE TO PETITION ON ARNOLD ROAD (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN)** (Pages 79 - 88)
- [Paul Fishwick]
(Approximate starting time – 8.25pm)
- To receive a response to two petitions received on Arnold Road regarding speeding, air quality issues and a road closure
- 14 UPDATE ON COMMUNITY SAFETY AND HEALTH AND WELLBEING SUB COMMITTEES (FOR INFORMATION)** (Pages 89 - 94)
- [Liz Bowes/Graham Chrystie]
(Approximate starting time – 8.40pm)
- To receive an update on the work of the Community Safety Sub Committee and the Health and Wellbeing Sub Committee since March 2015.
- 15 FORWARD PROGRAMME (FOR INFORMATION)** (Pages 95 - 98)
- [Sarah Goodman/Sue Barham]
(Approximate starting time – 8.50pm)
- To set out the forward programme for the Joint Committee
- 16 DECISION TRACKER (FOR INFORMATION)** (Pages 99 - 100)
- [Sarah Goodman]
(Approximate starting time – 8.55pm)
- To set out an update on implementation of decisions made at Woking Joint Committee

17 EXCLUSION OF THE PUBLIC

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

PART 2 - IN PRIVATE

18 A322 (EXECUTIVE FUNCTION)

(Pages 101 -
118)

[Ray Morgan]
(Approximate starting time – 9.00pm)

To receive a report on the A322 in Woking

Confidential: Not for publication under Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

19 PUBLICITY FOR PART 2 ITEMS

[Chairman]
(Approximate starting time – 9.25pm)

To consider whether the items considered under Part 2 of the agenda should be made available to the Press and public.

DRAFT

Minutes of the meeting of the
Woking JOINT COMMITTEE
 held at 6.00 pm on 24 June 2015
 at Woking Borough Council Civic Offices, Gloucester Square, Woking GU21
 6YL.

Surrey County Council Members:

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

Borough / District Members:

- * Cllr Ken Howard
- * Cllr Beryl Hunwicks
- * Cllr John Kingsbury (Vice-Chairman)
- * Cllr Kevin Davis
- Cllr Anne Roberts
- * Cllr Carl Thomson
- * Cllr Graham Chrystie

* In attendance

Notes from Open Public Questions set out in Annex**15/15 APOLOGIES FOR ABSENCE [Item 1]**

Cllr Anne Roberts and Mr Will Forster gave apologies for absence.

16/15 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes of the last meeting held on 4 March 2015 were agreed and signed.

17/15 DECLARATIONS OF INTEREST [Item 3]

Cllr Kingsbury declared a non-pecuniary interest in the item discussed during open public questions due to the fact that he owns garage 8 at Highclere Gardens.

Mr Hussain declared an interest in item 12 as he is landlord of Knaphill Library.

18/15 PETITIONS [Item 4]

There were four petitions received.

Petition A: Mitigate and establish accountability for the Vicarage Road Closure

In accordance with Standing Order 14.1, the committee received this petition. The wording of the petition and the response is annexed to these minutes.

The petitioner was not present, but the following comment was noted:

- There are often good reasons why works cannot be carried out 24/7 including health and safety, environmental health and the need for materials to set etc.

Petition B: Provide a safer way for pedestrians to cross Littlewick Road in Woking

In accordance with Standing Order 14.1 Mrs Kirsty Green presented this petition on behalf of local residents. The petition contained 197 signatures, and the wording and response is annexed to these minutes.

Mrs Green presented the petition and explained that residents on the common have to cross Littlewick Road. Residents feel isolated and at risk of being involved in an accident. There is poor visibility and a narrow pavement, and many people choose to drive short distances rather than risk walking.

The tabled response was noted. The following points were discussed:

- Officers will meet councillors on site to look to see if it is possible to clear back the vegetation from the footpath, look at the old crossing further up and review signage
- There are minimum standards for crossings, and officers will look to see what is possible in the location in terms of a centre island, but funding would need to be made available through committee.
- Horsell Common Preservation Society offered to join the site visit to see how they could assist with clearing undergrowth.

Petition C: Opposing Phase Two: The residential development of Rydens Way

In accordance with Standing Order 14.1 Mrs Alison Tigwell presented this petition on behalf of local residents. The petition contained 502 signatures, and the wording and response is annexed to these minutes.

Mrs Tigwell presented the petition and explained that the middle section of the proposed development would be on a roundabout, and the section in front of the college is regularly used by the college, dog walkers etc. There has been an increase in accidents due to the changed road layout from the previous phase of the development, and residents are concerned that this may be an issue again. Residents feel that as the land is publically owned, it should only be used for highway purposes.

The response was tabled and Cllr Kingsbury explained that there has not yet been a planning application for this development. The committee noted the residents concerns, and confirmed that the residents should ensure that their concerns are fed in to Woking Borough Council Planning Department should a planning application be submitted.

A resident raised a question about the condition of the roads in Rydens Way. It was noted that highway network is regularly inspected. The area near Shackleford Road was highlighted and it was agreed that a response would be given to the petitioner. At the request of Mr Carasco, it was agreed that the response would also include any evidence of an increase in road accidents if possible.

Petition D: Objections to through traffic in Arnold Road, Woking

In accordance with Standing Order 14.1 Cllr Tahir Aziz presented this petition on behalf of local residents. The petition contained 78 signatures, and the wording and response is annexed to these minutes.

Cllr Aziz explained that the petition was a follow up from the one presented last year due to the lack of response to that one. Residents felt that the speed surveys previously done were done at the wrong time, and the passing traffic was resulting in a high level of fumes. Residents would like road humps, red surfacing on the junction of the road, 20mph speed limit and except for access signs.

The committee sought clarification from the petitioner regarding the petition and whether this petition superseded the previous one. It was agreed that a detailed response would be brought to the next meeting of the committee which would address the issues presented in both petitions, and apologies were given to the petitioners on the length of time it has taken to provide a response.

19/15 WRITTEN PUBLIC QUESTIONS [Item 5]

Two public questions were received and tabled. A copy of the questions and answers are annexed to these minutes. The supplementary questions and responses are recorded below:

Question 1:

Mr Stubbs asked why the footpath could not be opened until the 148th dwelling was completed, and whether it would be possible to open it sooner. A written response would be provided outside the meeting.

Question 2:

Mr Daniell asked whether it would be possible to put in kerbside bollards. A written response would be provided outside the meeting.

20/15 WRITTEN MEMBER QUESTIONS [Item 6]

Four member questions were received and tabled and are annexed to these minutes. The supplementary questions and responses are set out below:

Question 3:

It was noted that Highways are working with Affinity Water to locate the source of the water, but it is difficult to locate. Cllr Kingsbury would be kept up to date with any progress.

Question 4:

Mr Carasco would like to see some action taken.

21/15 WOKING LOCALITY HUB (FOR INFORMATION) [Item 7]

Lisa Compton, Operations Director for Locality Hubs gave a presentation to members of the committee about the Locality Hub proposals and updated members on progress towards the first Locality Hub in Surrey, which will be based in Willow Ward at Woking Community Hospital.

GP-led multi-disciplinary health and social care teams will use Locality Hubs to significantly improve the quality of care in the community for frail and elderly patients.

Locality Hub provision will include a particular focus on early diagnosis and intervention for patients with a wide range of potentially serious conditions, which will reduce complications and help them stay out of acute care.

Locality Hubs will ensure more effective management of the growing number of frail elderly patients in our communities, helping them to stay as healthy and independent as possible.

During Phase One, it is likely that there will be up to 1,000 patients, rising up to 5,000 when fully up and running, with final numbers depending on staffing capacity.

22/15 SURREY HALF MARATHON (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 8]

Geoff McManus introduced the report which sought the committees agreement for Woking to host the Surrey Half Marathon in 2016.

Members were supportive of the event taking place again in 2016, but asked for greater engagement with local businesses, as well as residents, likely to be affected.

RESOLVED

Woking Joint Committee agreed that:

The Surrey Half Marathon is supported to take place on Sunday 17 April 2016.

23/15 PUBLIC FOOTPATH NO.4 (WOKING) PUBLIC PATH DIVERSION ORDER 2014 (OTHER COUNTY COUNCIL FUNCTION) [Item 9]

Debbie Prismall introduced the report which asked the committee to consider whether to refer the Diversion Order for Public Footpath No 4 (Woking) to the Secretary of State for determination.

For many years, Footpath 4 (Woking) has been off-line. Surrey County Council in agreement with the landowners processed a Diversion Order to divert the footpath onto the route that has been used on the ground.

Officers explained that:

- The definitive line through the field is waterlogged for much of the year.
- The landowner grazes cattle in the field and walkers do not always want to go through fields with livestock in.
- The width of the proposed footpath is 4m. The minimum normally required is 2m.
- There is barbed wire on the path facing side of the proposed route, but as the width of the path is 4m, and there are rails on the fence jutting out further than the wire, officers do not consider this to be a 'nuisance'.
- The proposed route is the path that has been used on the ground by the public for many years and is a wide surfaced track.
- Reinstating the definitive line of the footpath would require the County Council to install a new footbridge at public expense a few metres from the bridge that is currently being used by the public.

Members noted that they had been invited to a site visit and that the Diversion Order made sense.

RESOLVED

Woking Joint Committee agreed that:

The Surrey County Council Footpath 4 (Woking) Public Path Diversion Order 2014 be referred to the Secretary of State for determination and that the Council should support the order.

24/15 HIGHWAYS UPDATE (FOR INFORMATION) [Item 10]

Andrew Milne introduced the report which updated the committee on highways schemes within the borough.

The following points were raised by members and discussed:

- Officers would confirm to Mr Wilson whether funding has been paid to Runnymede Borough Council for Rive Ditch.

ITEM 2

- A request was made to address the issue of vegetation on Heath House Road, Clodd House Hill junction and Robin Hood Road which is affecting sightlines
- A request was made for an update on Operation Horizon both now and at the next meeting
- Officers were asked to work up an estimate of potential costs for a road safety scheme outside Horsell Junior School for consideration in 2016/17
- The Committee requested that their congratulations were passed to Chris Higgs on his promotion. Vacant posts are being filled in Highways. Members were asked to raise non-urgent issues via the website or the councillors email.
- Contingency schemes for 2015/16 would be presented to committee in September 2015.

RESOLVED

Woking Joint Committee agreed to:

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

25/15 UPDATE ON PROPOSED TRAFFIC SIGNALS UPGRADE AT ANCHOR HILL, WOKING TO REMEDY AIR QUALITY MANAGEMENT AREA (AQMA) (FOR INFORMATION) [Item 11]

Andrew Milne introduced the report which updated the committee on the upgrade to the traffic signals operation at the junction of Anchor Hill and High Street Knaphill. It was noted that MOVA operation of the Traffic Signals at this junction will better alleviate vehicle congestion and waiting times, hence also improving the air quality at this location.

Public Comments:

- This work was welcomed given the pollution caused by traffic flow, volume and exhaust gases. There was a slight caution that the improved traffic flow may lead to an increase in volume of traffic going through the village, especially with the bollards currently out of action.
- It would be useful if a no waiting box could be added to the junction of Lower Guildford Road and Victoria Road.
- It was noted that the lights at the Garibaldi Crossroads would also have improved detection.

- Regarding pavement parking by the shops in Knaphill, it was noted that if bollards were installed, it would be likely that the issue would be moved further along the road.

Member Comments:

- Members welcomed the updated proposed for Anchor Hill.
- An update was requested on the situation regarding the bollards at the Vyne.
- Officers were asked to see if there were any further projects that could be funded through this budget in Woking.

RESOLVED

Woking Joint Committee agreed to note:

The update on the proposal to upgrade the Traffic Signals operation at the junction of Anchor Hill and High Street, Knaphill to 'MOVA' (Microprocessor Optimised Vehicle Actuation) to mitigate Air Quality issues.

26/15 LIBRARY SERVICE REVIEW 2015 (EXECUTIVE FUNCTION) [Item 12]

Under standing order 26, Cllr Hussain declared an interest in this item due to the fact that he was landlord of the library.

Kelly Saini Badwal introduced the report which set out the revised opening hours for Knaphill and West Byfleet libraries. It was noted that customer feedback showed 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. The recommended changes to opening hours reflect how local residents are now using these libraries.

Public Comments:

Concern was expressed that some staff have had to accept reduced hours and others have found new jobs. There was also concern that fewer people will use the branches with changed hours, and this could lead to a lack of footfall and closure. In response it was noted that the objective was to keep all the library network open, and officers would look into the issues raised about effect of staff outside the meeting. The review process allowed staff to express preferences, and there were a number of options for them.

Member Comments:

- The local member welcomed the opening of West Byfleet library on a Monday.
- Officers confirmed that all the changes have been discussed with staff
- It was requested that the sensors at Woking library are checked as the doors open when people walk past outside.

RESOLVED

Woking Joint Committee agreed that:

- (i) the opening hours for Knaphill and West Byfleet libraries as set out in Annexe 2 and paragraphs 3 and 9 of this paper be changed.

27/15 APPOINTMENT TO JOINT COMMITTEE SUB-COMMITTEES AND TASK GROUPS (EXECUTIVE FUNCTION) [Item 13]

Sarah Goodman introduced the report and noted that the terms of reference of the Community Safety Sub Committee had been slightly amended to allow five councillors to be members of the Sub-Committee.

The Sub Committees and Task Groups will enable the Joint Committee to carry out its functions in an efficient and expedient manner.

RESOLVED

Working Joint Committee agreed:

- (i) The terms of reference for the following (as set out in Annex 1):
 - 1. Health and Wellbeing Sub-Committee
 - 2. Community Safety Sub-Committee as amended
 - 3. Parking Task Group
 - 4. Youth Task Group
 - 5. Future Transport Planning Task Group
 - 6. Infrastructure Working Group
- (ii) The County Councillor and Borough Councillor appointments to the following:
 - 1. Health and Wellbeing Sub Committee (2 County and 2 Borough)
 - Liz Bowes (C)
 - Ben Carasco (C)
 - Beryl Hunwicks (B)
 - John Kingsbury (B)
 - 2. Community Safety Sub Committee (5 members including at least one Borough Councillor and one County Councillor)
 - Beryl Hunwicks (B)
 - Graham Chrystie (B)
 - John Kingsbury (B)
 - Anne Roberts (B)
 - Will Forster (C)
 - 3. Parking Task Group (2 County and 2 Borough plus Chairman and Vice Chairman)
 - Richard Wilson (C)
 - Colin Kemp (C)
 - Paul Smith (B)
 - Liam Lyons (B)
 - Liz Bowes

- John Kingsbury
- 4. Youth Task Group (2 County and 2 Borough)
 - Saj Hussain (C)
 - Colin Kemp (C)
 - Beryl Hunwicks (B)
 - Kevin Davis (B)
- 5. Future Transport Planning Task Group (2 County and 2 Borough plus Chairman and Leader of Borough Council)
 - Richard Wilson (C)
 - Saj Hussain (C)
 - Kevin Davis (B)
 - Will Forster (B)
 - Liz Bowes
 - John Kingsbury
- 6. Infrastructure Working Group (One County, One Borough)
 - Will Forster (C)
 - John Kingsbury (B)

28/15 MEMBERS' ALLOCATIONS 2014/15 OVERVIEW - ANNUAL SUMMARY (FOR INFORMATION) [Item 14]

Sarah Goodman introduced the report. Members Allocation 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.

RESOLVED

Woking Joint Committee noted:

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

29/15 FORWARD PROGRAMME (FOR INFORMATION) [Item 15]

RESOLVED

Woking Joint Committee agreed to:

- (i) Note and comment on the forward programme contained in this report. Additional reports on Arnold Road and Project Horizon were requested for the September meeting.

Meeting ended at: 8.55 pm

Chairman

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WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: GARATH SYMONDS, ASSISTANT DIRECTOR FOR YOUNG PEOPLE

SUBJECT: ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE

DIVISION: ALL

SUMMARY OF ISSUE:

The purpose of this report is to update the Joint Committee on how Surrey County Council's Services for Young People and Woking Borough Council have supported young people to develop their employability during 2014/15.

Woking Borough Council (WBC) and Surrey County Council (SCC) have been working to develop an Integrated Youth Strategy for the borough during 2014/15. This joint-report report therefore includes information on the performance of both SCC and WBC commissioned services for young people during 2014/15. Please note that the majority of detailed performance information is provided in the appendix to this report.

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

RECOMMENDATIONS:

Woking Joint Committee is asked to note:

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

REASONS FOR RECOMMENDATIONS:

The Joint Committee has an important part to play in supporting the local development of Services for Young People and Woking Borough Council, ensuring that the right support is provided to young people in local communities. In particular the committee has an important formal role in relation to the Local Prevention Framework and Centre Based Youth Work.

1. INTRODUCTION AND BACKGROUND:

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

2. ANALYSIS:

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

3. OPTIONS:

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

4. CONSULTATIONS:

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

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

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

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

7. LOCALISM:

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

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	Set out below

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

Sustainability (including Climate Change and Carbon Emissions)	Set out below
Corporate Parenting/Looked After Children	Set out below
Safeguarding responsibilities for vulnerable children and adults	Set out below
Public Health	Set out below

8.1 Crime and Disorder implications

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

8.2 Sustainability implications

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

8.3 Corporate Parenting/Looked After Children implications

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

8.4 Safeguarding responsibilities for vulnerable children and adults implications

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

8.5 Public Health implications

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

9. CONCLUSION AND RECOMMENDATIONS:

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

10. WHAT HAPPENS NEXT:

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

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

10.2 Work will continue to implement the Integrated Youth Strategy.

Contact Officer:

Jeff Papworth, YSS Team Manager, Woking, SCC – 07968 835377

Consulted:

Guy Darby, Children and Young Persons Development Officer, WBC
Sandie Bolger, Senior Practitioner, Community Youth Work Service, SCC

Borough Portfolio Holder

Cllr David Bittleston

County Council Cabinet Member

Linda Kemeny
Clare Curran

Annexes:

Services for Young People in Woking Performance Summary 2014/15

Sources/background papers:

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

Introduction

This report covers the different services that support young people that are commissioned by both Surrey County Council (SCC) and Woking Borough Council (WBC) in Woking. During 2014/15 both authorities have sought to strengthen their joint working arrangements, so we can increase the impact our resources have on young people in the borough. This work culminated in the development and adoption of a new Integrated Youth Strategy early in 2015, which sets out our shared priorities for young people in Woking. This strategy is supported by a joint action plan that will deliver an enhanced, integrated youth offer that will better support Woking's young people to make a successful transition to adulthood.

Integrated Youth Strategy

The Integrated Youth Strategy for Woking aims to ensure that the mixed and diverse market of organisations and agencies involved in youth activity across the borough can work together towards a shared set of priorities, to commission and deliver an integrated borough-wide Youth Offer. This will deliver a number of key benefits including:

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

The strategy identified six priorities which are:

1. Improving young people's emotional wellbeing and mental health
2. Reducing risky behaviour – substance misuse, smoking, anti-social behaviour and improving sexual health
3. Meeting the needs of young people that require additional support in their transition from adolescence to adulthood
4. Improving young people's experience of the local transport system – cost and safety
5. Ensuring that facilities are accessible to young people and fit for purpose
6. Promoting the Youth Offer.

To deliver against the strategy we have established a Joint Working Group and a shared Action Plan, which we will be implementing in 2015/16.

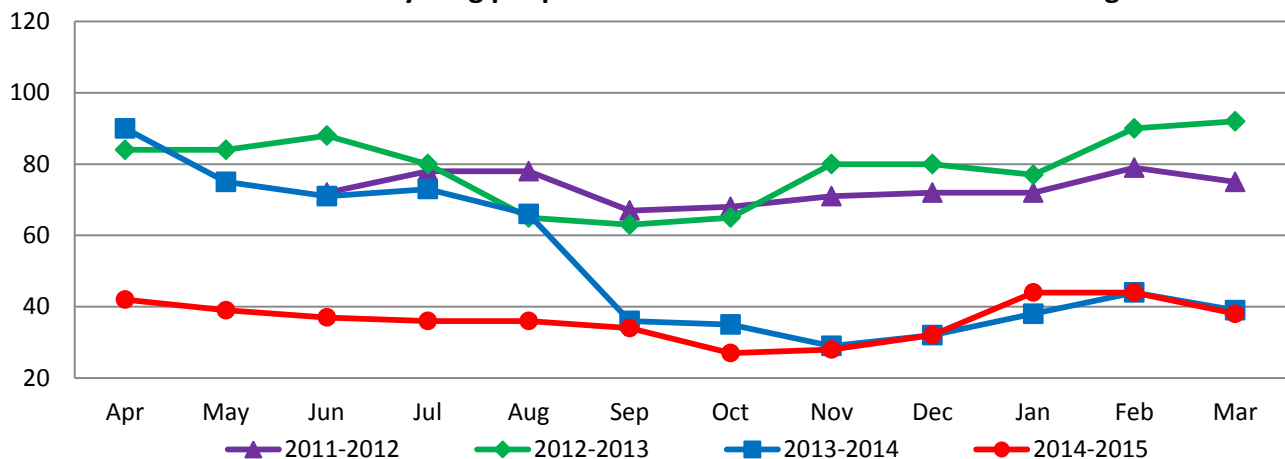
Countywide overview of performance

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

Local performance story in Woking

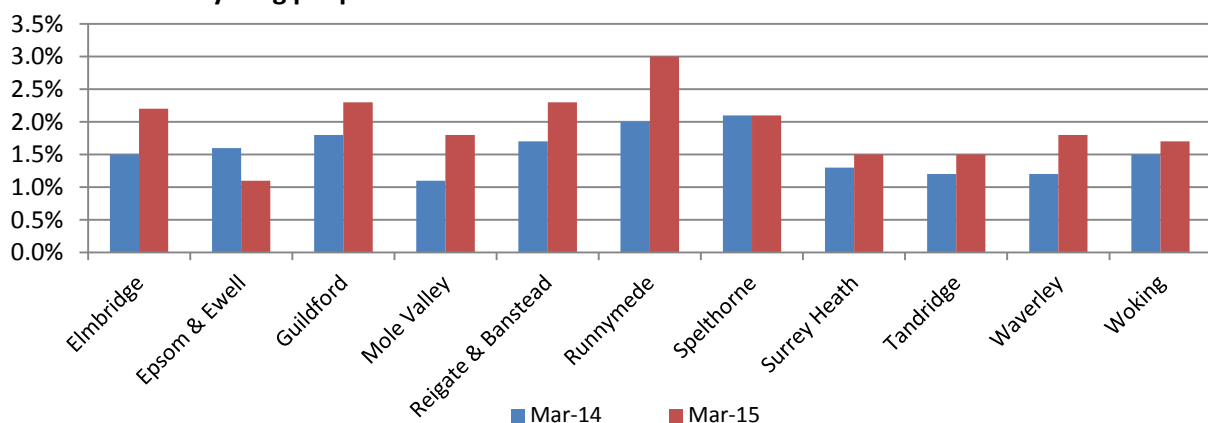
The reason for this report is to tell the local story of how Services for Young people, working with our partners, has been making a difference to young people in Woking.

Number of young people in Years 12 - 14 who are NEET in Woking



- In March 2015 only 45 young people were NEET compared to 39 in March 2014 and 92 in March 2013.
- 98.3% of young people were participating in education, training, employment or re-engagement at the end of March 2015, compared to 98.5% in March 2014 and 96.4% in March 2013.

% of young people in Years 12-14 who were NEET in Mar 2014 and Mar 2015



Youth Support Service

- 1.7% of young people in years 12-14 were NEET in March 2015 compared to 1.5% in March 2014 and 3.5% in March 2013
- No young people who are looked after by Surrey County Council and placed in Woking were NEET in March 2015
- Young people who were NEET had been out of education or work for an average of 119 days compared to 141 in the previous year
- 69 young people moved from NEET to PETE during the year compared 127 in the previous year
- 36.0% of young people who were NEET had been NEET before compared to 17.9% in the previous year
- 3.9% of young people were unknown in March 2015, the same level as in March 2014
- 15 first-time entrants to the youth justice system in 2014/15 compared to 20 in 2013/14 and 22 in 2012/13
- No young people sentenced to custody in Woking during 2014/15
- 40 disposals given to young people as a result of offending in 2014/15, compared to 57 in 2013/14
- 55 Youth Restorative Interventions (YRIs) employed with young people involved in low-level offending this year, compared to 94 last year
- 13 young people at risk of homelessness supported in 2014/15
- 10 Children in Need case managed by the YSS in 2014/15.

Performance narrative

The Youth Support Service (YSS) in Woking works with an average of 100 young people at any one time. This includes those from Youth Justice, NEET, Child in Need, emotional health needs and those involved in Anti Social Behaviour. During the course of the year the number of young people engaged on the basis of criminality has fallen, which is reflected in the numbers of new entrants to the youth justice system and in overall numbers of young people supervised both pre and post court. This in turn reflects on the positive work undertaken with young people in addressing offending behaviour and in the prevention measures provided by our local partners, Reflex, Eikon and Surrey Care Trust.

Our NEET work is more focussed, offering a triage service to free up case management resources in working with individuals to support them into colleges and other vocational study options such as Motor Industry Training (MIT) based in West Byfleet. We also have access to an area wide Employment Development Officer who is able to access apprenticeships, traineeships and work experience for young people to helping them in their journey to sustainable full time employment. Young people at risk of becoming NEET at the end of year 11 are identified and supported by a commissioned service, U Explore during the transition period to year 12 to reduce the likelihood of becoming NEET. This year U Explore has worked closely with the YSS to identify early those with specific problems such as family breakdown, mental health or substance misuse that may further hinder their progress, so that individual case management can be offered. A full time course, offering functional skills, career guidance and vocational qualifications run in conjunction with Brooklands College is due to commence in September 2015.

This year we have also taken more referrals directly from Children's Services for young people aged 14+ who are assessed as Children in Need. Often they will be the same young people who are NEET or at risk of criminality. This has enabled us to build a better rapport with Children's Services and to further reduce the

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numbers of young people at risk of “sofa surfing” and child sexual exploitation. The YSS Homelessness Prevention Service has helped us to reduce to none the number of young people placed inappropriately in Bed and Breakfast accommodation.

Case Study

R is a mixed heritage teenager from Woking who had dropped out of a Hair and Beauty course at college. She additionally had been sexually assaulted and was experiencing trauma from this incident and some family problems. She was involved in a dysfunctional relationship, all of which had contributed to feelings of low self esteem.

Initially she had received support from her YSS worker to return to college and demonstrate greater commitment to keeping up with her college work. She switched to a different course and demonstrated her engagement by being elected as class rep for her course. It soon became clear however that the new course was not one that offered sufficient stimulus to her and again she started to fall behind in her work and eventually stopped attending. The college reported concerns to the police that she was at risk of Child Sexual Exploitation and a further referral was made to the YSS. Her previous worker re-engaged her in discussion and worked with Children’s Services, who had been asked to assess her family circumstances. It quickly became clear that concerns expressed by the college were historical and in fact R had acknowledged she was in the wrong course and now wanted to access an apprenticeship.

A meeting arranged with the Employment Development officer, embedded in the YSS, led to a placement being identified with a company offering an Administration apprenticeship. R successfully attended the interview, was offered a post and has now been employed for two months. She has enjoyed the work and appears more settled to the point that the YSS can now close her case.

Centre Based Youth Work (*£20,400 and 5.3 full-time equivalents*)

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

Please note – the Centre Based Youth Work contracts came to an end of the 31 March 2015. On the 1 April 2015 a new Surrey County Council service, Community Youth Work, was created to take forward the delivery of youth work in Surrey in 2015-16.

Lakers Youth Centre (The Youth Consortium)

Lakers Youth Centre is located in the heart of Goldsworth Park and attracts young people from across the Woking area. It is one of the few centres in the county to have already achieved Level 3 of the National Youth Agency Quality Mark and has the highest average hours of engagement for young people in the county.

The centre currently offers 2 open access sessions a week and one targeted session. These take place on Tuesdays, Wednesdays and Thursdays. In addition to these there is a very successful Peer Education project, which meets on Wednesday afternoons.

The open access sessions are very successful and attract high numbers of young people, who come and socialise, participate in activities and get support if required. On average, Tuesday and Thursday evenings are attended by between 50 and 90 young people. During these sessions the young people run their own tuck shop which provides a small profit to buy resources for the centre, as well as sustaining itself.

The targeted session on a Wednesday evening works with young people around identified needs and projects. Current projects are Young Leaders, Steering Group and Controversial Question Time. Starting in September there will be a ten week drama project looking at Healthy Lifestyles and Choices in partnership with Woking Borough Council and Peer Productions. This project is open to young people from across the Woking area.

The Peer Education project has successfully delivered sexual health workshops to young people across the Woking area and works in partnership with Virgin Care and the 'Get it on Scheme'. More recently they have delivered child sexual exploitation (CSE) workshops in Woking High School reaching over 100 young people to raise awareness and signpost them to where they can get advice and support around this issue.

Young people's achievements are recognised through in house accreditations, Asdan Awards and through partnership work for young people to gain qualifications, such as The Red Cross for first aid, Surrey Care Trust for the boat handler's certificate on the Swingbridge barge and Eikon for self harm training. An annual awards evening is held to celebrate young people's achievements.

Current and recent projects at Lakers:

- Peer Education
- Young Leaders
- Residential Weekends
- Fulham Football Healthy Lifestyles Project
- Swingbridge Canal Boat
- Art project with the Light Box Art Gallery and Museum

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- Active Steering group meeting monthly
- Africa project (volunteering in St.Michaels School, Kilolo, Tanzania)

Young people from Lakers youth centre have also sat on County and Borough meetings to ensure they have a voice. One young man is a member of the Youth Collective Project and also sits on Woking Borough Youth Council.

Four young leaders have just completed their Level 2 Youth Work training with BeWise training, provided by Woking Borough Council.

One young man attained an apprenticeship through Woking Borough Council with Woking Football Club.

Performance indicator	2014/15 performance				
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel
1.1 Hours of youth work delivered from the Centre	800	879	109.9%	711	↑
1.2a Young people engaged in one or more hours of youth work	220	313	142.3%	219	↑
1.2b Average hours of engagement per young person	60	79.2	132.0%	63.4	↑
1.3 Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	140	141	100.7%	99	↑
1.5 Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 3	Level 3	On track	Level 1	↑
2.2 Young people who have been identified as at risk of becoming NEET who have attended the centre	210	16	7.6%	1	↑

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

Sheerwater Youth Centre (The Youth Consortium)

Sheerwater Youth Centre is situated on Blackmore Crescent, close to the athletics track, park and community space in Sheerwater.

Sheerwater offers young people open access sessions twice a week, a steering group project once a week and a targeted project once a week.

Young people regularly have a voice through their Steering Group and have also been engaging in the local community regeneration meetings to ensure that youth provision is very much on the agenda as part of the regeneration.

Sheerwater has a new full time worker, Gareth Palmer, who is currently working with the staff team to advertise the centre to new young people within the community to increase the participation numbers.

Recent activities at Sheerwater have included:

- Cooking
- Steering group meetings and visit to Lakers Youth Centre
- Sports evenings
- Arts and crafts

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- Trip to High Ashurst in partnership with Woking Borough Council

The one red arrow shown below relates to the number of young people who have been identified as achieving positive 'distance travelled' at the centre. This is a result of inadequate recording of the impact of youth work on our attendance system, rather than an issue of the quality of youth work delivered.

Future plans include setting up a tuck shop within the centre. Sheerwater has achieved Level 1 of the Surrey County Councils Quality Mark and is working towards Level 2.

Performance indicator	2014/15 performance				
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel
1.1 Hours of youth work delivered from the Centre	800	232	29.0%	132	↑
1.2a Young people engaged in one or more hours of youth work	90	61	67.8%	48	↑
1.2b Average hours of engagement per young person	40	25.8	64.5%	18.4	↑
1.3 Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.*	110	0	0.0%	4	↓
1.5 Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 2	Level 1	Development needed	No Level	↑
2.2 Young people who have been identified as at risk of becoming NEET who have attended the centre	224	1	0.4%	0	↑

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

Woking Youth Centre (Surrey County Council)

Woking youth centre is situated in a community with high and complex needs. The youth centre is located in Maybury, within a predominantly Pakistani Muslim community. The youth centre offers young people between the ages of 11 to 19 a safe place to explore their identity, challenge themselves, make decisions and learn new skills. At Woking youth centre there are two open access sessions that run on a Wednesday and Friday from 6:30 pm to 8:30pm, whilst on Tuesday's there is a girl's only group that starts at 5:30pm and ends at 7pm.

All sessions that take place at Woking Youth Centre aim to effectively engage young people in activities and discussions that promote health and well being, community cohesion and involvement, young people's leadership and involvement, inclusive participation, raise aspirations and build social skills.

Open access and targeted sessions have provided young people with the opportunity to get involved in various projects such as: drug and alcohol awareness; domestic abuse awareness; healthy relationships project; cooking/baking; t-shirt design; Fulham FC Health Champions Programme; sporting competitions; Sexual Health Awareness Workshop; Swingbridge Canal Boat Trip; identity projects; drama sessions; police Q&A sessions; and many more.

Young people plan, prepare and evaluate their sessions. This gives them a sense of belonging and responsibility within the youth centre.

The young people that attend Woking Youth Centre have achieved many things and tried new things that they may not have had the opportunity to do elsewhere.

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Young people have learnt new skills within the kitchen, cooking skills, social skills, employment skills, money skills, life skills and much more.

It should be noted that hours of delivery are slightly lower in 2014/15 than in the previous year – 631 compared to 681. This reflects the impact of property issues with the youth centre building that have limited the ability of the amount of delivery that could happen at the centre. This is also reflected in the average hours of engagement per young person figure. Strong support from the Woking Joint Committee has helped to resolve this issue as quickly as possible, with plans to deliver the service from the Maybury Centre and the Arch Centre for the next two years, whilst new premises are developed.

Performance indicator	2014/15 performance				
	Agreed performance 2014/15	Actual 2014/15 performance	Achievement against agreed performance	Comparative 2013/14 performance	Direction of travel
1.1 Hours of youth work delivered from the Centre	800	631*	78.9%	681	↓
1.2a Young people engaged in one or more hours of youth work	111	204	183.8%	108	↑
1.2b Average hours of engagement per young person	14	5.6	40.0%	10.6	↓
1.3 Young people attending the youth club demonstrate positive 'distance travelled' by end of intervention.**	61	81	132.8%	67	↑
1.5 Each Centre achieves the National Youth Agency quality kite mark within the first Contract Year, and retains this mark in each subsequent contract year	Level 1	Level 1	On track	Yes	↑
2.2 Young people who have been identified as at risk of becoming NEET who have attended the centre	240	46	19.2%	0	↑

*Please note that this includes 445 hours of matched provision delivered from the centre

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

Woking Borough Council Commissioned Youth Work

In addition to the SCC funded youth centres Woking Borough Council identified additional areas of need that were not being serviced. Consequently, they provided buildings and commissioned additional centre based open access youth work in Barnsbury and Lakeview. WBC also provided premises and support to a community run Youth Club in Knaphill. These Youth Clubs were not subject to the same performance indicators so the reporting template is different.

Barnsbury Youth Centre – Delivered by REFLEX

Introduction	REFLEX were commissioned by Woking Borough Council to run two sessions a week both for 2 hours. The area was previously identified as being of need and the subject of a police dispersal notice. The centre has excellent facilities and we have provided an extensive programme for the youth. REFLEX also provides their own assistant youth workers to support each session. The achievements of the youth are far reaching and we celebrated them with a 2014 youth awards evening in December.
Opening Times	Tuesday and Thursday: 6-8pm Additional session funded by Police Crime Commissioner Tuesdays 4 -5.30pm
Total annual hours	210 hours REFLEX also delivered community events supported by WBC funded youth workers.

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Number of Youth Workers	2 (WBC Funded) 4(REFLEX funded)		
Number of Young People Registered	Boys	Girls	Total
	65	22	87
Average number attending each session	On average we have between 10 and 15 attending a centre based session. If the session is run outside then this number rises to about 20 YP per session.		
Average hours of engagement per young person	47 hours		
NYA Kite mark	Barnsbury received a National Youth Agency quality mark of good.		
Details of any structured programmes delivered	Fulham football healthy champions Summer programme: 6 weeks of fun activities/trips Drugs and alcohol, Healthy living and Personal safety workshops Detached sports programme, Cooking courses, Surrey Dance Sessions Community cohesion, Confidence building, Anti-Bullying workshops Healthy relationships workshops, Reflex accredited music sessions		

Lakeview Youth Club – Delivered by REFLEX

Introduction	This area on the edge of Goldsworth Park had previously been identified as needing youth support and Woking Borough Council have commissioned one night a week for 2 hours delivery. From February 2015 an additional Big Lottery funded session was added on a Wednesday night. REFLEX provides assistant youth workers to support each session. The youth club is usually run from the Sythwood Community Centre. This building provides the space needed but is lacking in certain features such as a working kitchen. The centre is due to be refurbished later in 2015 and the youth club temporarily relocated. A highlight of the year was the healthy living programme run by Fulham football coaches and culminated in a trip to a Fulham home game.		
Opening Times	Monday 7-9pm (Woking Borough Council Funded) Wednesday 5.30-7.30pm (Big Lottery Funded)		
Total annual hours	94 hours of youth work (Woking Borough Council) 20 hours trips and extra activities		
Number of Youth Workers	2 (Woking Borough Council) 2 (Reflex Funded)		
Number of Young People Registered	Boys	Girls	Total
	30	33	63
Average number attending each session	Approximately 10-15 YP attending each session.		
Average hours of engagement per young person	For the majority of the year the average hours of engagement are: 52 hours		
Details of any structured programmes delivered	Fulham football healthy champions Summer programme: 6 weeks of fun activities/trips provided Surrey dance sessions, Arts and crafts course Drugs and alcohol, Healthy living, Personal safety workshops Detached sports programme		

Knaphill Cabin Youth Club – delivered by volunteers

Introduction	<p>Knaphill Cabin Youth Club has been run by key local community leaders Donna O'Donohue and Phil Stubbs since 2013. They took over the running of the club when the previous incumbents left, the club had run out of financial resources and the local area had been identified by the police as one of concern. They have managed to stabilise the club and extend opening hours.</p> <p>The club operates in the Vyne, a community centre supplied by Woking Borough Council. The Council also supports the club with training and Holiday activity trips for both staff and young people.</p> <p>The club operates one main session on a Monday night and a more targeted computer skills session on a Thursday night. Detached and sports sessions have been run on Tuesday nights and it is planned to formalise these for the following year.</p> <p>A café has been established and is now self funding. Additional funds have been raised to purchase new equipment.</p>		
Opening Hours	<p>Monday 7.00pm – 9.00pm</p> <p>Thursday 7.00pm – 9.00pm</p>		
Number of Volunteers	<p>5 Volunteers (Monday)</p> <p>2 Volunteers (Thursday)</p>		
Number of Young People Registered	Boys	Girls	Total
	68	28	96
Average number attending each session	Over the whole twelve months the average attendance on a Monday was 20. On a Thursday the average attendance is 6.		
Details of any structured programmes delivered	<p>Arts and crafts workshops, Computer Programming workshop</p> <p>Drugs and alcohol, Healthy eating, Personal safety workshops</p> <p>Themed Nights in Sports and Crafts, Coderdjo Sessions</p>		

Woking Borough Council Youth Work Case Studies

Barnsbury YP 1 –REFLEX have been working with this young person for two years. Recently they have struggled with the transition at school to combat this we have increased discussions centred on peer pressure, healthy friendships and how young people feel about school. We have worked closely with the school to ensure everyone is kept up to date with information and as a consequence of this we have signposted this young person to other agencies to further support them, such as CAMHS. Additionally, we have referred them to other schemes such as FireWise to aid them and have put steps in place to gain a mentor for them so that they will have further support.

Lakeview - YP 2 has spent three years with the REFLEX team. Her elder siblings had issues within school and the team have worked hard to ensure this does not impact upon her. This young person has successfully transitioned through SATS and GCSE'S achieving high attainment levels and has gained a place at college to study for her A levels. We have discussed what she would like to do with her future and shown her how she can achieve this, signposting her to various information points to help her. By providing a space for her to chat about these options with no external pressure she has been able to really focus on what she wants and how she is going to reach her goals. Currently she is looking at studying to become a barrister.

Lakeview –YP 3 has recently suffered the unexpected death of a parent. The team have worked exceptionally hard to support this young person ensuring we signpost them to agencies that are best placed to work alongside them. The young person continues to attend youth club and can now openly discuss the emotions they are feeling with staff members to learn how to deal with these emotions and how they can utilise these techniques in everyday life.

Local Prevention Framework (£105,000 during 2014/15)

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

September 2014 – August 2015 (Eikon and Reflex - £105,000)

Performance indicator	2014/15 performance		
	Agreed performance for period September 2014 to 2015	Actual performance September 2014 to August 2015	Achievement against agreed performance
Number of young people engaged in one or more hours of preventative activity	326	302	92.6%
Average hours of engagement* per young person		10.0	

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

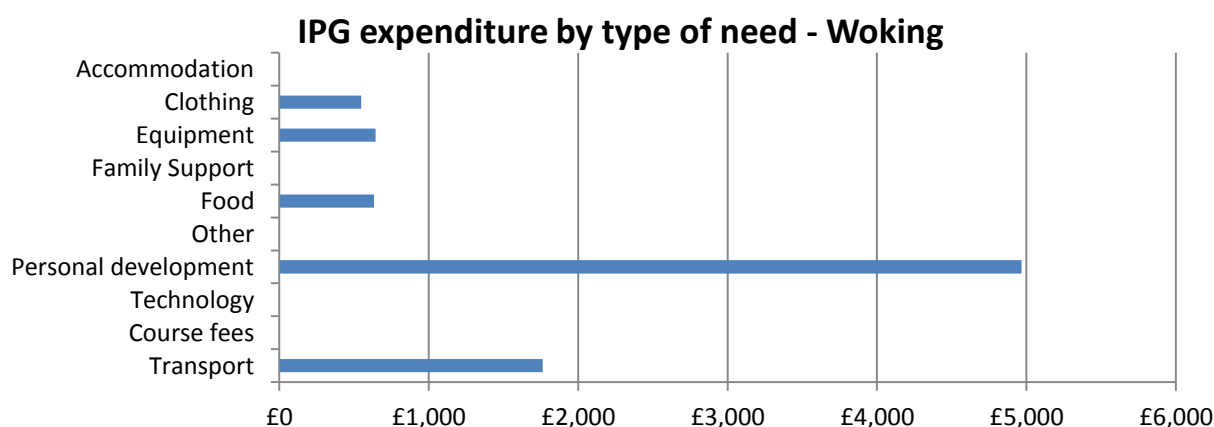
A key success of Eikon in 2014/15 was achieving Level 1 of the NYA Quality Mark to an Ambitious/Outstanding grade. This is something the team are justifiably proud of as it recognises the hard work that the team put into achieving high quality outcomes for young people and the significant distance travelled that many of them make as a result of attending our sessions.

In their observation of practice Eikon achieved a Level 3 (the equivalent of an Ofsted 'Good'). The observation report from their NYA assessor recorded: "The Take Control programme is responsive to the needs of the young people – sessions are tailored to meet the needs of each group that participates in it. The programme provides good opportunities for young people to develop personal and social skills; increasing their confidence, their communication and teamwork skills and supporting their engagement with formal education."

One of the young people (aged 14) who engaged in the programme said "Take Control helped me with learning about budgets and taking care of things around the house".

Individual Prevention Grants (£10,000)

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



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- £8,558.61 of £10,000 (85%) of IPG funding was used to remove barriers to participation
- A total of 103 grants were given to young people with an average value of £83
- The main barriers addressed were 'Personal Development' (58%), 'Transport' (21%) and 'Food' (7%).

Youth Small Grants (£17,000)

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

The £17,000 allocated to Woking Local Committee for Youth Small Grants was allocated across 15 projects to support work with young people across Woking as follows:

Name of the organisation carrying out the project	Project title	Grants
1st Brookwood Scout Group	Camping shelter equipment and cooking	£620
1st Byfleet Scout Group	Funding for Archery equipment	£1,000
1st Send (St. Mary's) Scout Group	Scout Kayak Replacement Project	£2,500
Army Welfare Service	Cascade	£1,650
CAMHS Youth Advisors (CYA)	CYA Awards 2014	£500
FamilyLine	I Need Help – additional volunteer training	£100
Goldhawks Basketball	Get Fit with the Goldhawks	£1,000
Lakers Youth Centre	Lakers Peer Education Project	£425
Pyrford Cricket Club	Girls Cricket team	£500
Skillway	Pupil Sponsorship	£1,500
Woking Asian Business Forum	Cricket in Schools	£2,000
Woking Community Mediation Service	Intergenerational Mediation Training, conversion for experienced mediators	£805
Woking Lighthouse	The Edge	£3,000
Woking Primary Schools Football Association	Girls District Training Initiative	£800
Woodcraft Folk Surrey Area Council	Bushcraft Camp	£600
	Grants	£17,000
	Allocation	£17,000
	Underspend	£0

Woking Borough Council also ran a small grants scheme administered by the Woking Youth Council and in 2014/15 allocated £1760 and these allocations are also shown.

Name of the organisation carrying out the project	Project title	Grants
Lakers Youth Club	Peer mentoring training and equipment	£500
Knaphill Cabin Youth Club	Holiday Trips	£500

Lakeview Youth Club	Equipment	£300
The Club at Old Woking	Craft supplies and a club trip	£460

Youth Small Grants case study

Goldhawks Basketball received a Youth Small grant to buy equipment such as basketballs, portable hoops and project t-Shirts as well as officiating qualifications for Young People.

The project has improved the lives of vulnerable people in the community as the physical health benefits from Get Fit with the Goldhawks aids educational achievement, pupil concentration, commitment and self-esteem. It has also provided constructive activities for people to participate in and by being a vehicle through which values such as self-discipline, hard work and teamwork can be fostered and learned.



The project has also helped develop stronger communities by bringing together people from a wide variety of backgrounds, with the aim of being active, having fun and improving themselves. Relationships have continued to grow away from our project.

Goldhawks Basketball have also provided children in Surrey Heath and Woking with regular physical activity. This has contributed to them reaching the recommended amount of physical activity they should take part in each week to achieve and maintaining a healthy lifestyle. We hope this has contributed to reduced obesity levels amongst participants, in addition to providing them and their parents with the tools and knowledge to make positive changes to their diets.

Finally, young people have completed Level 1 Coaching & Officiating Awards. This qualification enables them to referee in the community and contributes to the future sustainability of the project.

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

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

Re-engagement

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

- During 2014/15 this programme has engaged 930 young people across the county
- At the end of March 2015, 40 young people were in re-engagement provision in Woking

Apprenticeships

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

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- 492 grants have been given to employers across the county who are now offering apprenticeship opportunities to Surrey young people
- 41 new employers in Woking have taken on apprentices as a result

Employment Development Officers (EDOs)

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

Year 11/12 Transition (*U-Explore* - £26,349)

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

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

- Supported 80 Woking young people in Year 11 who were identified, in partnership with local schools, as at risk of becoming NEET
- 96% success rate - 77 young people were in positive destinations at the end of January 2015

SEND (Post-16) Team

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

This year the team have been focusing on transferring SEN Statements to the new Education, Health and Care Plans (EHCPs) for over 650 students Year 11 and Year 14 students and students in Years 13, 15 and 16 who are changing educational placement in September 2015. EHCPs are holistic, young person centred assessments, focussed on identifying the young person's current special educational needs and their current and future support requirements at colleges and sixth forms post 16. Caseworkers are trained to support young people and ensure their voice is heard at their Transfer Review Meetings and recorded in their EHCP. The young person's story, their vocational aims, aspirations, skills and achievements are all

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included. Outcomes are discussed with the young person and their parent/carer to ensure that the provision needed can be put in place to support them to achieve those outcomes and prepare successfully for transition to education, training or employment.

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

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

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

Performance comments

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

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

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

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

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

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

Woking Borough Council

Woking Borough Council continues to employ a dedicated Children and Young Persons Development Officer. The Council uses this position, with support from within its Community Safety Team, to run programmes and commission services. It aims to provide both universal services available to all and targeted support for specific areas and families. Examples are provided below.

Junior Citizen

In March 2015 Junior Citizen was again held over a three week period at Woking Football Club. This is available to all year 6 children across the borough and is aimed at providing safety advice as the students prepare to transition to secondary school. This year we were able to use more volunteers to assist us with this popular event. Just over 1,000 Year 6 pupils (10-11 year olds), from 25 schools across the borough spent a half day learning about stranger danger, fire safety, water safety, neighbourliness and recycling, anti-social behaviour, internet safety, making appropriate 999 calls and railway safety. We have received very positive feedback from the schools following this worthwhile event.

Left to right: Dillon, Gina, Chris, Alex at the 2014 Diwali Festival

Woking Youth Council

The Woking Youth Council is open to 15 to 18 year olds and continues to thrive. The group of up to twenty volunteers met monthly at Woking Council Chamber to represent the views of young people. They administered the small grants scheme and conducted follow up visits to recipients. They helped steward and run events like the Sports Relief Mile, Woking Crime Summit and Diwali Festival. Their year culminated in a presentation on their work to a full council meeting.



Xtreme Fun

The council put together a programme of school holiday trips for looked after children based at Burbank home including fishing, go karting, and the Go Ape challenge. Additional places were available for Family Support Team and local Youth clubs to nominate children in need.

Big Lottery

In 2014 the Woking YMCA ceased its operation and had to give up the last year of its Big Lottery funding. Woking Borough Council was able to successfully make a bid and was awarded £98,000 to spend in the year commencing February 2015. The project started by running a Football against Homophobia tournament in February half term. The remaining projects include provision for three apprentices to work with local youth delivery partners, skills training for young people and youth work (centre based and detached) delivered through our partners REFLEX.

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WOKING JOINT COMMITTEE

DATE: WEDNESDAY 23 SEPTEMBER 2014
LEAD OFFICER(S): SUE BARHAM (WOKING BC)/ LEIGH MIDDLETON (SURREY COUNTY COUNCIL)

SUBJECT: CHANGES TO THE COMMUNITY YOUTH WORK SERVICE LINKED TO THE INTEGRATED YOUTH STRATEGY FOR WOKING

AREA: WOKING

SUMMARY OF ISSUE:

Woking Borough Council and Surrey County Council (Services for Young People) have been working to further the work of the integrated youth strategy through changes proposed to how youth work is delivered by the Community Youth Work Service (CYWS) and WBC.

These changes are designed so that the Community Youth Work Service (CYWS) in partnership with WBC are able to deliver youth work in areas where there is the greatest need of supporting young people into employability.

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

RECOMMENDATIONS:

Woking Joint Committee is asked to agree:

- (i) The below proposals set out in 3.1 as formal guidance for the Community Youth Work Service.
- (ii) Agree for the 'Officers Group' and Youth Task Group to scrutinise any variance from the agreed guidance to allow providers to adapt provision to meet the shifting needs of young people.

REASONS FOR RECOMMENDATIONS:

These changes are designed to enable the Community Youth Work Service (CYWS) to better support the integrated youth strategies priorities and implement a County Council Cabinet steer to allocate more of our resources to the areas of greatest need; and respond positively to an overall funding reduction of 11% for Community Youth Work across Surrey.

In addition WBC used the public consultation carried out to inform the future allocation of WBC funding from April 2016. A joint consultation was conducted by

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

both authorities.

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

1. INTRODUCTION AND BACKGROUND:

- 1.1 This item is for Joint Committee decision, in line with the Joint Committee's role to advise the Community Youth Work Service on the allocation of its resources in line with the integrated youth strategy.
- 1.2 Between 2012-15 Surrey County Council has delivered youth work through its Centre Based Youth Work Commission. This involved contracting the management of Surrey youth workers to voluntary, community and faith sector organisations. The commission engaged around 7,000 young people in 16,000 hours of quality youth work provision each year, delivered from 31 main and 10 satellite youth centres across the county. The Commission also implemented the Surrey National Youth Agency Quality Mark for youth work, leading to a step-change in quality across the county.
- 1.3 During 2015-16 Woking Borough Council has provided funding to local organisations to deliver youth work in areas within the borough where there has been previous identified need.
- 1.4 Subject to the agreement in principle to the direction of travel for the CYWS, WBC's youth offer from April 2016 will be more closely integrated with the shared core priorities of the integrated youth strategy and the work of the CYWS. The outcome of the recent joint consultation will assist further with future commissioning decisions for WBC whilst recognising that any such future arrangements will need to remain flexible to meet the changing local need.
- 1.5 In September 2014 the SCC Cabinet approved the commissioning of a new Surrey County Council, Community Youth Work Service (CYWS) to build on the strong foundations laid by Centre Based Youth Work, which launched on 1 April 2015.
- 1.6 The CYWS will develop the delivery of youth work in Surrey to better support young people's employability. This complements the priorities of the integrated strategy and means:
 - focussing resources on the areas of greatest need through a Resource Allocation System and 'hub and spoke' approach (explained in section 2);
 - delivering in higher need communities that do not currently have youth centres and being more responsive to changing needs over time;
 - building partnerships with local voluntary, community and faith sector (VCFS) organisations to develop youth work in areas of lower need;
 - supporting the delivery of the Ready for Work Programme, in partnership with the Youth Support Service;
 - delivering more one-to-one early help for young people, in support of SCC's Early Help Strategy and strengthening links with other early help services such as the Family Support Programme;

- increasing partnership working to improve health and wellbeing outcomes for young people, in particular those at risk of child sexual exploitation (CSE); and
 - strengthening local accountability through Youth Task Groups and the Joint Committees, who set local priorities for youth work in each borough and district.
- 1.7 The model includes four different delivery approaches for youth work that allow the level of resources to be varied in response to need. These are:
- **Youth Work Hub** – One hub in each borough and district, typically where the CYWS Senior Practitioner will be based, supported by the most staffing resources, located in the area of highest need, and linked to all the spokes in the borough or district
 - **Integrated Spokes** – resourced by full-time or part-time JNC qualified SCC youth workers, supported by a part-time staff team and targeted in areas of higher need in the borough or district
 - **Partnership Spokes** – SCC staff working in partnership with the VCFS to provide a quality youth offer
 - **Community Spokes** – SCC support for VCFS groups to run provision, for example through the use of SCC buildings. Generally, no SCC staff would be allocated to work from these spokes
- 1.8 Whilst these changes are in the best interests of young people, they do mean the service will look different on the ground in some areas. Open-access youth work will remain at the heart of the CYWS vision, but resources will rightly need to be refocused on the vital new developments listed above.
- 1.9 Alongside these changes, Community Youth Work continues to explore new models of delivery, such as a mutual or charitable trust. The aim will be to deliver improved outcomes for the same or less resource, accessing new opportunities for income generation like grant funding or trading services. External consultants, funded through the Cabinet Office, have produced a report evaluating the different delivery models available for youth work in Surrey and development is also being supported by the County Council's own New Model Delivery Programme.
- 1.10 Surrey County Council has launched a Youth Work Commission to explore the role of Youth Work in the 21st century, which has a growing national profile. This Commission is engaging leading thinkers from across the youth work sector in the UK, as well as local Surrey practitioners and young people. This commission will advise on the future delivery model for youth work in Surrey, with a subsequent report to SCC Cabinet planned for between January and March 2016.
- 1.11 The integrated youth strategy for Woking brings together all provision that contributes to the offer for young people. It is enabling organisations to align resources, increase collaboration and reduce duplication. The proposals in this paper are a step towards this objective.

2. ANALYSIS:

- 2.1 There are two SCC policies that underpin how resources are being allocated to need that the Joint Committee needs to be aware of: a **Resource Allocation System**, to objectively divide resources at a strategic level between boroughs and districts; and a **'hub & spoke'** model that allows local flexibility to allocate resources in response to need between communities within boroughs and districts. These two policies have meant that changes are needed to youth work delivery in some Surrey communities.

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- 2.2 The **Resource Allocation System (RAS)** is designed to make the best possible use of funding available for Community Youth Work to support the integrated youth strategy and to support young people to be employable. It draws together the key data and wider partners knowledge about young people and uses this to allocate funding to districts and boroughs in proportion to the level of need.
- 2.3 The RAS has been developed with the Services for Young People Re-commissioning Project Board. The Board was chaired by Clare Curran, SCC Cabinet Member for Children and Families Wellbeing, and included cross-party Member representation, alongside representative young people. The Woking 'Officers Group' has also been involved to support the alignment of integrated youth strategy and the re-commissioning of the CYWS. The Re-commissioning Project Board considered a range of options since the September SCC Cabinet meeting, where the exploration of approaches to allocate resources to need was approved, and on 11 March 2015 they recommended a preferred RAS approach. This approach closely aligns the level of resources with the level of need in boroughs and districts, but also means the biggest changes. The impact of the RAS on funding in each borough and district, within the overall budget, is summarised in the table below.

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

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

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

- 2.6 The locations of the hub and spokes in each borough and district have been proposed by Community Youth Work Managers in partnership with Youth Task Groups. These locations have also been subject to a public consultation.

Example of hub and spoke in Woking Borough

Sheerwater has been identified as having the highest level of need in the borough. It is proposed that the **hub** would be based at Sheerwater Youth Centre here, managed by the Senior Practitioner (Sandie Bolger), with a full SCC staff team. Maybury is a further area of high need, resulting in an **integrated spoke**. A full-time youth worker and part-time team will be allocated to Woking Youth Centre. In Byfleet, where there is currently no SCC youth centre, the service will establish a detached project one night a week, exploring the use of other community venues in the future. Knaphill was identified as an area of moderate need so a **partnership spoke** is proposed, partnering with one or more local youth charities. They will work alongside the Community Youth Work Service to deliver a joint programme at the SCC youth centre, with part-time SCC staff working with youth workers and volunteers from the charity (potentially funded by WBC). In Goldsworth Park, an area of lower needs proportionate to high need areas, a partnership spoke will be developed to bring the SCC Lakers Youth Centre work and WBC supported Lakeview work closer together, as well as linking with other providers working in the area.

The priorities in the integrated youth strategy identify the key priorities for Woking to enable young people to achieve their full potential. Adopting a set of common priorities will enable all organisations to align their provision and, where possible, resources to ensure a collaborative approach and offer.

3. OPTIONS:

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

Table 2 – Current CYWS/WBC delivery in Woking Borough (2015-16)

Area	SCC Hours of open access	WBC Hours of open access	Hours of targeted projects	Hours of 1-2- 1 work	Hours of detached work	Is it a hub or spoke?	Total sessions per week
Sheerwater	6		6			Hub	4
Maybury	6		6			Integrated Spoke	4
Goldsworth Park	6	4	6			Integrated Spoke	6
Knaphill		6*				Partnership Spoke	2

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Kingfield, Westfield & Old Woking	5	Partnership Spoke	1
Byfleet		Partnership Spoke	0
Borough wide	6		2

Table 3 - Proposals for CYWS delivery in Woking Borough (October 2015 onwards)

Area	SCC Hours of open access	WBC Hours of open access	Hours of targeted projects	Hours of 1-2- 1 work	Hours of detached work	Is it a hub or spoke?	Total session s per week
Sheerwater	6		6		3	Hub	5
Maybury	3		6		3	Integrated Spoke	4
Goldsworth Park	6	4	3			Integrated Spoke	5
Knaphill	3	6*	3			Partnership Spoke	4
Kingfield, Westfield & Old Woking	3	5				Partnership Spoke	3
Byfleet	3					Partnership Spoke	1
Borough wide			6	3x3hr	6		5

* Sessions offered by VCFS partner supported by Woking Borough Council

Note: sessions currently commissioned by WBC will be subject to review for re-commissioning in April 2016.

- 3.2 **Option 2** is to authorise CYWS, in consultation with the Chairman and Chairman of the Youth Task Group, to make minor changes to enable the service to respond flexibly to the needs of the communities.
- 3.3 **Option 3** is not to approve the proposals, because the Joint Committee feels that significant changes are required to those presented in this report. This would include changes that require re-distribution of hours of delivery between different communities, changing the locations of hubs and spokes and/or introducing new areas where provision should be delivered. These changes would all require further Member and community engagement. It should be noted that this option is likely to have a significant impact for the CYWS and local communities. For staff this is likely to cause greater uncertainty about the future of their roles, for communities across the county this may mean ongoing uncertainty about the future of local services and for the CYWS as a whole it may mean it is unable to deliver the in-year budget savings that are being asked of it in 2015/16.

4. CONSULTATIONS:

- 4.1 The initial proposals for changes to youth work in Woking were developed in consultation with the local Youth Task Group, which met on 17th June. It should be noted that there was not a legislative requirement to consult on these changes, but it does represent best practice and both WBC and SCC (CYWS) felt it was vital to engage with communities in developing the proposals.
- 4.2 These initial proposals were then put out for an open public consultation, which ran from 29th June to 28th August. The main target audience for the consultation was local young people, in particular those who currently attend youth centres (SCC or WBC funded) and projects, but there was also a range of opportunities for members of the community to have their say on the proposed changes. Three public consultation events were held across Woking Borough during the consultation window. 37 responses were received from the public to the online consultation via the Surrey Says service.
- 4.3 The key findings from the consultation were:
- a. There was strong support for the principles of allocating the available joint resources to the needs of young people and particularly to the communities across Woking Borough that need it most.
 - b. The areas identified for additional provision (Knaphill and Byfleet) were confirmed as areas in need of support.
 - c. There was concern that there would be less hours of provision at Goldsworth Park. Although the number of evenings per week would remain at 3.
- 4.4 Advice from SCC Legal Services was sought in relation to the need for a public consultation and how best this should be handled.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 There is £197,000 available to fund the front-line delivery of the Community Youth Work Service in Woking. This fits within the agreed revenue budget for the service in 2015/16.
- 5.2 In addition WBC is due to consider how their present budget for youth work is allocated from 2016 in line with the Integrated Youth Strategy. This will be the subject of future discussions at both Officer and Task Group level.

6. RISK MANAGEMENT:

- 6.1 Commissioning and prioritising locally, ensures that services will be more effective and efficient at meeting the needs of young people.
- 6.2 Developing and implementing an integrated youth strategy will reduce the likelihood of duplication and allow organisations to co-ordinate delivery to best meet the needs of young people across Woking.

7. LOCALISM:

- 7.1 These proposals enhance and complement the priorities and spirit of integration within the integrated youth strategy.
- 7.2 All communities across Woking Borough will be impacted by these proposals in the following ways:
 - a. A change in number of hours of youth work being provided as set out in 3.1
 - b. Incorporating an Woking wide offer to enable targeting of some resource to specific communities according to changing need.
- 7.3 This decision encourages local self-reliance by allowing greater opportunities for community involvement in the delivery of positive activities to young people, through Partnership and Community Spokes, but also through volunteering and encouraging local income generation to support services.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

- 9.1 Crime and Disorder implications

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

9.2 Sustainability implications

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

9.3 Corporate Parenting/Looked After Children implications

Another key factor that has been considered in re-allocating the resources available for youth work is the number of young people who have been open referrals to Children's Services. This includes young people who are Looked After Children. By allocating more resources to the areas where there are more young people who are Looked After, the CYWS can have a greater impact in supporting these young people, but also hopefully preventing some young people from becoming Looked After in the first place.

9.4 Safeguarding responsibilities for vulnerable children and adults implications

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

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

9.5 Public Health implications

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

10. CONCLUSION AND RECOMMENDATIONS:

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

11. WHAT HAPPENS NEXT:

- 10.1 If the Joint Committee approves the proposals, the CYWS will begin implementing the proposed changes as soon as possible, working alongside staff, young people and communities.
- 10.2 The Integrated Youth Strategy 'Officers Group' will support the further integration of youth work and use of resources across Woking Borough.
- 10.3 The final Joint Committee decision will be shared with staff in the Community Youth Work Service, integrated strategy partners, young people accessing Youth Centres and their communities.
- 10.4 The decision of the Joint Committee will be shared through the Surrey Says, as part of the outcome of the public consultation.

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

Consulted:

SCC and WBC Service users were consulted as part of the development of the priorities in the integrated youth strategy.

Borough Portfolio Holder

Cllr David Bittleston

County Council Cabinet Member

Linda Kemeny

Clare Curran – Associate Cabinet Member

Annexes:

Sources/background papers:



WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: ANDREW MILNE – AREA HIGHWAYS MANAGER (NW)

SUBJECT: SPEED LIMIT ASSESSMENTS ON VARIOUS ROADS IN WOKING BOROUGH

AREA: KNAPHILL AND GOLDSWORTH WEST, WOKING NORTH, WOKING SOUTH & WOKING SOUTH EAST

SUMMARY OF ISSUE:

This report sets out the results and recommendations following the assessment of the speed limit on the A320 Chertsey Road, A3046 Chobham Road, Barrs Lane, Burdenshott Road, Lock Lane / Wisley Lane, Smarts Heath Road and Warbury Lane.

Requests for these speed limits had been received in the past. They were included on the ITS work programme and the opportunity has been taken to assess a batch of these speed limits.

RECOMMENDATIONS:

Woking Joint Committee is asked to agree that :

- (i) The speed limit on the A320 Chertsey Road should remain at 50mph;
- (ii) The speed limit on the A3046 Chobham Road should remain at 50mph;
- (iii) The speed limit on Barrs Lane should remain at 40mph;
- (iv) The speed limit on Burdenshott Road should remain as the National speed limit (60mph);
- (v) The speed limit on Lock Lane / Wisley Lane should be reduced to 40mph;
- (vi) The speed limit on Smarts Heath Road should be increased to 40mph;
- (vii) The speed limit on Warbury Lane should be reduced to 40mph.
- (viii) Any agreed speed limit changes should be advertised in accordance with the

Road Traffic Regulation Act 1984, the effect of which will be to implement the proposed changes and revoke any existing traffic orders, as necessary;

- (ix) The Area Highways Manager in consultation with the Chairman of the Woking Joint Committee and the relevant Divisional Member resolve any objections received in connection with the proposals.

REASONS FOR RECOMMENDATIONS:

Recommendations have been made taking into account the existing vehicle speeds, the guidance within Surrey County Council's Speed Limit Policy and extensive discussions with Surrey Police's Road Safety and Traffic Management Team.

1. INTRODUCTION AND BACKGROUND:

- 1.1 With the exception of Smarts Heath Road and Warbury Lane, all of the speed limit assessments discussed in this report arose from requests for the various speed limits to be reviewed. These were added to the ITS work programme.
- 1.2 Based on the scoring method used to prioritise the items on the work programme, several of these assessments were ranked in the top 10 schemes. The opportunity has been taken to batch these together with several other items elsewhere in the work programme to deal with a number of speed limit assessments in one go.
- 1.3 Warbury Lane is currently subject to the National speed limit of 60mph, and is classed as a high-speed road. In the 2014/15 ITS work programme, the width restrictions at each end of the one-way section of the lane were rebuilt with substantial kerbing and steel bollards. Such items are not in keeping with the current speed limit and Warbury Lane was included in this batch of assessments with a view to removing its "high-speed road" status.
- 1.4 Smarts Heath Road, between the current start of the 30mph on the western side of the village and its junction with Saunders Lane, has consistently experienced speeds higher than would be expected in a 30mph limit. These speeds implied not that there was poor compliance with the speed limit but that the speed limit was inappropriately low. Surrey Police requested that this speed limit be reviewed.
- 1.5 Surrey's policy for determining speed limits was updated in June 2014. This is an 8 step approach consisting of:
 - Step 1 – Request to change speed limit is received.
 - Step 2 – Measure existing speeds and analyse road casualty data.
 - Step 3 – Compare the existing speeds with the suggested new speed limit.
 - Step 4 – Conduct feasibility of supporting engineering measures.
 - Step 5 – Consult with Surrey Police's Road Safety and Traffic Management Team.
 - Step 6 – Local Committee decision and allocation of funding
 - Step 7 – Advertisement of legal speed limit order and implementation.

Step 8 – Monitoring of success of scheme

- 1.6 There should be no expectation that the police would be able to provide regular enforcement if a speed limit is set too low as this could result in an unreasonable additional demand on police resources. It is also important to set reasonable speed limits to ensure consistency across the country.
- 1.7 All speed surveys were undertaken between 16th and 22nd April 2015 using rubber tubes stretched across the road and attached to a speed recording device.

2. ANALYSIS:

- 2.1 **A320 Chertsey Road - currently 50mph.** Length assessed between Six Crossroads roundabout and the borough boundary. It should be noted that a similar assessment has been undertaken on the length of the A320 from the borough boundary to the existing 40/50mph change point that is approximately 390m north of the junction with Brox Road. A report is being presented to the Runnymede Local Committee with the same recommendation as in this report.

2.1.1 Analysis of traffic survey data;

A320 Chertsey Road	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Northbound	12568	45.39	39.03
Southbound	12395	44.26	38.03

2.1.2 Analysis of personal injury collisions between April 2012 and March 2015, with an indication of whether excessive speed was cited as a contributory factor;

Road	Date	Number and severity of injuries	Excessive speed ?
A320 Chertsey Road	12/01/2013	2 x Slight	No
	08/02/2013	2 x Slight	No
	19/04/2013	2 x Slight	No
	08/11/2013	1 x Slight	No
	27/03/2014	1 x Slight	No
	15/06/2014	1 x Slight	No
	02/07/2014	1 x Slight	No

- 2.1.3 The A320 has been assessed as a strategic route within Surrey's highway network. It is the main road between Woking and Chertsey and is also a key feeder route to the M25.

- 2.1.4 The recorded speeds suggest that a reduced speed limit of 40mph could be appropriate, based on the County Council's speed limit policy. Additional hand-held speed surveys of free flowing traffic carried out between 11am and noon on a typical weekday gave similar results. However, officers and Surrey Police have concerns about the appropriateness of introducing a 40mph speed limit on either the Woking or Runnymede sections of the A320 and recommend that it remains at 50mph.

2.1.6 In response to these concerns, Officers from Surrey County Council and Surrey Police have visited the site and driven along the road at different speeds to jointly consider the appropriateness of reducing the existing speed limit.

2.1.7 Generally when considering speed data, the mean speeds and the 85th percentile speeds are the ones that are of most interest. However, such is the nature of the A320 and the traffic using it that based on the current data on a typical day in the northbound direction, approximately 36% of all vehicles would exceed a 40mph and 11.5% of all vehicles would be above the police's intervention level. In the southbound direction, these figures are slightly less at 26.7% and 7.45% respectively but still demonstrate that despite the recorded speeds and the results of the assessment, a significant number of vehicles could exceed the speed limit.

2.1.8 Following the joint site review, it remains the view of officers and Surrey Police that the speed limit should remain at 50mph. In addition to the risk of criminalising a large number of drivers, as set out in 2.1.7 above, this recommendation is based on ;

- the strategic nature of the road
- the character of the road
- good compliance with the existing speed limit
- no evidence that the existing speed limit is leading to safety issues

2.2 A3046 Chobham Road – currently 50mph. Length assessed between Littlewick Road roundabout and existing 30mph limit near the junction with Cheapside.

2.2.1 Analysis of traffic survey data;

A3046 Chobham Road	Average daily flow	Average 85 th ile speed (mph)	Average mean speed (mph)
Northbound	12029	39.33	31.93
Southbound	12406	39.36	34.21

2.2.2 Analysis of personal injury collisions between April 2012 and March 2015, with an indication of whether excessive speed was cited as a contributory factor;

Road	Date	Number and severity of injuries	Excessive speed ?
A3046 Chobham Road	25/04/2012	1 x Slight	No
	24/05/2012	1 x Slight	No
	27/03/2013	4 x Slight	No

2.2.3 The residents' request for this review was prompted by the personal injury collisions that have occurred in the vicinity of the Common Close junction. Only one of the collisions listed above was at the junction, although others have taken place outside the period under consideration. Elsewhere along the A3046, closer to Woking where the road is either narrower or becomes much more urban in character and which is already subject to a 30mph limit, there have been ongoing issues with compliance, hence the use of flashing VAS signs along that length. With the assessed length of road looking less like a 30mph road, there are concerns that despite the results of the speed survey, there could be similar issues with non-compliance. It should be noted that some highly conspicuous, yellow backed junction warning signs have been erected on each approach to the

Common Close junction, which it is hoped will improve the collision history. Consequently, it is recommended that the speed limit remains at 50mph.

2.3 **D3624 Barrs Lane, Knaphill – currently 40mph.** Length assessed was the entire length between Chobham Road and Littlewick Road.

2.3.1 Analysis of traffic survey data;

D3624 Barrs Lane	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Northbound	3537	42.43	36.29
Southbound	2368	43.71	37.40

2.3.2 Analysis of personal injury collisions between April 2012 and March 2015, with an indication of whether excessive speed was cited as a contributory factor;

Road	Date	Number and severity of injuries	Excessive speed ?
D3624 Barrs Lane	07/06/2012	1 x Slight	No (speed cited as inappropriate as opposed to excessive)

2.3.3 The recorded speeds suggest that the existing speed limit is appropriate for the road. Without additional engineering measures, it is unlikely that reducing the speed limit will reduce vehicle speeds. It is recommended that the speed limit remains at 40mph.

2.4 **D3686 Burdenshott Road – currently national speed limit (60mph).** Length assessed between borough boundary and existing 40mph limit.

2.4.1 Analysis of traffic survey data;

D3686 Burdenshott Road	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Northbound	1281	50.24	42.86
Southbound	1171	49.06	41.96

2.4.2 Analysis of personal injury collisions between April 2012 and March 2015, with an indication of whether excessive speed was cited as a contributory factor;

Road	Date	Number and severity of injuries	Excessive speed ?
D3686 Burdenshott Road	07/12/2012	1 x Slight	No (speed cited as inappropriate as opposed to excessive)

2.4.3 The recorded speeds suggest that a 40mph limit could be appropriate. However, it is recommended that the limit remains as National speed limit, ie 60mph, for the following reason. The section of Burdenshott Road that is in Guildford Borough is much longer than the length of Wisley Lane (or the length of Warbury Lane that is in Surrey Heath) and as such has not been considered. Although part of

Burdenshott Road and all of Prey Heath Road are subject to a 40mph limit, if this was extended to the borough boundary, it would still leave the railway bridge, pub access and the Hatchingtan Traveller site in the higher limit and this is the location of the majority of the collisions. It should also be noted that although a record of one injury collision has been included here and is shown plotted within Woking Borough, the description of the location and details of the incident are ambiguous and could put the collision in Guildford Borough in the vicinity of the railway bridge.

2.5 D3744 Lock Lane / D241 Wisley Lane – currently national speed limit (60mph). Length assessed between junction with Pyrford Road and the existing 30mph limit at Wisley.

2.5.1 Analysis of traffic survey data;

D3744 Lock Lane / D241 Wisley Lane	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Northbound	1136	37.90	32.51
Southbound	1267	36.08	30.91

2.5.2 There were no reported personal injury collisions along the length of assessed road between April 2012 and March 2015.

2.5.3 A reduction of the speed limit is unlikely to reduce actual vehicle speeds, which are limited by the nature of the road. Although the recorded speeds indicate that a 30mph limit could be introduced, it is recommended that the limit is reduced to 40mph as per Pyrford Road at the western end of the lane. In this way, if the 40mph limit is extended to the existing 30mph limit in Wisley Lane, Wisley, the 30mph gateway can be retained, which it could not if Lock Lane was also subject to 30mph.

2.5.4 Extending a lower limit as far as the existing 30mph would include a section of road in Guildford and that area's Local Committee would have to agree to any proposed change before it could be advertised and implemented.

2.6 B380 Smarts Heath Road – currently 30mph. Length assessed between the start of the current 30mph, entering Mayford and the junction with Saunders Lane.

2.6.1 Analysis of traffic survey data;

B380 Smarts Heath Road	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Northbound	2302	44.00	36.51
Southbound	2333	42.94	36.46

2.6.2 Analysis of personal injury collisions between April 2012 and March 2015, with an indication of whether excessive speed was cited as a contributory factor;

Road	Date	Number and severity of injuries	Excessive speed ?
B380 Smarts Heath Road	08/07/2014	1 x Serious	No (attempted overtake in rain)

- 2.6.3 As outlined in 1.4, speeds in the assessed length of Smarts Heath Road have always been higher than would be expected or desired in a 30mph limit and this is despite other measures being in place, such as VAS and “virtual traffic calming” (it is acknowledged that this element has never been effective and it is likely that whenever the road is resurfaced, it will not be re-applied). The speed survey results suggest that the 30mph speed limit is inappropriately low and that, from its current start point to a point just to the west of Saunders Lane, the limit should be increased to 40mph to match the rest of Smarts Heath Road.
- 2.6.4 Surrey Police have expressed concern about the large number of motorists who travel fast enough for enforcement action to be taken against them, which is far higher than would be expected and which is an indication that the existing speed limit is inappropriately low. Surrey Police support an increase in the speed limit.

2.7 D3623 Warbury Lane, Knaphill – currently national speed limit (60mph). Length assessed was the entire length between Chobham Road and the start of the 30mph in Church Lane, Bisley.

2.7.1 Analysis of traffic survey data;

D3623 Warbury Lane	Average daily flow	Average 85%ile speed (mph)	Average mean speed (mph)
Eastbound (= short two way section)	14	26.52	21.04
Northwestbound (= one way section)	1300	31.09	27.56

- 2.7.2 There were no reported personal injury collisions along the length of assessed road between April 2012 and March 2015.
- 2.7.3 A reduction of the speed limit is unlikely to reduce actual vehicle speeds, which already suggest that a much lower limit would be appropriate. Although the recorded speeds indicate that a 30mph limit could be introduced, it is recommended that the limit is reduced to 40mph as per Chobham Road at the southern end of the lane. In this way, if the 40mph limit is extended to the existing 30mph limit in Church Lane, Bisley, the 30mph gateway can be retained, which it could not if Warbury Lane was also subject to 30mph.
- 2.7.4 Extending a lower limit as far as the existing 30mph would include a section of road in Surrey Heath and that area's Local Committee would have to agree to any proposed change before it could be advertised and implemented.

3. OPTIONS:

- 3.1 There are two options available for the joint committee. These are:
- 3.2 Agree to the recommendations contained within this report.
- 3.3 In exceptional circumstances the joint committee may like to proceed with a change to a speed limit, against officer advice. In this instance the Joint Committee can request that the final decision is taken by the Surrey County Council Cabinet Member for Transport.

4. CONSULTATIONS:

- 4.1 Consultation has been carried out with Surrey Police's Road Safety and Traffic Management Team, consisting of extensive discussion and site visits.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The Woking Joint Committee has previously approved the allocation of up to £50,000 for the assessment and introduction of these speed limit amendments.

6. RISK MANAGEMENT:

- 6.1 There is no risk management arising from this report.

7. LOCALISM:

- 7.1 These speed limit assessments are, in most cases, responding to concerns raised by local residents.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

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

10. CONCLUSION AND RECOMMENDATIONS:

- 10.1 This report details the assessment of the speed limits on a number of different types of road in Woking Borough. The assessment has been carried out using the County Council's speed limit policy, "Setting Local Speed Limits". The recommendations have been based on the results of the assessment but also on knowledge of each road and the practical implications of a lower limit.
- 10.2 The recommended speed limit changes are listed below;

Road being assessed	Recommendation
A320 Cherstsey Road	Retain existing 50mph limit
A3046 Chobham Road	Retain existing 50mph limit
D3624 Barrs Lane	Retain existing 40mph limit
D3686 Burdenshott Road	Retain existing national (60mph) limit
D3744 Lock Lane / D241 Wisley Lane	Reduce speed limit to 40mph
B380 Smarts Heath Road	Increase 30mph limit to 40mph
D3623 Warbury Lane	Reduce speed limit to 40mph

11. WHAT HAPPENS NEXT:

11.1 Any agreed changes to these speed limits should be advertised, subject to similar agreement being given by Surrey Heath and Guildford Local Committees as necessary, with the intention of making the relevant Traffic Regulation Order and amending the speed limits.

Contact Officer:

Kevin Patching, Engineer, North West Area Team
Contact number 03456 009 009

Consulted:

Surrey Police Road Safety and Traffic Management Team

County Council Cabinet Member

John Furey Cabinet Member for Highways, Transport and Flooding

Annexes:

None

Sources/background papers:

Surrey County Council, "Setting Local Speed Limits", July 2014

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WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: ANDREW MILNE, AREA HIGHWAYS MANAGER (NW)
SUBJECT: HIGHWAYS UPDATE
AREA: WOKING

SUMMARY OF ISSUES:

To report progress made with the delivery of proposed highways and developer funded schemes, and revenue funded works for the 2015/16 financial year.

To report on relevant topical highways matters.

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

RECOMMENDATIONS:

Woking Joint Committee is asked to:

- (i) Note the progress with ITS highways and developer funded schemes, and revenue funded works for the 2015/16 financial year
- (ii) Agree the contingency planning arrangements laid out in section 2.1.5 of this report
- (iii) Note progress with budget expenditure
- (iv) Note that a further Highways Update will be brought to the next meeting of this Committee.

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

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

2. ANALYSIS:

2.1 Capital works programme for 2015/16

- 2.1.1 The Committee 2015/16 capital budget for Woking was set at £292,162. In addition to this, £120,000 of developer funding has been identified to support scheme delivery, together with a carry forward of £57,000 from 2014/15 capital allocation. The Woking Joint Committee have also approved use of the £58,547 parking surplus monies to enable delivery of outstanding schemes from the 2014/15 programme, giving an overall capital budget of £527,547.
- 2.1.2 Table 1 below records the schemes agreed during the Woking Joint Committee held on 3 December 2014 for delivery in the 2015/16 financial year. Carryover schemes from the 2014/15 programme have also been included.
- 2.1.3 All costs shown are estimated, and it is suggested that should scheme costs vary from the estimates shown, that Committee support a flexible approach that enable the matching of schemes as best as can be achieved to the available budget.
- 2.1.4 It is noted that although the parking surplus monies have been earmarked in their entirety to support the capital programme, the Joint Committee stipulated that any residual funds for this should be set aside for parking control measures to control verge damage.

Scheme Name	Detail/Limits	Estimated cost (£)	Progress
A245 junction with Camphill Road reconfiguration assessment	Highest ranking scheme on our list of prioritised ITS improvements. Site has suffered from turning collisions and has been repeatedly raised as a road safety issue. Scheme is to assess options for reconfiguration and also consider improving pedestrian facilities. Design only.	15,000	In design.
Speed limit assessments/reductions	A320 Chertsey Road (Anthony's) – review of speed limit due to resident request and collision history (presently 10 th on list) A3046 Chobham Road near Common Close – raised in last formal Committee requesting review of	40-50000	Speed surveys completed. Assessment of data in progress. Separate report

	<p>speed limit (presently 18th on list) Burdenshott Road – raised by residents and collision history – suggested review of speed limit (presently 3rd on list) Lock Lane/Wisley Lane, Pyrford – resident requests but no collision history. Present 60mph limit is not considered appropriate for location – need to review (presently 50th on list) Warbury Lane – to compliment revisions to width restrictions introduced in 2014/15 financial year. Review of speed limit (not ranked on list). Smartsheath Road – raised by local Member and Surrey Police. Review of speed limit.</p> <p>Design and construction as appropriate in 2015/16.</p>		presented to Committee on 23 Sept 2015.
Signals review and crossing upgrades	Programme of traffic signal timing reviews and pedestrian crossing upgrades led by Members to reduce congestion and support the local economy across the Borough. Programme size can be adjusted to available budget.	Up to £50,000	Programme referred to Traffic Signals team for delivery.
Oyster Lane, Byfleet – Re-sign railway bridge	This scheme is presently in 25 th place on our prioritised ITS list. Signs were replaced on Runnymede side and on bridge structure to show both metric and imperial units. Woking signs are not consistent with this and need revising.	10,000	In design.
Vale Farm Road – revoke part of 1 way system	This scheme is presently in 36 th place on our prioritised ITS list. Traffic from Wilbury Road often drives against the 1 way system. This is to regularise this situation and ease pressure on Vale Farm Road itself.	15,000	Design completed. Traffic regulation order being advertised.
Vicarage Road, Old Woking – pedestrian crossing near junction with Loop Road	This scheme is presently in 19 th place on our prioritised ITS list. Subject to funds being released by WBC, this crossing could be funded from developer monies. There is no pedestrian crossing in this vicinity, and this improvement would link two bus stops, is close to a footpath running into the Balfour Avenue Estate and the new Moor Lane	120,000	In design.

	development.		
Weybarton, Byfleet	Capital maintenance (LSR)	0	Funded through Project Horizon
Maitland Close, West Byfleet	Capital maintenance (LSR)	12,115	Scheme completed.
Cavenham Close, Woking	Capital maintenance (LSR)	14,660	Scheme completed.
Woodmancote Gardens, West Byfleet	Capital maintenance (LSR)	10,863	Scheme completed.
Knowle Gardens, West byfleet	Capital maintenance (LSR)	10,563	Scheme completed..
Elveden Close , Pyrford	Capital maintenance (LSR)	16,868	Scheme completed.
Palmerston Close, Horsell	Capital maintenance (LSR)	0	Funded through 2014/15 P400 programme. Scheme completed.
Mayhurst Avenue, Maybury	Capital maintenance (LSR)	16,022	Scheme completed.
Pembroke Road safety scheme (carried forward from 2014/15 programme)		60,000	Substantively completed.
Blackhorse Road safety scheme (carried forward from 2014/15 programme)		108,400	Substantively completed.
Estimated allowance for contractor OHP		20,000	
Total		529,491	

Table 1 – Capital works programme for 2015/16

2.1.5 Contingency planning - In the event of any ITS schemes not being deliverable, or being unable to proceed for other reasons, the list of LSR schemes contained in Table 2 is proposed for use on a contingency basis, and that schemes from this list are selected to best match the capital funding available. The Woking Joint Committee is asked to approve these contingency arrangements.

Scheme Name	Detail/Limits	Estimated cost (£)	Progress
Lincoln Drive	Opposite No.26 to 15a	11,751	
Ridge Close	Entire road (footways only)	19,353	
Rydens Way	Shackleford Road to No.45	31,501	
Manor Road	Entire road	26,271	

Table 2 – Proposed contingency capital works for 2015/16

2.2 Revenue maintenance allocations and expenditure 2015/16

- 2.2.1 The revenue budget made available to the Woking Joint Committee has been reduced from £220,420 to £141,650. This is a significant reduction and may impact on our ability to deliver some revenue related service requests.

Item	Allocation (£)	Spend to date (£)
Drainage / ditching	50,000	37,888
Carriageway and footway patching	50,000	34,617
Vegetation works	30,000	304
Signs and markings	11,650	63
Low cost measures	0	0
Kier OHP	*	8,199 * (included in allocation figures)
Total	£141,650	£72,872 committed

Table 3 – 2015/16 Revenue Maintenance Expenditure

2.3 COMMUNITY ENHANCEMENT FUND

- 2.3.1 The total 2015/16 Community Enhancement allocation for Woking remains unchanged at £35,000. Committee have previously determined to divide this fund equally between County Councillor Committee Members.

- 2.3.2 A summary of spend progress is shown in Table 4 below.

Member	Allocation (£)	Spend to date (£)
Liz Bowes	5,000	2,483
Ben Carasco	5,000	1,884
Will Forster	5,000	356
Saj Hussain	5,000	356
Richard Wilson	5,000	356
Colin Kemp	5,000	356
Linda Kemeny	5,000	356
Total	35,000	5,793

Table 4 – Community Enhancement Fund spend progress

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

2.4 Other highways related matters

2.4.1 Customer enquiry responses

The total number of enquiries received between January and June 2015 is 65721, an average of 11000 per month. This is consistent with the first quarter but lower than the corresponding period in 2014 due to the flooding we experienced last year.

All enquiries are categorised at the point of logging, either automatically through the website, or by officers. Safety defects are directed to Kier with the remainder passed to the SCC local office for further investigation. During 2014 the average split was 44% SCC and 56 % Kier, for the year to date this has shifted to 35/65.

Improvements to the online reporting system and general information available to the public and through the SCC Contact Centre have contributed to this change.

For Woking specifically, 3155 enquiries have been received since January of which 1352 (43%) were directed to the local area office for action, and 89% have been resolved. Although still high this response rate is below the countywide average of 95% and can partly be attributed to vacancy levels within the team.

For the first half of 2015, 288 complaints were received of which 23 stage 1 and 6 stage 2 were for the North West area, including Woking. The service was found to be partly at fault in 8 of these. The two main reasons for these complaints were lack of contact and the impact of resurfacing. We continue to work closely with the corporate customer relations team to improve performance. In addition new systems have been introduced to actions identified by complaints to ensure delivery and no further escalation.

A new Works Communication Team is being developed the purpose of which is to improve the availability of work programmes, increase information available to the public to allow them to self serve and deliver significant improvements to the advance notification of planned works.

We would like to make Members aware that during September we will be conducting a dedicated online National Highways & Transport survey for Members. This is the first time it has been carried out for several years and the Service is keen to receive as much feedback as possible to help influence future business planning.

2.4.2 Parking

The 2014/15 review works have been ordered and are substantially completed – this is both lining and signing, and Woking Borough Council have assisted delivery of the signing element.

3. OPTIONS:

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

4. CONSULTATIONS:

4.1 Consultation is routinely carried out for highway-related schemes with relevant key parties, including residents, Local Members, Surrey Police and Safety Engineering.

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www.surreycc.gov.uk/woking

Specific details regarding consultation and any arising legal issues are included in individual scheme reports as appropriate.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. RISK MANAGEMENT:

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

7. LOCALISM:

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

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

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

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

10. CONCLUSION AND RECOMMENDATIONS:
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- 10.1 The Committee is asked to note the progress with all schemes and budgets.
- 10.2 The Committee are asked to agree the contingency planning arrangements laid out in section 2.1.5 of this report.
- 10.3 It is recommended that a further Highways Update report is presented at the next meeting of this Committee.

11. WHAT HAPPENS NEXT:

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

Contact Officer:

Andrew Milne, Area Highways Manager NW

Consulted:

As identified in report.

Borough Portfolio Holder

N/A

County Council Cabinet Member

John Furey

Annexes:

None

Sources/background papers:

-



WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: KEVIN ORLEDGE
STREET WORKS MANAGER

SUBJECT: B380 OLD WOKING ROAD – UTILITY WORKS – GOOD PRACTICE

DIVISION: WOKING SOUTH EAST / THE BYFLEETS

SUMMARY OF ISSUE:

The purpose of this report is to inform Members of the good practice associated with works by Southern Gas Networks on the B382 Old Woking Road with specific reference to communications to stake holders, giving residents and highway users information to make educated travel decisions.

RECOMMENDATIONS:

The Woking Joint Committee is asked to note the contents of this report

REASONS FOR RECOMMENDATIONS:

The Committee has requested this Information Report

1. INTRODUCTION AND BACKGROUND:

- 1.1 Forming part of the programme of main gas supply pipe replacement by Scotia Gas Networks, directed by the Health and Safety Executive, Southern Gas Networks (SGN), via a risk rating score system, identified a need to replace approximately 1 ½ miles of old metallic pipe work with new polyethylene pipe along the B382 Old Woking Road between the junctions with Sheerwater Road and East Hill.
- 1.2 This section of the B382 is known to be an important link in the Surrey highway network running with significant traffic levels particularly in the morning and evening periods. It could reasonably be predicted that road works with any form of traffic management on this road could cause considerable travel disruption.
- 1.3 Public tolerance of road works is generally not high. This can be exasperated when significant roadworks appear without prior warning. Experience from previous, similar projects supports this with the level of enquiries and Complaints received which commonly show a trend of an initial higher volume reducing as awareness of the works becomes known.
- 1.4 Whilst policies and procedures are in place to advise of forthcoming road works, with this project having a predicted duration of up to six months it was important that all delivery channels for publication of information on the works were explored and employed where appropriate to ensure effective dissemination of information.
- 1.5 A meeting was held with SGN representation, Surrey Officers and the local Surrey Member in the lead up to the start of the works to agree a publicity strategy to capture as wide an audience as practically possible.
- 1.6 It should be noted that the works promoter can be instructed to undertake a certain level of pre publicity via conditions attached to the Permit, however cooperation is required to enable the level of publicity undertaken on this project.

2. DETAIL:

Publicity Methods Employed

- 2.1 **Variable Message Signs.** Large variable message signs are known to have a high impact value for advising of forthcoming road works. Four signs were placed two weeks prior to the works commencing, the sites being selected to capture maximum exposure and having a suitability to accommodate large signage. Locations selected were:

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

Old Woking Road junction with East Hill
 Pyrford Common Road junction with Upshot Lane
 Sheerwater Road junction with Albert Drive
 Parvis Road junction with Dartnell Park Road



- 2.2 **Advanced Information signage.** At the same time as the VMS were sited, black on yellow information signage was positioned along the affected section of the Old Woking Road and at other relevant locations. In total 22 signs of this type were positioned.



- 2.3 **Surrey County Council External Information Sheet.** The Street Works department at Surrey County Council is not directly resourced to produce external communications however the importance of providing advanced information on projects of this nature is understood and the standard Modus Operandi on projects of this level is to issue a Street Works Information Sheet. See Appendix A.

This sheet has an extensive distribution including affected County and Borough Members, blue light services, postal services, local commerce, schools, churches, residents associations, recreational clubs, Scouts, Guides etc., County and Borough Officers including the Surrey Contact Centre, plus previous known public contacts.

Distribution is by blind copy e-mail with the comment suggesting that it may be forwarded on to anyone else who may benefit.

- 2.4 **Open Public drop in sessions.** Two “drop-in” events were arranged and hosted by SGN, supported by Surrey Officers. These were held on Tuesday 14th July at St John the Baptist Church, Camphill Road in West Byfleet and on Monday the 20th of July at St Peter's Church in Old Woking. At these events details of the project was displayed along with the opportunity to discuss the works and the likely implications.

The events were publicised on the Surrey External Information Sheet and also by a Southern Gas Networks letter drop. Around forty people attended each of these sessions.

- 2.5 **Surrey County Council VMS Signs.** Whilst currently not representing an extensive asset (and completing with the need to advance warn of the Ride 100 cycle event) Surrey County Council have some fixed position VMS signs around the county. These were set to display a warning message with regard to the works.

The signs displaying the message being located on the A245 Byfleet Road and the A245 Portsmouth Road, Cobham and also on the A320 St Peters Way Eastbound & Westbound.



- 2.6 **Letter / SGN Information Sheet distribution.** A letter drop was undertaken by SGN to an area agreed by Surrey Officers which included properties directly fronting the affected area plus properties in roads adjoining the Old Woking Road, including Private Roads and the Marist and International

Schools. This letter drop included an SGN information sheet – see Appendices B and C

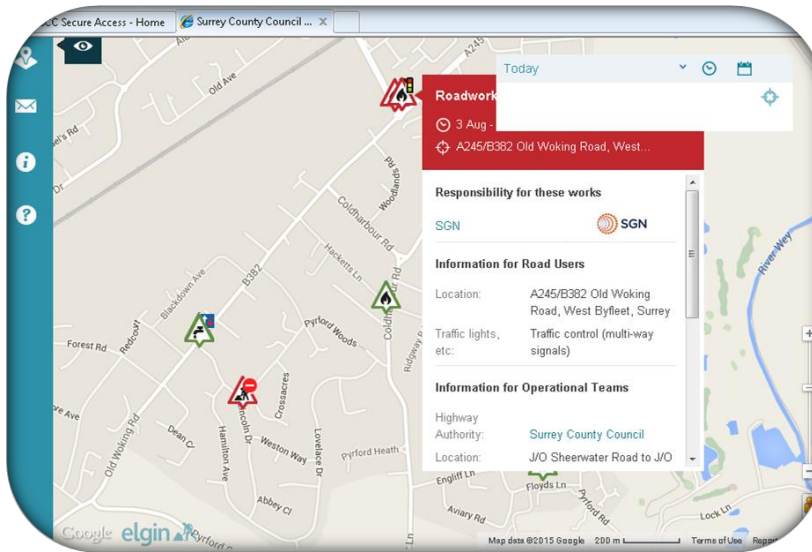
- 2.7 Local Media.** A press release – See Appendix D - was sent by SGN to local media and the Woking Advertiser published an article, albeit suggesting the road would be closed for the duration of the project.



The Get Surrey web site of the Surrey Advertiser published further information on the 4th of August with correct details regarding the works – Appendix E

Information was also sent to Inrix who collate and distribute information for local radio broadcast and SGN utilised social media in the form of “tweeting” to give advanced warning of the works.

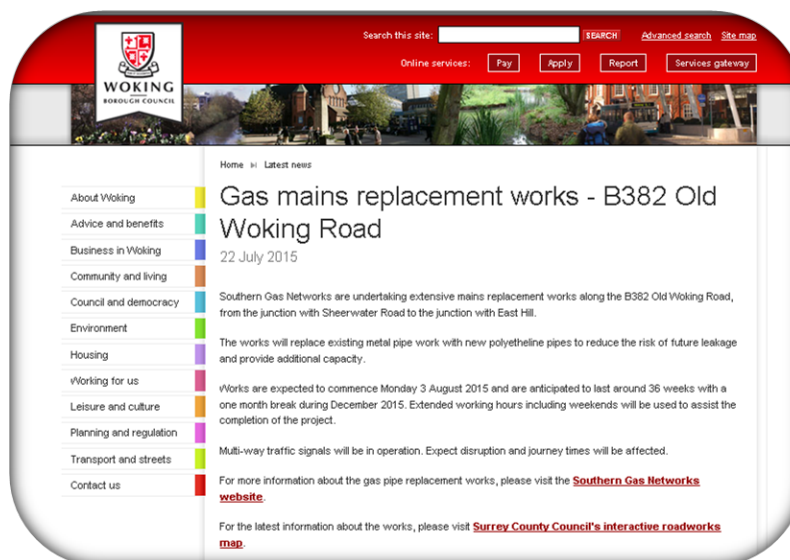
- 2.8 Surrey County Council Web Page.** Embedded in the Surrey County Council web site is the national Roadworks.org site which gives details on road works in the area. The copied screen shot here showing the works in question.



- 2.9 Southern Gas Networks Web Page.** SGN created a dedicated web page accessible via their main website which included details of the works, and included a link to the more detailed information sheet for those not in receipt of this document.



- 2.10 Woking Borough Council Web Page.** From information supplied via the street works Information Sheet, Woking Borough Council supported the publicity drive with information on their own web site



3. FURTHER INFORMATION:

- 3.1 Due to the Old Woking Road being a strategic road on the day of the Ride 100, works could not start until after this event however the advantages of undertaking works in the school vacation periods are well known and with the works commencing on the 3rd of August a “soft” start up to the project was possible.
- 3.2 It was decided to start the works at the Sheerwater Road end of the project extents due to the necessity for a three way temporary traffic signal system at this junction with the aim of being away from this junction by the time the adjacent Marist School returned from the summer break.
- 3.3 To assist with traffic movements on the main Old Woking Road, various side road junctions will be closed where alternative access is available. This enables less disruptive two way traffic signals to be used in place of multi way signals.
- 3.4 Working hours of 07:00 to 19:00 weekdays, 09:00 to 17:00 on Saturdays and 09:00 to 13:00 on Sundays were agreed with SGN to progress the project. 24 hour working was not considered on Environmental Health and Health (noise and light pollution) and Health and Safety grounds.
- 3.5 Works will be lifted as of the 1st of December as this represents the start of the pre Christmas embargo period where works are limited in the build up to the festive season to assist local commerce. A recommencement date has yet to be agreed however it is likely that this will be Monday the 4th of January.

4. CONCLUSION:

- 4.1 In contrast to other typical similar scenarios, one pre event customer enquiry was received regarding these works and at the time of writing no further enquiries or complaints have been received.
- 4.2 Publicity could not have been achieved without the level of cooperation seen from Southern Gas Networks
- 4.3 Principles learnt from this project will wherever possible be carried over to future similar projects and opportunities for further enhancement explored particularly the use of social and local media.

5. ADDITIONAL COMMENT:

- 5.1 Advantage was taken of the traffic management layout set up by SGN to enable Thames Water to undertake a manhole repair, sharing the same works site and TM.

Contact Officer:

Kevin Orledge, Street Works Manager
0300 200 1003

Consulted:

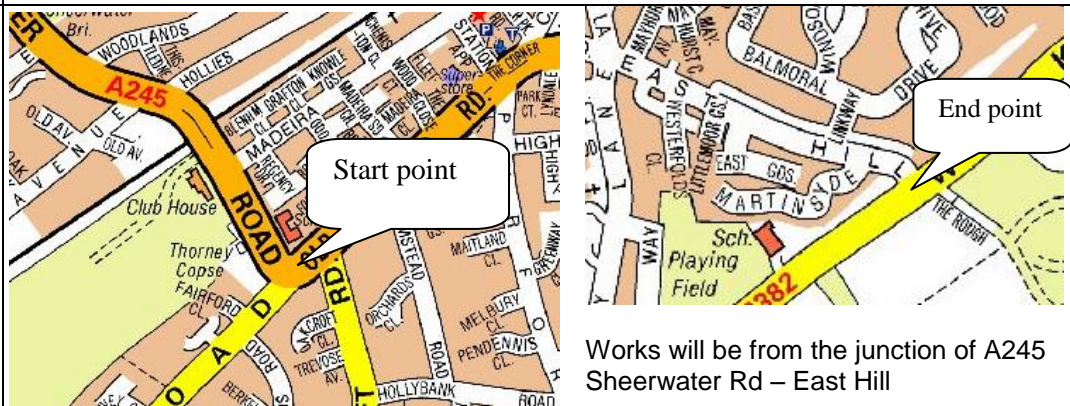
Not Applicable

Annexes:

Appendix A	Information Sheet
Appendix B	SGN Letter
Appendix C	SGN Leaflet
Appendix D	Press Release
Appendix E	Get Surrey Content

Sources/background papers:

Not Applicable

Information on Proposed Street Works					
Road Name and Number		B382 - OLD WOKING ROAD – West Byfleet/Woking			
Utility Company		Southern Gas Networks			
Reason for Works	Southern Gas Networks will be undertaking an extensive mains replacement project. In addition to replacing existing metallic pipe work with new polyethelene pipes to reduce leakage risk, there is a necessity to increase the existing pipe size significantly because of supply / demand problems in the local area especially during the colder months which if not addressed will leave residents without a mains gas supply.				
Extent of works	<div></div> <p>Works will be from the junction of A245 Sheerwater Rd – East Hill</p>				
Highway Impact	The majority of this work will be carried out using 2 way traffic signals but multi way signals will be required at the start point at Sheerwater Water. There will be various side road closures to keep traffic flowing on Old Woking Rd. Some disruption can be expected and journey times will be affected.				
Works Duration	<p>Work is expected to start on the 3rd August 2015 and is anticipated to last around 36 weeks with a one month break during December for the Christmas period. Extended working hours including weekends will be used to expedite the completion of the project. The timing of the works will allow the use of the school summer holiday period when traffic volumes are known to be lower.</p> <p>Advance warning signs will be erected at suitable locations. A letter drop to local residents and schools will be carried out by Southern Gas Network.</p> <p>Two “drop in” information sessions have been arranged for:</p> <table><tr><td>Tuesday 14th July: St John the Baptist West Byfleet Camphill Road West Byfleet KT14 6EH</td><td>Monday 20th July: St Peter's Church Old Woking Church Street Old Woking GU22 9JF</td></tr></table>			Tuesday 14th July: St John the Baptist West Byfleet Camphill Road West Byfleet KT14 6EH	Monday 20th July: St Peter's Church Old Woking Church Street Old Woking GU22 9JF
Tuesday 14th July: St John the Baptist West Byfleet Camphill Road West Byfleet KT14 6EH	Monday 20th July: St Peter's Church Old Woking Church Street Old Woking GU22 9JF				
Utility Contact	STEPHEN MUNSLOW				
SCC Contact Number	0300 200 1003	SCC Street Works contacts	ELAINE HAYES		
Notice reference	Date Issued:13/07/2015				
Type of Works	MAJOR Issue number: 001				

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SGN
Block 10, Units 20-21
Lambs Business Park
Terra Cotta Road
South Godstone
RH9 8LJ

Dear Customer

Essential gas mains replacement work in Old Woking Road, Woking
Invitation to drop-in session

As you may be aware, we are planning essential work to upgrade the gas network in Old Woking Road.

This essential work involves the replacement of old, metal gas mains with new, durable plastic pipe to ensure a continued safe and reliable supply of gas into the future.

We have planned this work in close collaboration with Surrey County Council and the local authorities to ensure we minimise disruption to the local community.

We are aiming to start these works on Monday 3 August and we anticipate that the project will last approximately 36 weeks.

So that we can explain more about our work, we have organised two drop-in sessions.

The first session will be held at St Johns Church, Camphill Road, West Byfleet, Surrey KT14 6EH on Tuesday 14 July between 4pm and 8pm.

The second session will be held at St Peter's Church Old Woking, Church Street, Old Woking, Surrey GU22 9JF on Monday 20 July between 4pm and 8pm.

Members of the project team will be on hand to answer questions and talk through our plans in more detail. Maps and plans of our work will also be on display. You are welcome to attend either event at any time.

If you have any specific enquiries please call us on 01293 818 470 between 8am and 4pm Monday to Friday or contact our Customer Service team anytime on 0800 912 1700.

Alternatively you can also email us at london.west.replacement@sgn.co.uk.

Yours faithfully

Stephen Munslow
Team Manager

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Investing in your gas supply

Old Woking Road Woking







We're investing £750,000 to upgrade our gas network in the Old Woking Road area of Woking.

This essential work involves the replacement of old, metal gas mains with new plastic pipe to ensure a continued safe and reliable gas supply.

Following discussions with Surrey County Council, the work will start on Monday 3 August. We will be working in Old Woking Road between Sheerwater Road and East Hill for approximately 36 weeks. To ensure everyone's safety, temporary traffic lights will be in place around our work area.

You'll find further details such as where we'll be working overleaf.

We're committed to upgrading our network to ensure gas is a sustainable and green energy source for many years to come. We're using the latest

technology to minimise disruption as we replace our pipes in your community. By improving the gas network, we'll continue to keep homes and businesses safe and warm long into the future.

All businesses in the local area will remain open as usual. We do have a compensation scheme in place for local businesses which suffer a genuine loss of trade because of our work. Packs are available from our website, sgn.co.uk, via the Publications section.

If you have any other specific enquiries about this project, please call us on **01293 818 470** during office hours (8am and 4pm) or on **0800 912 1700** outside these times.

 **Read more**
sgn.co.uk

 **Follow us**
[@SGNGas](https://twitter.com/SGNGas)

 **Find us on**
Facebook



Your questions answered...

Q. Why are you doing this work now?

A. We need to replace these old gas mains and while there is no ideal time to carry out the work, the timescales have been agreed with the local council and other interested parties.

Q. How will it affect my local area and travel?

A. Sometimes we need to use temporary traffic lights, or close a road to keep the public and our engineers safe while the work is taking place. We'll always provide advance notification if this is the case.

As the local authority always looks to co-ordinate planned roadworks wherever possible, we need their permission to close roads. If our work affects local bus services, this will be advertised in advance too.

Q. How else might I be affected?

A. Some on-street parking in your road may be restricted to ensure certain stages of our work can be completed safely. We'll let you know when this is necessary, as your co-operation in keeping sections of the road clear helps keep our work on schedule.

We may need to take up space in the road or on the verge for a site storage area for our equipment. We'll restore any areas we've disturbed as quickly as possible after the project is finished. We'll also make good all road surfaces, pavements and driveways.

Q. When will you be working?

A. Our hours of work are agreed with the local authority. We will be working extended hours seven days a week to complete our project as quickly as possible. Our engineers will be working between 8am and 7pm Monday to Friday, 9am until 5pm on Saturday and 9am until 1pm on Sunday. We are mindful of those people who live in the area and will try to minimise noisy activities at evenings and weekends where possible.

Q. How can I find out more about the work and how it might affect me?

A. We'll do our best to keep customers informed. After all, the work we are planning is for your safety. We have our established channels, including our website and social media, as well as press releases for local media, update flyers and leaflets such as these. We would welcome any ideas about other ways we can communicate with you to help raise awareness of what we're doing, such as details of community Facebook pages and independent websites. Please email any suggestions to customer@sgn.co.uk.

You may already know us as Southern Gas Networks. We've recently changed our name, logo and branding to SGN. We're still the same company and our local experts are still committed to delivering your gas reliably and keeping you safe.

Every year we give our people a day on company time to team up and work on community projects of their own choice. We are always looking for other projects to complete so if you have any suggestions for your community please call Julie Lowrey on 01689 881 481.



Where is the work taking place?

We are sorry about any inconvenience our work causes and would like to thank road users for their patience. This is a complex engineering project, however we always aim to minimise disruption whenever possible.



Key

Work area

We will be working in Old Woking Road from Sheerwater Road to East Hill. We'll be progressing southwards along the road in 100-metre sections. To ensure the safety of our engineers and road users, we need to install temporary traffic lights around our work area.

We'll be inserting the majority of the new gas main inside the existing main. This means we do not have to dig long trenches and it is the least disruptive way of replacing our pipes.

 **To access this leaflet in an alternative format please call 0800 912 1700**

 **Smell gas?**
0800 111 999

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Gas upgrade in the pipeline for Woking as part of £750,000 project

21 August 2015

Gas distribution company SGN will shortly be starting work to upgrade the local gas supply network in Old Woking Road, Woking.

As part of a project to ensure a continued safe and reliable gas supply to the local community, the existing metal gas mains and services need to be replaced with modern plastic polyethylene pipe.

The essential work forms part of an ongoing mains replacement programme developed with the Health and Safety Executive. Following discussions with Surrey County Council, work will start on Monday 3 August for approximately 36 weeks.

The project will take place in Old Woking Road between Sheerwater Road and East Hill. Engineers will progress southwards along the road from the Sheerwater Road junction, upgrading the gas main in 100-metre sections at a time. To ensure everyone's safety, temporary traffic lights will be in place around the work area.

SGN Project Manager Steve Munslow said: "We'll be inserting the majority of our new gas main inside the existing main. This means we don't have to dig long trenches and it's the least disruptive way of replacing our pipes.

"The new plastic pipe has a minimum lifespan of 80 years, which means once the work has been completed, people in Woking will continue to enjoy the benefits of a continued safe and secure gas supply for many years to come."

ITEM 12

Gas upgrade in the pipeline for Woking as part of a £750,000 project

Specific details of the project can be found on SGN's website as well as a short video explaining more about what to expect from the mains replacement work.

ENDS

Notes to Editors

SGN manages the network that distributes natural and green gas to 5.8 million homes and businesses across the south of England and Scotland. Our pipes deliver gas safely, reliably and efficiently to every one of our customers.

Whatever time of day or night, anyone who smells gas should dial the National Gas Emergency Number – 0800 111 999*. Lines are open 365 days a year and calls are free.

Find all our press releases and statements on our website – sgn.co.uk.

Like us on Facebook and follow us on Twitter: @SGNgas

*all calls are recorded and may be monitored

press release

Gas works begin on Old Woking Road

“A gas company which is digging up parts of Old Woking Road for 36 weeks has reassured residents disruption will be limited.

A spokesman for SGN said temporary traffic lights were installed along the B382 to accommodate works to upgrade the gas supply and confirmed the road would not be shut to motorists.

The project is taking place in Old Woking Road, between Sheerwater Road and East Hill Road, and engineers will progress southwards along the road from the Sheerwater Road junction, upgrading the gas main in 100-metre sections.

The metal gas mains and services will be replaced with plastic polyethylene pipe with a minimum lifespan of 80 years, according to SGN.

The spokesman said: “We will need to install temporary traffic lights to ensure everyone’s safety, but motorists will still be able to travel along Old Woking Road. We’d like to reassure residents and road-users we will do everything we can to minimise disruption as we recognise that Old Woking Road is a particularly sensitive route.”

As the new pipes will be inserted inside the existing main, the works will not need to involve the digging of long trenches”.

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WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: PAUL FISHWICK, PROGRAMME MANAGER (LTS & MAJOR SCHEMES)
SUBJECT: ARNOLD ROAD SPEEDING TRAFFIC AND OBJECTIONS TO THROUGH TRAFFIC
AREA: WOKING NORTH

SUMMARY OF ISSUE:

This report is in response to two petitions that have been submitted to the Joint Committee relating to Arnold Road Woking.

The first petition was presented to this committee on 25 June 2014 (item 18/14 petition B refers), and related to speeding traffic in Arnold Road.

A second petition was presented to this committee on 24 June 2015 requesting a Prohibition of Traffic Order to prevent through traffic coming from Albert Drive.

RECOMMENDATIONS:

Woking Joint Committee is asked to agree that :

- (i) The average traffic speeds taken from the traffic surveys undertaken in March 2015 are well below the 30mph speed limit and no further action is required.
- (ii) The 'turning movement' traffic surveys undertaken in April 2015 indicate that the new Albert Drive is now taking the majority of traffic and traffic flows have reduced considerably on Arnold Road.
- (iii) To note that the air quality in the area does not reach the criteria for further investigation (Annex B).
- (iv) To note the comments from Surrey Police (paragraphs 2.8 and 2.9).

REASONS FOR RECOMMENDATIONS:

From the surveys and assessments carried out in March 2015 (traffic speeds), April 2015 (traffic volume, type and turning movements) and April 2015 (Woking BC Local Air Quality Assessment), there is no evidence to support the case being put forward by the two petitions and it is recommended that no further action is taken.

1. INTRODUCTION AND BACKGROUND:

Petition 1 – presented on 25 June 2014 related to speeding traffic in Arnold Road.

- 1.1 A petition containing 83 signatures had been submitted for consideration at that meeting. Residents were asking speeding along Arnold Road to be addressed.

Wording of the petition

- 1.2 I want the Council to consult with residents to address speeding issues on Arnold Road which have developed as a result of Sheerwater Access Road works.

- 1.3 Possible solutions proposed by residents include:

- Installation of speed humps on Arnold Road
- The installation of a no left turn for all traffic approaching from Sheerwater
- Closure of Arnold Road to through traffic
- 20MPH speed sign on approach to Arnold Road

Petition 2 – presented on 24 June 2015 related to Prohibition of through traffic from Albert Drive.

- 1.4 A petition containing 78 signatures had been submitted for consideration at Woking Joint Committee.

Wording of the petition

- 1.5 We the undersigned residents of Arnold Road do urgently request Surrey County Council Highways Agency to grant a Prohibition of Traffic Order to prevent through traffic coming from Albert Drive on grounds of pollution, noise and congestion. A sign 'Prohibition of motor vehicles except for access' should be erected at the junction with Albert Drive.

- 1.6 It is well known that traffic fumes are the cause of more ill health than alcohol and drugs combined. Diesel cars certified under EU rules as the cleanest yet built, give toxic exhaust emissions at up to 9.9 times the legal maximum (Sunday Times investigation May 2015) and produce key toxins which attack the lungs and organs causing up to 50,000 premature deaths a year. The tests, done in a laboratory and not on the road, seriously underestimate real road conditions. In view particularly of these health hazards, we request that all through traffic should access Monument Road via the new by-pass

2. ANALYSIS:

- 2.1 The analysis presented below covers petition 1 and petition 2 as set out paragraphs 1.1 to 1.6 above
- 2.2 The County Council and Borough Council working in partnership constructed the 'Sheerwater Access Road' (now known as Albert Drive) which opened to traffic in November 2013.
- 2.3 The original proposal was to close Eve Road and Arnold Road to through traffic but objections from local residents meant that only Eve Road was closed and Arnold Road remained open to traffic (see Annex A).
- 2.4 Following the petition presented to this committee on 25 June 2014, it was agreed that officers would carry out a further speed survey in the New Year once ASDA had opened, and would liaise with residents over the positioning of the speeding loops and the timing of the survey.
- 2.5 Following agreement of the locations and timing for the speed survey with the residents and the opening of the ASDA store traffic surveys, taking into account traffic speeds, took place over 7 days in March 2015. The survey in Arnold Road (one-way system) has indicated that **average speeds over 7 days were 24.1 mph**. Also, within the two-way section between Eve Road and Albert Drive the survey indicated an **average speed of 16.8mph (NE bound) and 21.8mph (SW bound)**. In both cases these average speeds are well below the 30mph speed limit for this road
- 2.6 However, at the request of the Divisional Member, a further speed survey has been commissioned, and if the details from this survey are available they will be 'tabled' at the committee meeting.
- 2.7 In addition a turning movement traffic survey was carried out Tuesday 21 April 2015 and the data indicates that 8,760 vehicles (7am to 7pm) uses the new section of Albert Drive at its junction with Monument Road. 368 of these were Other Goods Vehicles over 3.5 tonnes and there were 135 buses
- 2.8 On the same date 2,159 vehicles (7am to 7pm) used Arnold Road at its junction with Monument Road. 13 of these were other goods vehicles and there were 11 buses.
- 2.7 Without the new access road, the traffic using Arnold Road could be as follows (based on 12 hour survey):
- Total traffic 10,763 of which 381 other goods vehicles over 3.5 tonnes and 146 buses.
 - With the new road in place and based on the data from the 21 April, this would equate to a potential **reduction of 80% in all traffic and 96% reduction in Other Goods Vehicle over 3.5 tonnes**.
- 2.9 Surrey Police have been contacted in relation to the requested "Prohibition of Traffic Except for Access". They have responded as follows;
- "Surrey Police would definitely not support such a restriction, as it would be constantly abused and there would be huge demands placed upon the police to ensure compliance, which we just could not manage. In addition the signs that

indicate such a restriction are little used and are not at all understood by the general motoring public.

Surrey Police would add that the number of officers involved in the enforcement of traffic legislation has reduced considerably over the last year. As a result the police main focus has to be towards the offences that result in an increase in road casualties, such as excess speed, mobile phone usage when driving , failing to wear seat belts, drink driving and many others. To take officers away from these offences to enforce an environmental restriction, as suggested here, would be impossible to justify to anyone other than the residents of Arnold Road.

- 2.10 It is also suggested that there are many other roads in the borough where the residents have similar concerns and so there could be many other requests along the same lines if this restriction is granted”.
- 2.11 The residents in petition 1 also suggested installation of road humps, a no left turn for all traffic approaching from Sheerwater and 20mph speed sign on approach to Arnold Road.
- 2.12 There are existing speed calming measures within Arnold Road and the speed data proves that these assist with keeping traffic speeds low.
- 2.13 A “No left turn” for all traffic approaching from Sheerwater would have a detrimental affect on residents living in Arnold Road and Eve Road as they could only access Arnold Road and Eve Road from the new Albert Drive turning right. The traffic survey data has also indicated a significant reduction in the traffic flows within Arnold Road since the new road was opened.
- 2.14 With reference to the 20mph speed sign, the County Council’s policy (setting local speed limits published July 2014) sets out the process for setting speed limits including 20mph.
- 2.15 Under the policy, the Area Highway Team would determine the extent of the road to be assessed. The length of road over which a speed limit change is being considered should be at least 600m. This should ensure against too many speed limit changes that could be confusing to the motorist within a short space of road. However in some cases a slightly shorter length may be suitable where existing highway or roadside features provide a natural threshold which may complement a change in speed limit.
- 2.16 The length of road between Albert Drive junction and Monument Road is approximately 315 metres. This distance, therefore does not meet with the first step of the criteria being considered. In addition, as indicated in paragraph 2.5 above, traffic speeds are already low, and for these reasons no formal assessment of the speed limit is considered appropriate.
- 2.17 Woking Borough Council have considered air quality in the area (see Annex B) and concluded that no further action is required

3. OPTIONS:

- 3.1 There are no recommended further actions from this report and therefore there are no options to consider.

4. CONSULTATIONS:

4.1 Representatives of the Residents Association were consulted over the location and timing of the traffic speed survey equipment for the March 2015 survey.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

5.1 Taking into account the analysis in section 2 above it is recommended that no further action is taken, and therefore no financial decision is necessary.

6. RISK MANAGEMENT:

6.1 There is no risk management arising from this report.

7. LOCALISM:

7.1 The traffic survey data from March 2015 and April 2015 together with the Woking Borough Council air quality assessment (April 2015) have concluded that there is no evidence to support the issues outlined in the petition.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

8.1 There are no Equality and Diversity implications arising from this report.

9. OTHER IMPLICATIONS:

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

10. CONCLUSION AND RECOMMENDATIONS:

10.1 The construction of the Sheerwater Link Road (Albert Drive) has removed a substantial amount of traffic, including other goods vehicles over 3.5 tonnes from Arnold Road and the average speed of this traffic has remained well below the speed limit for this road.

- 10.2 The original proposal was to close Arnold Road at it's junction with Monument Road, however during the consultation period there were objections raised by the residents and the closure was not introduced.
- 10.3 The speed surveys have indicated that the average 7 day traffic speeds are well below the 30mph speed limit.
- 10.4 The comments from Surrey Police that a "Prohibition of Traffic Except for Access" would not be supported should be noted.
- 10.5 Air quality in the area has been assessed by Woking Borough Council and it has been concluded that no further action is required at this time.
- 10.6 With the above in mind it is recommended that no further action is taken.

11. WHAT HAPPENS NEXT:

- 11.1 No further action is recommended based on the survey data carried out in March and April 2015.
- 11.2 A copy of this paper has been sent to the Residents Association.

Contact Officer:

Paul Fishwick Programme Manager (LTS and Major schemes) Transport Policy
Contact number 03456 009 009

Consulted:

Andrew Milne, Kevin Patching, Douglas Spinks

County Council Cabinet Member

John Furey Cabinet Member for Highways, Transport and Flooding

Annexes:

Annex A Extract from Woking Borough Council Planning Committee report (20 March 2012)

Annex B Woking BC Local Air Quality Management Assessment (April 2015)

Sources/background papers:

March 2015 traffic speed survey data

April 2015 traffic movement survey data.

Woking Borough Council Planning Committee report dated 20 March 2012 – extract as Annex A

Woking Borough Council Local Air Quality Management Assessment (April 2015) – extract as Annex B

Extract from Woking Borough Council Planning Committee report 20 March 2012

The proposed plans have been amended to leave Arnold Road open following the public consultation exercise and the concerns raised regarding loss of potential parking in Arnold Road. Arnold Road's existing one-way system will be retained, although a HGV ban (except for access) would be implemented and traffic calming introduced to create a low speed environment and to discourage rat-running. The existing signals at its western end would be removed and it would become the minor arm of a priority junction with Monument Road. Two exit lanes would be retained to accommodate left and right turning vehicles.

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Extract from Woking Borough Council LAQM updating and screening assessment 2015 April 2015

3. Road traffic sources

3.1 Narrow congested streets with residential properties close to the kerb

Woking Council confirms that there are no new/ newly identified congested streets with a flow above 5,000 vehicles per day and residential properties close to the kerb, that have not been adequately considered in previous rounds of Review and Assessment.

3.2 Busy streets where people may spend 1-hour or more close to traffic

Woking Council confirms that there are no new /newly identified busy streets where people may spend 1 hour or more close to traffic.

3.3 Roads with a high flow of buses and/ or HGVs.

Preparation and construction works for the new link road as part of the Sheerwater Access Improvement Scheme commenced in February 2013 and were completed in November 2013. Sheerwater Business Park was adversely affected by poor access to the M25 for larger heavy goods vehicles (HGVs), which had to negotiate the narrow, residential streets of Eve Road and Arnold Road on route to the M25, before the new link road was constructed. A two-way link road joining Monument Way East with Albert Drive was constructed to provide direct access into the Sheerwater Business Park and beyond from both directions. Consequently, the link road sees an unusually high proportion of HDV vehicles leading to the industrial estate.

Mayer Brown Limited (2012) was commissioned by WBC to undertake a qualitative review of the air quality implications associated with the proposed Sheerwater Link Road. The report determined that air quality conditions on Monument Road, adjacent to the Sheerwater Link road, were improving as a result of improved traffic flow in the area. Both diffusion tubes on Monument Road measured concentrations of NO₂ well below the annual average of 40 µgm⁻³ in 2014.

A traffic assessment undertaken for the Link Road demonstrated that the proposals would result in improved amenity of residential areas by reducing traffic flows on Eve Road and Arnold Road and moving traffic from the nearest receptors to the business park (Mayer Brown Limited, 2011 & 2012).

Woking Council confirms that it has assessed newly identified roads with high flows of buses or HDVs in a busy street where people may spend 1 hour or more close to traffic that have not previously been assessed, and concluded that it will not be necessary to proceed to a Detailed Assessment.

3.4 Junctions

As discussed in Section 3.3, the junction between Monument Way and Albert Drive has led to improved traffic flows in the area. Woking Council has assessed newly identified junctions meeting the criteria in Section A.4 of Box 5.3 in TG(09), and concluded that it will not be necessary to proceed to a Detailed Assessment.

3.5 New roads constructed or proposed since the last round of review and assessment

The two-way link road joining Monument Way East with Albert Drive at Sheerwater Business Park has been newly identified since the previous round of review and assessment. As discussed in Section 3.3, a traffic assessment undertaken for the new Link Road demonstrated that the proposals would result in improved amenity of residential areas by reducing traffic flows on Eve Road and Arnold Road and moving traffic from the nearest receptors to the nearby business park (Mayer Brown Limited, 2011 & 2012).

Woking Council has assessed new roads meeting the criteria in Section A.5 of Box 5.3 in TG(09), and concluded that it will not be necessary to proceed to a Detailed Assessment.



WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: SUE BARHAM, STRATEGIC DIRECTOR (WBC)

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

AREA: WOKING

SUMMARY OF ISSUE:

On 24 June 2015, Woking Joint Committee agreed to re-establish two sub-committees to enable the Joint Committee to carry out its functions in an efficient and expedient manner.

During the first year of operation, the Community Safety Sub-Committee met twice and the Health and Wellbeing Sub-Committee met three times. This report provides an overview of the issues considered to date.

RECOMMENDATIONS:

Woking Joint Committee is asked to note:

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

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

1.1 On 24 June 2015, the Joint Committee agreed to re-establish its two sub-committees, one covering Health and Wellbeing and the other Community Safety. Both sub-committees have delegated decision making powers as set out within their terms of reference.

1.2 This report sets out for information a summary of the issues considered by the sub-committees since the last update to the Joint Committee in March 2015.

2. ANALYSIS:

HEALTH AND WELLBEING SUB-COMMITTEE

2.1 The Health and Wellbeing Sub-Committee met three times during 2014/15.

2.2 At the last meeting in June the following items were discussed:

- a. The updated Health and Wellbeing Action Plan was considered.
 - i. An officer working group has been established to take forward the actions in a co-ordinated way, with different agencies leading on different priorities. This group will link in with existing networks to avoid duplication.
 - ii. An updated health profile has been published by Public Health England, and the key issues of alcohol, smoking, physical activity and dementia are already being addressed through the action plan.
 - iii. Improved communication would be taking place for referrals to the Smoking Cessation Service, and a borough wide enforcement service is being set up to educate and enforce on smoke related litter.
 - iv. There is an intention to set up a Timebank in Woking, and a buddy scheme to encourage the frail and elderly to swim.
 - v. Work is ongoing to promote NHS Health checks across the borough, particularly targeting the Asian community and Carers.
 - vi. The Surrey-wide Alcohol Strategy is being implemented locally through Coram Life Education, Junior Citizen, Alcohol Screening and linking in with GPs to refer appropriate patients on if they have an issue with drinking at home.
 - vii. The Dementia Friendly Strategy is progressing well, with the recent identification of a gap in dementia support for young people. In partnership with Woking Alzheimer's Society, Gimmick's Café began in July 2015 from the Bradbury Centre and offers peer support and information.
 - viii. The Locality Hub based at Woking Community Hospital will provide support for the frail and elderly when it opens at Willow Ward.
 - ix. Work was taking place to pull together information on grants provided by agencies to identify how funding can be more effectively targeted against shared health and social care objectives, under the banner of 'Mission 90'. In addition, a new small grant scheme has been launched by Woking Borough Council for older people.
- b. Members received an update on the Woking Family Support Programme. The Phase II programme was now well underway and work is ongoing to optimise the numbers of referrals going forward. A Quality Assurance Audit has been undertaken, which set out the current strengths and weaknesses, which are currently being addressed.

- c. An update on the Living and Ageing Well in Surrey Awards 2015 was given. These awards provide the opportunity to acknowledge the work undertaken by individuals in the provision of supporting and improving services for older people.

2.3 On the 4 September 2015 the first gathering of the Woking Wellbeing Network was held to bring together groups and organisations that support Woking residents and improve Health and Wellbeing in the borough. The vision is for a thriving network that helps to share information, understand how organisations fit into the bigger picture, and explore opportunities to support each other to address local needs and improve health and wellbeing in Woking.

COMMUNITY SAFETY SUB-COMMITTEE

2.1 The Community Safety Sub-Committee met twice during 2014/15.

2.2 At the last meeting in June, the following items were considered:

- a. The Sub-Committee received the Surrey Fire and Rescue Annual Report. During the last year there had been no fatalities due to fire, and three injuries due to smoke inhalation. Overall the statistics for the borough showed strong performance from the service. The number of safeguarding referrals increased to 42, due to the success of the 'Keeping you safe from fire' campaign with Adult Social Care and the training with fire crews to maximise information sharing between organisations. The multi-agency approach ensured that the most vulnerable people could be afforded the protection required. The Youth Engagement Scheme continued to be very successful, although a lower number of referrals had been received for Woking and so work was taking place to enhance awareness. The new fire station is due to open in Woking in summer 2016.
- b. The Sub-Committee agreed the Safer Woking Partnership Plan 15/16, with the key priorities being Antisocial Behaviour, Crime, Drugs & Alcohol and Reducing Re-offending. In addition the Plan would also focus on Child Sexual Exploitation.
- c. The Sub-Committee received the annual report of activity taken by the partnership during 2014/15. Ongoing work was taking place with Speeding and Anti-Social Driving, Domestic Abuse, Neighbourhood Watch, Street Angels and Coram Life Education. The Surrey Women's Support Centre was undertaking more preventative work in the community, alongside a seconded youth support officer who was identifying the risks of anti-social behaviour.
- d. Over the past year, the main focus for the Police was on reducing dwelling burglaries which had been a great success achieving 80 fewer offences since the previous year, with Woking being the best performing force in Surrey. Serious acquisitive crime had also been reduced by 25.3%, equating to a decrease of 158 offences. Overall, there was a very low amount of crime in comparison with other parts of the country. There had been an increase in violence with injury, although there had been a reduction in town centre crime which had been assisted with the closure of Chertsey Road at night. In addition, there had been an increase in reporting of domestic assaults which enabled the crimes to be investigated and the victims assisted. A large

reduction of 378 anti-social behaviour incidents over the past year was stated to be very positive.

- e. An update on the review of the Joint Action Group was given. A few improvements had been made, but it was agreed that it was operating according to best practice.

2.3 There is now an annual Police Crime Summit within the Borough to give residents an opportunity to feed back to a range of agencies. This took place on 12 March 2015 at HG Wells Centre, Woking. The principal issues of concern were online fraud, Police volunteers and Special Constables and Council Tax.

3. OPTIONS:

3.1 This report is for information and comment only.

4. CONSULTATIONS:

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

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

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

6. RISK MANAGEMENT:

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

7. LOCALISM:

7.1 Universal and targeted Health and Wellbeing interventions will be undertaken based on the needs of local populations. Thus targeted approaches will focus not only on the most deprived areas, but will also look, where appropriate to prioritise target (client) groups.

7.2 The Safer Woking Partnership aims to make all communities in the borough a safe and pleasant place to live. Where issues arise, the partners work together, with residents as appropriate, to address them.

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

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

9.1 Crime and Disorder implications

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

9.2 Public Health implications

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

10. CONCLUSION AND RECOMMENDATIONS:

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

11. WHAT HAPPENS NEXT:

- 11.1 The next meeting of the Community Safety Sub-Committee is at 7pm on 20 January 2016, and the next meeting of the Health and Wellbeing Sub-Committee is at 5.30pm on 4 November 2015. Both meetings will be held in the Council Chamber at Woking Civic Offices, are open to the public and will be webcast.

Contact Officer:

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

Consulted:

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

Borough Portfolio Holder

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

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

County Council Cabinet Member

Mr Richard Walsh

Annexes:

None

Sources/background papers:

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



WOKING JOINT COMMITTEE

DATE: 23 SEPTEMBER 2015
LEAD OFFICER: SARAH GOODMAN, COMMUNITY PARTNERSHIP AND COMMITTEE OFFICER (SCC)
 SUE BARHAM, STRATEGIC DIRECTOR (WBC)

SUBJECT: FORWARD PROGRAMME

AREA: WOKING

SUMMARY OF ISSUE:

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

RECOMMENDATIONS:

Woking Joint Committee is asked to:

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

REASONS FOR RECOMMENDATIONS:

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

1. INTRODUCTION AND BACKGROUND:

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

2. ANALYSIS:

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

3. OPTIONS:

3.1

Wednesday 2 December 2015

1. Highways Update
2. Armed Forces Community Covenant in Woking
3. Woking Parking Review
4. Woking Infrastructure Delivery Plan
5. Trading Standards Annual Report
6. LSTF – end of programme report

Wednesday 2 March 2016

1. Highways Update
2. Woking Town Centre Management Agreement
3. Community Infrastructure Levy monitoring report
4. Sub-Committees Update

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

Woking Joint Committee Health and Wellbeing Sub-Committee:

- 5.30pm on 4 November 2015

Woking Joint Committee Community Safety-Sub-Committee:

- 7.00pm on 20 January 2016

4. CONSULTATIONS:

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

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 There are no financial implications of the forward programme.

6. RISK MANAGEMENT:

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

7. LOCALISM:

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

8. EQUALITIES AND DIVERSITY IMPLICATIONS:

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

9. OTHER IMPLICATIONS:

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

10. CONCLUSION AND RECOMMENDATIONS:

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

11. WHAT HAPPENS NEXT:

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

Contact Officer:

Sarah Goodman, Community Partnership and Committee Officer, 01483 518095

Consulted:

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

Borough Portfolio Holder

Councillor John Kingsbury

County Council Cabinet Member

Mr Richard Walsh, Cabinet Member

Annexes:

None

Sources/background papers:

None

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Woking Joint Committee Decision Tracker

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

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

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

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

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

Meeting Date	Item	Decision	Due By	RAG	Officer	Comment or Update
24 June 2015	4b	Following the presentation of a petition, to look at ways to provide a safer way for pedestrians to cross Littlewick Road	Autumn 2015	G	Andrew Milne	Order made to cut back foliage. Site meeting to be arranged for September
	4d	To provide a response to the petition presented on Arnold Road regarding speeding, air quality and an access only	September 2015	G	Paul Fishwick	Report taken on 23 September 2015
	9	The Footpath 4 (Woking) Public Path Diversion Order 2014 be referred to the Secretary of State for	September 2015	G	Debbie Prismall	Statement of Case approved by Legal. To be submitted by end of Aug.

		Determination				
	11	To upgrade the traffic signals at the junction of Anchor Hill and High Street Knaphill to address air quality issues	Autumn 2015	G	Tim Brown/Matt Jezzard	Whilst there has been some slippage in the traffic signals refurbishment programme for 2015/16, these works at Anchor Hill remain scheduled to commence in October.
	12	To implement the changes to library opening hours at Knaphill and West Byfleet	September 2015	G	Kelly Saini Badwal	West Byfleet and Knaphill Libraries hours changed from 1 September 2015

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